BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING
TUESDAY, SEPTEMBER 9, 2025
AGENDA

Tuesday, September 9, 2025 **1:30 PM** **Hearing Room**

Invocation – Darrin Kessler

1:30 PM

1. Call to Order

a. Pledge of Allegiance

b. Attorney Certification of Agenda

c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

a. Resolution in Support of and Recognition of 30 Years of Voter-Supported Parks, Trails, Historic Resources and Open Space Sales Tax Fund and September as Parks, Trails, Historic Property and Open Space Appreciation Month.
Dan Dertz, Open Space Director

Attachments: 9.9.25 RESOLUTION

3. Consent Agenda

a. Approval of Vouchers August 12, 2025
Christie Guthrie, Assistant Director of Finance — *Finance Department*

Attachments: 08.12.25 BOCC

b. Approval of Vouchers September 9, 2025
Christie Guthrie, Assistant Director of Finance — *Finance Department*

Attachments: 09.09.25 BOCC

c. Resolution Approving the Recommendation of the Abatement Hearing Referee.
Ashley Chamberlain, Paralegal — *County Attorney*

Attachments: Abatement Approval Resolution - August 2025
Abatement Approval Resolution Attachment

d. Resolution Approving the Abatement Settlement Recommendations of the Assessor's Office
Ashley Chamberlain, Paralegal — *County Attorney*

Attachments: Douglas County Abatement Cover Letter - CSM Park Meadows - Executed
Abatement Settlement Approval Resolution - August 2025

e. Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Town of Parker Authorizing Coordination for the Coordinated Election, November 4th, 2025
Codie Winslow, Chief Deputy Clerk & Recorder — *Clerk and Recorder*

Attachments: 2025 Douglas County IGA Town of Parker

f. Intergovernmental Agreement Between Douglas County Clerk and Recorder and the South Metro Fire Rescue Fire Protection District Authorizing Coordination for the Coordinated Election, November 4th, 2025
Codie Winslow, Chief Deputy Clerk & Recorder — *Clerk and Recorder*

Attachments: 2025 Douglas County IGA SMFRFPD
Appendix A - Address Confirmation Form SMFRPFD

g. Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Douglas County School District RE-1 Authorizing Coordination for the Coordinated Election, November 4th, 2025
Codie Winslow, Chief Deputy Clerk & Recorder — *Clerk and Recorder*

Attachments: 2025 Douglas County IGA DCSD

h. 2026 Colorado Department Of Transportation Clean Transit Enterprise SB230 Formula Program Grant Application In The Amount Of $150,000.00 With A Local Contribution Of $30,000.00 For A Project Total Of $180,000.00.
Ryan J. Arthur, Community Programs Coordinator — *Community Services*

Attachments: 2026 CDOT CTE SB230 Grant Application Staff Report

i. Funding Agreement Between Douglas County and the Douglas County Community Foundation for up to $200,000.00 in Matching Donations for the Heroes Gala.
Kim Smith — *Community Services*

Attachments: Staff Report - DCCF Requests Matching Funds for Heroes Gala

j. Regional Housing Needs Assessment.
Jennifer L. Eby, AICP, Director of Community Services — *Community Services*

Attachments: Regional Housing Needs Assessment Staff Report

k. Business Personal Property Tax Incentive Agreement Between Douglas County and Dillon Companies, LLC – Project File: ED2025-004.
DJ Beckwith, Principal Planner — *Department of Community Development*

Attachments: Staff Report - ED2025-004

l. Cottonwood Metropolitan District – Service Plan 1st Amendment – Project File: SV2025-004.
DJ Beckwith, Principal Planner — *Department of Community Development*

Attachments: Staff Report - SV2025-004

m. Fee Waiver Request from the Lone Tree Brewing Company in the Amount of $175.00 for the September 11th Memorial Stair Climb at Rueter-Hess Reservoir.
Amy Knopp, Manager of Rueter-Hess Reservoir — *Department of Community Development*

Attachments: Fee Waiver - Lone Tree Brewing Company

n. Request to Approve a Funding Agreement for the Douglas County Community Foundation – Region 12 Opioid Abatement Emergency Relief Fund.
Maureen Waller, Special Projects Manager — *County Administration*

Attachments: 2025 DCCF Grant Agreement - 08.20.2025

o. Request to Approve an Intergovernmental Agreement and $190,000.00 in Funding for a Douglas County Sheriff's Office Community Response Team (CRT) Deputy.
Laura Ciancone, Douglas County Mental Health Division Manager — *County Administration*

Attachments: 2025 DC - ROAC IGA - DCSO CRT Deputy

p. AXON Enterprises Purchase Requests for Year 4 of Fifth Amendment in the Amount of $1,403,764.59 and Year 3 of Sixth Amendment in the Amount of $120,759.44 to Taser International (AXON) Master Purchasing Agreement for a Total Amount of $1,524,524.02.
Division Chief Taylor Davis — *Sheriff*

Attachments: AXON Invoice_INUS370516
Amendment 5_AXON Invoice_INUS370826_2025
Amendment 5_Q-726524-45883RD_2025 Annual Billing_$1,403,764.59
Amendment 6_AXON Invoice_INUS370516_2025
Amendment 6_Q-738273-45884RD_2025 Annual Billing_$120,759.43

q. Amendment No. 9 to the Intergovernmental Agreement Between the Urban Drainage and Flood Control District (dba Mile High Flood District (MHFD)), the High Prairie Farms Metro District, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding the Final Design, Right-of-Way Acquisition and Construction of Drainage and Flood Control Improvements for Timbers Creek Downstream of Fox Sparrow Road, Douglas County - Project #FC2017-013.
Brad Robenstein, P.E., Drainage and Flood Control Engineer — *Department of Public Works Engineering*

Attachments: IGA 17-04.10 I HIGH PRAIRIE FARMS METRO DISTRICT 150,000.00

r. Intergovernmental Agreement Between the Urban Drainage and Flood Control District dba Mile High Flood District, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Major Drainageway Planning for High Line Canal Stormwater Transition and Management Plan, Douglas County Project Number FC2025-005.
Brad Robenstein, P.E., Drainage and Flood Control Engineer — *Department of Public Works Engineering*

Attachments: IGA MHFD - High Line Canal

s. Amendment No. 2 to the Intergovernmental Agreement Between the Urban Drainage and Flood Control District dba Mile High Flood District, the Town of Parker, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Drainage and Flood Control Improvements for Newlin Gulch at Recreation Drive, Douglas County Project Number FC2022-010.
Brad Robenstein, P.E., Drainage and Flood Control Engineer — *Department of Public Works Engineering*

Attachments: IGA 21-05.23 B PARKER 300,000.00

t. Intergovernmental Agreement with the Town of Castle Rock Regarding Town's Acceptance of Maintenance and Operations of a New Traffic Signal at Crowfoot Valley Road & Macanta Boulevard, Douglas County Project # TF2025-023.
Jason Oldham, P.E., Traffic Engineering and Operations Manager — *Department of Public Works Engineering*

Attachments: DouglasCounty -IGA_Town of Castle Rock and Douglas County-Traffic Signal Operation-Jason Oldham

u. Construction Contract with Denver Dirt Works, Inc. (DDW) for the Pine Creek & Hwy 67 Storm Culvert Remove & Replacement Project in the amount of $175,000.00, Douglas County Project #SP 2025-011.
Deborah E. Kula, P.E., Special Projects Engineer — *Department of Public Works Engineering*

Attachments: Contract Denver Dirt Works_SP2025-011 Pine Creek_Hwy67 Culverts

v. Vacation of Storm Drainage Easements from Grace Chapel for Castle View #1 – 2nd Amendment – Lots 1A & 1B. The Storm Drainage Improvements were never Constructed. Grace Chapel is the Current Owner of the Property, and The Garrett Companies are Purchasing the Property to Construct an Apartment Complex. Douglas County Project No. DV 2024-332.
Chuck Smith, Engineer III — *Department of Public Works Engineering*

Attachments: Storm Drainage Easement Vacations Castle View

w. Sidewalk Easements for Castle View Filing No. 1 – 2nd Amendment – Lots 1A & 1B (Echelon at County Line Apartments). Douglas County Project No. DV 2024-332.
Chuck Smith, Engineer III — *Department of Public Works Engineering*

Attachments: Sidewalk Easement Castle View

x. Acceptance of a Secondary Storm Drainage Easement from Grace Chapel for Castle View #1 – 2nd Amendment – Lots 1A & 1B (Echelon at County Line Apartments) to Provide Access to the Private Stormwater System to Perform Maintenance in the Event the Owner Fails to Adequately Maintain said Facilities, Douglas County Project No. DV 2024-332.
Chuck Smith, Engineer III — *Department of Public Works Engineering*

Attachments: Secondary Storm Drainage Easement Castle View

y. Subgrantee Agreement for Transit Services and Call Center Operation Between Douglas County and Aging Resources of Douglas County in the Amount of $209,120.00.
Ryan J. Arthur, Community Programs Coordinator — *Community Services*

Attachments: 2025 ARDC DRCOG 5310 Contract Staff Report

z. OpenGov Cartegraph 2025-2026 Renewal in the Amount of $221,157.51
Mike Wise, Sr. Manager Application Services — *Information Technology*

Attachments: OpenGov SOSA 2025-08 Cartegraph 2025 last

4. Regular Agenda

a. Resolution Approving the Douglas County Emergency Operations Plan (EOP).
Brandon Lenderink, Emergency Management Deputy Director — *Emergency Management*

Attachments: 2025 EOP Resolution
8.27.2025 Final EOP Update Signed

b. Construction Contract with American West Construction, LLC for the Geopolymer Lining Project in the Amount of $2,778,770.00, Douglas County Project # SP2025-019.
Deborah E. Kula, P.E., Special Projects Engineer — *Department of Public Works Engineering*

Attachments: CONTRACT Agreement only section -AMERICAN WEST LLC-Geopolymer Lining -Debbie K SP2025-19

c. Parks Funding Agreement Between Douglas County and the Town of Parker for $7,500,000 for the Construction of Salisbury Park North.
Luke Thornton, Parks Program Coordinator — *Department of Community Development*

Attachments: Staff Report - Parks Funding Agreement
Parks Funding Agreement - Salisbury Park North

d. Parks Funding Agreement Between Douglas County and the City of Lone Tree for $7,500,000 for the Construction of High Note Regional Park.
Luke Thornton, Parks Program Coordinator — *Department of Community Development*

Attachments: Staff Report - City of Lone Tree - Parks Funding Agreement

5. Citizen Comments / Organization Comments - If Time Allows

- At this time, you are welcome to comment about any topic other than those that appeared on today's agenda. This is an opportunity to share your thoughts and ideas with us.
- Please state your name and where you reside prior to making comments. You will have up to 3 minutes.
- Any Disruptive behavior, such as impeding officials, refusing to leave when asked, or attempting to disrupt the meeting, may result in criminal charges.
- Commissioner comments, if any, will follow all citizen comments.

6. Commissioner Comments

7. Other Business

8. County Manager

No County Manger Report for September 9, 2025

9. Adjournment

The Next Business Meeting Will be Held on Tuesday, September 23, 2025 @ 1:30 p.m.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Dan Dertz, Open Space Director

DESCRIPTION: Resolution in Support of and Recognition of 30 Years of Voter-Supported Parks, Trails, Historic Resources and Open Space Sales Tax Fund and September as Parks, Trails, Historic Property and Open Space Appreciation Month.

ATTACHMENTS:

9.9.25 RESOLUTION

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

A RESOLUTION IN SUPPORT OF AND RECOGNITION OF 30 YEARS OF VOTER-SUPPORTED PARKS, TRAILS, HISTORIC RESOURCES AND OPEN SPACE SALES TAX FUND AND SEPTEMBER AS PARKS, TRAILS, HISTORIC PROPERTY AND OPEN SPACE APPRECIATION MONTH

WHEREAS, for three decades, Douglas County voters have been supporting the Parks, Trails, Historic Resources and Open Space Fund with a dedicated 0.17% sales and use tax. Voters most recently passed an extension of the tax with 87.6% in support.

WHEREAS, thanks to the public's investment in these funds, the Parks Division has been able to purchase six new fields, convert several others to synthetic turf, add miles of trails to parks and contribute $1.75 million to Rueter-Hess Reservoir for upkeep and recreational opportunities. Continued public support allows the Parks Department to maintain over 77 miles of trails and more than 6,300 acres, welcoming an estimated 2 million visitors to properties annually for sports, activities and recreation.

WHEREAS, thanks to the public's investment, the County has been able to purchase several historic resource properties for preservation, including the Spring Valley School site, and has been able to manage and restore several historic properties to allow for public access and education.

WHEREAS, thanks to the public's investment, the Douglas County Department of Open Space and Natural Resources has been able to acquire several properties, preserving some of the last stretches of scenic and public open space properties along the I-25 corridor in Colorado, many of which are vital wildlife habitats. These properties include Greenland Ranch and Sandstone Ranch in southern Douglas County, and a partnership to acquire Lost Canyon Ranch near Castlewood Canyon State Park. The Department of Open Space and Natural Resources is also able to manage and maintain 115 miles of trails for hiking, biking and equestrian use and oversees 65,000 acres in total, which attract an estimated 650,000 people annually. Much of this is made possible by our dedicated volunteer teams, which now number in the hundreds**.**

WHEREAS, the Douglas County Board of Commissioners recognizes the public importance of maintaining public lands, including parks, trails, and open space properties to aid in the health, happiness and overall wellness of a community and recognizes that protecting our historic & natural resources protects our quality of life in Douglas County.

WHEREAS, the Douglas County Board of Commissioners recognizes the public's overwhelming approval for 30 years of the Parks, Trails, Historic Resources and Open

Space Fund and formally recognizes September as Parks, Trails, Historic Property and Open Space Appreciation Month, which will culminate with a celebration of our shared resources at a Fall Festival open to all residents of Douglas Count on Sept. 22, 2025 at Sandstone Ranch and Open Space.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, that the Board of County Commissioners of the County of Douglas, Colorado,

PASSED AND ADOPTED this 9th day of September 2025, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:_____
ABE LAYDON, Chair

ATTEST:

BY:_____
Hayley Hall, Clerk to the Board

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Christie Guthrie, Assistant Director of Finance

DESCRIPTION: Approval of Vouchers August 12, 2025

SUMMARY: The attached printout lists vouchers and electronic funds transfers requiring Board approval.

Vouchers	$ 2,506,617.03
Electronic Funds Transfers	$
Handwritten Checks	$ 696,141.53
Purchasing Card Charges	$ 880,702.62
Election Judges	$ 35,286.92
TOTAL:	**$ 4,118,748.10**

All vouchers, electronic fund transfers, and election judge payments have been approved and signed by a department authorized signer or an elected official. The department authorized signer or an elected official acknowledges the item or service is within the approved budgetary spending authority (Colorado Revised Statutes Title 29, Article 1) and is pursuant to Douglas County policies.

RECOMMENDED ACTION: Approval.

REVIEW:

Andrew Copland	Approve	8/15/2025
Christie Guthrie	Approve	8/15/2025
Jeff Garcia	Approve	8/15/2025
Doug DeBord	Approve	8/15/2025

ATTACHMENTS:

08.12.25 BOCC

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110071	08/13/25	ABSOLUTE GRAPHICS INC	34993	220	22270	HR DIVISION ADMIN	433500	Clothing & Uniforms	104.04	POLOS
			34993	220	22100	PATROL-LEA	433500	Clothing & Uniforms	104.04	POLOS
			34995	100	21150	PROFESSIONAL STANDARDS	433500	Clothing & Uniforms	101.02	POLOS
			34996	100	21100	SHERIFF ADMINISTRATION	433500	Clothing & Uniforms	451.01	EMBROIDERY
			34995	100	21100	SHERIFF ADMINISTRATION	433500	Clothing & Uniforms	99.88	POLOS
			34995	100	22100	PATROL-LEA	433500	Clothing & Uniforms	103.75	POLOS
			34994	100	21650	CSV PROGRAM	433500	Clothing & Uniforms	120.42	POLOS
								Total Payment	**1,084.16**	
110072	08/13/25	ACORN PETROLEUM INC	20553IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	8,874.20	FUEL FOR CASTLE ROCK
			22531IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	6,061.93	FUEL FOR HIGHLANDS RANCH SUBSTATION
			22077IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	1,738.93	FUEL FOR TRUMBULL
			20635IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	8,785.72	FUEL FOR CASTLE ROCK
			22530IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,086.78	FUEL FOR FAIRGROUNDS
			22210IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	353.54	FUEL FOR EMERGENCY VEHICLE OPERATIONS CENTER
								Total Payment	**27,901.10**	
110073	08/13/25	AGING RESOURCES OF DOUGLAS COUNTY	OAIAUG25	100	861587	ARPA - AGING RESOURCES OLDER A	443600	Other Professional Services	24,078.25	HELP AT HOME GRANT
110074	08/13/25	AMRIZE WEST CENTRAL INC	721376180	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	564.39	ASPHALT FOR PAVING
			721368762	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	6,833.27	RIP RAP
			721383523	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	779.53	ASPHALT FOR PAVING
			721376181	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	5,447.52	RIP RAP
			721368763	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	637.03	ASPHALT FOR PAVING
			721349741	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	440.06	ASPHALT FOR PATCHING
								Total Payment	**14,701.80**	
110075	08/13/25	ANGEL ARMOR LLC	INV14133	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,789.15	FLEET PARTS
			INV14180	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,789.15	FLEET PARTS
								Total Payment	**3,578.30**	
110076	08/13/25	APPLIED CONTROL EQUIPMENT LLLP	AD40002555	100	19150	JUSTICE CENTER FACILITY MGMT	436600	Other Repair & Maint. Supplies	651.14	MAINTENANCE SUPPLIES
110077	08/13/25	ARAPAHOE COUNTY	1800008530	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	9,742.48	Q2 2025 HS CONNECTS
110078	08/13/25	ARMORED KNIGHTS INC	10141	100	12400	MOTOR VEHICLE	444400	Service Contracts	930.90	ARMORED CAR SERVICES
			10144	100	21125	SUPPORT SERVICES	447500	Other Purchased Services	620.60	ARMORED CAR SERVICES
								Total Payment	**1,551.50**	
110079	08/13/25	AUTOAUTO WASH LLC	WO58079	100	19920	FLEET-CAR WASH FACILITY	444700	Other Repair & Maint. Service	444.36	PARKER CAR WASH REPAIRS
110080	08/13/25	AUTOMATED BUILDING SOLUTIONS	10130309	100	55200	FAIRGROUND OPERATIONS	444700	Other Repair & Maint. Service	2,950.00	HVAC REPAIRS - FAIRGROUNDS
110081	08/13/25	AXON ENTERPRISE INC	INUS362074	100	21350	TECHNOLOGY SECTION	444550	Software/Hardware Subscription	192,486.35	7TH AMENDMENT SOFTWARE
			INUS362142	100	21350	TECHNOLOGY SECTION	444550	Software/Hardware Subscription	28,231.50	7TH AMENDMENT SOFTWARE
								Total Payment	**220,717.85**	
110082	08/13/25	BACK 40 ACRES LLC	1799	200	800503	EMERGENCY STORM DRAINAGE	444700	Other Repair & Maint. Service	1,203.75	LANDSCAPE REPAIRS
			1798	200	800503	EMERGENCY STORM DRAINAGE	444700	Other Repair & Maint. Service	1,805.63	LANDSCAPE REPAIRS
			1797	200	800100	CONTRACTED MAJOR ROAD MAINT	443600	Other Professional Services	8,025.00	LANDSCAPE REPAIRS
			1800	200	800503	EMERGENCY STORM DRAINAGE	444700	Other Repair & Maint. Service	1,203.75	LANDSCAPE REPAIRS
								Total Payment	**12,238.13**	
110083	08/13/25	BARRETT, JULIE	071025-072325	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	2,203.51	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE CONFERENCE, SAN DIEGO, CA
110084	08/13/25	BASELINE ASSOCIATES INC	5131	100	21155	HIRING	447900	Recruitment Costs	720.00	PRE-EMPLOYMENT TESTING
110085	08/13/25	BLACK HILLS ENERGY	7843906157/072325	100	19100	FACILITIES ADMINISTRATION	450220	Gas	354.57	301 WILCOX ST

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110086	08/13/25	BOB BARKER COMPANY	INV2148865	100	21500	DETENTION	433400	Operating Supplies	2,405.41	DETENTION SUPPLIES
110087	08/13/25	BURNETT, CHRISTOPHER LEE	070725-071825	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	100.23	MILEAGE REIMBURSEMENT
110088	08/13/25	BURNSIDE, TANYA	072325-072525	100	13100	TREASURER	445300	Travel Expense	257.60	MILEAGE REIMBURSEMENT
110089	08/13/25	BUTTERFIELD, MICHAEL	071325-071825	100	18100	IT ADMINISTRATION	445300	Travel Expense	102.89	MILEAGE REIMBURSEMENT
			071325-071825PERDIEM	100	18100	IT ADMINISTRATION	445300	Travel Expense	473.00	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE CONFERENCE, SAN DIEGO, CA
								Total Payment	**575.89**	
110090	08/13/25	CARAHSOFT TECHNOLOGY CORPORATION	49534674INV	100	30300	STORMWATER MANAGEMENT	444500	Software/Hardware Supp./Maint.	9,042.00	SOFTWARE SUBSCRIPTION
110091	08/13/25	CASTLE ROCK MICROWAVE LLC	4215	630	19450	LIABILITY AND PROPERTY INS.	458100	Insurance Claims-Property	72,855.53	INSURANCE CLAIM
110092	08/13/25	CENTER COPY BOULDER, INC.	70709	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	100.80	BUSINESS CARDS
			70710	100	16400	COMMUNITY SERVICES	433200	Office Supplies	38.85	BUSINESS CARDS
			70677	100	21175	CIVIL WARRANTS SECTION	433200	Office Supplies	75.08	ENVELOPES
			70706	100	23100	CORONER	440100	Printing/Copying/Reports	100.80	BUSINESS CARDS
			70712	100	21500	DETENTION	440100	Printing/Copying/Reports	279.30	DETENTION FORMS
								Total Payment	**594.83**	
110093	08/13/25	CENTURY LINK	69677894/072425	100	18100	IT ADMINISTRATION	442400	Telephone/Communications	18.07	MILLER LONG DISTANCE JUL 2025
110094	08/13/25	CIRCULAR EDGE LLC	29831	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	12,975.00	MAY 2025 JDE SUPPORT
			30000	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	10,000.00	JUN 2025 JDE SUPPORT
								Total Payment	**22,975.00**	
110095	08/13/25	COLORADO COMMUNITY MEDIA	2025CI9272	100	30300	STORMWATER MANAGEMENT	440200	Newspaper Notices/Advertising	1,324.98	JUN 2025 STORMWATER AD
			2025CI9655	100	30300	STORMWATER MANAGEMENT	440200	Newspaper Notices/Advertising	1,324.98	JUL 2025 STORMWATER AD
								Total Payment	**2,649.96**	
110096	08/13/25	COLORADO DEPARTMENT OF PUBLIC HEALTH	CFC2517364	100	19100	FACILITIES ADMINISTRATION	443600	Other Professional Services	40.00	HVAC PROGRAM FEE
110097	08/13/25	COLUMBINE PAPER & MAINTENANCE	87827	100	51100	PARK MAINTENANCE	433900	Janitorial Supplies	119.56	JANITORIAL SUPPLIES
110098	08/13/25	CORE ELECTRIC COOPERATIVE	21882301/071725	100	19150	JUSTICE CENTER FACILITY MGMT	450210	Electric	40,752.64	4000 JUSTICE WAY
110099	08/13/25	CORE ELECTRIC COOPERATIVE	21882401/071725	100	19150	JUSTICE CENTER FACILITY MGMT	450210	Electric	37,491.72	4000 JUSTICE WAY
110100	08/13/25	CPI GUARDIAN - CLEARWATER PACKAGING INC	4710	100	21500	DETENTION	433400	Operating Supplies	1,048.62	DETENTION SUPPLIES
110101	08/13/25	DENVER DUMB FRIENDS LEAGUE	296	100	19220	ANIMAL CONTROL - DDFL	447500	Other Purchased Services	8,656.00	JUN 2025 ANIMAL SERVICES
110102	08/13/25	DENVER REGIONAL COUNCIL OF GOVERNMENTS	26958	100	81200	OTHER REGIONAL BOARDS	466200	DRCOG-Participation Fees	61,600.00	MEMBER CONTRIBUTION
110103	08/13/25	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12483	100	21750	EMERGENCY SERVICES UNIT	447510	Emergency Response Services	10,310.00	BACKFILL FIRE ASSIGNMENT
110104	08/13/25	EMPIRE CARPENTRY	29242	250	807017	EVANS HOMESTEAD	472300	Improvements	63,776.69	EVANS HOMESTEAD
110105	08/13/25	EON OFFICE	OE23273061	330	33800	Lansing Point Facilities Impro	474400	Furniture & Office Equipment	16,468.80	FURNITURE - LANSING
110106	08/13/25	ERO RESOURCES CORPORATION	108479	250	807022	BAYOU GULCH HISTORIC PRESERVAT	443600	Other Professional Services	757.25	BAYOU GULCH SITE ASSESSMENT
			108481	250	807015	ROCKSHELTER HISTORIC	443600	Other Professional Services	5,437.05	ROCKSHELTER MONITORING

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			108518	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	6,121.00	ENVIRONMENTAL ASSESSMENT
								Total Payment	**12,315.30**	
110107	08/13/25	FASTENAL COMPANY	COD1291809	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433400	Operating Supplies	84.68	TRAFFIC PAINT
110108	08/13/25	FELSBURG, HOLT AND ULLEVIG	45379	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	44,650.00	DESIGN SERVICES - WATERTON
			45377	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	17,037.25	DESIGN SUPPORT
			45381	200	800435	PINE DRIVE IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	5,525.00	DESIGN SERVICES - PINE DR/PINE LN
			45378	200	800506	STORMWATER PRIORITY PROJECTS	473100	Roads, St., Drainage-Eng.	2,992.50	DESIGN SUPPORT
			45377	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	181.90	DESIGN SUPPORT
								Total Payment	**70,386.65**	
110109	08/13/25	FISHER, JENNIFER JEAN	070725-072925	217	861057	TPEP - TOBACCO PREV & ED PROG	445300	Travel Expense	270.76	MILEAGE REIMBURSEMENT
110110	08/13/25	FREESE AND NICHOLS INC	1388076	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	8,112.00	DRAINAGE ANALYSIS
110111	08/13/25	GADES SALES COMPANY INC	88131IN/2025389	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	474370	Traffic Signal Eqpmnt - Engr	18,070.80	TRAFFIC EQUIPMENT
			88074IN	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	5,375.00	TRAFFIC EQUIPMENT
								Total Payment	**23,445.80**	
110112	08/13/25	GARNHART, MADELYNN	071425-071725	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	706.45	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
110113	08/13/25	GIGI DODSON WHALEN LLC	22	217	861615	CHILD CARE DEVELOPMENT BLOCK G	432100	Contract Work/Temporary Agency	6,100.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
110114	08/13/25	GRAINGER	9574245636	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	433400	Operating Supplies	48.68	TRAFFIC SUPPLIES
			9577199384	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433400	Operating Supplies	131.94	TRAFFIC SUPPLIES
								Total Payment	**180.62**	
110115	08/13/25	GROUND ENGINEERING CONSULTANTS INC	25402506	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	21,400.00	CONSTRUCTION INSPECTION/TESTING SERVICES
			25424201	200	800100	CONTRACTED MAJOR ROAD MAINT	473200	Road-St Drainage Construction	5,837.50	CONSTRUCTION INSPECTION/TESTING SERVICES
			25424101	200	800100	CONTRACTED MAJOR ROAD MAINT	473200	Road-St Drainage Construction	1,165.00	CONSTRUCTION INSPECTION/TESTING SERVICES
								Total Payment	**28,402.50**	
110116	08/13/25	HALLMARK, TIMOTHY D	072425	100	55250	COUNTY FAIR	433400	OS/Fair Administration	604.69	EMPLOYEE REIMBURSEMENT
110117	08/13/25	HDR ENGINEERING INC	1200724488	230	800156	HILLTOP RD (REATA-SINGING HILL	473100	Roads, St., Drainage-Eng.	608.00	DESIGN SERVICES - HILLTOP RD
			1200729700	230	800156	HILLTOP RD (REATA-SINGING HILL	473100	Roads, St., Drainage-Eng.	601.50	DESIGN SERVICES - HILLTOP RD
								Total Payment	**1,209.50**	
110118	08/13/25	HEALTH MANAGEMENT ASSOCIATES	2112370000009	100	802031	HB22-1281 CYF SFY2025	443600	Other Professional Services	1,667.50	JUN 2025 YOUTH CARE COMPACT PROGRAM DEVELOPMENT
110119	08/13/25	HIRERIGHT LLC	G4153214	100	17100	HR ADMIN	447900	Recruitment Costs	4,092.02	BACKGROUND SCREENING
110120	08/13/25	HOCHSTETLER, KRISTIN M	071425	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	51.53	MILEAGE REIMBURSEMENT
110121	08/13/25	INTERPRET SITE LLC	1026	250	53600	HISTORIC RESOURCES	443600	Other Professional Services	4,234.75	REPOSITORY SERVICES
110122	08/13/25	J & A TRAFFIC PRODUCTS	40231	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	5,917.00	TRAFFIC POSTS
110123	08/13/25	JACOB, HOLLY J	072225	100	18100	IT ADMINISTRATION	445500	Catered Meal Service	50.27	MEETING SUPPLIES
			072225	100	18100	IT ADMINISTRATION	445300	Travel Expense	10.85	MILEAGE REIMBURSEMENT
								Total Payment	**61.12**	
110124	08/13/25	JACOBS ENGINEERING GROUP INC	WXYA4800029	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	473100	Roads, St., Drainage-Eng.	10,158.46	WEST FRONTAGE RD RELOCATION
110125	08/13/25	JON P DICKEY LLC	25DC14	100	24100	BUILDING DEVELOPMENT SERVICES	443600	Other Professional Services	6,735.00	CONTRACT ROOFING INSPECTORS

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110126	08/13/25	JPL CARES	45064	100	55200	FAIRGROUND OPERATIONS	443600	Other Professional Services	2,100.00	JANITORIAL SERVICES
110127	08/13/25	KATHERINE NESTER	072925	217	861618	E&E GAE FUNDING	443600	Other Professional Services	400.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
110128	08/13/25	KNOTHEAD TREE AND LAWN CARE	21631	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	2,672.50	WILDFIRE MITIGATION PROGRAM
110129	08/13/25	LAWSON PRODUCTS INC	9312639208	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436400	Consumable Tools	71.23	TRAFFIC SUPPLIES
110130	08/13/25	LIGHTHOUSE TRANSPORTATION GROUP	252741	200	800916	TRAFFIC SIG RPLMNT & MAJ MAINT	478300	Major Maint. Repair Projects	5,427.00	TRAFFIC SIGNAL MAINTENANCE
110131	08/13/25	MACARAEG, EDEN-LE THI	071425-071725	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	641.10	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
110132	08/13/25	MOMAR INCORPORATED	PSI625940	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433400	Operating Supplies	255.00	OPERATING SUPPLIES
110133	08/13/25	MUCK, PARKER	071425-071825PERDIEM2	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	68.80	NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS CONFERENCE, ANAHEIM, CA
110134	08/13/25	NEIDOW, CAITLIN	072925	217	861451	WIC - WOMEN, INFANT, CHILDREN	445300	Travel Expense	8.68	MILEAGE REIMBURSEMENT
110135	08/13/25	OLDCASTLE INFRASTRUCTURE	110319537	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	2,000.00	CONSTRUCTION MATERIALS
110136	08/13/25	OLSSON INC	544423	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	61,249.84	WATERTON-EAGLE RIVER ROUNDABOUT
110137	08/13/25	OUTPUT SERVICES INC	P3668	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	12,000.00	POSTAGE - MV RENEWAL CARDS
110138	08/13/25	PEAK OFFICE FURNITURE INC	74746	240	33215	JUSTICE CNTR FACIL IMPRVMNTS	474400	Furniture & Office Equipment	51,926.17	OFFICE FURNITURE
			74760	240	33215	JUSTICE CNTR FACIL IMPRVMNTS	474400	Furniture & Office Equipment	5,997.61	OFFICE FURNITURE
			74772	100	33190	OTHER GENERAL GOVT. BLDGS.	474400	Furniture & Office Equipment	3,925.00	OFFICE FURNITURE
			74751	100	33190	OTHER GENERAL GOVT. BLDGS.	474400	Furniture & Office Equipment	2,328.96	OFFICE FURNITURE
			74758	100	33190	OTHER GENERAL GOVT. BLDGS.	474400	Furniture & Office Equipment	3,165.00	OFFICE FURNITURE
								Total Payment	**67,342.74**	
110139	08/13/25	PEREZ, YESIKA L	061725-072425	100	21200	INVESTIGATIONS	445300	Travel Expense	188.93	MILEAGE REIMBURSEMENT
110140	08/13/25	POWER MOTIVE CORPORATION	P66244	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,011.91	FLEET PARTS
110141	08/13/25	PRECISION DYNAMICS CORPORATION	9359546882	100	21500	DETENTION	433400	Operating Supplies	600.72	DETENTION SUPPLIES
			9359492666	100	21500	DETENTION	433400	Operating Supplies	45.29	DETENTION SUPPLIES
								Total Payment	**646.01**	
110142	08/13/25	PRO FORCE LAW ENFORCEMENT	578194	220	822110	SWAT TEAM	438800	C.A.-Other Equipment	4,700.00	SWAT SUPPLIES
110143	08/13/25	RELATE FAMILY THERAPY & COUNSELING	10442	210	44500	CHILD WELFARE	443600	Other Professional Services	140.00	THERAPY SERVICES
110144	08/13/25	RESPEC CONSULTING & SERVICES	INV06250512	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	1,965.00	PINERY PONDS ANALYSIS
			INV06250511	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	2,010.00	VIDEO ANALYSIS
								Total Payment	**3,975.00**	
110145	08/13/25	ROCKSOL CONSULTING GROUP INC	519219	230	800998	US HWY 85 IMPROVEMENTS	443600	Other Professional Services	79,564.84	US 85 CONSTRUCTION MANAGEMENT & INSPECTIONS
110146	08/13/25	SECURITY CENTRAL INC	1002021	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	363.75	ALARM MONITORING SYSTEMS
			1002022	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
			1002018	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
			1002030	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	636.00	ALARM MONITORING SYSTEMS
			1002025	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	740.22	ALARM MONITORING SYSTEMS
			1002032	100	19180	UNIFIED METROPOLITAN FORENSIC	444400	Service Contracts	355.74	ALARM MONITORING SYSTEMS
			1002027	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
			1002017	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS

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			1002014	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	761.22	ALARM MONITORING SYSTEMS
			1002024	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
			1002019	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
			1002029	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	371.76	ALARM MONITORING SYSTEMS
			1002036	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	141.00	ALARM MONITORING SYSTEMS
			1002037	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	201.00	ALARM MONITORING SYSTEMS
			1002035	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	252.00	ALARM MONITORING SYSTEMS
			1002033	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	184.74	ALARM MONITORING SYSTEMS
			1002028	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	156.00	ALARM MONITORING SYSTEMS
			1002026	100	19175	HIGHLANDS RANCH SUBSTATION FAC	444400	Service Contracts	363.75	ALARM MONITORING SYSTEMS
			1002015	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	528.48	ALARM MONITORING SYSTEMS
			1002016	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	646.50	ALARM MONITORING SYSTEMS
			1002031	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	194.73	ALARM MONITORING SYSTEMS
			1002023	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	917.97	ALARM MONITORING SYSTEMS
			1002034	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	159.00	ALARM MONITORING SYSTEMS
								Total Payment	**7,927.86**	
110147	08/13/25	SEIBOLD, ABIGAYLE	070825-073025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	67.69	MILEAGE REIMBURSEMENT
110148	08/13/25	SENERGY PETROLEUM LLC	415159399	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	506.51	DIESEL EXHAUST FLUID FOR PARKER
			415159398	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	544.96	DIESEL EXHAUST FLUID FOR CASTLE ROCK
								Total Payment	**1,051.47**	
110149	08/13/25	SHUMS CODA ASSOCIATES	19434	100	24100	BUILDING DEVELOPMENT SERVICES	447270	Elevator Witness Test	2,200.00	ELEVATOR WITNESS TEST
110150	08/13/25	SILL-TERHAR MOTORS INC	71295	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71288	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
								Total Payment	**95,400.00**	
110151	08/13/25	SIMMONS, FALLON	071325-072225	217	46200	EMERGENCY PREP/DISEASE CONTROL	445300	Travel Expense	67.48	MILEAGE REIMBURSEMENT
			071525-071825PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	292.40	NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS CONFERENCE, ANAHEIM, CA
								Total Payment	**359.88**	
110152	08/13/25	SOURCE OFFICE & TECHNOLOGY	49842680	250	53500	OPEN SPACE	433200	Office Supplies	116.05	OFFICE SUPPLIES
110153	08/13/25	STATEWIDE INTERNET PORTAL AUTHORITY	11275	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	379.66	SALESFORCE 2025
110154	08/13/25	SWARCO REFLEX LLC	900339085	200	31600	ENG - TRAFFIC SIGNS/STRIPING	448500	Paint & Road Striping	28,160.00	RETROREFLECTIVE GLASS BEADS
110155	08/13/25	TAILOR STUDIO	12920	100	21500	DETENTION	433500	Clothing & Uniforms	367.00	UNIFORM ALTERATIONS
110156	08/13/25	TETRA TECH INC	52450391	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	8,237.50	HAZARD MITIGATION
110157	08/13/25	TFOG WHEELSPORTS LLC	36632	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	226.92	FLEET PARTS
110158	08/13/25	THIRDERA LLC	US4810000001034	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	JUL 2025 SERVICE NOW MANAGED SERVICE
110159	08/13/25	TRANS AERO LIMITED	3616A	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	25,178.40	HELICOPTER SERVICES
			3616	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	120,987.00	HELICOPTER SERVICES
			3616A1	100	21750	EMERGENCY SERVICES UNIT	447510	Emergency Response Services	15,803.40	HELICOPTER SERVICES
								Total Payment	**161,968.80**	
110160	08/13/25	TRINITY SERVICES GROUP INC	3011500189	100	21500	DETENTION	447150	Inmate Meals	17,033.04	INMATE MEALS
			3011500190	100	21500	DETENTION	447150	Inmate Meals	16,670.93	INMATE MEALS
								Total Payment	**33,703.97**	
110161	08/13/25	UNCC - UTILITY NOTIFICATION CENTER OF COLORADO	225070468	100	30200	ENGINEERING	443600	Other Professional Services	1,922.96	JUL 2025 UTILITY NOTIFICATION SERVICES

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110162	08/13/25	UPM MECHANICAL LLC	3665	100	861572	AMERICAN RESCUE PLAN ACT	447500	Other Purchased Services	1,200.48	REPLACE 3 THERMOSTATS
110163	08/13/25	VISITING ANGELS	VAPC0625	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA PERSONAL CARE 2024	12,125.75	DRCOG SENIOR PERSONAL CARE GRANT
			VAHMKR0625	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA HOMEMAKER 2024	6,972.88	DRCOG SENIOR HOMEMAKER GRANT
								Total Payment	**19,098.63**	
110164	08/13/25	WALKER-SHORT, ELIZABETH	072025-072225	217	861463	ELC 2.1 Enhancing Detection Ex	445300	Travel Expense	43.82	MILEAGE REIMBURSEMENT
			072525	217	46200	EMERGENCY PREP/DISEASE CONTROL	445300	Travel Expense	42.28	MILEAGE REIMBURSEMENT
								Total Payment	**86.10**	
110165	08/13/25	WEBOLUTIONS INC	INV55345	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	6,650.00	WEBSITE MARKETING
			INV55398	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	8,328.00	WEBSITE TROUBLESHOOTING
								Total Payment	**14,978.00**	
110166	08/13/25	WESTERN PAPER DISTRIBUTORS	5225315	100	19125	FACILITIES MANAGEMENT	433900	Janitorial Supplies	4,478.05	JANITORIAL SUPPLIES
			5228149	100	19125	FACILITIES MANAGEMENT	433900	Janitorial Supplies	(29.23)	JANITORIAL SUPPLIES
								Total Payment	**4,448.82**	
110167	08/13/25	WESTON, GARY L	070125-072925	296	861577	ARPA-REVENUE REPLACEMENT	443600	Other Professional Services	975.00	JUL 2025 VSO STIPEND
110168	08/13/25	WICHT, JEREMY	072725-072925	295	861350	RMHIDTA TRAINING	445300	Travel Expense	532.72	ADVANCED NARCOTIC TRAINING, WINDSOR, CO
528673	08/12/25	ACADEMY SPORTS TURF LLC	AP2	260	800610	CHALLENGER REGIONAL PARK	473500	Parks & Recreation Improvement	648,750.00	CHALLENGER FIELD TURF REPLACEMENT
			2RTNG	260	800610	CHALLENGER REGIONAL PARK	211810	Retainage Payable	(32,437.50)	CHALLENGER FIELD TURF REPLACEMENT
								Total Payment	**616,312.50**	
528674	08/12/25	ADAMS COUNTY GOVERNMENT	IM0725	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	2,012.67	RECORDS STORAGE
528675	08/12/25	ALKU TECHNOLOGIES LLC	614371	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	362.50	TECHNOLOGY CONSULTING
			614378	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	5,200.00	TECHNOLOGY CONSULTING
								Total Payment	**5,562.50**	
528676	08/12/25	ALLMARAS-ELKINS, JODI A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	18.85	REGISTRATION REFUNDS
528677	08/12/25	BATTERIES PLUS LLC	P83029452	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436350	Traffic-School Flasher Parts	131.90	TRAFFIC BATTERIES
528678	08/12/25	BINGEL, KRISTIAN D	071025	200	31400	MAINTENANCE OF CONDITION	445300	Travel Expense	11.34	MILEAGE REIMBURSEMENT
528679	08/12/25	BRONSON, DANIEL B	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	64.84	REGISTRATION REFUNDS
528680	08/12/25	BURR COMPUTER ENVIRONMENTS INC	07312025	100	24100	BUILDING DEVELOPMENT SERVICES	465100	Contributions - Misc.	39,777.21	PERMIT REFUND
528681	08/12/25	CANOPY TREE SERVICE INC	2311	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	5,500.00	WILDFIRE MITIGATION PROGRAM
528682	08/12/25	CASTAGNA, MATTHEW	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	15.16	REGISTRATION REFUNDS
528683	08/12/25	CASTLE ROCK ROCK LLC	1894	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	1,107.98	SQUEEGEE WATERTON STOCK
528684	08/12/25	COLORADO EARLY CHILDHOOD CONSULTING LLC	1186	217	861618	E&E GAE FUNDING	443600	Other Professional Services	1,200.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
528685	08/12/25	COLORADO PAINT COMPANY	90072805	200	31600	ENG - TRAFFIC SIGNS/STRIPING	448500	Paint & Road Striping	37,122.00	WHITE & YELLOW TRAFFIC PAINT
528686	08/12/25	COMMERCIAL FENCE & IRON WORKS	22125	100	19150	JUSTICE CENTER FACILITY MGMT	444700	Other Repair & Maint. Service	1,900.00	K9 KENNEL REPAIR
528687	08/12/25	COVA TREE	25240	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	1,800.00	WILDFIRE MITIGATION PROGRAM
528688	08/12/25	CULBREATH, SIERRA N	060325-072525	210	44500	CHILD WELFARE	445300	Travel Expense	28.49	MILEAGE REIMBURSEMENT

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528689	08/12/25	DADLANI REVOCABLE TRUST DATED AUGUST 31, 2010	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	791.56	REGISTRATION REFUNDS
528690	08/12/25	DECARLO, ANTHONY M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	648.90	REGISTRATION REFUNDS
528691	08/12/25	DEEP ROOTS CRAFTSMEN	APP7	250	807013	WILLIAM CONVERSE RANCH	472300	Improvements	18,536.50	WILLIAM CONVERSE RANCH
			APP6	250	807013	WILLIAM CONVERSE RANCH	472300	Improvements	37,250.50	WILLIAM CONVERSE RANCH
								Total Payment	**55,787.00**	
528692	08/12/25	DENVER HEALTH & HOSPITAL AUTHORITY	NT5918	100	23100	CORONER	443560	Forensic Testing	883.84	MEDICAL SERVICES
528693	08/12/25	DOUGLAS, DARLA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	59.98	REGISTRATION REFUNDS
528694	08/12/25	EATON SALES AND SERVICE LLC	200528IN	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	3,389.74	FLEET SERVICES
528695	08/12/25	FERSZT, REGINA RAQUEL	071725	223	28001	DA 23RD - DISTRICT MO ALLOC	443640	Interpretation Services	137.50	INTERPRETATION SERVICES
528696	08/12/25	FIKANY, SUSAN C	650	223	28501	DA 23RD - STATE MANDATED COSTS	433990	Transcriptions-State Mandated	152.53	TRANSCRIPTS
528697	08/12/25	GOIONE, DIANE	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	354.91	REGISTRATION REFUNDS
528698	08/12/25	HAMILTON, JEFFREY A	071625	100	11300	BOARD OF EQUALIZATION	443200	Legal Services	340.00	ABATEMENT HEARING
528699	08/12/25	HENDRY, MICHAEL D	071725	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	740.05	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
528700	08/12/25	HICKS, YUKA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,041.04	REGISTRATION REFUNDS
528701	08/12/25	IMAGEFIRST	266645380	100	23100	CORONER	443600	Other Professional Services	57.45	LAUNDRY SERVICE
528702	08/12/25	JEFFERSON COUNTY DEPARTMENT OF HUMAN SERVICES	073025	210	44500	CHILD WELFARE	443600	Other Professional Services	5,732.57	HOME STUDY SERVICES
528703	08/12/25	JOHNSON CONSTRUCTION COMPANY LLC	MV REFUND/073025	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	321.99	REGISTRATION REFUNDS
528704	08/12/25	KAPICA, REINA D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	259.40	REGISTRATION REFUNDS
528705	08/12/25	KEN GARFF FORD GREELEY	29571	200	31000	FUND ADMIN.-ROAD BRIDGE	474300	Cars, Vans, Pickups	73,243.00	2025 FORD F-550
			29573	200	31000	FUND ADMIN.-ROAD BRIDGE	474300	Cars, Vans, Pickups	64,553.00	2025 FORD F-350
								Total Payment	**137,796.00**	
528706	08/12/25	KRAEMER NORTH AMERICA LLC	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	485.66	REGISTRATION REFUNDS
528707	08/12/25	LEE, BRIANA	LEADERPOWERINORGANIZATION	100	17100	HR ADMIN	446200	Tuition Reimbursement	1,350.00	TUITION REIMBURSEMENT
528708	08/12/25	MADDIPATI, CHANDRAMOULI K	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	260.52	REGISTRATION REFUNDS
528709	08/12/25	MARQUEZ, GRETCHEN A	072725-073025	100	30200	ENGINEERING	445300	Travel Expense	270.66	NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING FORUM, DENVER, CO
528710	08/12/25	MARTYNENKO, DMITRY A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	372.08	REGISTRATION REFUNDS
528711	08/12/25	MECHINENI, VIJAY K	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	56.04	REGISTRATION REFUNDS
528712	08/12/25	MILE HIGH COURT REPORTING & VIDEO INC	7798	100	11200	COUNTY ATTORNEY	443200	Legal Services	280.50	DEPOSITION SERVICES
528713	08/12/25	NATIONAL FIRE & SAFETY INC	10006844	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	2,552.50	FLEET PARTS
			10006813	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	15,563.44	HOOD INSPECTION REPAIR - JUSTICE CENTER

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
								Total Payment	**18,115.94**	
528714	08/12/25	PACIFIC COAST CONSERVATION	1884	100	55400	HISTORIC PRESERVATION	443600	Other Professional Services	3,710.00	HISTORIC OIL WAGON PRESERVATION
528715	08/12/25	PASE ENVIRONMENTAL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	882.72	REGISTRATION REFUNDS
528716	08/12/25	PERRY PARK WATER & SANITATION DISTRICT	072325	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	5,603.00	BULK WATER ROAD MAINTENANCE
528717	08/12/25	POUPPIRT, DAVID E & DRU A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	173.11	REGISTRATION REFUNDS
528718	08/12/25	SITEONE LANDSCAPE SUPPLY LLC	154583401001	100	51125	PARK MAINTENANCE-Cash in Lieu	436600	Other Repair & Maint. Supplies	5,161.50	LANDSCAPE MULCH
528719	08/12/25	SRIVASTAVA, RANIT	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	468.02	REGISTRATION REFUNDS
528720	08/12/25	SSS MOTORS	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	40.26	REGISTRATION REFUNDS
528721	08/12/25	STERICYCLE INC	8011226387	217	861451	WIC - WOMEN, INFANT, CHILDREN	443600	Other Professional Services	80.00	OSHA COMPLIANCE SUBSCRIPTION
528722	08/12/25	TYRRELL, BERNARD R & M MATHIESEN TYRRELL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	110.21	REGISTRATION REFUNDS
528723	08/12/25	UNIFIRST CORPORATION	2260182013	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	43.21	UNIFORM SERVICE
			2260181903	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	131.02	UNIFORM SERVICE
								Total Payment	**174.23**	
528724	08/12/25	US DOOR AND DOCK SERVICE	174	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	487.00	GATE REPAIR - ROXBOROUGH PARK
			139	250	53500	OPEN SPACE	444700	Other Repair & Maint. Service	682.00	GATE REPAIR - SHARPTAIL
								Total Payment	**1,169.00**	
528725	08/12/25	VAN DIEST SUPPLY COMPANY	242689	250	53500	OPEN SPACE	436700	Grounds Keeping Supplies	6,108.80	INVASIVE WEED PROGRAM
			242691	250	53500	OPEN SPACE	436700	Grounds Keeping Supplies	4,747.00	INVASIVE WEED PROGRAM
			242690	200	31550	WEED CONTROL	433400	Operating Supplies	1,733.60	MOSQUITO BRIQUETS
								Total Payment	**12,589.40**	
528726	08/12/25	WATERWAY CARWASH	8823685	220	27200	DCSD MIDDLE SCHOOL SRO PROGRAM	449057	Fleet Outside Repairs	10.00	JUN 2025 CAR WASHES
			8823685	220	23200	CRIME LAB/EVIDENCE SECTION	449057	Fleet Outside Repairs	71.50	JUN 2025 CAR WASHES
			8823685	220	23150	MAJOR CRIMES SECTION	449057	Fleet Outside Repairs	30.00	JUN 2025 CAR WASHES
			8823685	220	22270	HR DIVISION ADMIN	449057	Fleet Outside Repairs	30.00	JUN 2025 CAR WASHES
			8823685	220	22500	IMPACT UNIT/LEA	449057	Fleet Outside Repairs	5.75	JUN 2025 CAR WASHES
			8823685	220	21175	CIVIL WARRANTS SECTION	449057	Fleet Outside Repairs	30.00	JUN 2025 CAR WASHES
			8823685	220	22150	TRAFFIC SECTION	449057	Fleet Outside Repairs	70.00	JUN 2025 CAR WASHES
			8823685	220	22100	PATROL-LEA	449057	Fleet Outside Repairs	127.25	JUN 2025 CAR WASHES
			8823685	220	21100	SHERIFF ADMINISTRATION	449057	Fleet Outside Repairs	91.50	JUN 2025 CAR WASHES
			8823685	220	27150	SCHOOL RESOURCE OFFICERS	449057	Fleet Outside Repairs	40.00	JUN 2025 CAR WASHES
			8823685	220	22650	RESERVE PROGRAM	449057	Fleet Outside Repairs	20.00	JUN 2025 CAR WASHES
			8823685	220	21160	INTERNAL AFFAIRS	449057	Fleet Outside Repairs	20.00	JUN 2025 CAR WASHES
			8823685	220	800540	K-9 UNIT	449057	Fleet Outside Repairs	30.00	JUN 2025 CAR WASHES
			8823685	220	802014	MENTAL HEALTH INITIATIVE	449057	Fleet Outside Repairs	80.00	JUN 2025 CAR WASHES
								Total Payment	**656.00**	
528727	08/12/25	WIZ-QUIZ DRUG SCREENING SERVICE	692933	210	44500	CHILD WELFARE	443115	Drug Testing	175.00	TESTING SERVICES
528728	08/12/25	XCEL ENERGY	5300123634256/072425	100	19180	UNIFIED METROPOLITAN FORENSIC	450210	Electric	7,403.53	8555 DOUBLE HELIX -ELECTRIC
			5300123634256/072425	100	19180	UNIFIED METROPOLITAN FORENSIC	450220	Gas	2,167.17	8555 DOUBLE HELIX -GAS
								Total Payment	**9,570.70**	
528729	08/12/25	YIN, JASON & WEINING CHEN	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	36.91	REGISTRATION REFUNDS

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528730	08/12/25	BANDIT BRIMS	2025FAIR	100	55250	COUNTY FAIR	344302	Vendor Surcharge	250.00	2025 FAIR & RODEO VENDOR
528731	08/12/25	GRANDSARD, MEGAN F	072925	100	51100	PARK MAINTENANCE	445500	Catered Meal Service	7.98	EMPLOYEE REIMBURSEMENT
528732	08/12/25	HOLUB, SPENCER	070825-072325	100	21750	EMERGENCY SERVICES UNIT	445300	Travel Expense	764.00	FIRE ASSIGNMENT BACKFILL
528733	08/12/25	JACKSON, BRADLEY ALEXANDER	062025-072425	100	30200	ENGINEERING	445300	Travel Expense	61.88	MILEAGE REIMBURSEMENT
528734	08/12/25	ROCKY MOUNTAIN CYCLE PLAZA INC	635	285	21205	ASSET FORFEIT - FED JUSTICE	474800	Other Machinery & Equip.	9,769.96	EQUIPMENT TRACKS
528735	08/12/25	STURGEON ELECTRIC COMPANY	DV2013088/071625	200	200	ROAD AND BRIDGE	221630	Escrow Payable	2,881.00	ESCROW RELEASE
528736	08/12/25	SUBLETTE, KRISTEN	2025FAIR	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Mkt &	840.00	2025 FAIR & RODEO VENDOR
528737	08/12/25	AT&T MOBILITY	573391	100	21200	INVESTIGATIONS	443600	Other Professional Services	345.00	TOWER DUMP
528738	08/12/25	UCHEALTH	2085453485/063025	100	21200	INVESTIGATIONS	443100	Medical, Dental & Vet Services	1,261.81	EMPLOYEE TESTING
								Grand Total:	**2,506,617.03**	

HANDWRITES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110065	08/05/25	BLACK HILLS ENERGY	3383073735/072325	100	19150	JUSTICE CENTER FACILITY MGMT	450220	Gas	11,563.91	4000 JUSTICE WAY
110066	08/05/25	BLACK HILLS ENERGY	7210915724/072325	100	19100	FACILITIES ADMINISTRATION	450220	Gas	150.45	301 WILCOX ST
110067	08/05/25	CHANDLER ASSET MANAGEMENT INC	2506DOUGLASC	100	13100	TREASURER	443150	Acctg & Financial Services	10,958.33	JUN 2025 INVESTMENT ADVISOR FEE
110068	08/05/25	METRO DENVER ECONOMIC DEVELOPMENT CORPORATION	EDC10078532	100	65500	ECONOMIC DEVELOPMENT SERVICES	443600	Other Professional Services	2,226.00	Q3 2024 QUARTERLY REPORT
528648	07/31/25	MASSACHUSETTS REGISTRY OF MOTOR VEHICLES	072225	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	20.00	RECORDS REQUEST
528651	08/01/25	ASPEN CONCESSIONS COMPANY LTD	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	2,440.00	2025 FAIR & RODEO VENDOR
528652	08/01/25	BEBOS	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	230.00	2025 FAIR & RODEO VENDOR
528653	08/01/25	BELLARE INC	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	150.00	2025 FAIR & RODEO VENDOR
528654	08/01/25	CO BERLINER HAUS LLC	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	1,190.00	2025 FAIR & RODEO VENDOR
528655	08/01/25	G & S SHOWS	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	710.00	2025 FAIR & RODEO VENDOR
528656	08/01/25	GRANNY'S PANTRY LLC	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	780.00	2025 FAIR & RODEO VENDOR
528657	08/01/25	JLK ENTERPRISES	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	380.00	2025 FAIR & RODEO VENDOR
528658	08/01/25	KNIGHTS OF COLUMBUS	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	3,480.00	2025 FAIR & RODEO VENDOR
528659	08/01/25	THE COFFEE BUS	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	70.00	2025 FAIR & RODEO VENDOR
528660	08/01/25	WOODHILL SMALL BATCH BBQ	7312025	100	55250	COUNTY FAIR	447700	Recognition Programs	1,830.00	2025 FAIR & RODEO VENDOR
528661	08/01/25	DOPS SWEET SPOT LLC	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	280.00	2025 FAIR & RODEO VENDOR
528662	08/01/25	MOTHER CLUCKERS WINGS	7312025	100	55200	FAIRGROUND OPERATIONS	447700	Recognition Programs	510.00	2025 FAIR & RODEO VENDOR
528663	08/04/25	BISHOP LIFTING	PSI00162290	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	542.67	FLEET PARTS
528664	08/04/25	BOWERING ROOTS LANDSCAPE DESIGN AND HEALTHCARE	202530	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	2,080.00	WILDFIRE MITIGATION PROGRAM
528665	08/04/25	DOCUVAULT SECURE SHREDDING COMPANY LLC	314333	100	55200	FAIRGROUND OPERATIONS	443600	Other Professional Services	65.00	SHREDDING SERVICES
528666	08/04/25	HIREUAVPRO.COM LLC	DOUGLA0005	100	11100	OFFICE OF THE BOARD	447570	Community Outreach	58,000.00	2025 FAIR & RODEO ENTERTAINMENT
528667	08/04/25	PARKER WATER & SANITATION DISTRICT	30003101/070825	100	19100	FACILITIES ADMINISTRATION	450230	Water & Sewer	2,228.87	9040 TAMMY LN
528668	08/04/25	PERRY PARK METROPOLITAN DISTRICT	2	100	11100	OFFICE OF THE BOARD	447570	Community Outreach	20,000.00	JUL 2025 DRONE SHOW
528669	08/04/25	STONEGATE VILLAGE METROPOLITAN DISTRICT	7816/063025	100	51100	PARK MAINTENANCE	450230	Water & Sewer	256.30	CHALLENGER PARK - RECREATION CENTER IRRIGATION
528670	08/04/25	CHEROKEE RANCH & CASTLE FOUNDATION	072825	250	53600	HISTORIC RESOURCES	465100	Contributions - Misc.	575,000.00	CHEROKEE RANCH HISTORIC FUNDING

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528671	08/04/25	CHERRY VALLEY VETERINARY SERVICES LLC	2025FAIR	100	55250	COUNTY FAIR	443570	County Fair Srvs/Fair Show Mgm	1,000.00	2025 FAIR & RODEO VETERINARY SERVICES
								Grand Total:	**696,141.53**	

PCARD

R55AP001 | DOUGLAS COUNTY GOVERNMENT | 8/1/2025

Payment Register Report | 14:27:59

Payment Number	Payment Date	Vendor Name	Invoice Number	Amount	Remark
110064	08/04/25	J P MORGAN CHASE BANK	073125	880,702.62	2025 PCARD PURCHASES - 073125
				880,702.62	

J.P.Morgan

JPMORGAN CHASE BANK NA
P.O. BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

ACCOUNT NUMBER	[redacted]
PAYMENT DUE DATE	08/14/2025
AMOUNT DUE	$880,702.62
CURRENT BALANCE	$880,702.62

Remit To: JPMORGAN CHASE BANK NA
P.O. BOX 4475
CAROL STREAM, IL 60197-4475

AMOUNT ENCLOSED $

DOUGLAS COUNTY GOVT
CAROLYN RIGGS
100 THIRD STREET
SUITE 130
CASTLE ROCK CO 80104-2425

** □□□□□□□

[redacted]

PLEASE TEAR PAYMENT COUPON AT PERFORATION

STATEMENT MESSAGES

COMMERCIAL ACCOUNT SUMMARY

ORGANIZATION NAME: DOUGLAS COUNTY GOVT

ACCOUNT NUMBER: [redacted]

CLOSING DATE	07-31-25
CREDIT LIMIT	2,000,000
AVAILABLE CREDIT	1,119,297

FOR CUSTOMER SERVICE CALL:
1-800-316-6056

FOR TTY/TDD SERVICE CALL:
1-800-955-8060

SEND BILLING INQUIRIES TO:

JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

PREVIOUS BALANCE	986,112.47
PURCHASES AND OTHER CHARGES	890,481.50
CASH ADVANCES	.00
CREDITS	9,778.88
PAYMENTS	986,112.47-
LATE PAYMENT CHARGES	.00
CASH ADVANCE FEE	.00
FINANCE CHARGES	.00
NEW BALANCE	**880,702.62**
TOTAL PAYMENT DUE	880,702.62
DISPUTED AMOUNT	.00

Spend Analysis by Merchant

Run Date: 08/01/2025

Report ID: 10013

Posting Date: 07/01/2025 - 07/31/2025

DOUGLAS COUNTY GOVT
CAROLYN RIGGS
100 THIRD STREET
CASTLE ROCK, CO 80104-2425 USA

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
PINNACOL ASSURANCE	48,424.83	5.38	24,212.42	2	2.00
GAYLORD OPRYLAND	46,302.09	5.14	9,260.42	5	5.00
HIGHLANDS RANCH WATER	41,341.57	4.59	2,756.10	15	15.00
481A PURCELL TIRE	33,213.12	3.69	1,107.10	30	30.00
XCEL EZ-PAY WEB	28,767.71	3.20	1,692.22	17	17.00
VZWRLSS*APOCC VISB	26,435.33	2.94	13,217.67	2	2.00
OJ WATSON	19,584.16	2.34	3,916.83	5	5.00
TOWN OF CASTLE ROCK	17,564.20	1.95	2,927.37	6	6.00
VZWRLSS*MY VZ VB P	16,438.71	1.83	8,219.36	2	2.00
WAGNER EXCHANGE, LLC	13,749.65	1.53	1,145.80	12	12.00
INSIGHT PUBLIC SECTOR	10,116.19	1.12	1,445.17	7	7.00
UNITED SITE SERVICES	9,410.67	1.05	409.16	23	23.00
CINTAS CORP	9,197.10	1.02	836.10	11	11.00
THE HOME DEPOT #1531	8,995.23	1.03	529.13	17	17.00
BEST WESTERN HOTELS	8,855.91	0.98	805.08	11	11.00
WICKED COLLISION CENTE	8,834.32	0.98	4,417.16	2	2.00
APEX WASTE SOLUTIONS -	8,724.50	0.97	4,362.25	2	2.00
21ST CENTURY - 42 - ST	8,506.65	0.94	654.36	13	13.00
KEN CARYL GLASS INC	8,167.00	0.91	1,633.40	5	5.00
FASTSIGNS 371801	7,691.81	0.85	961.48	8	8.00
COLORADO PETROLEUM	7,522.02	0.84	2,507.34	3	3.00
SQ *ABSOLUTE GRAPHICS,	7,484.30	0.83	1,496.86	5	5.00
AMERICAN SIGN PRODUCTS	6,715.89	0.75	6,715.89	1	1.00
UNITED AIRLINES	6,655.64	0.74	316.94	21	21.00
KUBAT EQUIPMENT DENVER	6,507.00	0.72	1,301.40	5	5.00
PROWLY	6,405.01	0.71	6,405.01	1	1.00
BI, INC AP	6,307.20	0.70	6,307.20	1	1.00
GOVCONNECTION	6,272.49	0.70	1,045.42	6	6.00
IN *HAZELBROOK SOBER L	5,600.00	0.62	2,800.00	2	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
THOMSON WEST*TCD	5,236.54	0.58	2,618.27	2	2.00
HOLIDAY INNS	5,235.32	0.58	581.70	9	9.00
BUTLER RENTS	5,079.89	0.56	5,079.89	1	1.00
HIGHLANDS RANCH COMMUN	5,000.00	0.56	5,000.00	1	1.00
IN *ALL ANIMAL RECOVER	4,900.00	0.54	4,900.00	1	1.00
SOURCE MANAGEMENT	4,821.62	0.54	120.54	40	40.00
USERWAY.ORG	4,810.00	0.53	4,810.00	1	1.00
TRINITY GROUP COMPANIE	4,746.62	0.53	4,746.62	1	1.00
HAZELBROOK SOBERLIVING	4,500.00	0.50	4,500.00	1	1.00
THE HOME DEPOT #1540	4,348.22	0.48	255.78	17	17.00
ZORO TOOLS INC	4,332.79	0.48	270.80	16	16.00
AVTECH ELECTRONICS INC	4,173.60	0.46	596.23	7	7.00
EVENT PRO SOFTWARE	4,165.00	0.46	2,082.50	2	2.00
THE HOME DEPOT 1531	4,100.37	0.46	151.87	27	27.00
DOG WASTE DEPOT	4,080.00	0.45	4,080.00	1	1.00
MARRIOTT	4,054.96	0.47	675.83	6	6.00
INTERSTATE BATTERIES P	3,937.07	0.44	1,968.54	2	2.00
ROCKY MOUNTAIN AIR SOL	3,919.57	0.44	979.89	4	4.00
IN *STARCHASE	3,859.98	0.43	3,859.98	1	1.00
FORCE AMER. DISTRIBUTI	3,539.05	0.39	1,769.53	2	2.00
4TE*SECURITY CENTRAL,	3,401.80	0.38	1,700.90	2	2.00
WWWMUGABUGPESTCONTROLC	3,339.00	0.37	1,669.50	2	2.00
HSS	3,310.00	0.37	1,103.33	3	3.00
IN *EMERGENETICS INTER	3,203.25	0.36	1,601.63	2	2.00
SUPPLYHOUSE.COM	3,198.41	0.36	799.60	4	4.00
THE BRANDED MAVERICK	3,089.91	0.34	3,089.91	1	1.00
IN *FIRST IMPRESSION P	3,010.10	0.33	1,003.37	3	3.00
RSD - CENTENNIAL#74	2,992.47	0.33	427.50	7	7.00
CORE ELECTRIC COOPERAT	2,985.55	0.33	298.56	10	10.00
IN *TYLER JOLLY	2,885.00	0.32	2,885.00	1	1.00
SOUTHWEST AIRLINES	2,801.71	0.31	280.17	10	10.00
EZCATER*PANERA BREAD	2,682.31	0.30	536.46	5	5.00
SP KINETIC DOG FOOD	2,634.58	0.29	2,634.58	1	1.00
SQ *SALT CRAFT MEAT MA	2,623.25	0.29	2,623.25	1	1.00
INMOTIONHOSTING.COM	2,618.88	0.29	2,618.88	1	1.00
AMAZON MKTPL*DM1TD7783	2,596.71	0.29	2,596.71	1	1.00
ALAMEDA WHOLESALE NURS	2,569.54	0.29	2,569.54	1	1.00
AMAZON MKTPL*751EV7KC3	2,563.07	0.28	2,563.07	1	1.00
NU CPS REGISTRATION	2,500.00	0.28	1,250.00	2	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
USRI.CA	2,500.00	0.28	2,500.00	1	1.00
IN *CITYDATA INC.	2,490.00	0.28	2,490.00	1	1.00
BOBCAT PARKER	2,464.18	0.27	352.03	7	7.00
ARI PHOENIX INC	2,419.55	0.27	2,419.55	1	1.00
IN *SENSERA SYSTEMS IN	2,394.00	0.27	2,394.00	1	1.00
PY *GRAPHIC ELEPHANTS	2,394.00	0.27	2,394.00	1	1.00
IN *PRINT THIS INC.	2,335.50	0.26	2,335.50	1	1.00
CLUTTER TRUCKER	2,320.00	0.26	773.33	3	3.00
BEAVER RUN RESORT	2,315.08	0.26	136.18	17	17.00
COLORADO ORGANIZATION	2,300.00	0.26	575.00	4	4.00
CHARLES D JONES/ENGLE	2,243.85	0.25	560.96	4	4.00
IN *COOL SHADE UNLIMIT	2,190.00	0.24	273.75	8	8.00
ENTERPRISE RENT-A-CAR	2,171.02	0.24	361.84	6	6.00
AMERICAN SOLUTIONS FOR	2,162.06	0.24	2,162.06	1	1.00
WHITAKER BROTHERS BUSI	2,118.89	0.24	2,118.89	1	1.00
WCI*WASTE CONNECTIONS	2,091.55	0.23	1,045.78	2	2.00
HOMEDEPOT.COM	2,067.86	0.23	413.57	5	5.00
COLORADO OPEN SPACE	2,005.00	0.22	401.00	5	5.00
KING SOOPERS #0125	2,000.93	0.22	153.92	13	13.00
IN *PLATE PANACHE LLC	2,000.00	0.22	2,000.00	1	1.00
SEED WORLD	1,996.00	0.22	1,996.00	1	1.00
NATIONAL DISTRICTS ATT	1,990.00	0.22	995.00	2	2.00
FSP*SOUTHWEST MOBILE S	1,988.52	0.22	994.26	2	2.00
AMAZON.COM*A688D3143	1,970.34	0.22	1,970.34	1	1.00
IN *ADVANCED PARKING S	1,965.00	0.22	655.00	3	3.00
SQ *AUTO GLASS WORKS	1,960.00	0.22	326.67	6	6.00
SQ *IREVO MUTLIMEDIA	1,920.00	0.21	960.00	2	2.00
CASFM	1,841.71	0.20	1,841.71	1	1.00
E 470 EXPRESS TOLLS	1,836.75	0.20	229.59	8	8.00
IMS PRINTING AND SIGNS	1,803.24	0.20	1,803.24	1	1.00
AMAZON MKTPL*DF02M4PV3	1,789.63	0.20	1,789.63	1	1.00
ARROWHEAD FORENSICS	1,777.25	0.20	444.31	4	4.00
CES 691	1,771.70	0.20	1,771.70	1	1.00
L.A.W.S.	1,755.11	0.19	438.78	4	4.00
GENERAL AIR SERVICE &	1,706.00	0.19	853.00	2	2.00
FORCE SCIENCE INSTITUT	1,695.00	0.19	1,695.00	1	1.00
STARLINK INTERNET	1,664.00	0.18	832.00	2	2.00
LOWES #02274*	1,657.31	0.19	82.87	20	20.00
STEAMBOAT MTN RESERVAT	1,656.74	0.18	236.68	7	7.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AVIS RENT A CAR	1,626.19	0.18	1,626.19	1	1.00
C&C SAND AND STONE CO.	1,615.58	0.18	807.79	2	2.00
IN *ALL AMERICAN ELECT	1,590.00	0.18	1,590.00	1	1.00
AMAZON.COM*N35950VO0	1,500.00	0.17	1,500.00	1	1.00
MAINTENANCE RESOURCES	1,500.00	0.17	1,500.00	1	1.00
RANEY'S LLC	1,482.79	0.16	1,482.79	1	1.00
COMCAST BUSINESS	1,460.10	0.16	1,460.10	1	1.00
THE HOME DEPOT 1540	1,454.08	0.16	207.73	7	7.00
IN *CASTLE ROCK CHAMBE	1,400.00	0.16	1,400.00	1	1.00
TRACTOR SUPPLY CO #180	1,398.81	0.16	155.42	9	9.00
LA QUINTA INN AND SUITES	1,385.00	0.16	197.86	7	7.00
QUALITY LANDSCAPE SOI	1,351.53	0.15	1,351.53	1	1.00
IN *INTERIM COUNSELING	1,350.00	0.15	1,350.00	1	1.00
AIRVAC SERVICES	1,335.68	0.15	1,335.68	1	1.00
STICKER MULE	1,328.00	0.15	332.00	4	4.00
EZCATER*CHICKFILA	1,323.92	0.15	661.96	2	2.00
MINUTEMAN PRESS DENVER	1,317.62	0.15	1,317.62	1	1.00
TST*ROLL UP	1,317.50	0.15	1,317.50	1	1.00
BHE BLACK HILLS ENERGY	1,298.73	0.14	216.46	6	6.00
AMAZON MKTPL*N34AC6Y11	1,287.45	0.14	1,287.45	1	1.00
WYNDHAM	1,260.00	0.18	630.00	2	2.00
ROCKY MOUNTAIN CFC EQU	1,231.76	0.14	1,231.76	1	1.00
BADGEANDWALLET.COM	1,223.00	0.14	1,223.00	1	1.00
COMBINED SYSTEMS INC	1,220.00	0.14	610.00	2	2.00
COOK S DIRECT	1,215.52	0.14	1,215.52	1	1.00
FS *TECHSMITH	1,198.00	0.13	599.00	2	2.00
MURDOCHS CASTLE ROCK	1,193.56	0.13	108.51	11	11.00
MCCANDLESS TRK CTR	1,187.43	0.13	395.81	3	3.00
SAMS CLUB #4853	1,169.18	0.48	146.15	8	8.00
ORACLE AMERICA, INC.	1,161.13	0.13	1,161.13	1	1.00
SHERWIN-WILLIAMS707457	1,159.93	0.13	165.70	7	7.00
SQ *CDIA	1,125.00	0.12	375.00	3	3.00
IN *EM'S HOUSE FOUNDAT	1,100.00	0.12	1,100.00	1	1.00
PANERA BREAD #202448 O	1,095.76	0.12	136.97	8	8.00
HYDRAFLEX	1,092.10	0.12	546.05	2	2.00
FARIS MACHINERY	1,088.58	0.12	544.29	2	2.00
RADIATION DETECTION CO	1,079.74	0.12	1,079.74	1	1.00
EMBASSY SUITES	1,074.00	0.12	537.00	2	2.00
LUBRICATION ENGINEERS	1,058.40	0.12	1,058.40	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CASCI 2025	1,050.00	0.12	525.00	2	2.00
MSB*CASTLEROCK RECMAC	1,050.00	0.12	1,050.00	1	1.00
EXTENDED STAY	1,048.28	0.13	149.75	7	7.00
CENTER COPY PRINTING	1,025.00	0.11	146.43	7	7.00
EZCATER*BROTHERS BBQ	1,022.41	0.11	1,022.41	1	1.00
MOUNTAIN VIEW ELECTRIC	1,019.39	0.11	1,019.39	1	1.00
CHK OUTDOORS	1,018.34	0.11	1,018.34	1	1.00
FRONT RANGE KUBOTA - K	1,015.60	0.11	203.12	5	5.00
EZCATER*CAPRIOTTIS	1,011.78	0.11	505.89	2	2.00
WESTSIDE TOWING	1,010.00	0.11	112.22	9	9.00
OPENPHONE	1,008.73	0.11	1,008.73	1	1.00
2517 - CPS DSTRBTRS	1,008.20	0.11	1,008.20	1	1.00
HELMETS R US	1,003.50	0.11	1,003.50	1	1.00
CIS BENCHMARK	995.00	0.11	995.00	1	1.00
EINSTEIN BROS-ONLINE C	991.25	0.11	247.81	4	4.00
EAGLEMOUNTA	989.70	0.11	989.70	1	1.00
ATT* BILL PAYMENT	985.77	0.11	164.30	6	6.00
IN *E. G. STAATS & CO.	984.51	0.11	984.51	1	1.00
PAYPAL *WEBCOURSE CONF	978.00	0.11	978.00	1	1.00
BOOT BARN #304	977.97	0.11	488.99	2	2.00
RAINMASTER	948.40	0.11	474.20	2	2.00
PRIMARY ARMS	948.31	0.11	948.31	1	1.00
SAFEWAY #1877	944.43	0.10	94.44	10	10.00
AMAZON.COM*3C1MF1YM3	941.55	0.10	941.55	1	1.00
LABOR FINDERS	930.30	0.10	465.15	2	2.00
THE UNIVERSITY OF NEBR	924.86	0.10	924.86	1	1.00
EZCATER*QDOBA MEXICAN	916.32	0.10	458.16	2	2.00
GRAINGER	914.89	0.10	304.96	3	3.00
VOSS LIGHTING DENVER	901.62	0.10	901.62	1	1.00
AMAZON MKTPL*0K4V711H3	896.45	0.10	896.45	1	1.00
GOOGLE *CLOUD 2HZ6VR	887.77	0.10	887.77	1	1.00
PROJECT MANAGEMENT INS	883.27	0.10	441.64	2	2.00
WM SUPERCENTER #984	878.11	0.12	67.55	13	13.00
EZCATER*RED ROBIN	875.80	0.10	875.80	1	1.00
AMAZON.COM*NR4AT2TY1	875.68	0.10	875.68	1	1.00
MOUNTAIN SALES & SERV	875.00	0.10	875.00	1	1.00
CENTURYLINK LUMEN	865.45	0.10	432.73	2	2.00
FARM DEALER	860.61	0.12	86.06	10	10.00
RAISING CANES 0276	860.61	0.10	860.61	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CO MOTOR VEHICLE SERVI	852.22	0.09	94.69	9	9.00
SQ *KENZ & LESLIE DIST	852.00	0.09	426.00	2	2.00
IN *NATIONAL ASSOCIATI	850.00	0.09	283.33	3	3.00
DICKEYS BBQ CO0768	849.89	0.09	849.89	1	1.00
WWW.CAFERIO.COM	847.37	0.09	847.37	1	1.00
MERIDIAN METROPOLITAN	836.02	0.09	209.01	4	4.00
AIRBNB * HMCHXW8KBS	827.99	0.09	827.99	1	1.00
USPS.COM CLICKNSHIP	817.15	0.09	26.36	31	31.00
SUMMIT COVE INC	814.88	0.09	814.88	1	1.00
UBER *TRIP	814.57	0.09	45.25	18	18.00
N AMERICA RESCUE PRODU	813.92	0.09	406.96	2	2.00
REALTY MARKETING DOMAI	810.00	0.09	810.00	1	1.00
EVOLVE FORENSICS	800.00	0.09	800.00	1	1.00
4IMPRINT, INC	794.74	0.09	794.74	1	1.00
NASSCO, INC.	775.00	0.09	775.00	1	1.00
KING SOOPERS #0132	767.36	0.09	95.92	8	8.00
CHESTNUT HEALTH SYSTEM	756.00	0.08	756.00	1	1.00
HARD ROCK HOTEL SAN DI	750.36	0.08	375.18	2	2.00
CELLHIRE USA	742.90	0.08	371.45	2	2.00
AMAZON.COM*X311D7FA3	732.38	0.08	732.38	1	1.00
DROPBOX*HFRFPZZ57QMF	720.00	0.08	720.00	1	1.00
LTS*LOGO&TEAM SPORTSW	716.02	0.08	716.02	1	1.00
HAMPTON INN HOTELS	715.88	0.08	143.18	5	5.00
AMAZON MKTPL*NL1K382P0	711.73	0.08	711.73	1	1.00
AMAZON MKTPL*908FG58M3	710.73	0.08	710.73	1	1.00
FACEBK *X77MKXYAM2	707.00	0.08	707.00	1	1.00
IN *NME RECOVERY RESID	700.00	0.08	700.00	1	1.00
KOENIGSOLUTIONS	700.00	0.08	700.00	1	1.00
SP IPCAMPOWER	699.98	0.08	349.99	2	2.00
SPOTIFY AD STUDIO	699.30	0.08	139.86	5	5.00
INLAND TRUCK PARTS	691.59	0.08	230.53	3	3.00
BUFFER PLAN	660.00	0.07	330.00	2	2.00
AMAZON MKTPL*NL59U8AL0	645.00	0.07	645.00	1	1.00
FACEBK *5WQQVVLAM2	642.00	0.07	642.00	1	1.00
CO DEPT OF PUBLIC HEAL	639.37	0.07	127.87	5	5.00
XCEL EZ-PAY FEE WEB	632.90	0.07	37.23	17	17.00
GREEN VALLEY TURF CO	630.00	0.07	210.00	3	3.00
AMAZON MKTPL*NL2O88300	628.49	0.07	628.49	1	1.00
PARKER SECURITY CENT	625.33	0.07	156.33	4	4.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MURDOCHS IN LITTLETON	624.45	0.07	104.08	6	6.00
AMAZON MKTPL*WY4LM1Z03	623.20	0.07	623.20	1	1.00
AMAZON MKTPL*WV8DT62P3	616.27	0.07	616.27	1	1.00
IN *MALCO AUTO SUPPLY	614.98	0.07	204.99	3	3.00
WWW.MASSIF.COM	614.34	0.07	614.34	1	1.00
DOUGLAS COUNTY SCHOOL	600.00	0.07	600.00	1	1.00
IN *KYLE MORTENSEN	600.00	0.07	600.00	1	1.00
SCHEELS ALL SPORTS INC	600.00	0.07	600.00	1	1.00
MAILCHIMP	598.00	0.07	199.33	3	3.00
CHICK-FIL-A #689	595.96	0.07	297.98	2	2.00
FACEBK *97TURULBM2	583.00	0.06	583.00	1	1.00
COMFORT INNS	579.00	0.08	144.75	4	4.00
EXTRA SPACE 1458	579.00	0.06	579.00	1	1.00
WIRELESS ACCESSORIES U	577.30	0.06	577.30	1	1.00
TMOBILE POSTPAID WEB	575.50	0.06	575.50	1	1.00
COLORADO PUBLIC HEALTH	569.00	0.06	569.00	1	1.00
MOVINGHELP.COM	566.90	0.06	283.45	2	2.00
EISEMAN-LUDMAR CO INC	566.74	0.06	283.37	2	2.00
THE HOME DEPOT 1508	564.85	0.06	141.21	4	4.00
ID EDGE INC	561.84	0.06	561.84	1	1.00
COMCAST / XFINITY	561.72	0.06	112.34	5	5.00
INT'L CODE COUNCIL INC	554.80	0.06	184.93	3	3.00
DEFENSIVE EDGE TRAININ	550.00	0.06	550.00	1	1.00
FARM PLASTIC SUPPLY	542.48	0.06	542.48	1	1.00
SHERATON	536.72	0.06	268.36	2	2.00
FACEBK *TXQRGU4BM2	530.00	0.06	530.00	1	1.00
MAD MATT'S LTD	529.80	0.06	529.80	1	1.00
PSI EXAMS	525.00	0.06	175.00	3	3.00
AMAZON.COM*HG58A2VW3	524.99	0.06	524.99	1	1.00
AMAZON.COM*NR7OT8381	515.25	0.06	515.25	1	1.00
EQUIPMENTSHARE.COM	514.56	0.06	514.56	1	1.00
AMAZON MKTPL*NL1S81N71	512.80	0.06	512.80	1	1.00
AMAZON MKTPL*NR84U4L31	509.70	0.06	509.70	1	1.00
THE GUNNISON INN	500.94	0.06	500.94	1	1.00
IN *NATURE'S EDUCATORS	500.00	0.06	500.00	1	1.00
SP EVENT CAPTURE STORE	499.00	0.06	499.00	1	1.00
THETRANZONICCOMPANIES	498.31	0.06	166.10	3	3.00
TST*SCILEPPIS AT THE O	498.15	0.06	166.05	3	3.00
E&G TERMINAL CORPORATI	496.89	0.06	248.45	2	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*NL89L6H52	490.00	0.05	490.00	1	1.00
AMAZON MKTPL*NL2QB1FB0	484.44	0.05	484.44	1	1.00
AMAZON.COM*N35T24XX0	483.84	0.05	483.84	1	1.00
FACEBK *9MGNZTLBM2	481.00	0.05	481.00	1	1.00
AMAZON MKTPL*N35VL4FL0	479.96	0.05	479.96	1	1.00
SANTIAGOS MEXICAN REST	478.70	0.08	95.74	5	5.00
FBI RETAIL STO12010070	475.89	0.05	475.89	1	1.00
TRANSWEST GMC	474.48	0.05	474.48	1	1.00
AMAZON MKTPL*287521PF3	460.67	0.05	460.67	1	1.00
AMAZON MKTPL*N30JA7YK0	459.00	0.05	459.00	1	1.00
ROCKY MOUNTAIN BOTTLED	458.40	0.05	458.40	1	1.00
AMAZON MKTPL*MF2OV0E83	454.26	0.05	454.26	1	1.00
SQ *ROCKVIEW HOTEL CAS	450.00	0.05	150.00	3	3.00
BROTHERS BBQ 8	449.89	0.05	449.89	1	1.00
BUREAU OF LAND MGMT	443.92	0.05	443.92	1	1.00
LEXISNEXIS RISK SOL	437.25	0.05	437.25	1	1.00
MSFT * E0500WVEGS	437.00	0.05	437.00	1	1.00
LOWES #01755*	436.44	0.07	54.56	8	8.00
ENGINEERING DYNAMICS C	435.00	0.05	435.00	1	1.00
AMAZON MKTPL*DK33F6B43	434.36	0.05	434.36	1	1.00
AMAZON.COM*NL76L44N2	429.38	0.05	429.38	1	1.00
DEN PUBLIC PARKING	420.00	0.05	70.00	6	6.00
AMAZON MKTPL*N358F5TV1	415.30	0.05	415.30	1	1.00
MGM GRAND HOTEL	413.42	0.05	68.90	6	6.00
IN *CASTLE PINES CONNE	400.00	0.04	400.00	1	1.00
AMAZON.COM*AP1CX1W33	399.99	0.04	399.99	1	1.00
AMAZON.COM*NL9SS38K0	398.52	0.04	398.52	1	1.00
AMAZON MKTPL*N35IV1WI2	397.92	0.04	397.92	1	1.00
AMAZON.COM*E64NB4043	392.49	0.04	392.49	1	1.00
LAWSON PRODUCTS	390.48	0.04	390.48	1	1.00
THE WEBSTAURANT STORE	386.46	0.04	386.46	1	1.00
AMAZON MKTPL*NL2XW4MF2	378.30	0.04	378.30	1	1.00
AMAZON MKTPL*N36IX8XB1	376.13	0.04	376.13	1	1.00
AMAZON MKTPL*NQ9GU0YC0	374.22	0.04	374.22	1	1.00
AMAZON MKTPL*1376J3EB3	371.70	0.04	371.70	1	1.00
SQ *NATIONAL TACTICAL	369.00	0.04	369.00	1	1.00
CASTLE ROCK WINNELSON	367.75	0.04	183.88	2	2.00
QDOBA 2239 ONLINE	367.25	0.04	367.25	1	1.00
AMAZON MKTPL*NR3HF1P51	364.10	0.04	364.10	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*ZB3EG1L03	362.93	0.04	362.93	1	1.00
IN *CPOW	360.00	0.04	360.00	1	1.00
CANVA* I04588-83487859	359.51	0.04	359.51	1	1.00
PAYPAL *CODEENFORCE	349.00	0.04	349.00	1	1.00
AMAZON MKTPL*OG60J3IV3	346.57	0.04	346.57	1	1.00
TST* CRANELLIS ITALIAN	344.92	0.04	344.92	1	1.00
BRIMAR INDUSTRIES	343.64	0.04	343.64	1	1.00
WINGATE EAGLE CO	341.00	0.04	341.00	1	1.00
THE UPS STORE 4337	338.46	0.04	338.46	1	1.00
RESIDENCE INN	338.00	0.04	338.00	1	1.00
SNARF S ON WILCOX	326.48	0.04	326.48	1	1.00
EASTERN SLOPE RURAL TE	326.03	0.04	326.03	1	1.00
SP ROUTERBITSNOW.COM	324.98	0.04	324.98	1	1.00
THE ROSE HOTEL	322.48	0.04	161.24	2	2.00
SQ *ALC - AQUAMATICS,	320.85	0.04	320.85	1	1.00
AMAZON MKTPL*BN5ZQ6BC3	319.48	0.04	319.48	1	1.00
5.11 TACTICAL	315.00	0.03	315.00	1	1.00
CCCMA	314.00	0.03	157.00	2	2.00
AMAZON MKTPL*4J1CG28U3	313.90	0.03	313.90	1	1.00
AMAZON MKTPL*IL3DU6KP3	312.93	0.03	312.93	1	1.00
CAB STORE LONE TREE, C	312.83	0.05	156.42	2	2.00
IN *US STARR TRUCKING	312.00	0.03	312.00	1	1.00
CHICK-FIL-A #03183	311.88	0.03	311.88	1	1.00
AMAZON MKTPL*FJ7GQ1O63	311.22	0.03	311.22	1	1.00
AMAZON MKTPL*F86MG5U33	309.14	0.03	309.14	1	1.00
BTS*DBCIRRIGATIONSUPPL	308.07	0.03	308.07	1	1.00
EZCATER*POPEYES LOUISI	307.44	0.03	307.44	1	1.00
AMAZON MKTPL*A34GH16D3	303.74	0.03	303.74	1	1.00
CLOUD LINUX, INC	300.00	0.03	300.00	1	1.00
RMIN	300.00	0.03	150.00	2	2.00
ZELLO.COM	296.20	0.03	98.73	3	3.00
HARBOR FREIGHT TOOLS29	295.66	0.03	98.55	3	3.00
OPENAI *CHATGPT SUBSCR	295.16	0.03	98.39	3	3.00
AMAZON MKTPL*IN71J2JR3	294.95	0.03	294.95	1	1.00
AMAZON.COM*N31KE8A60	294.95	0.03	294.95	1	1.00
AMAZON MKTPL*TJ08M55O3	293.90	0.03	293.90	1	1.00
VIP ENGRAVERS	289.11	0.03	289.11	1	1.00
WCI*WC OF COLORADO	286.39	0.03	286.39	1	1.00
AMAZON.COM*W44BG24L3	284.97	0.03	284.97	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*ND6YL5JI3	281.06	0.03	281.06	1	1.00
TST*THE OFFICE CO. BAR	278.63	0.03	69.66	4	4.00
THE HOME DEPOT 1516	277.02	0.03	69.26	4	4.00
SOURCES INC	276.26	0.03	276.26	1	1.00
AMAZON MKTPL*WU91N7YX3	274.91	0.03	274.91	1	1.00
CHEWY.COM	270.88	0.03	90.29	3	3.00
CASTLE CAFE	270.52	0.03	90.17	3	3.00
FEDEX OFFIC17400001743	269.48	0.03	134.74	2	2.00
AMAZON MKTPL*7B5LU6H73	269.37	0.03	269.37	1	1.00
AUTOPAY/DISH NTWK	268.30	0.03	89.43	3	3.00
WWW.NACCCHILDLAW.ORG	266.00	0.03	266.00	1	1.00
SAMS CLUB #6634	262.92	0.03	262.92	1	1.00
AMAZON MKTPL*NQ0OV8W31	262.91	0.03	262.91	1	1.00
BOBCAT COMMERCE CITY	260.40	0.03	260.40	1	1.00
AMAZON MKTPL*2587F6J03	260.21	0.03	260.21	1	1.00
MILE HIGH METAL SUPPLY	260.08	0.03	260.08	1	1.00
SURESCREEN LABS	255.00	0.03	85.00	3	3.00
AMAZON MKTPL*182174CM3	254.99	0.03	254.99	1	1.00
COURTYARD BY MARRIOTT	252.44	0.03	126.22	2	2.00
AMAZON MKTPL*NL71X3SM0	251.98	0.03	251.98	1	1.00
SAMSCLUB.COM	251.81	0.03	125.91	2	2.00
FSP*COAST2COAST CATERS	250.00	0.03	250.00	1	1.00
IN *PEAK DPF LLC DBA D	250.00	0.03	250.00	1	1.00
CORPORATE TRANSLATE	249.18	0.03	124.59	2	2.00
SQ *ONEFACE	249.00	0.03	249.00	1	1.00
AMAZON.COM*NL9VV66Q2	245.72	0.03	245.72	1	1.00
TRANE SUPPLY-111621	245.66	0.03	245.66	1	1.00
NATIONAL INSTITUTE OF	245.00	0.03	245.00	1	1.00
AMAZON MKTPL*A788916B3	242.89	0.03	242.89	1	1.00
MOUNTAIN CHALET SNOWMA	240.40	0.03	240.40	1	1.00
AMAZON MKTPL*NR1WV7GG1	240.39	0.03	240.39	1	1.00
AMAZON.COM*OH3FQ1943	238.00	0.03	238.00	1	1.00
AMAZON MKTPL*NL19U43K1	237.87	0.03	237.87	1	1.00
AMAZON MKTPL*7T6TL8DQ3	236.39	0.03	236.39	1	1.00
US COURT-DIST OF CO	234.00	0.03	234.00	1	1.00
PIKES PEAK HARLEY-DAVI	233.92	0.03	233.92	1	1.00
ACAMS	233.78	0.03	233.78	1	1.00
AMAZON MKTPL*H03BQ2SG3	230.69	0.03	230.69	1	1.00
PANDA EXPRESS #3429 P	228.90	0.03	228.90	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*N38IF2IK1	228.26	0.03	228.26	1	1.00
ANIMOTO INC	228.00	0.03	228.00	1	1.00
DD *TAMALEKITCHEN	226.74	0.03	226.74	1	1.00
USPS PO BOXES ONLINE	226.00	0.03	226.00	1	1.00
AMAZON MKTPL*NL7H86YJ0	225.54	0.03	225.54	1	1.00
CBI*FLIPPINGBOOK LTD.	225.00	0.02	225.00	1	1.00
AMAZON MKTPL*NU8ZV8KN3	222.17	0.02	222.17	1	1.00
DOS AMIGOS MEXICAN GRI	220.50	0.02	110.25	2	2.00
PP*I C THREADS CUSTOM	220.00	0.02	220.00	1	1.00
DOMINO'S 6367	217.44	0.02	72.48	3	3.00
AMAZON.COM*NQ1L13Y50	216.31	0.02	216.31	1	1.00
AMAZON MKTPL*B25WU2113	215.97	0.02	215.97	1	1.00
AMAZON.COM*N394D2IG0	213.99	0.02	213.99	1	1.00
ALLIANZ INSURANCE	213.00	0.02	53.25	4	4.00
AMAZON MKTPL*NL5MJ0SW1	211.28	0.02	211.28	1	1.00
SHRM CERTIFICATION	210.00	0.02	210.00	1	1.00
TEXTLINE	210.00	0.02	210.00	1	1.00
AMAZON MKTPL*NL46G58B2	209.89	0.02	209.89	1	1.00
SP ROCKY MTN SUNSCREEN	209.00	0.02	209.00	1	1.00
AMAZON.COM*NR0HM1TV2	208.38	0.02	208.38	1	1.00
AMAZON MKTPL*N350L86V2	208.00	0.02	208.00	1	1.00
AMAZON.COM*NL3DF2KB2	205.67	0.02	205.67	1	1.00
WCI*MOUNTAIN VIEW WAST	204.84	0.02	204.84	1	1.00
KING SOOPERS #0091	204.30	0.02	102.15	2	2.00
DNH*GODADDY#379800948	203.52	0.02	203.52	1	1.00
4 ALL PROMOS	200.00	0.02	200.00	1	1.00
CAREPORTAL/GO PROJECT	200.00	0.02	200.00	1	1.00
ICMA ONLINE	200.00	0.02	200.00	1	1.00
RECONYX	200.00	0.02	200.00	1	1.00
HNS*HUGHESNET.COM	199.93	0.02	199.93	1	1.00
AMAZON MKTPL*3O7P930I3	196.31	0.02	196.31	1	1.00
ASAP	195.00	0.02	195.00	1	1.00
AMAZON MKTPL*MG0JY6VX3	190.00	0.02	190.00	1	1.00
AMAZON MKTPL*CU9DQ6H03	189.57	0.02	189.57	1	1.00
AMAZON MKTPL*NL0NS8LD2	188.25	0.02	188.25	1	1.00
SATCOM DIRECT, INC	187.80	0.02	46.95	4	4.00
VALLEY VET SUPPLY	182.54	0.02	182.54	1	1.00
AMAZON MKTPL*WQ3XV3KA3	181.27	0.02	181.27	1	1.00
AMAZON MKTPL*NL1WX20B0	177.18	0.02	177.18	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
FSP*CGFOA	175.00	0.02	175.00	1	1.00
LLRMI	175.00	0.02	175.00	1	1.00
AMAZON MKTPL*NR88884L1	174.31	0.02	174.31	1	1.00
AMAZON MKTPL*NR1VL0L00	173.94	0.02	173.94	1	1.00
AMAZON MKTPL*DC4QM1513	172.75	0.02	172.75	1	1.00
PAPA JOHN S #1057	172.50	0.02	172.50	1	1.00
AMAZON MKTPL*Q90MZ21I3	171.48	0.02	171.48	1	1.00
AMAZON MKTPL*DR8WV5O13	171.46	0.02	171.46	1	1.00
AMAZON.COM*1T86C8BA3	168.93	0.02	168.93	1	1.00
CORNWELL TOOLS	168.13	0.02	56.04	3	3.00
AMAZON.COM*KP11D5G53	165.63	0.02	165.63	1	1.00
AMAZON MKTPL*H53TL8Z03	165.38	0.02	165.38	1	1.00
AMAZON MKTPL*9L0ZK1FR3	162.02	0.02	162.02	1	1.00
AMAZON.COM*N30GR2MU1	162.00	0.02	162.00	1	1.00
AMAZON MKTPL*X68C27VB3	161.97	0.02	161.97	1	1.00
SQ *DC DEPUTY SHERIFF'	160.00	0.02	160.00	1	1.00
LPY*PRIMARY EVNT RNTL	159.65	0.02	159.65	1	1.00
ROXBOROUGH WATERSANI D	158.11	0.02	158.11	1	1.00
ALAMIA	156.51	0.02	156.51	1	1.00
ALLHEALTH NETWORK	154.76	0.02	154.76	1	1.00
AMAZON MKTPL*7O2SG7AO3	153.33	0.02	153.33	1	1.00
AMAZON MKTPL*FX1VU2B03	152.55	0.02	152.55	1	1.00
MSFT * E0500WVK2J	152.00	0.02	152.00	1	1.00
IN *A STARS&STRIPES FL	151.20	0.02	151.20	1	1.00
AMAZON MKTPL*N36L817Q0	150.56	0.02	150.56	1	1.00
WAL-MART #0984	150.24	0.02	25.04	6	6.00
BERLA CORPORATION	150.00	0.02	150.00	1	1.00
COUNTY SHE* REGII75KQL	150.00	0.02	150.00	1	1.00
AMAZON MKTPL*N30MN30W0	149.95	0.02	149.95	1	1.00
AMAZON MKTPL*N38TA8ZU1	149.95	0.02	149.95	1	1.00
EBAY O*27-13297-85791	149.95	0.02	149.95	1	1.00
WPENGINE DB ACF PLUGIN	149.00	0.02	149.00	1	1.00
SP MAKER PIPE	148.50	0.02	148.50	1	1.00
NAPA STORE 3600105	147.31	0.02	73.66	2	2.00
PAYPAL *SUNSHINEEMB	146.95	0.02	146.95	1	1.00
AMAZON.COM*CX4WM3IO3	146.36	0.02	146.36	1	1.00
MAVERIK #645	146.06	0.02	48.69	3	3.00
CENGAGE LEARNING, INC.	144.00	0.02	144.00	1	1.00
PHILLIPS 66 - JENNY'S	143.77	0.02	71.89	2	2.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
WWW.GRCIQ.COM	143.00	0.02	143.00	1	1.00
AUTOZONE #0834	141.98	0.02	70.99	2	2.00
JIMMY JOHNS - 2628	139.48	0.02	139.48	1	1.00
DRI*UPRINTING	138.94	0.02	69.47	2	2.00
AMAZON MKTPL*NR1EZ5Z82	137.59	0.02	137.59	1	1.00
AMAZON.COM*NL7JG41G2	137.19	0.02	137.19	1	1.00
SP FIREHOSEDIRECT FRQ	136.38	0.02	136.38	1	1.00
AMAZON MKTPL*UK23H1ZE3	136.00	0.02	136.00	1	1.00
AMAZON MKTPL*FO8I59GH3	135.64	0.02	135.64	1	1.00
AMAZON MKTPL*NR1SU1NE1	134.86	0.01	134.86	1	1.00
AMAZON MKTPL*NL0L11E72	134.77	0.01	134.77	1	1.00
AMAZON.COM*NR3YS4LM1	134.35	0.01	134.35	1	1.00
AMAZON MKTPL*NL8JP8WL0	134.01	0.01	134.01	1	1.00
AMAZON MKTPL*NR6YL9PM2	132.62	0.01	132.62	1	1.00
CROSSROAD 6	132.09	0.01	66.05	2	2.00
AMAZON MKTPL*NR7T844L1	131.99	0.01	131.99	1	1.00
AMAZON MKTPL*RZ6U39WT3	131.88	0.01	131.88	1	1.00
RAM PRODUCTS, LTD.	131.77	0.01	131.77	1	1.00
FORUM ENGRAVING COMPAN	130.00	0.01	130.00	1	1.00
AMAZON MKTPL*P089M58Z3	128.99	0.01	128.99	1	1.00
AMAZON MKTPL*QA5FR3B83	128.00	0.01	128.00	1	1.00
AMAZON.COM*J29YS3873	126.79	0.01	126.79	1	1.00
SPO*GREATDIVIDEBREWERY	126.00	0.01	126.00	1	1.00
CARIBOU & EINSTEIN #36	125.74	0.01	125.74	1	1.00
SQ *WAVE THE GRAIN	125.63	0.01	125.63	1	1.00
ROCKYARD BREWING CO.	125.50	0.01	125.50	1	1.00
HUMDINGERS #16	125.47	0.01	62.74	2	2.00
ATSSA	125.00	0.01	125.00	1	1.00
AMAZON MKTPL*4W2MD72R3	124.17	0.01	124.17	1	1.00
DENVER OIL	123.60	0.01	123.60	1	1.00
CO DEPT OF AGRICULTURE	123.47	0.01	123.47	1	1.00
MICHAELS STORES 7778	121.30	0.01	60.65	2	2.00
U-HAUL MOVING & STORAG	121.19	0.01	60.60	2	2.00
AMAZON.COM*PD70C2413	119.99	0.01	119.99	1	1.00
AMAZON.COM*NL70N3LH2	119.96	0.01	119.96	1	1.00
MENTIMETER BASIC	119.88	0.01	119.88	1	1.00
AMAZON.COM*TD6GP63X3	119.82	0.01	119.82	1	1.00
AMAZON MKTPL*538446V33	119.02	0.01	119.02	1	1.00
AMAZON.COM*279BN9LN3	119.00	0.01	119.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
76 - GOOD 2 GO 555	118.03	0.01	59.02	2	2.00
FEDEX39073883	117.89	0.01	117.89	1	1.00
LYFT *RIDE TUE 10AM	116.99	0.01	116.99	1	1.00
PHILLIPS 66 - STOP ?N	116.75	0.01	58.38	2	2.00
AMAZON MKTPL*8E5JA0VG3	116.09	0.01	116.09	1	1.00
WAL-MART #1252	115.67	0.01	115.67	1	1.00
STARBUCKS STORE 52953	115.00	0.01	115.00	1	1.00
AMAZON MKTPL*YG4V24ED3	114.44	0.01	114.44	1	1.00
CLICKUP	114.00	0.01	114.00	1	1.00
AMAZON MKTPL*5C2OP1XU3	113.53	0.01	113.53	1	1.00
FSP*FINE AIRPORT PARKI	113.32	0.01	113.32	1	1.00
AMAZON.COM*NR2X65FM2	112.14	0.01	112.14	1	1.00
AMAZON MKTPL*5K3IB0HO3	111.64	0.01	111.64	1	1.00
AMAZON MKTPL*A430D9ZZ3	111.57	0.01	111.57	1	1.00
CROWN EQUIPMENT CORP	111.00	0.01	111.00	1	1.00
LOAF N JUG 0011	109.07	0.01	13.63	8	8.00
AMAZON MKTPL*NL13B5ZQ1	108.99	0.01	108.99	1	1.00
AMAZON MKTPL*NL9N33HR2	108.37	0.01	108.37	1	1.00
AMAZON MKTPL*ML6F98BD3	107.99	0.01	107.99	1	1.00
AMAZON.COM*PK2GG5R73	105.96	0.01	105.96	1	1.00
WAVE - *MRS SHRED AME	105.95	0.01	105.95	1	1.00
AMAZON MKTPL*GW76O9UR3	105.90	0.01	105.90	1	1.00
AMAZON MKTPL*110OQ90K3	104.99	0.01	104.99	1	1.00
AMAZON MKTPL*930VH2LI3	104.95	0.01	104.95	1	1.00
AMAZON MKTPL*NL5RV7WG0	104.81	0.01	104.81	1	1.00
TST*AUSTINS AMERICAN G	104.76	0.01	104.76	1	1.00
SP BLAZEPOD	103.89	0.01	103.89	1	1.00
AMAZON MKTPL*LM8950413	103.34	0.01	103.34	1	1.00
AMAZON MKTPL*NL0N15301	102.42	0.01	102.42	1	1.00
AMAZON MKTPL*NR4QB3AM1	101.84	0.01	101.84	1	1.00
AMAZON MKTPL*H96NQ45Q3	101.56	0.01	101.56	1	1.00
BATTERIES PLUS 1101	100.80	0.01	100.80	1	1.00
RESTAURANT DEPOT	100.72	0.01	100.72	1	1.00
AMAZON MKTPL*VR0GE4YF3	100.52	0.01	100.52	1	1.00
WATCH DUTY	99.99	0.01	99.99	1	1.00
AMAZON MKTPL*161PG1J53	99.91	0.01	99.91	1	1.00
GRAND PRIX MOTORSPORTS	99.87	0.01	99.87	1	1.00
JIMMY JOHNS - 2628 - M	99.64	0.01	99.64	1	1.00
SP NINJA TRANSFERS DTF	99.22	0.01	33.07	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*FR1682TK3	99.00	0.01	99.00	1	1.00
AMAZON MKTPL*VT9QO6YZ3	98.94	0.01	98.94	1	1.00
SIERRA RESTAURANT, LLC	98.17	0.01	98.17	1	1.00
EVIDENT INC	98.00	0.01	49.00	2	2.00
FRONTIER	98.00	0.01	98.00	1	1.00
EBAY O*11-13295-72808	97.00	0.01	97.00	1	1.00
EBAY O*14-13323-33543	97.00	0.01	97.00	1	1.00
BLUE AGAVE GRILL	96.85	0.01	96.85	1	1.00
AMAZON MKTPL*8C32X6NM3	96.08	0.01	96.08	1	1.00
AMAZON MKTPL*LE1V72D63	95.81	0.01	95.81	1	1.00
AMAZON MKTPL*NL8S78SN1	95.45	0.01	95.45	1	1.00
LOVE'S #0215 OUTSIDE	94.86	0.01	47.43	2	2.00
ARCO #42881 AMPM	94.84	0.01	31.61	3	3.00
AMAZON MKTPL*EI0224SF3	94.51	0.01	94.51	1	1.00
AMAZON.COM*JC7ZD9Y23	93.06	0.01	93.06	1	1.00
MAVERIK #740	93.03	0.01	46.52	2	2.00
ALPINE TROPHIES INC	93.00	0.01	93.00	1	1.00
AMAZON.COM*RQ52A4YH3	92.36	0.01	92.36	1	1.00
KING SOOPERS #0008	92.27	0.01	30.76	3	3.00
DISH NETWORK-ONE TIME	92.10	0.01	92.10	1	1.00
AMAZON.COM*NW9FD6SP3	91.98	0.01	91.98	1	1.00
SEROLOGICAL RESEARCH I	91.00	0.01	91.00	1	1.00
AMAZON MKTPL*NX8M21PZ1	90.89	0.01	90.89	1	1.00
AMAZON.COM*JH1MZ1RJ3	90.83	0.01	90.83	1	1.00
AMAZON MKTPL*NL16M0SM2	90.37	0.01	90.37	1	1.00
AMAZON MKTPL*VW1931Z23	90.15	0.01	90.15	1	1.00
AMAZON MKTPL*ZF94V58Q3	90.15	0.01	90.15	1	1.00
PLAUD LLC	89.99	0.01	89.99	1	1.00
AMAZON MKTPL*NR14X4GP2	89.48	0.01	89.48	1	1.00
AMAZON MKTPL*WT20L7U43	88.31	0.01	88.31	1	1.00
EASYKEYS.COM	88.00	0.01	88.00	1	1.00
AMAZON MKTPL*5V2K50DH3	87.98	0.01	87.98	1	1.00
AMAZON MKTPL*NL90M7Y40	87.85	0.01	87.85	1	1.00
RED HILL SUPPLY-SOURCE	87.52	0.01	87.52	1	1.00
AMAZON.COM*M33D72HO3	87.32	0.01	87.32	1	1.00
LONGHORN STEAK 0125396	87.12	0.01	87.12	1	1.00
AMAZON MKTPL*N37LZ4E31	86.97	0.01	86.97	1	1.00
AMAZON MKTPL*XZ1ZV3L33	85.91	0.01	85.91	1	1.00
THE UPS STORE 1840	85.69	0.01	85.69	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
CHCO ANSCH SAFETY ST	85.50	0.01	85.50	1	1.00
AMAZON MKTPL*861Q95R23	85.43	0.01	85.43	1	1.00
AMAZON MKTPL*N37PW63O1	85.35	0.01	85.35	1	1.00
AMAZON MKTPL*NL73R9ZN1	85.02	0.01	85.02	1	1.00
H&M TRANSMISSION AND A	85.00	0.01	85.00	1	1.00
AMAZON MKTPL*1D5R24J43	84.43	0.01	84.43	1	1.00
LYFT *RIDE MON 7PM	83.88	0.01	83.88	1	1.00
SHAKE SHACK CONC A SLC	83.82	0.01	41.91	2	2.00
CIRCLE K # 03491	83.66	0.01	41.83	2	2.00
AMAZON.COM*FI6T75H13	83.48	0.01	83.48	1	1.00
LN CURTIS DENVER	83.30	0.01	83.30	1	1.00
AMAZON MKTPL*KL8ZV2833	83.24	0.01	83.24	1	1.00
AMAZON MKTPL*AV5ZI7Y93	82.87	0.01	82.87	1	1.00
AMAZON.COM*AI0RY8SD3	82.57	0.01	82.57	1	1.00
ETOLLBGT U133584043	82.27	0.01	41.14	2	2.00
AMAZON MKTPL*N388I66D2	81.99	0.01	81.99	1	1.00
AMAZON.COM*W65SJ6PU3	81.84	0.01	81.84	1	1.00
AMAZON MKTPL*KW7GW7QJ3	81.63	0.01	81.63	1	1.00
LAZY DOG RESTAURANT 20	80.83	0.01	80.83	1	1.00
PHILLIPS 66 - CF UNITE	80.28	0.01	13.38	6	6.00
TST*NICKS SANDWICH SHO	80.28	0.01	80.28	1	1.00
AMAZON MKTPL*3Q8DX9P13	80.11	0.01	80.11	1	1.00
PERRLA LLC	79.95	0.01	79.95	1	1.00
DEWALT MOBILELOCK	79.80	0.01	79.80	1	1.00
PROPANE SHACK	79.03	0.01	79.03	1	1.00
TAMALE KITCHEN	78.70	0.01	78.70	1	1.00
MINUTEMAN PRESS - CAST	78.29	0.01	78.29	1	1.00
RUTHS ROSES	77.83	0.01	77.83	1	1.00
CHEESECAKE BARTON CREE	77.75	0.01	77.75	1	1.00
BIG TOOL BOX (PARKER)	77.08	0.01	77.08	1	1.00
CIRCLE K 09901	76.06	0.01	15.21	5	5.00
VOX TECHNOLOGY INC	75.60	0.01	75.60	1	1.00
AMAZON MKTPL*KN4IX1UU3	75.51	0.01	75.51	1	1.00
AMAZON MKTPL*HX46K5CK3	75.00	0.01	75.00	1	1.00
GLASER ENERGY GROUP IN	75.00	0.01	75.00	1	1.00
TLO TRANSUNION	75.00	0.01	75.00	1	1.00
AMAZON MKTPL*2L98F9NS3	74.78	0.01	74.78	1	1.00
DUKE RESTAURANT	74.50	0.01	74.50	1	1.00
AMAZON.COM*NL7CW23G2	73.99	0.01	73.99	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*NL5RL33F1	73.75	0.01	73.75	1	1.00
AMAZON MKTPL*SY3MN2ZB3	73.40	0.01	73.40	1	1.00
KETCHUP PREMIUM BURGER	73.28	0.01	73.28	1	1.00
AMAZON MKTPL*N390928B2	72.99	0.01	72.99	1	1.00
BATTERIES PLUS #801	72.43	0.01	72.43	1	1.00
WAVE THE GRAIN	72.09	0.01	72.09	1	1.00
EXPEDIA 73158888599078	72.00	0.01	72.00	1	1.00
SMARTSIGN	71.82	0.01	71.82	1	1.00
COMMON SPIRIT MTN EOV	70.88	0.01	70.88	1	1.00
INDEED USI25-03615327	70.15	0.01	70.15	1	1.00
BRANCH AUTOMOTIVE	70.00	0.01	70.00	1	1.00
AMAZON MKTPL*N33DV3DT1	69.99	0.01	69.99	1	1.00
TAMARIND INDIAN CUISIN	69.96	0.01	69.96	1	1.00
AMAZON.COM*N38WY2CY0	69.75	0.01	69.75	1	1.00
83640 - PARK DIA	69.49	0.01	69.49	1	1.00
PETCO 2449	68.99	0.01	68.99	1	1.00
7-ELEVEN AT CASTLEROCK	68.90	0.01	22.97	3	3.00
AMAZON MKTPL*NL76Z8OV0	68.30	0.01	68.30	1	1.00
AMAZON MKTPL*4Y2V08WJ3	68.15	0.01	68.15	1	1.00
AMAZON MKTPL*N34U11YJ1	68.11	0.01	68.11	1	1.00
AMAZON MKTPL*2V6BE4JK3	68.00	0.01	68.00	1	1.00
AMAZON MKTPL*NL1ZX9K82	67.87	0.01	67.87	1	1.00
AMAZON MKTPL*XX8UR7UO3	67.39	0.01	67.39	1	1.00
AMAZON.COM*N34ZL8CT0	66.84	0.01	66.84	1	1.00
AMAZON MKTPL*FV7RA2OQ3	66.83	0.01	66.83	1	1.00
AMAZON MKTPL*NR77V7XA0	65.93	0.01	65.93	1	1.00
CRABS RESTAURANT	65.14	0.01	65.14	1	1.00
AMAZON.COM*GJ18Y3HB3	64.77	0.01	64.77	1	1.00
AMAZON MKTPL*M57GP8C03	64.65	0.01	64.65	1	1.00
AMAZON MKTPL*7S4CI8JM3	64.58	0.01	64.58	1	1.00
AMAZON MKTPL*NL44M8RV3	64.34	0.01	64.34	1	1.00
KING SOOPERS #0027	64.26	0.01	32.13	2	2.00
OFFICE DEPOT #2192	64.04	0.01	16.01	4	4.00
CAPRIOTTIS SANDWICH SH	63.64	0.01	63.64	1	1.00
PHILLIPS 66 - TA SPRIN	63.58	0.01	63.58	1	1.00
PRIMO BRANDS/WATERSERV	63.42	0.01	63.42	1	1.00
IDI	63.25	0.01	63.25	1	1.00
AMAZON MKTPL*N35B377E2	62.97	0.01	62.97	1	1.00
AMAZON MKTPL*W900E3T83	62.97	0.01	62.97	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*7I6879Y03	62.90	0.01	62.90	1	1.00
AMAZON MKTPL*F30FT79K3	62.37	0.01	62.37	1	1.00
AMAZON.COM*AR5QI3OH3	62.31	0.01	62.31	1	1.00
TST* JAVI'S BEST OF TE	62.21	0.01	62.21	1	1.00
AMAZON MKTPL*N32W98W62	61.99	0.01	61.99	1	1.00
AMAZON MKTPL*LX0J308Z3	61.94	0.01	61.94	1	1.00
CONOCO - FRANKTOWN MAR	61.61	0.01	30.81	2	2.00
LONGHORN STEAK 0125469	61.16	0.01	61.16	1	1.00
D & S C STORE	61.09	0.01	61.09	1	1.00
ZAZZLE INC	60.37	0.01	60.37	1	1.00
AMAZON MKTPL*Y84599P13	60.20	0.01	60.20	1	1.00
AMERICAN JAIL ASSOCIAT	60.00	0.01	60.00	1	1.00
ASHE COLORADO	60.00	0.01	60.00	1	1.00
TST*JOES NY PIZZA - LA	60.00	0.01	60.00	1	1.00
LOVE'S #0733 OUTSIDE	59.95	0.01	59.95	1	1.00
AMAZON MKTPL*2F6PV3AL3	59.90	0.01	59.90	1	1.00
TARGET 00020230	59.17	0.01	29.59	2	2.00
IMPERIAL SUPPLIES	59.00	0.01	59.00	1	1.00
AMAZON MKTPL*NL05L0Y92	58.99	0.01	58.99	1	1.00
AMAZON.COM*XP64B7D33	58.72	0.01	58.72	1	1.00
SNARFS 37 WILCOX	58.32	0.01	58.32	1	1.00
AMAZON MKTPL*CL8G18TC3	58.02	0.01	58.02	1	1.00
EINSTEIN BROS BAGELS26	57.87	0.01	57.87	1	1.00
AMAZON MKTPL*0I60R56W3	57.84	0.01	57.84	1	1.00
FEDEX38445028	57.77	0.01	57.77	1	1.00
SUNOCO 8002179201 QPS	57.70	0.01	57.70	1	1.00
AMAZON MKTPL*NL8ZZ6G71	56.00	0.01	56.00	1	1.00
ROYAL FARMS #135	55.62	0.01	55.62	1	1.00
AWARDS WITH MORE	55.60	0.01	55.60	1	1.00
AMAZON MKTPL*NL3SQ2MD2	54.99	0.01	54.99	1	1.00
PHILLIPS 66 - TA GALLU	54.96	0.01	54.96	1	1.00
AMAZON MKTPL*NL0PA4SX1	54.90	0.01	54.90	1	1.00
AMAZON MKTPL*6P0JO2EG3	54.76	0.01	54.76	1	1.00
AMAZON MKTPL*T60XN18V3	54.59	0.01	54.59	1	1.00
COLUMN PUBLIC NOTICE	53.69	0.01	53.69	1	1.00
AMAZON MKTPL*N37X88PA0	53.44	0.01	53.44	1	1.00
PAPA JOHN S #3944	52.92	0.01	52.92	1	1.00
AMAZON.COM*GW7CQ7V83	52.24	0.01	52.24	1	1.00
AMAZON MKTPL*CU5VI9X23	51.98	0.01	51.98	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*UF26174M3	51.93	0.01	51.93	1	1.00
AMAZON MKTPL*NL2P926B2	51.46	0.01	51.46	1	1.00
CUBA CUBA SANDWICHERIA	51.11	0.01	51.11	1	1.00
L2G MARICOPACOSC	51.00	0.01	51.00	1	1.00
AMAZON.COM*Y19PO1BE3	50.98	0.01	50.98	1	1.00
AMAZON MKTPL*H44AD33L3	50.82	0.01	50.82	1	1.00
BUNN CORP	50.71	0.01	50.71	1	1.00
AMAZON MKTPL*NR4MB3C11	50.33	0.01	50.33	1	1.00
ALABAMA FIRE COLLEGE A	50.00	0.01	50.00	1	1.00
BUDGET RENT-A-CAR	50.00	0.02	25.00	2	2.00
CASTLE ROCK FLORISTS	50.00	0.01	50.00	1	1.00
GIS COLORADO	50.00	0.01	50.00	1	1.00
SAMS CLUB RENEWAL	50.00	0.01	50.00	1	1.00
AMAZON MKTPL*WV54K9823	49.99	0.01	49.99	1	1.00
GALLUP	49.99	0.01	49.99	1	1.00
MURDOCHS IN PARKER	49.98	0.01	49.98	1	1.00
MCDONALD'S F13570	49.69	0.01	24.85	2	2.00
ISTOCKPHOTO	49.00	0.01	49.00	1	1.00
MAVERIK #543	48.45	0.01	48.45	1	1.00
AMAZON MKTPL*NR7UP7PS0	47.95	0.01	47.95	1	1.00
AMAZON MKTPL*ON68H6YA3	47.95	0.01	47.95	1	1.00
AMAZON MKTPL*HX9NR8903	47.79	0.01	47.79	1	1.00
AMAZON MKTPL*BS3ST0C83	47.55	0.01	47.55	1	1.00
AMAZON MKTPL*SI4CR2IK3	47.49	0.01	47.49	1	1.00
AMAZON MKTPL*OV68Y4PJ3	47.36	0.01	47.36	1	1.00
AMAZON MKTPL*U33Q46NP3	47.25	0.01	47.25	1	1.00
AMAZON MKTPL*XL5XU9203	47.23	0.01	47.23	1	1.00
AMAZON MKTPL*V084B98K3	47.14	0.01	47.14	1	1.00
AMAZON MKTPL*KL75U6EX3	46.77	0.01	46.77	1	1.00
DBC IRRIGATION SUPPLY	46.65	0.01	46.65	1	1.00
AMAZON MKTPL*WH6ZX9AK3	46.28	0.01	46.28	1	1.00
AMAZON MKTPL*6E5YB17D3	46.11	0.01	46.11	1	1.00
AMAZON MKTPL*N392E3W01	46.04	0.01	46.04	1	1.00
AMAZON MKTPL*9Q7RB94G3	46.00	0.01	46.00	1	1.00
FEDEX493926309	45.73	0.01	45.73	1	1.00
DH FORENSICS	45.00	0.00	45.00	1	1.00
GROUPGREETING	45.00	0.00	45.00	1	1.00
AMAZON MKTPL*NR6RL6PZ1	44.98	0.00	44.98	1	1.00
AMAZON MKTPL*NL4CE1E20	44.86	0.00	44.86	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*N31JO8H82	44.22	0.00	44.22	1	1.00
CIRCLE K # 04585	43.69	0.00	14.56	3	3.00
WALMART.COM 8009256278	43.62	0.00	43.62	1	1.00
AMAZON MKTPL*MT85C7JY3	43.04	0.00	43.04	1	1.00
EIG*CONSTANTCONTACT.C	43.00	0.00	43.00	1	1.00
AMAZON MKTPL*NR9YV0GH0	42.99	0.00	42.99	1	1.00
AMAZON MKTPL*N300W6LH1	42.98	0.00	42.98	1	1.00
KEDAI PHO & JAPANESE C	42.96	0.00	42.96	1	1.00
AMAZON MKTPL*SE27E3Q43	42.93	0.00	42.93	1	1.00
THE HOME DEPOT #1541	42.13	0.00	42.13	1	1.00
AMAZON MKTPL*NL8PV4XJ0	42.04	0.00	42.04	1	1.00
CBI ONLINE	42.00	0.00	6.00	7	7.00
AMAZON MKTPL*N36ZS8U10	41.93	0.00	41.93	1	1.00
CIRCLE K # 41159	41.47	0.00	20.74	2	2.00
AMAZON MKTPL*ST9GO56K3	41.37	0.00	41.37	1	1.00
ON THE ROX SPORTS BAR	41.24	0.00	41.24	1	1.00
EL MESON	40.87	0.00	40.87	1	1.00
CITY OF WOODLAND PARK	40.56	0.00	40.56	1	1.00
AMAZON MKTPL*8Q7Y63QP3	40.22	0.00	40.22	1	1.00
TST*ZHENG ASIAN BISTRO	40.20	0.00	40.20	1	1.00
AMAZON MKTPL*L28QH7VE3	40.01	0.00	40.01	1	1.00
SHELL OIL 57445112907	40.00	0.00	40.00	1	1.00
STARBUCKS STORE 23650	40.00	0.00	40.00	1	1.00
PETSMART # 1343	39.99	0.00	39.99	1	1.00
AMAZON MKTPL*J92MS4AV3	39.98	0.00	39.98	1	1.00
AMAZON MKTPL*3D1I89EF3	39.96	0.00	39.96	1	1.00
AMAZON MKTPL*N36I099R2	39.96	0.00	39.96	1	1.00
AMAZON MKTPL*PF7R73GP3	39.95	0.00	39.95	1	1.00
AMAZON MKTPL*BV4ZA1FN3	39.88	0.00	39.88	1	1.00
HILLSBOROUGH COUNTY	39.33	0.00	19.67	2	2.00
LINDE GAS & EQUIPMENT	39.01	0.00	39.01	1	1.00
DUNKIN #352462 Q35	38.98	0.00	38.98	1	1.00
AMAZON MKTPL*N36L22OQ1	38.97	0.00	38.97	1	1.00
AMAZON.COM*NR8801442	38.47	0.00	38.47	1	1.00
AMAZON.COM*P66WM8AA3	38.16	0.00	38.16	1	1.00
AMAZON MKTPL*N37PK0ET1	38.10	0.00	38.10	1	1.00
AMAZON MKTPL*T56HD7II3	37.97	0.00	37.97	1	1.00
AMAZON MKTPL*G02CJ4U83	37.78	0.00	37.78	1	1.00
AMAZON MKTPL*NL66V33X1	37.71	0.00	37.71	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*N36L96541	37.24	0.00	37.24	1	1.00
AMAZON MKTPL*N31VB7691	36.98	0.00	36.98	1	1.00
AMAZON MKTPL*NI4FC04A3	36.97	0.00	36.97	1	1.00
COLLEGE TRANSCRIPT	36.95	0.00	36.95	1	1.00
AMAZON.COM*OP7JM85X3	36.87	0.00	36.87	1	1.00
PADDLE.NET* VIDEOBOLT	36.46	0.00	36.46	1	1.00
AMAZON MKTPL*A40HN33E3	36.23	0.00	36.23	1	1.00
CIRCLE K 09886	35.98	0.00	17.99	2	2.00
AMAZON MKTPL*EV5P89M43	35.95	0.00	35.95	1	1.00
SPEEDWAY 43292	35.80	0.00	35.80	1	1.00
WASABI TECHNOLOGIES	35.79	0.00	35.79	1	1.00
AMAZON MKTPL*NR7DR8ZZ1	35.48	0.00	35.48	1	1.00
CIRCLE K 09892	35.45	0.00	17.73	2	2.00
CONOCO - COPPER MTN CO	35.00	0.00	35.00	1	1.00
SERVEPORT.COM	35.00	0.00	35.00	1	1.00
WWW.ONXMAPS.COM	34.99	0.00	34.99	1	1.00
AMAZON MKTPL*3Q07N7RR3	34.97	0.00	34.97	1	1.00
WALGREENS #6987	34.78	0.00	34.78	1	1.00
SLACKWATER OGDEN	34.75	0.00	34.75	1	1.00
AMAZON MKTPL*NR8HN0T71	34.34	0.00	34.34	1	1.00
TST*OX KITCHEN- PENSAC	34.24	0.00	34.24	1	1.00
THRIFTYTOLL 989483386	34.07	0.00	17.04	2	2.00
KING SOOPERS #0053	34.00	0.00	34.00	1	1.00
APPLE.COM/BILL	33.98	0.00	16.99	2	2.00
CHICK FIL A- PENA	33.49	0.00	33.49	1	1.00
AMAZON MKTPL*IP1R28WP3	33.38	0.00	33.38	1	1.00
AMAZON MKTPL*NL7HI0V41	33.26	0.00	33.26	1	1.00
AMAZON MKTPL*NR4LX7432	33.26	0.00	33.26	1	1.00
AMAZON MKTPL*MF2HV7PP3	33.10	0.00	33.10	1	1.00
OREILLY 6692	32.98	0.00	32.98	1	1.00
AMAZON MKTPL*N35IU15W2	32.60	0.00	32.60	1	1.00
AMAZON MKTPL*N374762H1	31.98	0.00	31.98	1	1.00
AMAZON MKTPL*NL8049VM2	31.98	0.00	31.98	1	1.00
AMAZON MKTPL*NL9818H21	31.98	0.00	31.98	1	1.00
FIRST WATCH 6032 PAT	31.86	0.00	31.86	1	1.00
AMAZON MKTPL*AR9069P43	31.76	0.00	31.76	1	1.00
ADOBE	31.25	0.00	31.25	1	1.00
CIRCLE K # 41189	31.03	0.00	15.52	2	2.00
KING SOOPERS #0088	30.99	0.00	30.99	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
GOOGLE *GOOGLE ONE	30.28	0.00	15.14	2	2.00
CO SECRETARY STATE FEE	30.00	0.00	10.00	3	3.00
VCN*COCOURTS	30.00	0.00	10.00	3	3.00
DISABILITY MANAGEMENT	29.99	0.00	29.99	1	1.00
AUSTIN AIRPORT-F&B	29.96	0.00	29.96	1	1.00
CIRCLE K # 09222	29.89	0.00	29.89	1	1.00
AMAZON.COM*Z937G9S43	29.29	0.00	29.29	1	1.00
ARCO #66179	29.06	0.00	29.06	1	1.00
AIRPORT PARKING	29.00	0.00	29.00	1	1.00
CONOCO - SEI 35610	28.83	0.00	14.42	2	2.00
AMAZON MKTPL*C54WW6BL3	28.64	0.00	28.64	1	1.00
FEDEX495011583	28.58	0.00	28.58	1	1.00
FEDEX494091919	28.46	0.00	28.46	1	1.00
TARGET 00013268	28.44	0.00	28.44	1	1.00
GARBANZO CSU	28.36	0.00	28.36	1	1.00
PHILLIPS 66 - STOP N S	28.02	0.00	28.02	1	1.00
AMAZON MKTPL*4D2A44RD3	27.98	0.00	27.98	1	1.00
HERTZTOLL 100157584	27.98	0.00	13.99	2	2.00
AMAZON MKTPL*LG1RJ6463	27.96	0.00	27.96	1	1.00
PHILLIPS 66 - LONE TRE	27.86	0.00	13.93	2	2.00
AMAZON MKTPL*LR5D82DU3	27.78	0.00	27.78	1	1.00
AMAZON MKTPL*N36MA4HJ1	27.76	0.00	27.76	1	1.00
AMAZON MKTPL*T008X6EG3	27.76	0.00	27.76	1	1.00
KING SOOPERS #0130	27.66	0.00	27.66	1	1.00
EINSTEIN KIOSK - DEN	27.15	0.00	27.15	1	1.00
AMAZON MKTPL*7Y6B98C13	26.99	0.00	26.99	1	1.00
AMAZON MKTPL*5Z1WH2IS3	26.98	0.00	26.98	1	1.00
AMAZON MKTPL*W91PQ03C3	26.59	0.00	26.59	1	1.00
ADVANCE AUTO PARTS #88	26.19	0.00	26.19	1	1.00
AMAZON MKTPL*S42LQ2O23	25.98	0.00	25.98	1	1.00
AMAZON MKTPL*HU14L16M3	25.96	0.00	25.96	1	1.00
GRANDVIEW STORE & STAT	25.55	0.00	25.55	1	1.00
AUTO WORLD USA	25.00	0.00	25.00	1	1.00
COLORADOSU-F59E18938T1	25.00	0.00	25.00	1	1.00
MADD	25.00	0.00	25.00	1	1.00
AMAZON MKTPL*N30E04RG1	24.99	0.00	24.99	1	1.00
AMAZON MKTPL*NL0HV0AC0	24.98	0.00	24.98	1	1.00
AMAZON MKTPL*6T5HY7213	24.97	0.00	24.97	1	1.00
AMAZON MKTPL*RE4Y05Y23	24.97	0.00	24.97	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*UR5AU8M53	24.79	0.00	24.79	1	1.00
AMAZON MKTPL*SI3BJ28P3	24.62	0.00	24.62	1	1.00
WAL-MART #2892	24.60	0.00	24.60	1	1.00
MCDONALD'S F13573	24.32	0.00	24.32	1	1.00
AMAZON.COM*N32U53EB0	23.98	0.00	23.98	1	1.00
AMAZON MKTPL*K35NR11I3	23.89	0.00	23.89	1	1.00
SPROUTS FARMERS MARK	23.27	0.00	23.27	1	1.00
AMAZON MKTPL*5E7UH9353	23.04	0.00	23.04	1	1.00
AMAZON MKTPL*8E23381U3	22.99	0.00	22.99	1	1.00
AMAZON MKTPL*N32ZK7G70	22.97	0.00	22.97	1	1.00
AMAZON MKTPL*O09SU5UR3	22.97	0.00	22.97	1	1.00
AMAZON MKTPL*PB7AP5OD3	22.69	0.00	22.69	1	1.00
AMAZON MKTPL*N31ZL0UO2	22.43	0.00	22.43	1	1.00
COMMON CENTS #256	22.27	0.00	22.27	1	1.00
AMAZON MKTPL*2K98D1J83	22.09	0.00	22.09	1	1.00
FREDDY'S 16-0007	22.07	0.00	22.07	1	1.00
AMAZON MKTPL*ND7K65WO3	21.98	0.00	21.98	1	1.00
SIGNUPGENIUS	21.98	0.00	10.99	2	2.00
AMAZON.COM*NL1MC7RW2	21.94	0.00	21.94	1	1.00
AMAZON MKTPL*C73Z935X3	21.88	0.00	21.88	1	1.00
CIRCLE K # 41161	21.71	0.00	21.71	1	1.00
TRADER JOE S #303	21.68	0.00	21.68	1	1.00
PANERA BREAD #202427 K	21.51	0.00	21.51	1	1.00
ODH-BIRTH CERTIF	21.50	0.00	21.50	1	1.00
SQ *INKWELL & BREW	21.40	0.00	21.40	1	1.00
STAMPS.COM	20.99	0.00	20.99	1	1.00
CONOCO - CF UNITED APR	20.96	0.00	20.96	1	1.00
AMAZON MKTPL*1G1MP45P3	20.57	0.00	20.57	1	1.00
CSU PARKING	20.00	0.00	10.00	2	2.00
IN *GLORY DAYS TROPHIE	20.00	0.00	20.00	1	1.00
AMAZON MKTPL*NL5MS9H00	19.98	0.00	19.98	1	1.00
AMAZON MKTPL*Y45BU2AQ3	19.98	0.00	19.98	1	1.00
AMAZON MKTPL*NL2ZU7OO0	19.78	0.00	19.78	1	1.00
PHILLIPS 66 - ALTA CON	19.48	0.00	19.48	1	1.00
KING SOOPERS #0608 FUE	19.23	0.00	19.23	1	1.00
PHILLIPS 66 - SEI 3823	19.20	0.00	19.20	1	1.00
PODSERVE.FM	19.00	0.00	19.00	1	1.00
AMAZON MKTPL*FJ1KG57V3	18.98	0.00	18.98	1	1.00
UBER TRIP* TRIP	18.96	0.00	18.96	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON.COM*NL06U7LM2	18.81	0.00	18.81	1	1.00
SAMSCLUB #4853	18.63	0.00	18.63	1	1.00
CHICK-FIL-A #05190	18.21	0.00	18.21	1	1.00
HOTELBOOKING*SERVFEE	17.99	0.00	17.99	1	1.00
SAFEWAY #1548	17.98	0.00	17.98	1	1.00
AMAZON MKTPL*N36Z25EM1	17.79	0.00	17.79	1	1.00
AMAZON MKTPL*LW82C0IB3	17.49	0.00	17.49	1	1.00
AMAZON MKTPL*8V3PJ1JM3	17.44	0.00	17.44	1	1.00
REXEL 7327	17.17	0.00	17.17	1	1.00
SAFEWAY FUEL 5827	17.16	0.00	17.16	1	1.00
CORNER STORE #1138	16.99	0.00	16.99	1	1.00
DEL VALLE GROCERY	16.96	0.00	16.96	1	1.00
AMAZON.COM*NR0AC4ZZ0	16.94	0.00	16.94	1	1.00
O'REILLY 4839	16.87	0.00	16.87	1	1.00
AMAZON MKTPL*N37BP88V2	16.82	0.00	16.82	1	1.00
AMAZON MKTPL*NL5AF89N2	16.56	0.00	16.56	1	1.00
AMAZON MKTPL*E30WL55Q3	16.46	0.00	16.46	1	1.00
FEDEX38653417	16.35	0.00	16.35	1	1.00
SPI*DIRECTV SERVICE	16.00	0.00	16.00	1	1.00
AMAZON MKTPL*RL65N8QJ3	15.86	0.00	15.86	1	1.00
USPS PO 0746440803	15.39	0.00	15.39	1	1.00
CHICK FIL A PNS	15.30	0.00	15.30	1	1.00
PHILLIPS 66 - MERIDIAN	15.14	0.00	15.14	1	1.00
CANVA* 04569-53732432	14.99	0.00	14.99	1	1.00
HERTZTOLL 100893741	14.19	0.00	14.19	1	1.00
PHILLIPS 66 - TWIN STA	13.57	0.00	13.57	1	1.00
KARMAN INC	13.24	0.00	13.24	1	1.00
HIGH SOCIETY PIZZA	13.16	0.00	13.16	1	1.00
AMAZON.COM*4D4IZ2PA3	12.39	0.00	12.39	1	1.00
SKYBITZ TANK MONITORIN	12.00	0.00	12.00	1	1.00
SQSP* INV188329072	12.00	0.00	12.00	1	1.00
SQSP* INV188611440	12.00	0.00	12.00	1	1.00
SQSP* INV188611675	12.00	0.00	12.00	1	1.00
AMAZON MKTPL*NQ2AI8WD0	11.99	0.00	11.99	1	1.00
AMAZON MKTPL*NQ4135Y90	11.99	0.00	11.99	1	1.00
FEDEX38443389	11.76	0.00	11.76	1	1.00
NORTHWEST PARKWAY LLC	11.50	0.00	11.50	1	1.00
CONOCO - 7-ELEVEN 3415	10.60	0.00	10.60	1	1.00
UBER *TRIP HELP.UBER.C	10.17	0.00	10.17	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MSFT * E0500WVEGR	10.00	0.00	10.00	1	1.00
DENVER GAZETTE	9.99	0.00	9.99	1	1.00
LYFT *RIDE TUE 7AM	9.90	0.00	9.90	1	1.00
ENGLEWOOD LOCK & SAFE	9.78	0.00	9.78	1	1.00
MAVERIK #5370	9.73	0.00	9.73	1	1.00
PHILLIPS 66 - HUNTINGT	9.34	0.00	9.34	1	1.00
AMAZON MKTPL*OP51S30R3	8.97	0.00	8.97	1	1.00
AMAZON.COM*DF5385NH3	8.86	0.00	8.86	1	1.00
DOLLAR TREE	8.75	0.00	8.75	1	1.00
CIRCLE K 08224	8.05	0.00	8.05	1	1.00
YEARLI.COM	8.00	0.00	8.00	1	1.00
365 MARKET N 888 432-3	7.77	0.00	7.77	1	1.00
ERACTOLL 863894348	5.95	0.00	5.95	1	1.00
AMAZON.COM*WS1JS9VI3	5.74	0.00	5.74	1	1.00
FEDEX OFFIC57400005744	5.49	0.00	5.49	1	1.00
WHOLEFDS HLR 10142	5.49	0.00	5.49	1	1.00
AMAZON MKTPL*N31638Z21	5.21	0.00	5.21	1	1.00
REMARKABLE	3.23	0.00	3.23	1	1.00
SWIFTCOMPLY BACKFLOW	2.50	0.00	2.50	1	1.00
MOORE LUMBER-CASTLE RO	1.06	0.00	1.06	1	1.00
COLORADO OUTHOUSE, LLC	0.00	0.76	0.00	2	2.00
TRAVEL GUARD GROUP INC	0.00	0.01	0.00	2	2.00
AMAZON.COM	(24.60)	0.00	(12.30)	2	2.00
CANDLEWOOD SUITES	(28.91)	0.00	(28.91)	1	1.00
QDOBA MEXICAN EATS #30	(33.70)	0.00	(33.70)	1	1.00
STAYBRIDGE SUITES	(43.54)	0.00	(43.54)	1	1.00
KEYSTONE RESV	(56.15)	0.01	(56.15)	1	1.00
QUALITY LOGO PRODUCTS	(56.55)	0.01	(56.55)	1	1.00
MOTIONARRA* MOTION ARR	(108.21)	0.01	(108.21)	1	1.00
AMAZON MKTPLACE PMTS	(124.57)	0.01	(31.14)	4	4.00
LEE/WRANGLER	(136.30)	0.02	(68.15)	2	2.00
MONARCH CAS RES SPA	(153.38)	0.02	(153.38)	1	1.00
SITEONE LANDSCAPE SUPP	(271.62)	0.03	(271.62)	1	1.00
WALMART.COM	(285.99)	0.05	(95.33)	3	3.00
AFW-COMPARK #61	(296.00)	0.03	(296.00)	1	1.00
COLORADO ASSOC OF TAX	(812.67)	0.16	(270.89)	3	3.00
Total	**880,702.62**	**100.00**	**467.46**	**1,884**	**1,884.00**

Account Statement (Version 2)

Run Date: 08/01/2025

Report Id: sd11080

Posting Date: 07/01/2025 - 07/31/2025

DOUGLAS COUNTY GOVT

CAROLYN RIGGS

100 THIRD STREET

CASTLE ROCK, CO 80104-2425 USA

Account Name	Transaction Count	Transaction Amount
AARON J STEPANICH	1	131.88
ABBY R FITHIAN	11	2,822.28
ABRAHAM J LAYDON	1	74.50
ADAM CUMMINGS	2	179.60
ADIANA S ALDRIDGE	7	1,535.21
ALEXANDER CE MEADE	1	59.46
ALYSSA M DE JESUS	3	194.99
AMANDA PETERSON	2	2,505.00
AMY J FORTNER	7	5,516.82
AMY J FORTNER 1	52	33,610.59
AMY J KNOPP	4	436.11
AMY J STROUTHOPOULOS	1	125.50
AMY T WILLIAMS	4	2,776.78
ANDREA FARROW	2	370.84
ANGEL CHAVEZ	1	226.00
ANGELA K WHITE	24	11,897.41
ANGELA M BYLIN	6	837.28
ANNE L WALTON	26	15,525.95
ANNE WEEKLY	11	1,973.88
ANTONIN JURKA	6	727.45
ASHLEY CHAMBERLAIN	1	716.02

Account Name	Transaction Count	Transaction Amount
ASHLEY L SCOLLARD	1	34.17
ATILIO D QUINTANILLA	5	410.74
ATILIO QUINTANILLA	10	6,712.04
AUGUST K STEFFEN	1	81.91
BECKY A FISCHER	2	76.72
BOBBY L LECOMPTE	3	268.10
BRADEN H DAVIS	3	217.51
BRADLEY D MARQUARDT	2	107.22
BRADLEY M PROULX	2	88.48
BRANDON LENDERINK	1	39.70
BRENDA M HERRERA	4	1,398.47
BRIAN CORBIN	1	39.99
BRIAN D FRANKLIN	2	642.31
BRIAN E MCKNIGHT	4	545.10
BRIAN K PHILLIPS	2	580.09
BRIAN L PEREIRA	3	1,113.81
BRIAN W ROSS	1	525.00
BRYNN TURNBAUGH	14	3,508.78
CALEB J WEYDERT	2	343.91
CAROL L KONECNY	2	486.66
CAROLINE FRIZELL	12	8,333.15
CAROLYN K VOLKERT	1	579.00
CELESTE M DEAL	5	507.82
CHRIS D MAES	3	850.00
CHRISTINA K TAYLOR	7	475.61
CHRISTINA MC NEAL	2	170.00
CHRISTINE M LYLE	3	548.17
CHRISTOPHER J DUMAS	5	2,427.40
CHRISTOPHER L BURNETT	10	2,279.33
CLAY A GYSIN	10	8,496.29
CODIE L WINSLOW	2	74.96
COLLEEN M VOGEL	4	1,348.34
CONRAD DAUFENBACH	1	948.31
CRAIG KRONHART	1	38.50
CRISTY R COBB	1	70.88
CURTIS L MARSHALL	6	268.67
CYNTHIA L ROBIDEAU	2	151.00
DA23 ATTORNEYS OFFICE	22	4,962.99

Account Name	Transaction Count	Transaction Amount
DANIECE R WAGGONER	1	29.99
DANIEL B CARLIN	1	17.98
DANIEL CARLIN	3	20.00
DANIEL G DERTZ	3	722.54
DANIEL L BRITE	10	2,690.00
DANIEL W AVERY	2	314.00
DARCY WILSON	28	14,022.19
DAVID A WEAVER	3	567.85
DAVID E KNAUB	2	496.41
DAVID M GILL	1	69.96
DC SHERIFFS OFFICE 14	4	249.68
DC SHERIFFS OFFICE 18	4	441.95
DC SHERIFFS OFFICE 3	3	(8.32)
DC SHERIFFS OFFICE 4	2	90.68
DEAN L GRAFFT	8	2,684.80
DEANNE M STEVENSON	8	2,535.65
DEBORAH A TAKAHARA	12	2,978.74
DECLAN C LAWSON	3	404.69
DENIS NOVITSKIY	14	199.59
DEREK CASTELLANO	2	61.00
DJ BOETTCHER	8	3,537.96
DONALD A WAGNER	39	4,834.69
DONTE G YOUNG	5	1,151.96
DOUGLAS COUNTY GOVT	0	0.00
DOUGLAS J DEBORD	1	10.29
DRU E CAMPBELL	2	24.51
DUSTIN B DOBBS	5	446.56
DUSTIN O CLARK	1	104.91
ELIJAH KNECHT	2	883.27
EMILY A CORDES	5	1,414.97
EMILY J WRENN	3	2,173.03
ERIC J MCDONOUGH	1	35.00
ERIC OPPEAU	1	233.78
ERIN E JOHNSON	1	23.27
FAIR BOARD 2	1	189.58
FALLON SIMMONS	1	828.79
FELICE A ENTRATTER	1	293.55
FIDEL A LEON	6	1,619.85

Account Name	Transaction Count	Transaction Amount
FRED M ZUKOWSKI	2	523.86
GAGE WALPOLE	6	315.17
GARRETT BROWN	16	282.68
GARRETT J WYATT	1	136.38
GEORGE BRAUCHLER	4	171.75
GEORGE P TEAL	3	148.98
GREGORY K MATTHEWS	4	584.00
GREGORY L LILLMARS	2	392.86
HANNE K SCHAUER	2	118.82
HAYLEY C HALL	8	599.01
HOLLY RYAN	1	347.32
J MARK LONGACHER	15	1,749.64
JACKIE L SANDERSON	2	537.54
JACOB I LANDERS	1	24.31
JANEE PETERSEN	3	901.38
JANET L PETERSON	4	203.77
JANETTE TELLER	12	47,236.40
JARED JIRO TANAKA	1	11.99
JASON A LOWNSDALE	3	508.89
JASON B TRUJILLO	1	420.00
JASON HAWKINS	18	5,499.45
JASON J PETALAS	23	9,955.27
JASON M WALKER	100	66,929.12
JASON S KONECNY	1	(33.70)
JASON ZILLMAN	7	4,767.22
JAY C WILLIAMS	6	7,034.46
JAYSON C EVANS	2	250.78
JEFF D WOODS	1	43.98
JEFFREY D ULRICH	1	3.23
JEFFREY J DEHART	4	553.41
JEFFREY P BUDD	11	2,949.05
JEFFREY PELLE	1	588.00
JENNIFER M SCHAFFER	4	3,887.06
JENNIFER R OSORIO	7	1,533.00
JENNIFER WARD	8	802.22
JEREMIAH J PETERSON	8	1,093.00
JEREMY L WAGNER	1	100.72
JEREMY W HIRSCH	3	2,981.80

Account Name	Transaction Count	Transaction Amount
JESSE W LOVEGROVE	9	3,211.74
JOEL A ESTABROOK	5	3,303.36
JOEL D WHITE	5	694.16
JOEY D PASTORIUS	27	13,434.18
JOHN C RUSIN	4	746.95
JOHN DAUM	1	2,121.67
JOHN J KADLEC	2	595.29
JOHNNY MANAHAN	1	16.87
JONATHAN D FULLER	2	277.97
JOSEPH A FLONNES	2	8.23
JOSEPH R HARTLEY	2	315.00
JOSH LEWIS	4	4,021.49
JULIE A WARE	19	2,973.70
JULIE L PATEL	1	165.98
JUSTIN R PUCKETT	3	1,100.93
K TROY DUNNING	11	1,456.93
K TROY DUNNING 2	2	48,424.83
KARISSA K SANDERS	1	25.33
KATHARINE R KLABON	3	191.18
KATRINA A MCLELAND	1	(540.75)
KATRINA L GAINES	8	218.62
KEENAN G SNELL	6	1,275.41
KELLY CALDWELL	5	6,053.57
KENNETH R GALLUP	9	2,116.45
KEVIN J COURSEY	1	11.34
KEVIN VAN WINKLE	2	119.68
KEVIN W BOND	10	8,215.18
KIMBERLY A SMITH	1	78.29
KIRK INDERBITZEN	6	769.97
KRISTIN M RANDLETT	1	40.94
KRISTINA L MANN	3	2,694.55
KYLE A KRUZEL	1	228.85
KYLE KOWALSKI	2	63.80
LARA J MOONEY	6	3,820.20
LARRY D HECK	1	131.77
LASIE L ZION	14	6,840.93
LAURA E CIANCONE	2	69.12
LAURA H SKIRDE	1	34.27

Account Name	Transaction Count	Transaction Amount
LAURA LARSON	1	200.00
LAURA M LEARY	1	210.00
LAUREN D STOCKTON	9	2,099.37
LAURIE L ANDERSON	5	1,220.73
LEANDRA MONTOYA	6	3,415.00
LEETA J MCCLARD	8	1,491.91
LETA M OCONNELL	1	113.32
LEWIS A FONTANA	3	1,420.62
LINDSAY A WILLIAMS	3	712.59
LINDSEY A GROSS	3	237.94
LINNANE M CARRASCO	12	3,776.20
LUCAS A DECHANT	1	218.85
LUKE T THORNTON	2	226.98
LUKE W ROBERTS	1	31.98
LYNNE A WILSON	2	510.52
MADISON A STRYCHALSKI	1	575.00
MAKENZIE BOYER	12	2,373.73
MAKENZIE BOYER 2	2	1,135.40
MALISA A GOUDY	7	8,276.29
MALLORIE A PRICE	1	827.99
MARILYN L BARTLETT	8	4,102.36
MARK E ECKHARDT	3	556.41
MARK MITHUEN	2	122.92
MARYNA SHEVERIA	1	53.69
MATTHEW DZIUBANSKI	3	348.18
MATTHEW L HUGHES	2	43.08
MATTHEW TALMON	3	90.04
MATTTHEW A OVERMAN	8	103.75
MEEGAN WOOD-TROMBLEY	1	4,500.00
MEGAN GRANDSARD	11	58,478.12
MELINDA SPAULDING	4	661.95
MELISSA A BLOODWORTH	1	75.94
MELISSA A INGALLS	2	20.00
MELODY DHAILLECOURT	2	555.99
MICHAEL DONOHO	1	1,803.24
MICHAEL J OLDHAM	1	60.00
MICHAEL R ADAM	3	580.99
MICHAEL R NICHOLAS	7	739.49

Account Name	Transaction Count	Transaction Amount
MICHAEL T ADAMS	4	3,379.98
MICHAEL T MCINTOSH	2	562.03
MICHELLE L MANNES	5	1,171.01
MICHELLE R DOSSEY	4	2,770.09
MYKAYLA LONG	1	1.55
NATHAN J WEST	1	150.00
NEKO MENDEZ	1	40.00
NICHOLAS A JAMES	2	2,245.00
NICK V GIAUQUE	1	2,569.54
NICOLE L ADAMS	11	1,912.75
NICOLE M DEINDOERFER	1	70.15
PARIS PERAZZO	2	205.24
PATRICK J COLLINS	7	2,961.76
PAUL E BACA	3	169.20
PAULA K BOLEJACK	4	538.27
PENELOPE D GERDES	1	63.42
PHILLIP K RYAN	1	338.46
PRESTON A SEE	3	689.71
RACHEL M EILERS	25	647.15
RACHEL M HALES	4	275.80
RAEANN L BROWN	1	78.81
RANA RASTEH	1	240.00
REBECCA MACPHERSON	61	35,632.78
RICHARD J SMYTH	3	568.34
RICHARD L MIURA	2	1,383.88
RICHARD M HARBOUR	26	6,081.08
RICHARD S GUNGLER	2	50.00
ROBERT A HOUGH	8	1,177.85
ROBERT D BAILIN	34	36,764.42
ROBERT GAYFIELD	1	194.55
ROBERT H ROTHERHAM JR	2	326.71
RONALD L HANAVAN	1	76.49
RYAN FALKNER	2	82.46
RYAN L YEGGY	1	81.41
RYAN SMITH	3	629.00
RYAN WHITE	2	62.90
SAMANTHA R HUTCHISON	5	1,511.52
SAN J CASTILLO-JONES	11	5,071.82

Account Name	Transaction Count	Transaction Amount
SCOTT A MATSON	2	6,348.44
SCOTT M KELLY	6	289.44
SCOTT WEBBER	8	218.34
SEAN HICKEY	1	(565.47)
SETH A ALDRIDGE	3	413.87
SHANE CLARK	2	199.86
SHANE FAULK	4	181.43
SHANE HUGHES	3	273.49
SHARON L HINES	85	19,445.51
SHAWNA F POTTER	28	24,699.07
SHELLY L ANDREAS	2	414.70
SHERRY A CORCORAN	1	525.00
SHONDA L YOWELL	1	15.39
SKYLER SICARD	8	561.50
SONIA M STERANKO	2	4,952.00
SPENCER A HOLUB	8	5,035.77
SPENCER D HALES	11	108.95
STANLEY D DRINNON	1	85.35
STEPHANIE N RUSCIANO	4	111.83
STEVEN DODRILL	1	537.00
STEVEN S PATTERSON	1	134.99
STEVEN W DAVIS	1	16.48
SUSAN L QUINN	5	283.92
SUSAN N WOODRUFF	45	25,451.01
SUSAN N WOODRUFF2	10	28,164.00
SUSANNAH J MITCHELL	4	1,305.41
TANYA S BURNSIDE	9	1,084.18
TAYLOR B APPLEHANS	2	0.00
TAYLOR L WEST	1	30.99
TERESA Z KUTT	30	16,484.56
TEREZA LEWIS	4	748.17
THANE HOFFMAN 2	1	15,780.46
THOMAS KENNY	6	3,542.10
THOMAS R MUSTIN	3	60.75
TIFFANY M MCCAULEY	1	31.25
TIFFANY MARSITTO	6	1,261.12
TIMOTHY D HALLMARK	11	7,373.30
TOBY B DAMISCH	8	1,735.23

Account Name	Transaction Count	Transaction Amount
TODD R KRANIG	25	9,253.19
TOMMY J HANSON	8	8,134.72
TORI THELEN	7	2,255.83
TRACE J WARRICK	6	128.13
TRAVIS J KYLE	7	336.45
TRENT A DUDECK	5	1,910.01
TROY D BAHR	4	3,049.57
TROY L CROSWHITE	26	3,385.00
TROY U MEISSNER	6	625.48
TYLER D WARD	2	1,390.67
TYLER J HUNTSMAN	4	669.17
VALERIE M BREWSTER	2	378.00
VICTORIA L HOFSHEIER	2	75.41
VONELLE RILEY	1	139.00
WALTER G SCHMIDT	11	7,338.67
WILLIAM STIENS	4	432.16
ZACHARY J BURNS	20	2,744.10
ZACHARY L ROMBERGER	2	116.75
ZACHARY VINCENT	6	118.39
ZOE A LAIRD	1	266.00
Report Totals	**1,884**	**880,702.62**

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528451	07/31/25	1656555	ADAMO , TAMMIE LAINE	9290000EJ_JOB_1	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	67.52	2025 SPECIAL ELECTION
528452	07/31/25	1529216	ADKINS , JEANNE	9290001EJ_JOB_2	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
528453	07/31/25	1123519	ALEXANDER , ADELE	9290002EJ_JOB_3	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	96.24	2025 SPECIAL ELECTION
528454	07/31/25	1136976	ALLEN , ANITA LOUISE	9290003EJ_JOB_4	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	158.56	2025 SPECIAL ELECTION
528455	07/31/25	1338648	ALLEN , JUDITH F	9290004EJ_JOB_5	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	450.18	2025 SPECIAL ELECTION
				9290004EJ_JOB_6	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	239.49	2025 SPECIAL ELECTION
									Total Payment	**689.67**	
528456	07/31/25	1539077	ARNOLD , ANDA	9290005EJ_JOB_7	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	111.84	2025 SPECIAL ELECTION
528457	07/31/25	1582122	AUHLL , NANETTE	9290006EJ_JOB_8	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	340.38	2025 SPECIAL ELECTION
528458	07/31/25	1592326	BAREISS , LINDA	9290007EJ_JOB_9	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	143.68	2025 SPECIAL ELECTION
528459	07/31/25	1678598	BAROCH , STEVE	9290008EJ_JOB_10	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	98.72	2025 SPECIAL ELECTION
528460	07/31/25	1631225	BASU , NEELANJANA	9290009EJ_JOB_12	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	210.24	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
				9290009EJ_JOB_11	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION
									Total Payment	**558.24**	
528461	07/31/25	1539082	BECK , ANN	9290010EJ_JOB_13	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	137.92	2025 SPECIAL ELECTION
528462	07/31/25	1656556	BENNETT , WALTER	9290011EJ_JOB_14	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	360.48	2025 SPECIAL ELECTION
528463	07/31/25	1123532	BERGUM , BEVERLY ZOE	9290012EJ_JOB_15	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	162.08	2025 SPECIAL ELECTION
528464	07/31/25	1529218	BIERMANN , SHARON	9290013EJ_JOB_16	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	85.44	2025 SPECIAL ELECTION
528465	07/31/25	1582085	BLEY , ANN	9290014EJ_JOB_17	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	436.50	2025 SPECIAL ELECTION
				9290014EJ_JOB_18	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	290.52	2025 SPECIAL ELECTION
									Total Payment	**727.02**	
528466	07/31/25	1529220	BLYTH , DORIS	9290015EJ_JOB_19	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	111.52	2025 SPECIAL ELECTION
528467	07/31/25	1539090	BOCHNER , CLAIRE	9290016EJ_JOB_20	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	302.40	2025 SPECIAL ELECTION
528468	07/31/25	1356652	BOLIN , MICHAEL ALFRED	9290017EJ_JOB_21	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.20	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528469	07/31/25	1002581	BOLLWERK , ALBERT G	9290018EJ_JOB_22	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	133.44	2025 SPECIAL ELECTION
528470	07/31/25	1678599	BOLTZ , DAVID THOMAS	9290019EJ_JOB_23	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	94.40	2025 SPECIAL ELECTION
528471	07/31/25	1539093	BORGOS , CAROLYN	9290020EJ_JOB_24	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	103.20	2025 SPECIAL ELECTION
528472	07/31/25	1171160	BROOKES , EDWARD RICHARD JAMES	9290021EJ_JOB_25	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	229.28	2025 SPECIAL ELECTION
528473	07/31/25	1037337	BRUMMETT , SHERYL	9290022EJ_JOB_26	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	159.68	2025 SPECIAL ELECTION
528474	07/31/25	1356657	BUFFETTI , PAULA SUE	9290023EJ_JOB_27	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	55.62	2025 SPECIAL ELECTION
528475	07/31/25	1582086	BUSCH , CHERYL	9290024EJ_JOB_28	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	354.72	2025 SPECIAL ELECTION
528476	07/31/25	1656560	BUYS , SANDRA ELLEN	9290025EJ_JOB_29	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	137.12	2025 SPECIAL ELECTION
528477	07/31/25	1622562	CACCO , JUDITH	9290026EJ_JOB_30	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.76	2025 SPECIAL ELECTION
528478	07/31/25	1539098	CALDWELL , DAVID	9290027EJ_JOB_31	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	28.64	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528479	07/31/25	1592336	CARDONA , NATALIE C	9290028EJ_JOB_32	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	346.72	2025 SPECIAL ELECTION
528480	07/31/25	1539099	CARLSON , RHONDA	9290029EJ_JOB_33	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.20	2025 SPECIAL ELECTION
528481	07/31/25	1469988	CARMODY , PATRICIA A	9290030EJ_JOB_34	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.00	2025 SPECIAL ELECTION
528482	07/31/25	1678600	CARY , AVA LAUREN	9290031EJ_JOB_35	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.04	2025 SPECIAL ELECTION
528483	07/31/25	1631228	CHALFANT , KRISTIN	9290032EJ_JOB_36	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	153.60	2025 SPECIAL ELECTION
528484	07/31/25	1678601	CHUGHTAI , JAMIE	9290033EJ_JOB_37	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	117.28	2025 SPECIAL ELECTION
528485	07/31/25	1582091	CLAPP , DOROTHY	9290034EJ_JOB_38	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION
				9290034EJ_JOB_39	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	210.24	2025 SPECIAL ELECTION
									Total Payment	**558.24**	
528486	07/31/25	1582092	COMSTOCK , ANNE	9290035EJ_JOB_40	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	445.50	2025 SPECIAL ELECTION
				9290035EJ_JOB_41	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	236.52	2025 SPECIAL ELECTION
									Total Payment	**682.02**	
528487	07/31/25	1642190	CONDRON , MARGARET ANNE	9290036EJ_JOB_42	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	138.88	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528488	07/31/25	1620088	CONNER , JOE WILLIE	9290037EJ_JOB_43	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	83.52	2025 SPECIAL ELECTION
528489	07/31/25	1676708	COTE , HARRISON	9290038EJ_JOB_44	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	208.32	2025 SPECIAL ELECTION
528490	07/31/25	1622563	CROW , COLEEN ANNE	9290039EJ_JOB_45	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	142.24	2025 SPECIAL ELECTION
528491	07/31/25	1075412	CROW , WILLIAM	9290040EJ_JOB_46	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	140.80	2025 SPECIAL ELECTION
528492	07/31/25	1582125	CUNNINGHAM , ROBERT	9290041EJ_JOB_47	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	98.72	2025 SPECIAL ELECTION
528493	07/31/25	1592342	CUSTER , MARK	9290042EJ_JOB_48	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	338.88	2025 SPECIAL ELECTION
528494	07/31/25	1529223	DALTON , BETH	9290043EJ_JOB_49	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.44	2025 SPECIAL ELECTION
528495	07/31/25	1622564	DELP , ROGER	9290044EJ_JOB_50	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	93.28	2025 SPECIAL ELECTION
528496	07/31/25	1125874	DEMKO DIJULIO , DEBORAH	9290045EJ_JOB_51	00100	100	GENERAL FUND	219600	Accrued FICA	13.32-	MEDICARE WITHHELD
				9290045EJ_JOB_51	00100	100	GENERAL FUND	219600	Accrued FICA	56.97-	SS WITHHELD
				9290045EJ_JOB_51	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	544.86	2025 SPECIAL ELECTION
				9290045EJ_JOB_52	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	373.95	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
									Total Payment	**848.52**	
528497	07/31/25	1582093	DENNIS , AMANDA JEAN	9290046EJ_JOB_53	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	344.00	2025 SPECIAL ELECTION
528498	07/31/25	1592345	DENNIS , MICHAEL FREDERICK	9290047EJ_JOB_54	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	260.00	2025 SPECIAL ELECTION
528499	07/31/25	1521959	DIECK , DENNIS	9290048EJ_JOB_55	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	287.36	2025 SPECIAL ELECTION
528500	07/31/25	1539113	DIECK , MARIE	9290049EJ_JOB_56	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	142.56	2025 SPECIAL ELECTION
528501	07/31/25	1656564	DIJULIO , MICHAEL DANTE	9290050EJ_JOB_57	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	341.12	2025 SPECIAL ELECTION
528502	07/31/25	1678602	DODGE , LINA SUE	9290051EJ_JOB_58	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	138.24	2025 SPECIAL ELECTION
528503	07/31/25	1529225	DOHERTY , KATHLEEN	9290052EJ_JOB_59	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	136.80	2025 SPECIAL ELECTION
528504	07/31/25	1592353	ELMBLADE , ALISA	9290053EJ_JOB_60	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.96	2025 SPECIAL ELECTION
528505	07/31/25	1678603	EVERETTE , LEONARD	9290054EJ_JOB_61	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	93.44	2025 SPECIAL ELECTION
528506	07/31/25	1356674	FABER , MICHAEL EDWARD	9290055EJ_JOB_62	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528506	07/31/25	1356674	FABER , MICHAEL EDWARD	9290055EJ_JOB_64	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	36.90	2025 SPECIAL ELECTION
				9290055EJ_JOB_63	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.68	2025 SPECIAL ELECTION
									Total Payment	**183.58**	
528507	07/31/25	1529226	FABICK , SHARON	9290056EJ_JOB_65	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	159.04	2025 SPECIAL ELECTION
528508	07/31/25	1656566	FALLER , JULI-ANNE MARY	9290057EJ_JOB_66	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	306.72	2025 SPECIAL ELECTION
528509	07/31/25	1521960	FOUNTAIN-QUINTANA , BRITTANY V	9290058EJ_JOB_67	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	145.44	2025 SPECIAL ELECTION
528510	07/31/25	1592360	GABRIELSE , CARA	9290059EJ_JOB_68	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	73.92	2025 SPECIAL ELECTION
528511	07/31/25	1642194	GAIGE , CHARLES DAVID	9290060EJ_JOB_69	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	62.40	2025 SPECIAL ELECTION
528512	07/31/25	1125876	GLOISTEN , KATHLEEN M	9290061EJ_JOB_70	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.96	2025 SPECIAL ELECTION
528513	07/31/25	1622566	GORTON , JAMES	9290062EJ_JOB_71	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	98.40	2025 SPECIAL ELECTION
528514	07/31/25	1592365	GULLION , LYNNE M	9290063EJ_JOB_72	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	141.92	2025 SPECIAL ELECTION
528515	07/31/25	1582099	HAMMERSMITH , JAMES	9290064EJ_JOB_73	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	130.72	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
528516	07/31/25	1622569	HANSEN , CHERYL	9290065EJ_JOB_74	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	95.20	2025 SPECIAL ELECTION
528517	07/31/25	1641398	HARCHARIK , BRIANA	9290066EJ_JOB_75	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.24	2025 SPECIAL ELECTION
528518	07/31/25	1592366	HARCHARIK , REBECA	9290067EJ_JOB_76	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	119.52	2025 SPECIAL ELECTION
528519	07/31/25	1565569	HARRIS , VINCE	9290068EJ_JOB_77	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	210.24	2025 SPECIAL ELECTION
				9290068EJ_JOB_78	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	380.00	2025 SPECIAL ELECTION
									Total Payment	**590.24**	
528520	07/31/25	1620093	HAWKINS , KATHERINE	9290069EJ_JOB_79	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	62.88	2025 SPECIAL ELECTION
528521	07/31/25	1592369	HAWORTH , SANDRA	9290070EJ_JOB_80	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	127.52	2025 SPECIAL ELECTION
528522	07/31/25	1678604	HECK , RAE L	9290071EJ_JOB_81	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	139.20	2025 SPECIAL ELECTION
528523	07/31/25	1622570	HEMMINGER , ANN	9290072EJ_JOB_82	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	133.28	2025 SPECIAL ELECTION
528524	07/31/25	1539143	HENDERSON , TERILEE	9290073EJ_JOB_83	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528525	07/31/25	1678605	HENDRICKS , MELISSA	9290074EJ_JOB_84	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	97.12	2025 SPECIAL ELECTION
528526	07/31/25	1529229	HERLIN , CAROLYN	9290075EJ_JOB_86	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	396.00	2025 SPECIAL ELECTION
				9290075EJ_JOB_85	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	64.80	2025 SPECIAL ELECTION
									Total Payment	**460.80**	
528527	07/31/25	1513857	HILL , BRIAN LEE	9290076EJ_JOB_87	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	142.56	2025 SPECIAL ELECTION
528528	07/31/25	1469996	HILL , JEANETTE	9290077EJ_JOB_88	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.36	2025 SPECIAL ELECTION
528529	07/31/25	1539147	HOODAK , MARTHA	9290078EJ_JOB_89	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	97.12	2025 SPECIAL ELECTION
528530	07/31/25	1622571	HOSLER , RANDAL	9290079EJ_JOB_90	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	145.76	2025 SPECIAL ELECTION
528531	07/31/25	1529230	HOWELL , CHARLES	9290080EJ_JOB_91	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	361.92	2025 SPECIAL ELECTION
528532	07/31/25	1620095	HUMPHREY , KAREN	9290081EJ_JOB_92	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	112.16	2025 SPECIAL ELECTION
528533	07/31/25	1592374	HUNT , CHRISTOPHER	9290082EJ_JOB_93	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	328.96	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528534	07/31/25	1678606	HUSSON , JEFFRY ROBERT	9290083EJ_JOB_94	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	98.72	2025 SPECIAL ELECTION
528535	07/31/25	1539151	JACKSON , JOHN DAVID	9290084EJ_JOB_95	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	124.80	2025 SPECIAL ELECTION
528536	07/31/25	1469999	JOSWICK , PATRICIA L	9290085EJ_JOB_96	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	155.84	2025 SPECIAL ELECTION
528537	07/31/25	1657095	KATARU , IHITA	9290086EJ_JOB_97	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	354.72	2025 SPECIAL ELECTION
528538	07/31/25	1125724	KENNEDY , CHRISTINA ANN	9290087EJ_JOB_98	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.40	2025 SPECIAL ELECTION
528539	07/31/25	1470000	KIME , DAVID E	9290088EJ_JOB_99	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	158.88	2025 SPECIAL ELECTION
528540	07/31/25	1448859	KINDER , DEBORAH L	9290089EJ_JOB_100	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	97.60	2025 SPECIAL ELECTION
528541	07/31/25	1676709	KOLLA , NISHI	9290090EJ_JOB_101	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	206.72	2025 SPECIAL ELECTION
528542	07/31/25	1529233	KOWALSKI , KARREN	9290091EJ_JOB_102	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	114.40	2025 SPECIAL ELECTION
528543	07/31/25	1592379	KRAUSE , ROSALYN	9290092EJ_JOB_103	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	129.76	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528544	07/31/25	1539156	KRIEGER , BENJAMIN	9290093EJ_JOB_105	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	236.52	2025 SPECIAL ELECTION
				9290093EJ_JOB_104	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	445.50	2025 SPECIAL ELECTION
									Total Payment	**682.02**	
528545	07/31/25	1529235	KROL , KATHLEEN	9290094EJ_JOB_106	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	96.64	2025 SPECIAL ELECTION
528546	07/31/25	1592380	KUNZ , TERRI L	9290095EJ_JOB_107	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.44	2025 SPECIAL ELECTION
528547	07/31/25	1678607	KUTCHER , STEVEN	9290096EJ_JOB_108	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	66.40	2025 SPECIAL ELECTION
528548	07/31/25	1657099	LATIMER , ELLEN	9290097EJ_JOB_109	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	196.80	2025 SPECIAL ELECTION
528549	07/31/25	1582104	LAU , CLIFFORD	9290098EJ_JOB_110	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	104.80	2025 SPECIAL ELECTION
528550	07/31/25	1653269	LEHMAN , WILLIAM H	9290099EJ_JOB_112	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
				9290099EJ_JOB_111	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	35.36	2025 SPECIAL ELECTION
									Total Payment	**51.36**	
528551	07/31/25	1656587	LEWIS , CHESTER VAN HOUNTEN	9290100EJ_JOB_113	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	98.88	2025 SPECIAL ELECTION
528552	07/31/25	1123625	LILLY , DANISE M	9290101EJ_JOB_114	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	431.10	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528553	07/31/25	1123626	LILLY , KREGG BRYAN	9290102EJ_JOB_115	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	325.60	2025 SPECIAL ELECTION
528554	07/31/25	1104006	LINDNER , PATRICIA G	9290103EJ_JOB_116	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	88.00	2025 SPECIAL ELECTION
528555	07/31/25	1631237	LISI , LAURA LAVENDER	9290104EJ_JOB_117	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.16	2025 SPECIAL ELECTION
528556	07/31/25	1582106	LOCKWOOD , STEVEN	9290105EJ_JOB_118	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	141.76	2025 SPECIAL ELECTION
528557	07/31/25	1642196	LONG , PATRICIA	9290106EJ_JOB_119	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	129.28	2025 SPECIAL ELECTION
528558	07/31/25	1592383	LOPEZ , CARLOS M	9290107EJ_JOB_120	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	212.40	2025 SPECIAL ELECTION
528559	07/31/25	1631239	MAAS , KENNETH W	9290108EJ_JOB_121	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	288.48	2025 SPECIAL ELECTION
528560	07/31/25	1171106	MARTINEZ , RUBY JOANN	9290109EJ_JOB_123	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	164.43	2025 SPECIAL ELECTION
				9290109EJ_JOB_122	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	414.00	2025 SPECIAL ELECTION
									Total Payment	**578.43**	
528561	07/31/25	1582107	MATESE , CRYSTAL	9290110EJ_JOB_125	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	236.52	2025 SPECIAL ELECTION
				9290110EJ_JOB_124	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	436.50	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
									Total Payment	**673.02**	
528562	07/31/25	1656591	MCBETH , FREDERICK ELLSWORTH	9290111EJ_JOB_126	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	140.64	2025 SPECIAL ELECTION
528563	07/31/25	1656592	MCBETH , MARY LYNN	9290112EJ_JOB_127	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	141.44	2025 SPECIAL ELECTION
528564	07/31/25	1582130	MCCRACKEN , KAREN	9290113EJ_JOB_128	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	76.00	2025 SPECIAL ELECTION
528565	07/31/25	1592391	MERRITT , JAMES	9290114EJ_JOB_129	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	107.84	2025 SPECIAL ELECTION
528566	07/31/25	1678608	MIERAU , ROBERT	9290115EJ_JOB_130	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	97.12	2025 SPECIAL ELECTION
528567	07/31/25	1678609	MILLER , JACQUELINE	9290116EJ_JOB_131	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.40	2025 SPECIAL ELECTION
528568	07/31/25	1653275	MINCH , KEITH EUGENE	9290117EJ_JOB_132	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	188.00	2025 SPECIAL ELECTION
528569	07/31/25	1409740	MISARE , SALLY A	9290118EJ_JOB_133	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	431.64	2025 SPECIAL ELECTION
528570	07/31/25	1653276	MITCHELL , JO ELLEN	9290119EJ_JOB_134	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	94.88	2025 SPECIAL ELECTION
528571	07/31/25	1356708	MOLLER , DONALD E	9290120EJ_JOB_135	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	104.16	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528572	07/31/25	1356709	MOLLER , MARCELLA	9290121EJ_JOB_136	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	103.36	2025 SPECIAL ELECTION
528573	07/31/25	1620097	MULLINS , CANDACE	9290122EJ_JOB_137	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	28.96	2025 SPECIAL ELECTION
528574	07/31/25	1338671	MULVEY , DEBORAH METZGER	9290123EJ_JOB_138	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	46.24	2025 SPECIAL ELECTION
528575	07/31/25	1681286	NELSON , JULIE	9290124EJ_JOB_139	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	94.08	2025 SPECIAL ELECTION
528576	07/31/25	1582110	NORTH , DONALD	9290125EJ_JOB_140	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.68	2025 SPECIAL ELECTION
528577	07/31/25	1356712	NORTON , ELIZABETH ANGELA	9290126EJ_JOB_141	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	180.00	2025 SPECIAL ELECTION
528578	07/31/25	1631241	NORTON , THOMAS P	9290127EJ_JOB_143	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	181.44	2025 SPECIAL ELECTION
				9290127EJ_JOB_142	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	341.92	2025 SPECIAL ELECTION
									Total Payment	**523.36**	
528579	07/31/25	1678610	O'CONNOR , KATE	9290128EJ_JOB_144	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	157.60	2025 SPECIAL ELECTION
528580	07/31/25	1539174	O'LEARY , JANE	9290129EJ_JOB_145	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	104.96	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528581	07/31/25	1164845	OBERLE , LINDA SUE	9290130EJ_JOB_146	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	132.16	2025 SPECIAL ELECTION
528582	07/31/25	1529242	PARKER , BRIGITTE	9290131EJ_JOB_147	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	309.06	2025 SPECIAL ELECTION
528583	07/31/25	1164841	PARKER , JERRY LEIGHTON	9290132EJ_JOB_148	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	342.88	2025 SPECIAL ELECTION
528584	07/31/25	1653277	PATTERSON , JENNIFER ANN	9290133EJ_JOB_149	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	91.20	2025 SPECIAL ELECTION
528585	07/31/25	1620099	PEARSON , MEREDITH	9290134EJ_JOB_150	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	108.48	2025 SPECIAL ELECTION
528586	07/31/25	1620100	PEREZ , IVONNE	9290135EJ_JOB_151	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.24	2025 SPECIAL ELECTION
528587	07/31/25	1448861	PETERS , JANELLE I	9290136EJ_JOB_152	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	222.48	2025 SPECIAL ELECTION
528588	07/31/25	1539178	PIPAL , TOM	9290137EJ_JOB_154	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	202.08	2025 SPECIAL ELECTION
				9290137EJ_JOB_153	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION
									Total Payment	**550.08**	
528589	07/31/25	1592407	PULTORAK , SUSAN V	9290138EJ_JOB_155	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	68.96	2025 SPECIAL ELECTION
528590	07/31/25	1470006	READ , EDWARD J	9290139EJ_JOB_156	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	366.88	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
528591	07/31/25	1641403	REED , HATTIE LOU	9290140EJ_JOB_157	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	160.64	2025 SPECIAL ELECTION
528592	07/31/25	1539184	REED , RANDOLPH	9290141EJ_JOB_158	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	124.64	2025 SPECIAL ELECTION
528593	07/31/25	1582113	RHODES , EDWARD	9290142EJ_JOB_159	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	104.32	2025 SPECIAL ELECTION
528594	07/31/25	1653280	RITTER , KEVIN THOMAS	9290143EJ_JOB_160	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	345.28	2025 SPECIAL ELECTION
528595	07/31/25	1537173	ROPER , MARLA GAYE	9290144EJ_JOB_161	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	156.80	2025 SPECIAL ELECTION
528596	07/31/25	1171138	RUFENER , CARROL B	9290145EJ_JOB_162	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
528597	07/31/25	1409741	RYDER , LYNETTE J	9290146EJ_JOB_163	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	345.24	2025 SPECIAL ELECTION
528598	07/31/25	1565573	SACCARDI-WILLIAMS , CHRISTINE	9290147EJ_JOB_164	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	79.04	2025 SPECIAL ELECTION
528599	07/31/25	1678611	SARJEANT , JAMES	9290148EJ_JOB_165	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	160.80	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528600	07/31/25	1539198	SATCHELL , JOYCE	9290149EJ_JOB_166	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	95.36	2025 SPECIAL ELECTION
528601	07/31/25	1356734	SCHOEBERL , SHIRLEY M	9290150EJ_JOB_167	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.20	2025 SPECIAL ELECTION
528602	07/31/25	1582114	SCRIVANICH , REBECCA	9290151EJ_JOB_168	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	61.60	2025 SPECIAL ELECTION
528603	07/31/25	1582115	SIMMONS , SALLY	9290152EJ_JOB_169	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	91.20	2025 SPECIAL ELECTION
528604	07/31/25	1620103	SINOPOLI , LISA	9290153EJ_JOB_170	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	132.32	2025 SPECIAL ELECTION
528605	07/31/25	1653286	SMITH , SUSAN JANE	9290154EJ_JOB_171	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	208.00	2025 SPECIAL ELECTION
528606	07/31/25	1641405	SPRIGG , NANCEE KATHLEEN	9290155EJ_JOB_172	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	161.44	2025 SPECIAL ELECTION
528607	07/31/25	1513872	ST JOHN , HILARY	9290156EJ_JOB_174	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	386.72	2025 SPECIAL ELECTION
				9290156EJ_JOB_173	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	284.64	2025 SPECIAL ELECTION
									Total Payment	**671.36**	
528608	07/31/25	1513873	STABO , GAYLE RENEE	9290157EJ_JOB_175	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	37.12	2025 SPECIAL ELECTION
				9290157EJ_JOB_176	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
									Total Payment	**53.12**	

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528609	07/31/25	1592421	STARR , BRIAN D	9290158EJ_JOB_177	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.76	2025 SPECIAL ELECTION
528610	07/31/25	1356738	STARR , DEBRA JEAN	9290159EJ_JOB_178	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	64.64	2025 SPECIAL ELECTION
528611	07/31/25	1539209	STOCKMYER , MILTON	9290160EJ_JOB_179	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	95.68	2025 SPECIAL ELECTION
528612	07/31/25	1252760	STOLAR , SANDRA MARLENE	9290161EJ_JOB_180	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	140.96	2025 SPECIAL ELECTION
528613	07/31/25	1356740	STOMMEL , KATHY IRENE	9290162EJ_JOB_181	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	143.36	2025 SPECIAL ELECTION
528614	07/31/25	1539211	STRAHL , BERNICE	9290163EJ_JOB_182	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	84.80	2025 SPECIAL ELECTION
528615	07/31/25	1592423	TABOR , KATHLEEN B	9290164EJ_JOB_183	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION
528616	07/31/25	1622578	TANAKA , STEVEN	9290165EJ_JOB_184	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	158.08	2025 SPECIAL ELECTION
528617	07/31/25	1125741	TAYLOR , DAVID	9290166EJ_JOB_185	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	86.24	2025 SPECIAL ELECTION
528618	07/31/25	1620108	THRONE , VICKI	9290167EJ_JOB_186	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	103.68	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528619	07/31/25	1592426	TRIPP , KIMBERLY D	9290168EJ_JOB_187	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	136.48	2025 SPECIAL ELECTION
528620	07/31/25	1582119	TROUTMAN , EUGENE	9290169EJ_JOB_188	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	132.64	2025 SPECIAL ELECTION
528621	07/31/25	1356744	TRUJILLO , DEBORAH L	9290170EJ_JOB_189	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	159.36	2025 SPECIAL ELECTION
528622	07/31/25	1171192	TUMEY , PHYLLIS A	9290171EJ_JOB_190	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	260.64	2025 SPECIAL ELECTION
528623	07/31/25	1656608	TURNQUIST , SUSAN MARIA	9290172EJ_JOB_191	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	158.40	2025 SPECIAL ELECTION
528624	07/31/25	1656609	ULLMANN , REBECCA ELAINE	9290173EJ_JOB_192	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	141.76	2025 SPECIAL ELECTION
528625	07/31/25	1539216	USECHEK , DAVID	9290174EJ_JOB_193	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	130.08	2025 SPECIAL ELECTION
528626	07/31/25	1631243	VARNELL-SARJEANT , JULIA	9290175EJ_JOB_194	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	161.28	2025 SPECIAL ELECTION
528627	07/31/25	1338679	VIGIL , EUGENIA LOU	9290176EJ_JOB_195	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	123.36	2025 SPECIAL ELECTION
528628	07/31/25	1409743	VITEK , MICHAEL R	9290177EJ_JOB_196	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	279.20	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528629	07/31/25	1537182	VOGEL , RICHARD	9290178EJ_JOB_197	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	160.64	2025 SPECIAL ELECTION
528630	07/31/25	1470018	WADE , MICHAEL	9290179EJ_JOB_198	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	348.00	2025 SPECIAL ELECTION
528631	07/31/25	1529248	WARREN , DIANA	9290180EJ_JOB_199	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.88	2025 SPECIAL ELECTION
528632	07/31/25	1529249	WENGER , COLLEEN	9290181EJ_JOB_200	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	146.08	2025 SPECIAL ELECTION
528633	07/31/25	1002459	WESIERSKI , BRIDGET E	9290182EJ_JOB_201	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	284.40	2025 SPECIAL ELECTION
528634	07/31/25	1529250	WHEELER-CLOUSE , SAMMYE	9290183EJ_JOB_202	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	36.32	2025 SPECIAL ELECTION
				9290183EJ_JOB_203	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
									Total Payment	**52.32**	
528635	07/31/25	1338680	WHITE , DONNA KATHLEEN	9290184EJ_JOB_204	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.56	2025 SPECIAL ELECTION
528636	07/31/25	1539219	WICK , DONALD	9290185EJ_JOB_205	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	140.16	2025 SPECIAL ELECTION
528637	07/31/25	1356750	WICK , SHIRLEY A	9290186EJ_JOB_206	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	46.88	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528638	07/31/25	1641408	WILLIAMS , RYAN	9290187EJ_JOB_207	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	132.16	2025 SPECIAL ELECTION
528639	07/31/25	1356756	WILSON , LINDA LENORE	9290188EJ_JOB_208	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
									Grand Total:	**35,286.92**	

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Christie Guthrie, Assistant Director of Finance

DESCRIPTION: Approval of Vouchers September 9, 2025

SUMMARY: The attached printout lists vouchers and electronic funds transfers requiring Board approval.

Vouchers	$ 1,908,076.93
Electronic Funds Transfers	$
Handwritten Checks	$ 154,559.76
Purchasing Card Charges	$
Election Judges	$
TOTAL:	**$ 2,062,636.69**

All vouchers, electronic fund transfers, and election judge payments have been approved and signed by a department authorized signer or an elected official. The department authorized signer or an elected official acknowledges the item or service is within the approved budgetary spending authority (Colorado Revised Statutes Title 29, Article 1) and is pursuant to Douglas County policies.

RECOMMENDED ACTION: Approval.

REVIEW:

Christie Guthrie	Approve	9/3/2025
Jeff Garcia	Approve	9/4/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

09.09.25 BOCC

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110578	09/10/25	4 RIVERS EQUIPMENT LLC	1813167	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	243.28	FLEET PARTS
			1816021	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	232.28	FLEET PARTS
			1813169	100	19910	FLEET MAINTENANCE	439200	Postage & Delivery Svc.	27.50	FLEET PARTS
			1815514	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	788.36	FLEET PARTS
			1804305	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	379.66	FLEET PARTS
								Total Payment	**1,671.08**	
110579	09/10/25	ACASA SENIOR CARE	ACASAPC0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/ACASA PERSONAL CARE 2025	1,128.75	DRCOG SENIOR PERSONAL CARE GRANT
			ACASAHMKR0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/ACASA HOMEMAKER 2025	4,214.00	DRCOG SENIOR HOMEMAKER GRANT
								Total Payment	**5,342.75**	
110580	09/10/25	ACORN PETROLEUM INC	24102IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	6,248.13	FUEL FOR HIGHLANDS RANCH SUBSTATION
			22716IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	7,129.82	FUEL FOR PARKER
			23508IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	4,098.28	FUEL FOR HIGHLANDS RANCH SUBSTATION
			23592IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	766.27	FUEL FOR EMERGENCY VEHICLE OPERATIONS CENTER
			22723IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	14,927.15	FUEL FOR CASTLE ROCK
			22302IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	17,185.71	FUEL FOR CASTLE ROCK
								Total Payment	**50,355.36**	
110581	09/10/25	ADAPTIVE INTERVENTIONS	2025009	100	19700	COMMUNITY JUSTICE SERVICES	443600	Other Professional Services	14,446.67	THERAPY SERVICES
110582	09/10/25	ADVANCED TRAFFIC PRODUCTS INC	41134	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	436300	Traffic Signal Parts	9,999.00	PEDESTRIAN PUSH BUTTONS
110583	09/10/25	AGING RESOURCES OF DOUGLAS COUNTY	OAIARDCSHAUG25	100	861587	ARPA - AGING RESOURCES OLDER A	447500	Other Purchased Services	56,710.08	2024 FORD TRANSIT SHUTTLE
110584	09/10/25	ALERT MEDIA INC	INV30798	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	7,386.00	EMERGENCY NOTIFICATION SYSTEM
110585	09/10/25	ALKU TECHNOLOGIES LLC	619510	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	5,200.00	TECHNOLOGY CONSULTANTS
110586	09/10/25	AMRIZE WEST CENTRAL INC	721515400	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	2,879.92	ASPHALT FOR PAVING
			721515399	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	14,751.99	ROAD BASE - PLATTE RIVER RD
			721498049	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	1,014.92	ASPHALT FOR PAVING
			721498050	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	5,454.95	ROAD BASE - PLATTE RIVER RD
			721522005	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	13,044.36	ROAD BASE - PLATTE RIVER RD
			721528858	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	589.53	ASPHALT FOR PAVING
			721508992	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	5,989.53	ROAD BASE - PLATTE RIVER RD
								Total Payment	**43,725.20**	
110587	09/10/25	ARMORED KNIGHTS INC	10254	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	121.00	ARMORED CAR SERVICES
			10256	100	21125	SUPPORT SERVICES	443600	Other Professional Services	770.60	ARMORED CAR SERVICES
								Total Payment	**891.60**	
110588	09/10/25	BEACON COMMUNICATIONS LLC	38156	100	18100	IT ADMINISTRATION	444700	Other Repair & Maint. Service	780.74	HEARING ROOM SUPPORT
110589	09/10/25	BRANNAN AGGREGATES	CI2025003APP5RTNG	200	800100	CONTRACTED MAJOR ROAD MAINT	211810	Retainage Payable	(15,390.00)	2025 ASPHALT OVERLAY PROGRAM
			CI2025003APP5	100	51125	PARK MAINTENANCE-Cash in Lieu	478300	Major Maint. Repair Projects	307,800.00	2025 ASPHALT OVERLAY PROGRAM
								Total Payment	**292,410.00**	
110590	09/10/25	BROWNSTEIN HYATT FARBER SCHRECK LLP	1047838	100	11200	COUNTY ATTORNEY	443200	Legal Services	10,920.60	LEGAL SERVICES
110591	09/10/25	BUILT FOR TEAMS INC	2432	100	800900	TECHNOLOGY FUND	444550	Software/Hardware Subscription	3,400.00	BUILT PLATFORM
110592	09/10/25	C3 INTERIORS LLC	I7367	296	861572	AMERICAN RESCUE PLAN ACT	472300	Improvements	59,248.25	HUMAN SERVICES FLOORING
110593	09/10/25	CATHOLIC CHARITIES OF CENTRAL COLORADO	202507	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	1,650.00	JUL 2025 SERVICES
110594	09/10/25	CEMEX MATERIALS INC	9452297528	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	6,921.50	BULK POWDER CEMENT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110595	09/10/25	CENTER COPY BOULDER, INC.	70707	100	21125	SUPPORT SERVICES	440100	Printing/Copying/Reports	183.75	BUSINESS CARDS
			70937	100	11400	COUNTY MANAGER	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
								Total Payment	**217.35**	
110596	09/10/25	CENTURY LINK	69677894/082425	100	18100	IT ADMINISTRATION	442400	Telephone/Communications	20.07	MILLER LONG DISTANCE AUG 2025
110597	09/10/25	CHURCH OF THE ROCK	073125	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	6,633.58	JUL 2025 SERVICES
110598	09/10/25	COLORADO COMMUNITY MEDIA	EN3X6P8A0001	230	800426	HAVANA/LINCOLN INTERSECT IMP	440200	Newspaper Notices/Advertising	56.73	LEGAL NOTICE
			WFUIOGAD0001	100	11300	BOARD OF EQUALIZATION	440200	Newspaper Notices/Advertising	27.06	LEGAL NOTICE
			8OBW90FK0005	100	11100	OFFICE OF THE BOARD	440200	Newspaper Notices/Advertising	804.10	LEGAL NOTICE
								Total Payment	**887.89**	
110599	09/10/25	COLORADO DEPARTMENT OF PUBLIC HEALTH	VR202600000000000293	217	46100	DC HEALTH DEPT ADMIN	345100	Vital Record Fees	7,201.00	VITAL RECORDS REFUND
			063025	217	861064	LPHA MINIGRANT FIREARM STORAGE	214400	Due to State - Auto Use Tax	19.54	FIREARM GRANT FUND
								Total Payment	**7,220.54**	
110600	09/10/25	CORE ELECTRIC COOPERATIVE	85017301/082125	200	31400	MAINTENANCE OF CONDITION	450210	Electric	110.22	SEDALIA SHOP
110601	09/10/25	CORE ELECTRIC COOPERATIVE	43469900/082025	100	32100	WASTE TRANSFER SITES	450210	Electric	55.71	7826 COUNTY LINE RD 67
110602	09/10/25	CRISIS CENTER	DV181857	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	9,131.00	JUL 2025 SERVICES
110603	09/10/25	DENVER DIRT WORKS INC	24562	200	800506	STORMWATER PRIORITY PROJECTS	473200	Roads, St., Drainage-Contr	247,758.00	LINCOLN RD STORM REPLACEMENT
110604	09/10/25	ELITE SURFACE INFRASTRUCTURE	CI2021032APP2	230	800117	CONTRACTED MAINTENANCE	473200	Road-St Drainage Construction	292,465.18	GRIGS RD PAVING
			CI2021032APP2RTNG	200	800100	CONTRACTED MAJOR ROAD MAINT	211810	Retainage Payable	(14,623.26)	GRIGS RD PAVING
								Total Payment	**277,841.92**	
110605	09/10/25	EMPLOYMENT LAW SOLUTIONS INC	AUG222025	100	17200	HR EMPLOYEE AND ORG DEVLP	446500	Other Training Services	1,200.00	TRAINING CLASS
110606	09/10/25	ENVIROTECH SERVICES INC	CD202520575	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	16,661.07	SOIL STABILIZATION MATERIALS
			CD202520576	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	10,752.15	SOIL STABILIZATION MATERIAL
			CD202520577	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	14,093.71	SOIL STABILIZATION MATERIAL
			CD202520578	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	4,104.92	SOIL STABILIZATION MATERIAL
								Total Payment	**45,611.85**	
110607	09/10/25	FELSBURG, HOLT AND ULLEVIG	45661	200	800506	STORMWATER PRIORITY PROJECTS	473100	Roads, St., Drainage-Eng.	8,832.50	CULVERT CROSSING DRAINAGE DESIGN SERVICES
110608	09/10/25	FIRESIDE MASONRY & CONSTRUCTION	1535	250	807004	HIDDEN MESA TRAILHEAD	444700	Other Repair & Maint. Service	7,350.00	HIDDEN MESA MAINTENANCE
110609	09/10/25	FLOCK SAFETY	INV70962	250	53500	OPEN SPACE	451200	Vehicle & Equip Rent/Lease	91,000.00	SECURITY CAMERAS
110610	09/10/25	FORSGREN ASSOCIATES INC	19039	100	890020	WATER INITIATIVES	443600	Other Professional Services	53,439.93	2050 DOUGLAS COUNTY WATER PLAN
110611	09/10/25	HEALTH MANAGEMENT ASSOCIATES	2112370000010	100	802031	HB22-1281 CYF SFY2025	443600	Other Professional Services	4,790.00	JUL 2025 YOUTH CARE COMPACT PROGRAM DEVELOPMENT
110612	09/10/25	HOME INSTEAD	HIPC0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA HI PERSONAL CARE 2025	2,099.75	DRCOG SENIOR PERSONAL CARE GRANT
			HIHMKR0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA HI HOMEMAKER 2025	6,965.25	DRCOG SENIOR HOMEMAKER GRANT
								Total Payment	**9,065.00**	
110613	09/10/25	HUMANE SOCIETY OF PIKES PEAK	SEP2025	100	55500	ANIMAL CONTROL	447460	Animal Control Services	43,921.67	SEP 2025 ANIMAL SERVICES
110614	09/10/25	KENNY, THOMAS F	071425-072925PERDIEM	100	21750	EMERGENCY SERVICES UNIT	445300	Travel Expense	3,374.45	FIRE ASSIGNMENT BACKFILL
110615	09/10/25	LANGUAGE TESTING INTERNATIONAL	L102111IN	100	44100	ADMINISTRATION BLOCK GRANT	447900	Recruitment Costs	126.00	LANGUAGE TESTING

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110616	09/10/25	LECOMPTE, BOBBY L	081625-081725	200	31600	ENG - TRAFFIC SIGNS/STRIPING	445300	Travel Expense	123.20	MILEAGE REIMBURSEMENT
110617	09/10/25	LOUVIERS WATER & SANITATION DISTRICT	25/081925	100	51100	PARK MAINTENANCE	450230	Water & Sewer	265.11	TRIANGLE PARK
			139/081925	100	51100	PARK MAINTENANCE	450230	Water & Sewer	2,993.43	DUPONT PARK
								Total Payment	**3,258.54**	
110618	09/10/25	LUTHERAN HIGH SCHOOL	SCHOOL SAFETY/082525	221	803021	SAFETY AND MENTAL HEALTH 1X	467100	Schools	3,778.07	SCHOOL SAFETY
110619	09/10/25	MACARAEG, EDEN-LE THI	071425-071725PERDIEM2	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	51.60	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
110620	09/10/25	MAINTENANCE RESOURCES	2508216	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	1,029.36	JANITORIAL SERVICES
110621	09/10/25	MCLAUGHLIN COUNSELING	FLEX217	210	44500	CHILD WELFARE	443600	Other Professional Services	2,400.00	TESTIMONY SERVICES
			ACCOURT220	210	44500	CHILD WELFARE	443200	Legal Services	225.00	TESTIMONY SERVICES
			ZW187	210	44500	CHILD WELFARE	443600	Other Professional Services	220.00	TESTIMONY SERVICES
			BBJLCOURT219	210	44500	CHILD WELFARE	443200	Legal Services	525.00	TESTIMONY SERVICES
			ZWCOURT218	210	44500	CHILD WELFARE	443200	Legal Services	939.06	TESTIMONY SERVICES
			BBCOURT272	210	44500	CHILD WELFARE	443200	Legal Services	343.75	TESTIMONY SERVICES
								Total Payment	**4,652.81**	
110622	09/10/25	MIURA, RICHARD	090825-091125PERDIEM	217	46100	DC HEALTH DEPT ADMIN	445300	Travel Expense	276.00	PUBLIC HEALTH IN THE ROCKIES CONFERENCE, KEYSTONE, CO
110623	09/10/25	MOTOROLA SOLUTIONS INC	8282181235	250	53500	OPEN SPACE	474350	Capital Com.SystemsRadio	1,492.17	RADIO PARTS
			8282122724	100	21125	SUPPORT SERVICES	433950	Communications Equip. Access.	(54.75)	RADIO PARTS REFUND
								Total Payment	**1,437.42**	
110624	09/10/25	MYTHICS LLC	243890	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	2,493.57	ORACLE DATABASE
110625	09/10/25	NATIONAL ASSOCIATION OF COUNTY HUMAN SERVICES	2025 MEMBERSHIP DUES	210	44100	ADMINISTRATION BLOCK GRANT	446300	Prof. Membership & Licenses	750.00	MEMBERSHIP DUES
110626	09/10/25	NATIONAL ELECTRICAL CONSTRUCTION INC	202501Q	250	53740	PARKS SALES & USE TAX - PARKS	443600	Other Professional Services	2,830.00	ELECTRICAL SERVICES
110627	09/10/25	NEW GMCO LLC	CD202520473	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	5,850.00	SOIL STABILIZATION MATERIAL
110628	09/10/25	OLDCASTLE INFRASTRUCTURE	110320095	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	505.00	STORM SEWER COVER AND RING
110629	09/10/25	OLS RESTORATION INC	1797	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	478200	Major Maint. of Assets	14,320.00	TRAFFIC SIGNAL PAINTING
110630	09/10/25	OLSSON INC	547471	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	85,496.99	DESIGN SERVICES - HIGHLANDS RANCH PKWY
110631	09/10/25	PALMER, NICOLE E	052825-080825	210	44500	CHILD WELFARE	445300	Travel Expense	117.32	MILEAGE REIMBURSEMENT
110632	09/10/25	PATTERSON TRANSCRIPTION COMPANY	110243	100	11200	COUNTY ATTORNEY	443200	Legal Services	178.35	TRANSCRIPTION SERVICES
110633	09/10/25	PAVLICEK, JUVAILA R	071625-071825PERDIEM	217	861451	WIC - WOMEN, INFANT, CHILDREN	445300	Travel Expense	165.60	WOMEN, INFANT, CHILDREN DIRECTORS CONFERENCE, BRECKENRIDGE, CO
110634	09/10/25	PINERY HOMEOWNERS ASSOCIATION	266	250	53500	OPEN SPACE	443350	Security Services	334.72	SECURITY PATROLS
110635	09/10/25	PRO FORCE LAW ENFORCEMENT	581195	220	22150	TRAFFIC SECTION	438200	C.A.-Firearms/Tasers	940.00	RIFLES
			581196	220	22100	PATROL-LEA	438200	C.A.-Firearms/Tasers	5,640.00	RIFLES
			581194	220	22500	IMPACT UNIT/LEA	438200	C.A.-Firearms/Tasers	940.00	RIFLES
			581193	100	21116	REGULATORY TRAINING	438200	C.A.-Firearms/Tasers	7,520.00	RIFLES
								Total Payment	**15,040.00**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110636	09/10/25	PROFESSIONAL DEVELOPMENT ACADEMY LLC	141924	100	19400	UI/WC/DISABILITY SELF-INS.	443600	Other Professional Services	595.00	LEADERSHIP TRAINING
110637	09/10/25	PSYCHOLOGICAL DIMENSIONS LLC	9835	100	21155	HIRING	447900	Recruitment Costs	3,225.00	PRE-EMPLOYMENT TESTING
110638	09/10/25	ROBERT HALF TECHNOLOGY	65330662	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	4,033.80	TEMPORARY POSITION - BUDGET
110639	09/10/25	ROCKSOL CONSULTING GROUP INC	519347	230	800998	US HWY 85 IMPROVEMENTS	443600	Other Professional Services	53,244.38	US 85 INSPECTION AND TESTING
			519347	230	800998	US HWY 85 IMPROVEMENTS	443600	Other Professional Services	25,431.85	US 85 INSPECTION AND TESTING
								Total Payment	**78,676.23**	
110640	09/10/25	SANDOVAL ELEVATOR COMPANY LLC	12004	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	8,025.00	ELEVATOR REPAIRS
110641	09/10/25	SCIORE, ALEXANDRA	070125-072925	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	136.43	MILEAGE REIMBURSEMENT
110642	09/10/25	SECURITY CENTRAL INC	1006223	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	362.50	SERVICE CALL
			1003733	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	244.00	SERVICE CALL
								Total Payment	**606.50**	
110643	09/10/25	SEIBOLD, ABIGAYLE	080425-082725	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	107.03	MILEAGE REIMBURSEMENT
110644	09/10/25	SOURCES INC	50365	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	452.51	CLOTHING
			50366	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	85.00	SCREEN PRINTING
			50366	200	31400	MAINTENANCE OF CONDITION	433510	PPE Personal Protection Equip	110.66	SAFETY VESTS
			50365	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	67.50	EMBROIDERY
								Total Payment	**715.67**	
110645	09/10/25	SOUTHLAND MEDICAL LLC	INV142869	100	23100	CORONER	433400	Operating Supplies	203.62	CORONER SUPPLIES
110646	09/10/25	SPRADLIN PRINTING INC	24183	100	11600	PUBLIC AFFAIRS	440100	Printing/Copying/Reports	209.00	WILDFIRE MITIGATION COMMUNICATION
			24186	100	55250	COUNTY FAIR	440100	Printing/Copy/Fair Mkt & Spon	705.00	RODEO DAY SHEETS
								Total Payment	**914.00**	
110647	09/10/25	TETRA TECH INC	52464410	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	795.00	HAZARD MITIGATION
110648	09/10/25	THE CROSSROADS GROUP LABOR RELATIONS CONSULTANTS	2939	100	11200	COUNTY ATTORNEY	443200	Legal Services	3,933.75	LEGAL SERVICES
110649	09/10/25	THE LITTLE CLINIC OF COLORADO	4436072025	217	861457	IMMUNIZATION & VACCINATN CHILD	443100	Medical, Dental & Vet Services	1,269.00	VACCINE SERVICES
110650	09/10/25	THIRDERA LLC	US4810000001103	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	AUG 2025 SERVICE NOW MANAGED SERVICES
110651	09/10/25	TRINITY SERVICES GROUP INC	3011500196	100	21500	DETENTION	447150	Inmate Meals	16,252.35	INMATE MEALS
110652	09/10/25	TRUE NORTH SURVEYING & MAPPING	TN250052	200	800506	STORMWATER PRIORITY PROJECTS	473100	Roads, St., Drainage-Eng.	1,700.00	LEGAL DESCRIPTIONS
110653	09/10/25	UNIFIRST CORPORATION	2260188375	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	56.06	UNIFORM SERVICE
			2260188315	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	225.68	UNIFORM SERVICE
								Total Payment	**281.74**	
110654	09/10/25	UNITED STATES POSTAL SERVICE	081525/EPS	100	12500	ELECTIONS AND REGISTRATION	439200	Postage & Delivery Svc.	20,000.00	POSTAGE
110655	09/10/25	VISITING ANGELS	VAHMKR0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA HOMEMAKER 2025	2,587.50	DRCOG SENIOR HOMEMAKER GRANT
			VAPC0725	100	861001	STATE SENIOR SERVICES GRANT	443600	OPS/OAA VA PERSONAL CARE 2025	6,509.00	DRCOG SENIOR PERSONAL CARE GRANT
								Total Payment	**9,096.50**	
110656	09/10/25	WAGNER EQUIPMENT COMPANY	D0370401	100	55250	COUNTY FAIR	444300	Equip Rental/Fair Admin	5,840.00	PORTABLE LIGHTS
			D0388501	100	55250	COUNTY FAIR	444300	Equip Rental/Fair Admin	3,886.50	TELEHANDLER
			D0361001	100	55250	COUNTY FAIR	444300	Equip Rental/Fair Admin	4,017.25	SCISSOR LIFTS

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
			D0375001	100	55250	COUNTY FAIR	444300	Equip Rental/Fair Admin	1,560.00	EVAPORATOR COOLERS
			D0297901	100	55250	COUNTY FAIR	444300	Equip Rental/Fair Admin	1,849.38	GENERATOR
								Total Payment	**17,153.13**	
110657	09/10/25	WALKER-SHORT, ELIZABETH	090825-091125PERDIEM	217	46200	EMERGENCY PREP/DISEASE CONTROL	445300	Travel Expense	202.40	PUBLIC HEALTH IN THE ROCKIES CONFERENCE, KEYSTONE, CO
110658	09/10/25	WEBOLUTIONS INC	INV55471	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	6,650.00	WEBSITE MARKETING
110659	09/10/25	WESTERN PAPER DISTRIBUTORS	5248865	100	19125	FACILITIES MANAGEMENT	433900	Janitorial Supplies	5,290.50	JANITORIAL SUPPLIES
110660	09/10/25	WESTON, GARY L	080225-082725	296	861577	ARPA-REVENUE REPLACEMENT	443600	OPS/Veterans MH	975.00	AUG 2025 VSO STIPEND
529141	09/09/25	ADAMSON POLICE PRODUCTS	INV438909	100	21116	REGULATORY TRAINING	433700	Firearm Supplies	16,115.69	AMMUNITION
529142	09/09/25	ANDREWS CLEANER INC	294679	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Rodeo	238.98	UNIFORMS
529143	09/09/25	ANGELSENSE INC	38167	100	803077	Angel Sense Program	444550	Software/Hardware Subscription	542.95	ANNUAL SUBSCRIPTION
529144	09/09/25	CLARK, RAND M	051425-052925	100	16400	COMMUNITY SERVICES	445300	Travel Expense	134.05	MILEAGE REIMBURSEMENT
			070925-073025	100	861549	COMMUNITY SERVICES BLOCK GRANT	445300	Travel Expense/CSBG PY 2024	110.67	MILEAGE REIMBURSEMENT
			060425-063025	100	16400	COMMUNITY SERVICES	445300	Travel Expense	74.55	MILEAGE REIMBURSEMENT
			070925-073025	100	16400	COMMUNITY SERVICES	445300	Travel Expense	91.70	MILEAGE REIMBURSEMENT
								Total Payment	**410.97**	
529145	09/09/25	COLORADO GARAGE DOOR SERVICE	124305	100	19125	FACILITIES MANAGEMENT	436600	Other Repair & Maint. Supplies	513.28	MAINTENANCE SUPPLIES
529146	09/09/25	COLORADO PUBLIC HEALTH ASSOCIATION	200001712	217	861057	TPEP - TOBACCO PREV & ED PROG	446100	Conference,Seminar, Train Fees	649.00	PUBLIC HEALTH IN THE ROCKIES CONFERENCE, KEYSTONE, CO
529147	09/09/25	DEEP ROOTS CRAFTSMEN	9RTNG	250	807018	SPRING VALLEY	211810	Retainage Payable	(2,024.86)	SPRING VALLEY SCHOOL
			9	250	807018	SPRING VALLEY	472300	Improvements	40,497.20	SPRING VALLEY SCHOOL
								Total Payment	**38,472.34**	
529148	09/09/25	DENVER HEALTH & HOSPITAL AUTHORITY	G112792	217	861457	IMMUNIZATION & VACCINATN CHILD	443100	Medical, Dental & Vet Services	4,720.00	VACCINE SERVICES
529149	09/09/25	DERTZ, DAN	040725	250	53500	OPEN SPACE	433220	Food & Beverage Supplies	96.93	CATERED MEAL REIMBURSEMENT
529150	09/09/25	EATON SALES AND SERVICE LLC	202970IN	100	19910	FLEET MAINTENANCE	444700	Other Repair & Maint. Service	804.22	FLEET SERVICES
529151	09/09/25	ELBERT WATER & SANITATION DISTRICT	INV0JULY2025	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	812.50	BULK WATER ROAD MAINTENANCE
529152	09/09/25	FOLEY HOAG LLP	4233023	100	11200	COUNTY ATTORNEY	443200	Legal Services	1,455.60	LEGAL SERVICES
529153	09/09/25	FRONTIER BUSINESS PRODUCTS	987829	295	861305	RMHIDTA INTELLIGENCE	444500	Software/Hardware Supp./Maint.	3,192.00	IT & NETWORK SUPPORT
529154	09/09/25	HAMILTON, JEFFREY A	082125	100	11300	BOARD OF EQUALIZATION	443200	Legal Services	340.00	ABATEMENT HEARINGS
529155	09/09/25	HAMRE, RODRIGUEZ, OSTRANDER & PRESCOTT	3144	100	11200	COUNTY ATTORNEY	443200	Legal Services	605.00	LEGAL SERVICES
529156	09/09/25	HIGHPOINTE SERVICES LTD	DDMLAUG25	100	45100	DEVELOPMENTAL DISABILITIES-ADM	465200	DD Grant	30,500.00	DEVELOPMENTAL DISABILITY GRANT
529157	09/09/25	HIXON MANUFACTURING & SUPPLY COMPANY	INV165885	200	31640	PVMNT MGT CONTRACT MNT OF COND	433400	Operating Supplies	163.60	TRIPOD FLAGGING POLE
529158	09/09/25	HOFFEY, ELLIE	1	100	11600	PUBLIC AFFAIRS	443655	Video Production Services	850.00	VIDEO SERVICES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
529159	09/09/25	IMAGEFIRST	266842976	100	23100	CORONER	443600	Other Professional Services	63.73	LAUNDRY SERVICE
529160	09/09/25	J&H SERVICES LLC	825	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	370.00	SCREENING SERVICES
529161	09/09/25	KINSCO LLC	1111660	100	16200	PLANNING & ZONING SERVICES	433500	Clothing & Uniforms	579.00	APPAREL FOR ZONING
			1111661	100	16200	PLANNING & ZONING SERVICES	433500	Clothing & Uniforms	46.00	APPAREL FOR ZONING
								Total Payment	**625.00**	
529162	09/09/25	KRONHART, JOHN CRAIG	072825-073025	100	15100	FINANCE ADMINISTRATION	445300	Travel Expense	45.06	MILEAGE REIMBURSEMENT
529163	09/09/25	LUJAN, ELIZABETH RENEE	081125	100	12400	MOTOR VEHICLE	445300	Travel Expense	12.88	MILEAGE REIMBURSEMENT
529164	09/09/25	MILE HIGH COURT REPORTING & VIDEO INC	7785	100	11200	COUNTY ATTORNEY	443200	Legal Services	461.30	DEPOSITION SERVICES
529165	09/09/25	MOMENTUM TELECOM INC	594310	295	861300	RMHIDTA MGMT & COORDINATION	442400	Telephone/Communications	227.25	TELECOM SERVICES
			594310	295	861305	RMHIDTA INTELLIGENCE	442400	Telephone/Communications	292.18	TELECOM SERVICES
			594310	295	861350	RMHIDTA TRAINING	442400	Telephone/Communications	129.86	TELECOM SERVICES
								Total Payment	**649.29**	
529166	09/09/25	NATIONAL FIRE & SAFETY INC	10008758	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	934.00	EXTINGUISHER INSPECTION
			10008687	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	5,367.40	EXTINGUISHER INSPECTION
								Total Payment	**6,301.40**	
529167	09/09/25	PEDALPOINT LIFECYCLE SOLUTIONS	INV13907	275	32500	SOLID WASTE DISPOSAL	450240	Waste Disposal Services	20,248.20	ELECTRONICS RECYCLING
529168	09/09/25	QDC RANCH SERVICES LLC	2376	250	53500	OPEN SPACE	447500	Other Purchased Services	2,970.00	WILDLIFE MITIGATION
529169	09/09/25	ROCKY MOUNTAIN BOTTLED WATER	1032613	223	28001	DA 23RD - DISTRICT MO ALLOC	433220	Food & Beverage Supplies	36.95	WATER FILTER SYSTEM
			1032586	223	28001	DA 23RD - DISTRICT MO ALLOC	433220	Food & Beverage Supplies	36.95	WATER FILTER SYSTEM
								Total Payment	**73.90**	
529170	09/09/25	RODRIGUEZ, ABIGAIL	DC002575	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	200.00	SECURITY DEPOSIT REFUND
529171	09/09/25	SCHRAMM, SANDRA A	71725	223	28001	DA 23RD - DISTRICT MO ALLOC	443630	Transcription Services -not PH	313.20	TRANSCRIPTION SERVICES
529172	09/09/25	SHERIDAN BUCKLE CO LLC	D73746	100	55250	COUNTY FAIR	447850	County Fair Awards	399.90	2025 FAIR & RODEO AWARDS
529173	09/09/25	SITEONE LANDSCAPE SUPPLY LLC	156063428001	100	51125	PARK MAINTENANCE-Cash in Lieu	436600	Other Repair & Maint. Supplies	772.50	LANDSCAPE MULCH
529174	09/09/25	STATE OF COLORADO	51642	100	12400	MOTOR VEHICLE	444400	Service Contracts	4,908.76	JUL 2025 SERVICE CONTRACTS
			51642	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	14,600.49	JUL 2025 POSTAGE
								Total Payment	**19,509.25**	
529175	09/09/25	SUNSTATE EQUIPMENT COMPANY LLC	13667435001	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	107.82	PROPANE
529176	09/09/25	WARNE CHEMICAL & EQUIPMENT COMPANY	11032606	200	31550	WEED CONTROL	436200	Equip. & Motor Vehicle Parts	293.96	SPRAYER PARTS
			11032244	200	31550	WEED CONTROL	436200	Equip. & Motor Vehicle Parts	68.15	SPRAYER PARTS
								Total Payment	**362.11**	
529177	09/09/25	WOODMOOR MOUNTAIN HOMEOWNERS ASSOCIATION	082725	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/CO Forest Services	17,689.57	WILDFIRE MITIGATION PROGRAM
529178	09/09/25	BOZARTH, TAMMY J	080525-081025	100	21105	ACCREDITATION	445300	Travel Expense	153.42	COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES CONFERENCE, LITTLE ROCK, AR
529179	09/09/25	CHAPMAN, DOUG	072425-082125	100	18100	IT ADMINISTRATION	445300	Travel Expense	33.95	MILEAGE REIMBURSEMENT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
529180	09/09/25	O'CONNELL, LETA	080525-081025	100	21105	ACCREDITATION	445300	Travel Expense	174.68	COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES CONFERENCE, LITTLE ROCK, AR
529181	09/09/25	PATTERSON, STEVEN	092425-092525PERDIEM	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	104.00	SNOW AND ICE REMOVAL CONFERENCE, LOVELAND, CO
529182	09/09/25	SUNSET QUALITY POOLS	DV2025203	200	200	ROAD AND BRIDGE	221630	Escrow Payable	2,500.00	ESCROW RELEASE
								Grand Total:	**1,908,076.93**	

HANDWRITES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110542	08/29/25	BLACK HILLS ENERGY	3383073735/082225	100	19150	JUSTICE CENTER FACILITY MGMT	450220	Gas	10,629.36	4000 JUSTICE WAY
110543	08/29/25	BLACK HILLS ENERGY	7210915724/082225	100	19100	FACILITIES ADMINISTRATION	450220	Gas	176.18	301 WILCOX ST
110544	08/29/25	CORE ELECTRIC COOPERATIVE	26009300/082025	100	55200	FAIRGROUND OPERATIONS	450210	Electric	5,401.26	500 FAIRGROUNDS RD - FG INDOOR ARENA
110545	08/29/25	CORE ELECTRIC COOPERATIVE	26013603/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	2,817.07	125 STEPHANIE PL
110546	08/29/25	CORE ELECTRIC COOPERATIVE	27214600/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	3,111.59	2965 US HWY 85
110547	08/29/25	CORE ELECTRIC COOPERATIVE	27620100/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	8,340.65	4400 CASTLETON CT
110548	08/29/25	CORE ELECTRIC COOPERATIVE	81003200/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	93.93	THIRD ST & ELBERT - HHS LIGHTS
110549	08/29/25	CORE ELECTRIC COOPERATIVE	81557601/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	5,553.75	301 N WILCOX ST
110550	08/29/25	CORE ELECTRIC COOPERATIVE	87010703/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	2,137.01	PUBLIC WORKS OPERATION
110551	08/29/25	CORE ELECTRIC COOPERATIVE	87132101/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	5,987.32	3030 N INDUSTRIAL WAY
110552	08/29/25	CORE ELECTRIC COOPERATIVE	87141407/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,571.69	3020 N INDUSTRIAL WAY
110553	08/29/25	CORE ELECTRIC COOPERATIVE	87172507/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,258.27	3026 N INDUSTRIAL WAY
110554	08/29/25	CORE ELECTRIC COOPERATIVE	95493122/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	3,278.04	5747 E PETERSON RD
110555	08/29/25	CORE ELECTRIC COOPERATIVE	95535968/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	1,700.77	9040 TAMMY LANE
110556	08/29/25	CORE ELECTRIC COOPERATIVE	95565859/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	648.68	410 S WILCOX ST
110557	08/29/25	CORE ELECTRIC COOPERATIVE	25760600/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	3,554.77	410 FAIRGROUNDS RD
110558	08/29/25	CORE ELECTRIC COOPERATIVE	21845501/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	12,587.89	100 THIRD ST - PS MILLER
110559	08/29/25	CORE ELECTRIC COOPERATIVE	23511300/082025	100	55200	FAIRGROUND OPERATIONS	450210	Electric	8,309.55	500 FAIRGROUNDS RD - FG EVENTS CENTER
110560	08/29/25	CORE ELECTRIC COOPERATIVE	21078600/082025	100	19920	FLEET-CAR WASH FACILITY	450210	Electric	619.71	3030 N INDUSTRIAL WAY
110564	09/02/25	AMERICAN TOWER CORPORATION	SEP2025	100	19150	JUSTICE CENTER FACILITY MGMT	451100	Building/Land Lease/Rent	3,422.00	SEP 2025 LEASE - SEDALIA TOWER
110565	09/02/25	BLACK HILLS ENERGY	7843906157/082225	100	19100	FACILITIES ADMINISTRATION	450220	Gas	383.47	301 WILCOX ST
110566	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/011325	250	807011	SANDSTONE RANCH	450210	Electric	20.20	SANDSTONE RANCH
110567	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/040925	250	807011	SANDSTONE RANCH	450210	Electric	20.20	SANDSTONE RANCH
110568	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/051225	250	807011	SANDSTONE RANCH	450210	Electric	30.06	SANDSTONE RANCH
110569	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/061025	250	807011	SANDSTONE RANCH	450210	Electric	30.06	SANDSTONE RANCH
110570	09/02/25	CORE ELECTRIC COOPERATIVE	95694350/082025	100	19100	FACILITIES ADMINISTRATION	450210	Electric	277.03	410 S WILCOX ST
110571	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/021125	250	807011	SANDSTONE RANCH	450210	Electric	20.20	SANDSTONE RANCH
110572	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/081225	250	807011	SANDSTONE RANCH	450210	Electric	30.06	SANDSTONE RANCH

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
110573	09/02/25	CORE ELECTRIC COOPERATIVE	95557336/070925	250	807011	SANDSTONE RANCH	450210	Electric	30.06	SANDSTONE RANCH
110574	09/02/25	GRAINGER	9490094167	100	19125	FACILITIES MANAGEMENT	436600	Other Repair & Maint. Supplies	454.15	FACILITIES SUPPLIES
110575	09/02/25	HW HOUSTON CONSTRUCTION LLC	2025APP6RTNGREL	250	53760	PARKS SALES & USE TAX-COLUMBIN	211810	Retainage Payable	3,370.65	COLUMBINE OPEN SPACE RESTORATION
110576	09/02/25	PINERY WATER DISTRICT	4310/080725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	24.46	BAYOU GULCH FOUNTAIN
110577	09/02/25	SCHLOSSER SIGNS INC	IN007611	200	31400	MAINTENANCE OF CONDITION	443600	Other Professional Services	740.00	TRAFFIC SIGN
529133	08/28/25	VICTIMS COMPENSATION BOARD	082725	223	862305	DA23 - Fed VOCA Vic Comp (566)	443600	Other Professional Services	5,000.00	AUG 2025 VICTIM COMPENSATION FUND
529137	08/29/25	COLORADO SURGICAL & CRITICAL CARE ASSOCIATES	DISP1276901	640	19475	MEDICAL SELF INSURANCE	458600	Self-Insurance Claims	3,719.50	INSURANCE CLAIM
529138	08/29/25	DEEP ROOTS CRAFTSMEN	8RTNG	250	807018	SPRING VALLEY	211810	Retainage Payable	(2,955.69)	SPRING VALLEY SCHOOL RESTORATION
			8	250	807018	SPRING VALLEY	472300	Improvements	59,113.83	SPRING VALLEY SCHOOL RESTORATION
								Total Payment	**56,158.14**	
529139	08/29/25	UNITED STATES POSTAL SERVICE	082625	210	44900	CHILD SUPPORT ENFORCEMENT	439200	Postage & Delivery Svc.	3,000.00	POSTAGE
529140	08/29/25	XCEL ENERGY	5321350461/081425	200	31400	MAINTENANCE OF CONDITION	450220	Gas	52.03	5469 CLAY ST
								Grand Total:	**154,559.76**	

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Ashley Chamberlain, Paralegal

DESCRIPTION: Resolution Approving the Recommendation of the Abatement Hearing Referee.

SUMMARY: On August 21, 2025 Referee Jeffrey Hamilton conducted abatement hearings on behalf of the Board of County Commissioners pursuant to the authority granted by Resolution No. R-008-083. The attached resolution approves the referee's recommendations and orders a separate resolution be prepared for each abatement petition and to notify the petitioners of the Board's decision.

RECOMMENDED ACTION: Approve Resolution.

REVIEW:

Jeff Garcia	Approve	9/2/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

Abatement Approval Resolution - August 2025
Abatement Approval Resolution Attachment

RESOLUTION NO. R-025-_____

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

A RESOLUTION APPROVING THE RECOMMENDATIONS
OF THE ABATEMENT HEARINGS REFEREE

WHEREAS, pursuant to Resolution No. R-008-083, A Resolution Appointing Independent Referees to Conduct Abatement Hearings on Behalf of the Board of County Commissioners Beginning July 1, 2008, the Board finds as follows:

1. Referee Jeffrey Hamilton heard abatement petitions on August 21, 2025; and

2. After hearing all the evidence, Referee Hamilton makes the recommendations contained in the attached Referee Worksheets for the following Abatement Numbers:

Abatement Nos.	**Petitioner(s)**
202500078	Joshua & Deborah Beals
202500079	Joshua & Deborah Beals
202500193	19201 E. Lincoln LLC
202500194	19201 E. Lincoln LLC

3. Having reviewed the recommendations of Referee Hamilton, the Board of County Commissioners ("Board") approves his findings and recommendations.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Board accepts the recommendations of Referee Hamilton and orders that a separate resolution be prepared for each abatement petition contained in the attached worksheets and to notify the petitioners of this decision.

PASSED AND ADOPTED this 9th day of September 2025 in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:_____
ABE LAYDON, Chair

ATTEST:

_____
HAYLEY HALL, Deputy Clerk

DOUGLAS COUNTY ABATEMENT HEARING
REFEREE WORKSHEET

Petitioner: Joshua and Deborah Beals Agent:

Parcel No.: R0402600 Abatement Number: 202500078 & 202500079

Assessor's Original Value: $784,149 (2023 & 2024)

Hearing Date: August 21, 2025 Hearing Time: 9:00 a.m.

1. The Douglas County Assessor was represented at the hearing by Lisa Dyer

2. The Petitioner was:
   a. ☐ present
   b. ☒ not present
   c. ☐ present/represented by Click here to enter text.
   d. ☐not present/represented by Click here to enter text.

3. Assessor's Recommended Value: $784,149 (No change)

   Petitioner's Requested Value: $525,633 (2023 & 2024)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner provided eleven comparable unadjusted sales ranging in sale date from 5/2/2020 to 9/7/2021 with sales prices between $515,000 and $645,000. They requested that the value be reduced to $525,633.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

a. ☒data from sales of comparable properties which sold during the applicable time period; and /or
b. ☐valuation using the cost approach; and/or
c. ☐a valuation using the income approach; and/or
d. ☐other Click here to enter text.

THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:

Classification: (1212) Single Family Residential

Total Actual Value: $784,149 (No change for 2023 and 2024)

Reasons are as follows: The petitioner's sales were raw sales with no adjustments for characteristics or time. The assessor included three of the petitioner's sales along with two other sales all with appropriate time and characteristic adjustments. These five adjusted sales formed a tight range and support the assessor's assigned value. Petition denied.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

a. ☐Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein

b. ☐ Approved in part as set forth in the Findings and Recommendations herein

c. ☒ Denied after abatement hearing

d. ☐ Administrative Denial is Granted

REFEREE:

s/ Jeffrey Hamilton *8-21-2025*
Name Date

Abatement Log No. 202500078 & 202500079

DCASSESSOR
APR 04 2025 RCD

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received _____
(Use Assessor's or Commissioners' Date Stamp)

Section I: Petitioner, please complete Section I only.

Date: April 1, 2025
Month Day Year

2025000078 - 2023
2025000079 - 2024

Petitioner's Name: Debbrah and Joshua Beals

Petitioner's Mailing Address: 11162 Tamarron Ct.

Parker CO 80138
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)
R0402600

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
11162 Tamarron Ct.
Parker, CO 80138

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

erroneous valuation. Thank-you!

Petitioner's estimate of value: $525,633 (2023) and $525,633 (2024)
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

DBeals
Petitioner's Signature

Phone Number (303) 862-2951 Email debanne-26@hotmail.com

By _____
Agent's Signature*

Phone Number (___) _____ Email _____

*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S.,denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II:

Assessor's Recommendation
(For Assessor's Use Only)

Tax Year _____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Tax Year _____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

☐ **Assessor recommends approval as outlined above.**

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: _____ Protest? ☐ No ☐ Yes (If a protest was filed, please attach a copy of the NOD.)

Tax year: _____ Protest? ☐ No ☐ Yes (If a protest was filed, please attach a copy of the NOD.)

☐ **Assessor recommends denial for the following reason(s):**

_____
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/15

FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY
(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

Section III: **Written Mutual Agreement of Assessor and Petitioner**
(Only for abatements up to $10,000)

The Commissioners of _____ County authorize the Assessor by Resolution No. _____ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of $10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:

Tax Year_____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Tax Year_____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner Signature:_____ **Date:**_____

Assessor's or Deputy Assessor's Signature: _____ **Date:**_____

Section IV: **Decision of the County Commissioners**
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of _____ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year)_____/_____/_____, at which meeting there were present the following members:

_____with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor

_____ ***(being present--not present)*** and Petitioner_____
Name Name

(***being present--not present)***, and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board ***(agrees--does not agree)*** with the recommendation of the Assessor and the petition be ***(approved--approved in part--denied)*** with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund

_____
Chairperson of the Board of County Commissioners' Signature

I, _____County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County

this _____ day of_____, _____. _____
Month Year County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than $10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

Section V: **Action of the Property Tax Administrator**
(For all abatements greater than $10,000)

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

☐ Approved ☐ Approved in part $_____ ☐ Denied for the following reason(s):

_____ _____ _____
Secretary's Signature Property Tax Administrator's Signature Date

15-DPT-AR No. 920-66/15

1 / 29

$515,000

Closed

Listing ID: **6161815**

View Public Record

List Date: **07/02/20**

Original List Price: **$530,000**

Close Date: **08/28/20**

Single Family Residence/House,
5 Beds, **3** Baths, **Two** Levels,
4,085 SqFt Total / **2,687** SqFt Fin,
Built in **1999, 0.22** Acres / **9,448** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$908.00,**
Annual Tax **$2,953 / 2019**

10914 Eagle Run Drive
Parker, CO 80138

All information courtesy of Natalie Jones

1 / 32

$555,000

Closed

Listing ID: **7499693**

View Public Record

List Date: **05/02/20**

Original List Price: **$555,000**

Close Date: **06/12/20**

Single Family Residence/House,
4 Beds, **3** Baths, **Two** Levels,
4,009 SqFt Total / **2,827** SqFt Fin,
Built in **2001, 0.21** Acres / **9,060** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA
Fee **$2,000.00,** Annual
Tax **$3,877 / 2019**

11516 Canterberry Lane
Parker, CO 80138

1 / 39

$550,000

Closed

Listing ID: **1889880**

View Public Record

List Date: **10/06/20**

Original List Price: **$550,000**

Close Date: **10/23/20**

Single Family Residence/House,
5 Beds, **5** Baths, **Two** Levels,
3,878 SqFt Total / **3,826** SqFt Fin,
Built in **2004, 0.20** Acres / **8,712** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$912.00,**
Annual Tax **$4,488 / 2019**

22647 Thorngate Place
Parker, CO 80138

1 / 39

$565,000

Closed

Listing ID:**4271100**

View Public Record

List Date: **05/19/20**

Original List Price: **$565,000**

Close Date: **10/15/20**

Single Family Residence/House,
5 Beds, **4** Baths, **Two** Levels,
4,175 SqFt Total / **3,796** SqFt Fin,
Built in **2005, 0.11** Acres / **4,792** SqFt,
Douglas RE-1 School District,
2 Parking Total, **2** Garage Spaces
HOA **Yes,** Annual HOA Fee **$865.00,**
Annual Tax **$4,684 / 2019**

11820 Mill Valley Street
Parker, CO 80138

1 / 28

$555,000

Closed

Listing ID:**6284022**

View Public Record

List Date: **10/01/20**

Original List Price: **$540,000**

Close Date: **11/04/20**

Single Family Residence/House,
4 Beds, **3** Baths, **Two** Levels,
3,440 SqFt Total / **2,679** SqFt Fin,
Built in **1999, 0.17** Acres / **7,575** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$908.00,**
Annual Tax **$2,826 / 2019**

22413 Quail Run Lane
Parker, CO 80138

1 / 40

$635,000

Closed

Listing ID:**9933780**

View Public Record

List Date: **03/30/21**

Original List Price: **$625,000**

Close Date: **05/07/21**

Single Family Residence/House,
6 Beds, **4** Baths, **Two** Levels,
3,515 SqFt Total / **3,444** SqFt Fin,
Built in **1999, 0.17** Acres / **7,405** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$908.00,**
Annual Tax **$3,090 / 2019**

22353 Eagle Run Lane
Parker, CO 80138

1 / 30

$632,000

Closed

Listing ID:**4725504**

View Public Record

List Date: **01/15/21**

Original List Price: **$600,000**

Close Date: **02/12/21**

Single Family Residence/House,
5 Beds, **4** Baths, **Two** Levels,
3,891 SqFt Total / **3,472** SqFt Fin,
Built in **2001,**
0.56 Acres / **24,176** SqFt, **Douglas**
RE-1 School District, **3** Parking Total,
3 Garage Spaces
HOA **Yes,** Annual HOA Fee **$876.00,**
Annual Tax **$3,373 / 2019**

22485 Pebble Brook Lane
Parker, CO 80138

1 / 40

$640,000

Closed

Listing ID: **5257718**

View Public Record

List Date: **02/04/21**

Original List Price: **$630,000**

Close Date: **04/09/21**

Single Family Residence/House,
5 Beds, **4** Baths, **Two** Levels,
3,764 SqFt Total / **3,496** SqFt Fin,
Built in **2003, 0.18** Acres / **7,623** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$888.00,**
Annual Tax **$4,387 / 2020**

23212 Song Bird Hills Way
Parker, CO 80138

1 / 37

$635,000

Closed

Listing ID: **5101514**

View Public Record

List Date: **09/07/21**

Original List Price: **$625,000**

Close Date: **10/27/21**

Single Family Residence/House,
4 Beds, **3** Baths, **Two** Levels,
3,536 SqFt Total / **2,672** SqFt Fin,
Built in **1999, 0.17** Acres / **7,492** SqFt,
Douglas RE-1 School District,
3 Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$916.00,**
Annual Tax **$3,612 / 2020**

23922 Glenmoor Drive
Parker, CO 80138

1 / 31

$645,000

Closed

Listing ID:**6205669**

View Public Record

List Date: **06/03/21**

Original List Price: **$650,000**

Close Date: **07/12/21**

Single Family Residence/House,
4 Beds, **4** Baths, **Two** Levels,
4,378 SqFt Total / **2,861** SqFt Fin,
Built in **2000,**
0.26 Acres / **11,326** SqFt, **Douglas RE-1** School District, **3** Parking Total, **3** Garage Spaces
HOA **Yes,** Annual HOA Fee **$876.00,**
Annual Tax **$3,215 / 2021**

22165 Pebble Brook Lane
Parker, CO 80138

1 / 31

$645,000

Closed

Listing ID:**6350521**

View Public Record

List Date: **06/17/21**

Original List Price: **$625,000**

Close Date: **07/23/21**

Single Family Residence/House,
4 Beds, **3** Baths, **Two** Levels,
4,203 SqFt Total / **2,783** SqFt Fin,
Built in **2002, 0.17** Acres / **7,405** SqFt,
Douglas RE-1 School District,
2 Parking Total, **2** Garage Spaces
HOA **Yes,** Annual HOA Fee **$918.00,**
Annual Tax **$3,695 / 2020**

24043 E Winter Springs Place
Parker, CO 80138

Transmittal Sheet for Abatement #: 202500078

Abatement #	202500078	**Staff Appraiser**	LRD
Tax Year	2023	**Review Appraiser**	BAF
Date Received	4/4/2025	**Recommendation**	Deny
Petitioner	JOSHUA KANE BEALS & DEBORAH ANNE BEALS	**Reason**	Data collected from the preceding 24 month study period supports the current assessment on your property.
Agent			
Petitioner's Request	Value Too High		
Petitioner's Requested Value	$525,633	**Assessor Final Review Value**	$784,149

The subject is an average quality, average condition, 2-story home at 11162 Tamarron Ct., Parker. The Petitioner is appealing the 2023 valuation and requesting a value of $525,633. The Petitioner submitted eleven comparable properties and nine were within the statutory study period of 7/1/2020 to 6/30/2022. Three of the provided comparable properties were used. The adjusted comparable sales range is from $751,000 to $836,000. Based on the adjusted comparable sales, the market analysis indicates no adjustment to the 2023 market value.

Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0402600	1112	2633	$178,378	$0	$178,378	6.700%	$11,950	10.3899%	$1,241.59
	1212	2633	$605,771	($55,000)	$550,771	6.700%	$36,900	10.3899%	$3,833.87
	Account Total:		**$784,149**	**($55,000)**	**$729,149**		**$48,850**		**$5,075.46**

Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0402600	1112	2633	$178,378	$0	$178,378	6.700%	$11,950	10.3899%	$1,241.59
	1212	2633	$605,771	($55,000)	$550,771	6.700%	$36,900	10.3899%	$3,833.87
	Account Total:		**$784,149**	**($55,000)**	**$729,149**		**$48,850**		**$5,075.46**

Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0402600	$784,149	$48,850	$5,075.46	$784,149	$48,850	$5,075.46	$0.00
Totals	**$784,149**	**$48,850**	**$5,075.46**	**$784,149**	**$48,850**	**$5,075.46**	**$0.00**

*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0402600	SB-001 Residential 55k Exemption	($55,000)

Transmittal Sheet for Abatement #: 202500079

Abatement #	202500079	**Staff Appraiser**	LRD
Tax Year	2024	**Review Appraiser**	BAF
Date Received	4/4/2025	**Recommendation**	Deny
Petitioner	JOSHUA KANE BEALS & DEBORAH ANNE BEALS	**Reason**	Data collected from the preceding 24 month study period supports the current assessment on your property.
Agent			
Petitioner's Request	Value Too High		
Petitioner's Requested Value	$525,633	**Assessor Final Review Value**	$784,149

The subject is an average quality, average condition, 2-story home at 11162 Tamarron Ct., Parker. The Petitioner is appealing the 2024 valuation and requesting a value of $525,633. The Petitioner submitted eleven comparable properties and nine were within the statutory study period of 7/1/2020 to 6/30/2022. Three of the provided comparable properties were used. The adjusted comparable sales range is from $751,000 to $836,000. Based on the adjusted comparable sales, the market analysis indicates no adjustment to the 2024 market value.

Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0402600	1112	2633	$178,378	$0	$178,378	6.700%	$11,950	10.2854%	$1,229.11
	1212	2633	$605,771	($55,000)	$550,771	6.700%	$36,900	10.2854%	$3,795.31
	Account Total:		**$784,149**	**($55,000)**	**$729,149**		**$48,850**		**$5,024.42**

Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0402600	1112	2633	$178,378	$0	$178,378	6.700%	$11,950	10.2854%	$1,229.11
	1212	2633	$605,771	($55,000)	$550,771	6.700%	$36,900	10.2854%	$3,795.31
	Account Total:		**$784,149**	**($55,000)**	**$729,149**		**$48,850**		**$5,024.42**

Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0402600	$784,149	$48,850	$5,024.42	$784,149	$48,850	$5,024.42	$0.00
Totals	**$784,149**	**$48,850**	**$5,024.42**	**$784,149**	**$48,850**	**$5,024.42**	**$0.00**

*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0402600	SB-001 Residential 55k Exemption	($55,000)

TOBY DAMISCH

DOUGLAS COUNTY ASSESSOR'S OFFICE

VALUATION SUMMARY

OF
RESIDENTIAL IMPROVED PROPERTY

FOR
Douglas County Board of County Commissioners

JOSHUA KANE BEALS & DEBORAH ANNE BEALS
PETITIONER

Vs.

DOUGLAS COUNTY ASSESSOR'S OFFICE
RESPONDENT

Parcel Number: 2235-193-02-036
Schedule Number: R0402600
Appeal Number: 202500078
Appraisal Date: June 30, 2022
Assessment Date: January 1, 2023
Report Date: 5/13/2025

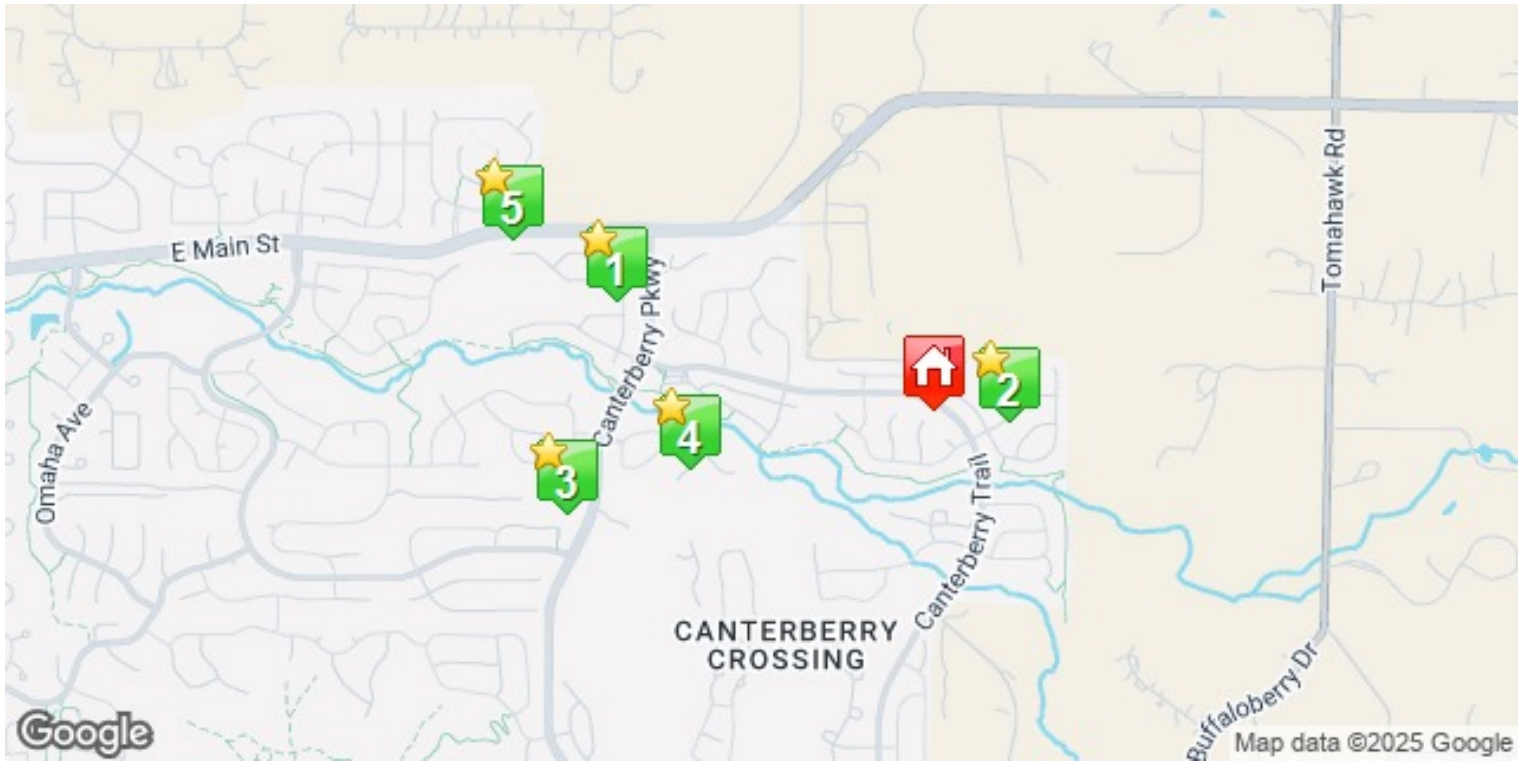
2023 NOV Value: $784,149

Indicated Value: - $784,149

The subject is an average quality, average condition, 2-story home at 11162 Tamarron Ct., Parker. The Petitioner is appealing the 2023 valuation and requesting a value of $525,633. The Petitioner submitted eleven comparable properties and nine were within the statutory study period of 7/1/2020 to 6/30/2022. Three of the provided comparable properties were used. The adjusted comparable sales range is from $751,000 to $836,000. Comparable 1 required only a land adjustment and Comparable 2 is a model match with an unfinished basement and land adjustment. Comparable 3 brackets the high end of the subject's lot size. Comparables 4 and 5 were added as end of study period sales. Most weight was given to Comparables 1, 2 and 4 for similar above grade square feet and condition. Based on the adjusted comparable sales, the market analysis indicates no adjustment to the 2023 market value, which is at $784,149.

11162 TAMARRON CT

R0402600



The Office of the Douglas County Assessor

	Subject	Comp #1	Net Adj	Comp #2	Net Adj	Comp #3	Net Adj	Comp #4	Net Adj	Comp #5	Net Adj
State Parcel											
Parcel ID	R0402600	R0409052		R0418641		R0417666		R0433697		R0408961	
Address	11162 TAMARRON CT	22353 EAGLE RUN LN		23922 GLENMOOR DR		22485 PEBBLE BROOK LN		11340 SUN PRAIRIE CT		22365 QUAIL RUN DR	
Proximity to Subject											
Date of Sale		5/7/2021		10/29/2021		2/12/2021		1/28/2022		5/26/2022	
Sale Price		$635,000		$635,000		$632,000		$670,000		$777,000	
Less P. Property/Other Concess.		$3,000		$1,000		$0		$2,325		$0	
Adjusted Sales Price		$632,000		$634,000		$632,000		$667,675		$777,000	
Time Adjusted Sales Price		$753,660		$696,766		$786,840		$702,728		$777,000	
Location											
Fee Simple											
Land, Acres	0.36	0.17		0.17		0.56		0.21		0.16	
View	0	0		0		0		0		0	
Design and Appeal	2 Story	2 Story		2 Story		2 Story		2 Story		2 Story	
Quality of Construction	Average	Average		Average		Average		Average		Average	
Year Built/Age	1999	1999	0	1999	0	2001		2002	0	2000	0
Condition	Average	Average		Average		Average		Average		Average	
Square Feet Above Grade	2672	2686	0	2672	0	2776	-10400	2656	0	2795	-12300
Bedrooms	4	4	$0	4	$0	4	$0	4	$0	4	$0
Bathrooms	3	3	$0	3	$0	3	$0	3	$0	3	$0
Basement Sq. Ft.	864	829	0	864	0	1115	-10000	1238	0	734	5200
Basement Finish Sq. Ft.	818	758	0	0	45000	696	6700	0	45000	520	16400
Walkout/Garden Bsmt	0	0	0	0	0	0	0	0	0	0	0
Functional Utility											
Garage, Total Sq. Ft.	598	628	0	599	0	660	0	419	10400	681	0
Fireplace	1	1	0	1	0	1	0	1	0	1	0
Heating/AC	Central Air to Air	Central Air to Air		Central Air to Air		Central Air to Air		Central Air to Air		Central Air to Air	
Site Value	178378	141071	37307	139179	39199	200286	-21908	149940	28438	128784	49594
Builder/Model											
Total Net Adj			$37,307		$84,199		-$35,608		$83,838		$58,894
Adjusted Sales Price of Comparable			**$791,000**		**$781,000**		**$751,000**		**$787,000**		**$836,000**
Gross % Adjustment			4.95%		12.08%		6.23%		11.93%		10.75%
Net % Adjustment			4.95%		12.08%		-4.53%		11.93%		7.58%
Adjusted Sales Price/ SF			$294.49		$292.29		$270.53		$296.31		$299.11
Assessor Value - Subject	$784,149										
Subject- Price/SF	$293										
		*Petitioner Comp		*Petitioner Comp		*Petitioner Comp					

Adjusted Sale Price Range

$751,000
$781,000 ←
$787,000
$791,000
$836,000

DOUGLAS COUNTY ABATEMENT HEARING
REFEREE WORKSHEET

Petitioner: 19201 E. Lincoln LLC Agent: Paul Leonard

Parcel No.: R0452071 Abatement Number: 202500193 & 202500194

Assessor's Original Value: $4,424,887 (2023 & 2024)

Hearing Date: August 21, 2025 Hearing Time: 9:30 a.m.

1. The Douglas County Assessor was represented at the hearing by Robert Moffitt

2. The Petitioner was:
   a. ☐ present
   b. ☐ not present
   c. ☒ present/represented by Paul Leonard
   d. ☐not present/represented by Click here to enter text.

3. Assessor's Recommended Value: $4,180,960 (2023 & 2024)

Petitioner's Requested Value: $2,870,000 (2023 & 2024)

4. Petitioner presented the following testimony and documents in support of the claim: The petitioner stated that the assessor had increased the value of the property by 65% from the prior year. He claimed that typically these special purpose properties (car dealerships) had been valued by the cost approach. He accepts the assessor's land value with a 29% increase from the prior year, but believes the improvements should be discounted by 5% resulting in a requested value of $ $2,870,000.

5. The Assessor presented the following testimony and documents in support of the Assessor's position:

a. ☒data from sales of comparable properties which sold during the applicable time period; and /or
b. ☒valuation using the cost approach; and/or
c. ☐a valuation using the income approach; and/or
d. ☐other Click here to enter text.

THE REFEREE FINDS AND RECOMMENDS THAT THE PROPER CLASSIFICATION AND ACTUAL VALUE OF THE PROPERTY ARE:

Classification: (2212) Auto dealership

Total Actual Value: $4,180,960 (assessor recommended value for 2023 and 2024)

Reasons are as follows: The assessor based the original value on five smaller property sales and applied a 20% obsolescence factor, resulting in $4,424,887 ($118.53/sf). He later suggested a further reduction to $112/sf, totaling $4,180,960. Click here to enter text.

IT IS THEREFORE RECOMMENDED that for the above-stated reasons, the Petition for Abatement is:

a. ☐Approved and the value of the subject property is reduced as set forth in the Findings and Recommendations herein

b. ☒ Approved in part as set forth in the Findings and Recommendations herein

c. ☐ Denied after abatement hearing

d. ☐ Administrative Denial is Granted

REFEREE:

s/ Jeffrey Hamilton *8-21-2025*
Name Date

Abatement Log No. 202500193 & 202500194

PETITION FOR ABATEMENT OR REFUND OF TAXES

County: Douglas

Date Received _____
(Use Assessor's or Commissioners' Date Stamp)

Section I: Petitioner, please complete Section I only.

Date: April 11, 2025
Month Day Year

2025001193-2023
2025001194-2024

Received
APR 11 2025
Douglas County Assessor's Office

Petitioner's Name: 19201 E. Lincoln LLC

Petitioner's Mailing Address: c/o Sterling Property Tax Specialists, Inc.
950 So. Cherry Street, Suite 320 Denver CO 80246
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)
R0452071

PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
19201 E. Lincoln Avenue

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for property tax year(s) 2023 and 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error or overvaluation. Attach additional sheets if necessary.)

Please see attached.

Petitioner's estimate of value: $ 2,870,000 (2023) and $ 2,870,000 (2024)
Value Year Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information and belief, is true, correct, and complete.

_____ Phone Number (___) _____ Email _____
Petitioner's Signature

By */s/ Paul Leonard* Phone Number (303) 757-8865 Email nina@sterlingpts.com
Agent's Signature* By Paul Leonard for Sterling Property Tax Specialists, Inc.

*Letter of agency must be attached when petition is submitted by an agent.

The assessed value and resulting tax amounts are calculated from the adjusted actual value. If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S.,denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II:

Assessor's Recommendation
(For Assessor's Use Only)

Tax Year _____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Tax Year _____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

☐ **Assessor recommends approval as outlined above.**

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: _____ Protest? ☐ **No** ☐ **Yes (If a protest was filed, please attach a copy of the NOD.)**

Tax year: _____ Protest? ☐ **No** ☐ **Yes (If a protest was filed, please attach a copy of the NOD.)**

☐ **Assessor recommends denial for the following reason(s):**

_____
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/15

FOR ASSESSORS AND COUNTY COMMISSIONERS USE ONLY
(Section III or Section IV must be completed)

Every petition for abatement or refund filed pursuant to § 39-10-114, C.R.S. shall be acted upon pursuant to the provisions of this section by the Board of County Commissioners or the Assessor, as appropriate, within six months of the date of filing such petition, § 39-1-113(1.7), C.R.S.

Section III: **Written Mutual Agreement of Assessor and Petitioner**
(Only for abatements up to $10,000)

The Commissioners of _____ County authorize the Assessor by Resolution No. _____ to review petitions for abatement or refund and to settle by written mutual agreement any such petition for abatement or refund in an amount of $10,000 or less per tract, parcel, or lot of land or per schedule of personal property, in accordance with § 39-1-113(1.5), C.R.S.

The Assessor and Petitioner mutually agree to the values and tax abatement/refund of:

Tax Year_____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Tax Year_____

	Actual	Value Adjustment	Adjusted Actual	Assessment Rate	Assessed Value	Mill Levy	Tax
Original							
Corrected							
Abate/Refund							

Note: The total tax amount does not include accrued interest, penalties, and fees associated with late and/or delinquent tax payments, if applicable. Please contact the County Treasurer for full payment information.

Petitioner Signature:_____ **Date:**_____

Assessor's or Deputy Assessor's Signature: _____ **Date:**_____

Section IV: **Decision of the County Commissioners**
(Must be completed if Section III does not apply)

WHEREAS, the County Commissioners of _____ County, State of Colorado, at a duly and lawfully called regular meeting held on (month/day/year)_____/_____/_____, at which meeting there were present the following members:

_____with notice of such meeting and an opportunity to be present having been given to the Petitioner and the Assessor of said County and Assessor

_____ ***(being present--not present)*** and Petitioner_____
Name Name

(***being present--not present***), and WHEREAS, the said County Commissioners have carefully considered the within petition, and are fully advised in relation thereto, NOW BE IT RESOLVED, that the Board ***(agrees--does not agree)*** with the recommendation of the Assessor and the petition be ***(approved--approved in part--denied)*** with an abatement/refund as follows:

Year	Assessed Value	Taxes Abate/Refund	Year	Assessed Value	Taxes Abate/Refund

_____
Chairperson of the Board of County Commissioners' Signature

I, _____County Clerk and Ex-officio Clerk of the Board of County Commissioners in and for the aforementioned county, do hereby certify that the above and foregoing order is truly copied from the record of the proceedings of the Board of County Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said County

this _____ day of_____, _____.
Month Year

_____
County Clerk's or Deputy County Clerk's Signature

Note: Abatements greater than $10,000 per schedule, per year, must be submitted in duplicate to the Property Tax Administrator for review.

Section V: **Action of the Property Tax Administrator**
(For all abatements greater than $10,000)

The action of the Board of County Commissioners, relative to this abatement petition, is hereby

☐ Approved ☐ Approved in part $_____ ☐ Denied for the following reason(s):

_____ _____ _____
Secretary's Signature Property Tax Administrator's Signature Date

15-DPT-AR No. 920-66/15

STERLING
PROPERTY TAX SPECIALISTS, INC.

950 S. Cherry Street
Suite 320
Denver, CO 80246
303.757.8865
fax 303.757.7691
www.sterlingpts.com

April 11, 2025

Douglas County Board of County Commissioners
c/o Ms. Lisa Frizell
Douglas County Assessor
301 Wilcox Street
Castle Rock, CO 80104

RE: 19201 E. Lincoln Avenue (Schedule Number R0452071) (the "Property")

Dear Commissioners:

The undersigned, Sterling Property Tax Specialists, Inc., represents the owner of the Property for the purpose of filing an abatement for 2023 and 2024. A copy of the Letter of Authorization is attached hereto and made an integral part hereof.

The Property is a 37,330 sq. ft. auto dealership which sits on a 271,030 sq. ft. lot. For calendar years 2023 and 2024, the Assessor has increased the value of the Property by 65% from its prior valuation to $4,424,887.

Generally, these special use facilities have been valued on a cost approach with appropriate physical, functional, and economic obsolescence applied. Sales of auto dealerships are generally between one franchisee to another, and represent the sale of business value, which should not be considered in the valuation of such properties.

For the previous base year, the Assessor valued the Property at $2,687,760, or approximately $72 per sq. ft. Petitioner acknowledges that land value has increased since the previous base year, and accepts the Assessor's approximate 29% increase in land value to $1,219,636. However, the improvements are now two years older, and the depreciated value of those same improvements, considering physical, economic, and functional depreciation, should result in a lower value. Petitioner has accordingly applied a 5% reduction in value to the Assessor's previous improvement value, resulting in an improvement value of $1,652,200. The final market value is $1,219,636 land value plus $1,652,200 building value for a total of $2,871,836 or $2,870,000 (rounded)

Based upon the foregoing, Petitioner hereby requests the Board adjust the value of the subject Property for calendar years 2023 and 2024 to $2,870,000.

All information contained herein should be considered confidential and not available to any third parties.

Sincerely,

STERLING PROPERTY TAX SPECIALISTS, INC.

Paul Leonard

Paul Leonard, Property Tax Consultant

In compliance with Colorado Division of Real Estate, Appraisal Board Rule 11.3 and C.R.S.12-10-602(5),12-10-613(1)(g),12-6-616(1)(b), (c) and (d) it is hereby disclosed: a contingency fee may be paid; this work product is performed as a consulting service and not as an independent appraisal; and the attainment of a stipulated result is not subject to compliance with the USPAP.

LETTER OF AUTHORIZATION

December 12, 2024

Sterling Property Tax Specialists, Inc.
950 South Cherry Street, Suite 320
Denver, Colorado 80246

RE: 2023 and 2024 Property Tax Assessment Matters

Gentlemen:

The undersigned, as owner(s) of property located in Douglas County, Colorado, at SEE ATTACHED, and more particularly described on Assessor's Notice of Valuation, Schedule No(s). SEE ATTACHED hereby authorizes Sterling Property Tax Specialists, Inc. and Goldstein Law Firm, LLC, to act as agent on my behalf regarding all 2023 and 2024 property tax assessment matters and obtain any and all documents relating thereto and file any protests necessary. This Authorization shall be effective as of the date set forth above.

19201 E LINCOLN LLC

By: _____

Printed Name: Jacob Imazin

Title: President

Telephone: 303 888-5700

Document Attachment
Douglas County
2023 / 2024

Owner's Name	Property Address	Schedule Number
19201 E Lincoln LLC	19201 E. Lincoln Avenue	R0452071

Brenda Davis

From: Assessors
Sent: Sunday, April 13, 2025 6:34 PM
To: Brenda Davis
Subject: FW: 2023-2024 Petition for Abatement - 19201 E. Lincoln
Attachments: 2023-24 Abate Pet Pkt_19201 E Lincoln_RME.pdf

From: Barbara Gonzales <barbara@sterlingpts.com>
Sent: Friday, April 11, 2025 5:56 PM
To: Assessors <Assessors@douglas.co.us>
Cc: Victoria Martin <victoria@sterlingpts.com>
Subject: 2023-2024 Petition for Abatement - 19201 E. Lincoln

Good Afternoon,

Attached please find a Petition for Abatement from our office regarding the following property:

19201 E. Lincoln Avenue (Schedule Number R0452071)

Please do not hesitate to contact our office with any questions.

Thank you,

Barbara Gonzales

Senior Administrative Assistant | E- mail: barbara@sterlingpts.com
Office: 303-757-8865 Ext. 106 | Fax: 303-757-7691

STERLING
PROPERTY TAX SPECIALISTS, INC.

950 S. Cherry Street, Suite 320
Denver, CO 80246
www.sterlingpts.com

Transmittal Sheet for Abatement #: 202500193

Abatement #	202500193	**Staff Appraiser**	RRM
Tax Year	2023	**Review Appraiser**	SJH
Date Received	4/11/2025	**Recommendation**	Revised as per Hearing Officer's recommendation
Petitioner	19201 E LINCOLN LLC	**Reason**	The cost approach considered would have resulted in an increase in value; the petition is denied in lieu of value increase.
Agent	STERLING PROPERTY TAX SPECIALISTS INC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	$2,870,000	**Assessor Final Review Value**	$4,180,960

Original Recommendation: The Petitioner's agent provided a value request based on the cost approach. The assessor's value is based on the sales comparison/market approach supported by study period sales of service garage improvements (recent prior use was for auto transport exclusively, repurposed since to auto dealership), with a minus 20% obsolescence factor applied for oversized building area. Given its current dealership use, a correction to the cost approach was considered, but would have resulted in a significant increase in value. The petition is therefore denied, in lieu of a value increase. Future valuations however will be based on the cost approach to value for equalization among similar properties throughout the county, given the discovery of dealership use. No adjustment is warranted based on the information received. Hearing Officer Recommendation: **Adjusted at the 8/21/25 hearing based on sales.**

Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0452071	2112	3074	$1,219,636	$0	$1,219,636	27.900%	$340,280	14.0467%	$47,798.11
	2212	3074	$3,205,251	($30,000)	$3,175,251	27.900%	$885,900	14.0467%	$124,439.72
	Account Total:		**$4,424,887**	**($30,000)**	**$4,394,887**		**$1,226,180**		**$172,237.83**

Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0452071	2112	3074	$1,219,636	$0	$1,219,636	27.900%	$340,280	14.0467%	$47,798.11
	2212	3074	$2,961,324	($30,000)	$2,931,324	27.900%	$817,840	14.0467%	$114,879.53
	Account Total:		**$4,180,960**	**($30,000)**	**$4,150,960**		**$1,158,120**		**$162,677.64**

Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0452071	$4,424,887	$1,226,180	$172,237.83	$4,180,960	$1,158,120	$162,677.64	$9,560.19
Totals	**$4,424,887**	**$1,226,180**	**$172,237.83**	**$4,180,960**	**$1,158,120**	**$162,677.64**	**$9,560.19**

*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0452071	SB22-238 Commercial 30k Exemption	($30,000)

Final Refund Amounts with Property Tax Relief Rebate Adjustments

*** If the tax rebate fields are blank that means there was no rebate check issued for that account**

Account #	Original Total Taxes	Final Total Taxes	Tax Refund Amount	Tax Rebate Original	Tax Rebate Final	Tax Rebate Adjustment	Final Refund Amount
R0452071	$172,237.83	$162,677.64	$9,560.19	$4,511.12	$4,260.72	($250.40)	$9,309.79
Totals	**$172,237.83**	**$162,677.64**	**$9,560.19**	**$4,511.12**	**$4,260.72**	**($250.40)**	**$9,309.79**

Transmittal Sheet for Abatement #: 202500194

Abatement #	202500194	**Staff Appraiser**	RRM
Tax Year	2024	**Review Appraiser**	SJH
Date Received	4/11/2025	**Recommendation**	Revised as per Hearing Officer's recommendation
Petitioner	19201 E LINCOLN LLC	**Reason**	The cost approach considered would have resulted in an increase in value; the petition is denied in lieu of value increase.
Agent	STERLING PROPERTY TAX SPECIALISTS INC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value	$2,870,000	**Assessor Final Review Value**	$4,180,960

Original Recommendation: The Petitioner's agent provided a value request based on the cost approach. The assessor's value is based on the sales comparison/market approach supported by study period sales of service garage improvements (recent prior use was for auto transport exclusively, repurposed since to auto dealership), with a minus 20% obsolescence factor applied for oversized building area. Given its current dealership use, a correction to the cost approach was considered, but would have resulted in a significant increase in value. The petition is therefore denied, in lieu of a value increase. Future valuations however will be based on the cost approach to value for equalization among similar properties throughout the county, given the discovery of dealership use. No adjustment is warranted based on the information received. Hearing Officer Recommendation: **Adjusted at the 8/21/25 hearing based on sales.**

Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0452071	2112	3074	$1,219,636	$0	$1,219,636	27.900%	$340,280	13.9422%	$47,442.52
	2212	3074	$3,205,251	($30,000)	$3,175,251	27.900%	$885,900	13.9422%	$123,513.95
	Account Total:		**$4,424,887**	**($30,000)**	**$4,394,887**		**$1,226,180**		**$170,956.47**

Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0452071	2112	3074	$1,219,636	$0	$1,219,636	27.900%	$340,280	13.9422%	$47,442.52
	2212	3074	$2,961,324	($30,000)	$2,931,324	27.900%	$817,840	13.9422%	$114,024.89
	Account Total:		**$4,180,960**	**($30,000)**	**$4,150,960**		**$1,158,120**		**$161,467.41**

Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0452071	$4,424,887	$1,226,180	$170,956.47	$4,180,960	$1,158,120	$161,467.41	$9,489.06
Totals	**$4,424,887**	**$1,226,180**	**$170,956.47**	**$4,180,960**	**$1,158,120**	**$161,467.41**	**$9,489.06**

*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0452071	SB22-238 Commercial 30k Exemption	($30,000)

DOUGLAS COUNTY
COLORADO

Office of the Assessor
TOBY DAMISCH, ASSESSOR

For submission to

The
Douglas County Board of County Commissioners

Abatement Filing(s)

#202500193
#202500194

Petitioner

19201 E LINCOLN LLC

ACTUAL VALUE DATA SUMMARY

Of

19201 E LINCOLN AVE
PARKER, CO 80138

Account Number: R0452071

Assessment Date(s): January 1, 2023,
January 1, 2024

Prepared by
Douglas County Assessor Office

DOUGLAS COUNTY
COLORADO

Office of the Assessor
TOBY DAMISCH, ASSESSOR

Douglas County Board of County Commissioners
100 Third Street
Castle Rock, Colorado 80104

Honorable Board Members:

In response to the abatement filing, the following actual value data summary has been prepared for ad valorem purposes regarding the subject property. The actual value as considered in this summary is applicable for the 2023 & 2024 tax years and is developed from the level of value for the period of one and one-half years immediately prior to June 30, 2022 as required by Colorado Revised Statues §39-1-104(10.2)(a)(d). Except that if sufficient data was not available in the one and one-half year period, the period of five years immediately prior to June 30, 2022 was utilized to determine level of value as further required by 39-1-104(10.2)(a)(d), C.R.S.

The purpose of this actual value data summary is to demonstrate how the "actual value" (market value) was developed for the subject property considering its physical state and condition as of the first of January, for the tax year(s) considered in the filing, based on the June 30, 2022 level of value (base period) for the determination of property taxes. For purposes of this summary the term "actual value" is considered synonymous with the term "market value". The intended user of the summary is the Douglas County Board of County Commissioners. The purpose of this actual value data summary is to provide documentation of the Assessor's office actual value for the subject property and the basis of the recommendation to the Board of County Commissioners for the resolution of the appeal filed regarding the subject property. This summary has been prepared only for ad valorem purposes and the intended users and should not be relied upon by a third party for any other purpose.

For the ad valorem purposes of this actual value data summary, market value is defined as:

"The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale."

Property Assessment Valuation, International Association of Assessing Officers, Fourteenth Edition, IAAO, Kansas City, Missouri. Copyright 2013.

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the computer assisted mass appraisal

(CAMA) system to the subject property characteristics, and is intended only for the use of the Douglas County Board of County Commissioners, and should not be relied upon by a third party for any purpose other than the intended ad valorem purposes. The assessor's office maintains a separate file that contains additional information and data regarding the subject property.

The actual value for the subject property for the current reassessment cycle tax years is based upon the data, presented in this summary.

Office of the Assessor
Douglas County

Actual Value Data Summary

This actual value data summary is not an appraisal report. This actual value data summary is only a summary of the level of value data as applied within the Assessor's computer assisted mass appraisal (CAMA) system to the subject property characteristics. This summary is intended only for valorem use purposes to demonstrate the applied approaches and development of the value assigned to the subject property by the Assessor's process and should not be relied upon by a third party for any other purpose other than the intended ad valorem use purposes.

Subject Property Identification and Description

A copy of the Assessor's Office property profile for the subject property may be found in the *Exhibits and Addendum* section of this summary. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and the actual and assessed values as of the effective date of the appraisal. There are photographs and sketches of the subject property improvements included when available from the CAMA system database. The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

Intended Users of the Summary

The intended user of this summary is the Douglas County Board of County Commissioners. Other intended users of the summary include staff of the Douglas County Attorney, petitioner(s) initiating the Petition for Abatement or Refund of Taxes for the property that is the subject of this summary, and agent(s) as duly authorized by the petitioner. This summary has been prepared only for ad valorem purposes for use by the client and intended users and should not be relied upon by a third party for any other purpose.

Intended Use of Summary

The intended use of the summary is to demonstrate the development of the actual value assigned to the subject property and to further provide support for the Douglas County Assessor's Office recommendation regarding the subject property's actual value for presentation to the Douglas County Board of County Commissioners. This summary has been prepared for use as supportive documentation in an abatement petition hearing conducted by the Douglas County Board of County Commissioners.

Purpose of Summary

The purpose of this summary is to demonstrate the development of the "actual value" (market value) as assigned to the subject property in its physical condition as of the January 1 of the applicable tax year(s), based on the previous June 30th level of value for the purpose of determining property taxes. Said value is established utilizing base period data from the time period of eighteen months prior to the level of assessment date. In the event of insufficient market data from this time period, the Assessor's Office reviews market data prior to the beginning of the level of assessment date, going back in six-month increments to a maximum study period of five years. When appropriate, all sales are to be time adjusted to the level of value period date as

required by state statute. All actual values established by the Douglas County Assessor's Office have been made in conformance with applicable laws and administrative regulations. For purposes of this summary, the term “actual value” is considered synonymous with the term “market value”.

Definition of Value

For the purpose of the summary, market value is defined as quoted:

> “The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:
>
> 1. Buyer and seller are typically motivated;
> 2. Both parties are well informed or well advised, and both acting in what they consider their own best interest;
> 3. A reasonable time is allowed for exposure in the open market;
> 4. Payment is made in terms of cash in U.S. Dollars or in terms of financial arrangements comparable thereto; and
> 5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.”
>
> Property Assessment Valuation, International Association of Assessing Officers, Fourteenth Edition, IAAO, Kansas City, Missouri. Copyright 2013.

Property Rights Considered

Only a fee simple interest is considered for the subject property as required by Colorado Revised Statues §39-1-106, and the Assessor’s Reference Library Volume 3, Chapter 7, Pages 13-16. Further, in BAA and Regis Jesuit Holding, Inc v. City and County of Denver, et al, 848 P.2d 355 (Colo. 1993) the court cited CRS §39-1-106, and defined this as “*a rule of property taxation which requires that all estates in a unit of real property be assessed together.*”

Effective Date of the Actual Value

The effective date of the actual value assignment is the statutorily required *level of value* date of June 30, 2022 utilizing base period data from the time period of 2021 and the first six months of 2022. The subject property characteristics are considered, as they existed on the date of assessment of January 1, 2023 & 2024. Therefore, the subject is assigned a retrospective actual or market value as of June 30, 2022, for the property characteristics that existed on January 1, 2023, and January 1, 2024.

Market conditions as of the assessment date may differ from the effective level of value date. Only market data and conditions from the applicable base period have been considered. However, comparable sales and leases transacted prior to the base study period may have as well been considered as provided for by Colorado Revised Statues §39-1-104 (10.2)(d).

Scope of Data Collection and Verification Methods

This summary presents demonstrations of the data and methods that were applied in the mass appraisal process of establishing the actual value of the subject property. Other data and analyses are retained in the files of the Douglas County Assessor's Office. Additionally a search has been made of private sales data, public records of assessor's offices, confidential records of the assessor's office, including Real Property Transfer Declarations (TD-1000 forms), Subdivision Land Valuation Questionnaires, and Income, Expense, and Vacancy Questionnaires. Further, income, vacancy, and expense data was gathered from real estate publications and data services, area Realtors and appraisers, and property owners.

Data considered in the modeling process includes the land economic area assigned unit value, replacement costs, depreciation estimates, comparable improved sales, comparable rents and operating expense information, and capitalization rates. This data was gathered from the subject area, metropolitan area, annual reports, regional and national services. Confirmation of data was by deeds, deeds of trusts, other public records, subscription services for fee, and/or principals or agents of individual transactions.

The three traditionally recognized approaches to value, cost, sales comparison, and income capitalization, were considered in the mass appraisal process and applied to the characteristics of each property within an assigned property classification when sufficient data were available to develop a mass appraisal model for the specific valuation approach.

Cost approach model data is generated by the Assessor's CAMA system based on tables built from the Marshall Valuation Service at the date of the level of value study period for the applicable reassessment cycle tax years.

Sales comparison approach model data is based on sales of properties from the applicable level of value study period. The sales have been confirmed and verified and then classified and further stratified on the basis of the actual current use of the properties at the time of sale for application in the modeling process.

Income approach model data is based on market indicated leases of properties from the applicable level of value study period. This data is collected from the market and analyzed to produce model coefficients that represent typical market rental rates, vacancies and expenses for application in the income approach modeling process. Capitalization rate data applicable to the level of value study period is collected from rates as indicated by the sale of leased property, real estate publications, data

services, and the study of economic indicators that typically impact market driven capitalization rates. Capitalization rates as applied to gross income or modified gross income analysis may include an effective tax rate loaded on the base capitalization rate to allow consideration of the potential tax liability.

The Assessor's office has considered the best information available in the form of land sales and costs to construct improvements, sales data of comparable properties in the immediate competitive market area and lease data that provide typical market indications in the modeling process.

An exterior inspection of the subject property was made on the date as shown in photos included with the profile and on other occasions.

The characteristics of the subject property and any comparable properties improvements demonstrated in this summary are based on the data as recorded in the Assessor's records and are believed to be correct. Should any property characteristics or other data be determined to be other than that as considered and relied upon, the Assessor's office reserves reconsideration of the subject property's actual value.

Jurisdictional Exceptions

The Colorado Constitution Article X, Section 20(8)(c), requires only the market approach be applied when valuing residential properties. Further Colorado Revised Statues §39-1-103(5)(a) states, "…*The actual value of residential real property shall be determined solely by consideration of the market approach to appraisal*".

Colorado Revised Statues §39-1-103 requires that property be classified and valued according to its current use, which may be different than its Highest and Best Use. Therefore, the actual current use as of the date of assessment is considered to determine the value of the subject property.

Colorado Revised Statues §39-1-104 (10.2)(a) and (d) mandate a specific data collection period, usually consisting of 18 months, and referred to as the "Base Period". This report uses data from that period in the analysis and conclusions as required by Colorado law.

Extraordinary Assumptions and Hypothetical Conditions

Typically the real property appraisals conducted by the Assessors Office do not require consideration of extraordinary assumptions or hypothetical conditions regarding the subject property that would affect the analyses, opinions, and conclusions.

Real property, where access has been limited, restricted or denied to the Assessors Office may have been estimated for its physical characteristics on the basis of the best information available to and obtainable by the assessor.

Actual current use as of the date of assessment has been considered for the subject property as required by Colorado Revised Statues §39-1-103 and may be different than the Highest and Best Use or uses permitted by zoning.

The subject property has been analyzed for its actual use and property characteristics that existed on the date of assessment, and the actual value has been determined at the retrospective level of value study period.

Zoning

Zoning typically impacts property value as it can restrict or enhance the legally allowable use and development of a property. However, Colorado Revised Statues §39-1-103 requires that the actual use of the subject property, as of the date of assessment, be considered in determining the actual value. Therefore, analysis of the subject property based on the actual use may differ from other possible use(s) allowable under applicable zoning that could potentially influence market value.

Property Tax Data

The portion of the subject property classified as commercial real estate (vacant land and improved) is assessed at 27.9% of the assessor's actual value indication for tax years 2023 & 2024. The actual and assessed values are included with the property profile identification and description of the subject property.

History of Subject Property

Data regarding the subject property current use, year built, year remodeled if applicable, and indicated effective age are included with the property profile identification and description of the subject property. If the subject property is leased and the Assessor's Office has access to the rental or lease agreement that data will be considered in the income capitalization analysis of this report.

Sales History

Recorded conveyances indicating sale or transfer of ownership of the subject prior to the effective date of the appraisal are included in the sales summary section of the property profile identification and description of the subject property and are analyzed when appropriate.

Land Data Description

The subject property land data is included with the *Land Valuation Summary* section of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the site is assumed to be of sufficient size and utility to support the current use of the property.

Improvement Data Description

The subject property improvement data included in this summary is as listed in the *Individual Built As Detail* and *Building Details* sections of the property profile identification and description of the subject property. Unless otherwise noted here or in other sections of this summary, the described building details and site improvements are considered to be of sufficient utility to allow the current use of the property.

Highest and Best Use

"The reasonably probable use of property that results in the highest value." -The Appraisal of Real Estate, 14th Edition, Appraisal Institute, 2013 page 332.

The Colorado Supreme Court in Board of Assessment Appeals, et al, v. Colorado Arlberg Club 762 P.2d 146 (Colo. 1988) stated "*reasonable future use is considered because it is relevant to the property's present market value*", and "*our statute does not preclude consideration of future uses."*

The court further quoted the American Appraisal Institute of Real Estate Appraisers referencing The Appraisal of Real Estate 33, 1983, 8th Edition, "*In the market, the current value of a property is not based on historical prices or cost of creation; it is based on what market participants perceive to be the future benefits of acquisition.*" And further "*Accordingly, a property's "highest and best use," which is "[t]he use, from among reasonably probable and legal alternative uses, found to be physically possible, appropriately supported, financially feasible, that results in highest land value," is a "crucial determinant of value in the market*."

The court then concluded that "*reasonable future use is relevant to a property's current market value for tax assessment purposes*."

Highest and best use analysis for ad valorem purposes includes consideration the reasonable future use and most profitable use of a property subject to the influence of competitive market forces applicable to the location of the property as of the date of appraisal.

Analysis of the highest and best use of a property typically employs four criteria to test alternative uses of a property in the determination of the most profitable use. The four criteria considered are legal permissibility, physical possibility, financial feasibility, and maximum productivity.

Further, the highest and best use of the property is analyzed as of the date of appraisal from two perspectives; as though vacant and ready for development, and as improved with existing improvements.

The subject property current actual use as of the property tax assessment date was as described in the property profile identification and description section of this summary. While the subject property is classified based on the actual current use, the highest and best use has been considered in the determination of the actual value of the property.

Highest and Best Use as Vacant

The highest and best use of the subject site as vacant would be development that is consistent with the use and development of the surrounding neighborhood. Considering the four criteria of highest and best use, the size, shape, topography, access, utility and zoning all appear to support the use of the site for development as an industrial or retail property.

Highest and Best Use as Improved

Based on analysis of the legally permissible, physically possible, and financially feasible uses of the property, the current industrial/retail use is considered to be maximally productive, and the highest and best use of the subject property as improved.

SALES COMPARISON APPROACH

The following improved sales, considered for their actual use in the model development, are properties that sold in or immediately prior to the applicable base study period. The sales provide an indication of the range of value and bracket the per unit coefficient value as applied in the sales comparison modeling process.

ACCOUNT/CTY	ADDRESS	ADJ. SALE $	SALE DATE	YOC	SQ FT	PSF
DENVER	3898 MONACO PKWY, DENVER	$1,800,000	28-12-20	1972	11,500	$156.52
ADAMS	535 W 115TH AVE, NORTHGLENN	$1,700,000	18-09-20	2000	11,288	$150.60
R0440965	10310 S DRANSFELDT RD, PARKER	$1,300,000	30-11-21	1982	9,104	$142.79
ADAMS	6500 N FEDERAL BLVD, DENVER	$2,100,000	04-04-22	1964	17,458	$120.29
ARAPAHOE	70-92 HAVANA ST, AURORA	$1,269,900	1-24-2022	1982, 1984	14,656	$ 86.65
				Selected Model Coeffcient		$ 140.0

The table below illustrates the indicated market value calculation detail showing the market model coefficient applied to the subject property characteristics, with a 20% obsolescence factor deducted from market value for building area which is super adequate in the prevailing market (for actual final value of $118.53 per square foot of gross building area).

Market Calculation Detail

Neighborhood	I65		
Occupancy Code	410	Name	Auto Service

Name	Units	Val Per	Value
Market value:	37,330	$140.00	$5,226,200
Less 20% Obs Adj:	37,330	$118.53	$4,424,887

INCOME CAPITALIZATION APPROACH

Applicable overall capitalization rates as applied in the modeled income capitalization approach have been derived by analysis of sales of properties with leases in place at the time of sale, consideration of typical mortgage and equity return requirements, and review of the Burbach & Associates, Inc. *Real Estate Investment Survey*, Summer 2022.

When an actual vacancy rate and expense data are not provided or are found to be insufficient the modeled rates derived from analysis of leased properties and review of data available from CoStar and real property brokerage reporting services are applied.

The subject property is owner-occupied, with no actual income and expense information available for review; therefore, although considered, the income approach to value was not developed for the subject property.

Land Value

The land value has been determined by assignment of a land economic area (LEA) that applies a value per unit derived from the market value indications of sale properties that have a use similar to the current use of the subject property and that are impacted by economic forces similar to those experienced by the subject. The indicated value of the LEA is applied to the property characteristics of the subject property and may be adjusted for any applicable attributes.

The assigned LEA per unit value to provide the indication of land value for the subject property is as indicated in the *Land Valuation Summary* of the subject property profile identification and description section of this summary.

The following land sales are parcels that sold in or immediately prior to the applicable base study period. The sales were those considered to provide an indication of the range of value for the modeling process of the assigned LEA.

Account/County	Location	Sale Date	Sale Price	SF	$/SF
R0611323	LOT 90A STONEGATE 22 7TH AMD 4.706 AM/L	9/11/20	$ 1,946,200	204,993	$ 9.49
R0386535	LOT 1 PARKER NORTH 1ST AMEND. 0.703 AM/L	4/23/21	$ 270,000	30,623	$ 8.82
R0439650	TRACT IN N1/2NW1/4 15-6-66 4.38 AM/L	6/23/21	$ 1,765,500	190,793	$ 9.03
R0439283	TRACT IN N1/2NW1/4 15-6-66 LYING W OF PARKER RD & S OF LINCOLN	6/24/21	$ 1,459,500	155,509	$ 8.97
R0480787+1	LOT 3&4 BLOCK 2 WESTCREEK 2 1ST AMD 0.499 AM/L	6/29/21	$ 800,000	42,724	$ 18.72

The land sales considered provide a range of $8.82 to $18.72 per square foot, indicating a mean of $11.00 per square foot and a median of $9.03 per square foot.

The dollar per square foot value for the LEA was selected from the indicated range of the comparable sales. The final dollar value per square foot applied to the assigned LEA is $9.00 per square foot. Based on application of the LEA value assignment the subject property land value is calculated with any applicable attribute adjustments as follows:

LEA Assigned Unit Value			$9.00	per	Square Foot
Subject Attribute	Outsized Lot	+	-40%	adj	
Subject Attribute	Access	+	-10%	adj	
Subject Land Area	271,030.32 Square Feet	x	$4.50	=	$1,219,636

Douglas | **Cost Breakdown Sheet** | **2023 & 2024**

Parcel #: 2233103-09-027 Account R0452071 # of Buildings: 1 Report Date: 05-07-2025

Imp #: 1.00 NBHD: Commercial - I65 - 00 Quality: Average Condition: Average

Imp Gross SF: 37330 Imp Net SF: 35864 Perimeter: 731 Percent Complete: 100%

BltAs Order #:	1	BltAs Desc:	Complete Auto Dealership			BltAs SF:	37330
HVAC Type:	Package I	Exterior:				No. of Stories:	2.00
Year Blt:	2004	Adj Year Blt:	2004	Story Ht:	14	BltAs Units:	1
UnAdjBase $/sf:	115.0000	Cost Mult:	1.1200	Local Mult:	0.9800	**Base $/SF:	126.22
Perim Mult:	0.9260	# Stories Mult:	1.0000	Story Ht Mult:	1.0000	MH Tag Mult:	1.0000
MH Wall Mult:	1.00	*HVAC $/sf:	0.00	*Floor $/sf:	0.00	*Interior $/sf:	0.00
*Fndation $/sf:	0.00	*Roof $/sf:	0.00	*Energy $/sf:	0.00	Adj Base $/sf:	116.880000
Sprinkler $/sf:	3.59	Sprinkler sf:	32163	Sprinkler RCN:	$115,465	BltAs RCN:	$4,363,130
MH Skirt $:	0.00	MH Skirt Inft:	0	MH Skirt RCN:	0.00	Total BltAs RCN:	$4,478,596

* These $/sf Adjustments include all Multipliers **Includes Cost, Local, and # Stories Multipliers

AddCode:	Detail Type:	Detail Description:	Units	$/Unit:	RCN:	Ovrde:	Ovrd $:
1780	Add On	Com 25 ft 4 Fix Light	12	$10,437.27	$125,247	☐	$0
40	Add On	Com Concrete Slab Good	1700	$9.63	$16,371	☐	$0
20	Add On	Com Asphalt Good	11633	$5.95	$692,164	☐	$0
1775	Add On	Com 25 ft 3 Fix Light	2	$8,693.64	$17,387	☐	$0
1770	Add On	Com 25 ft 2 Fix Light	5	$6,950.01	$34,750	☐	$0
		Total Detail RCN = RCN + Override RCN:			$885,919	+	$0
		Plumbing Adjust: $0			Rough-In Adjust:		$0

Imp Attribute Type:	Imp Attribute Description:	Imp Attribute Adj:	Adjustment Type:

	Percent	$ Amount
Replacement Cost New ($):		$5,364,515
Percent Complete (x):	100.00%	$0
RCN x Perc Complete ($):		$5,364,515
Amateur Adj Value (-):	0.00%	$0
Design Adj Value (+):	0.00%	$0
Exterior Adj Value (+):	0.00%	$0
Interior Adj Value (+):	0.00%	$0
Functional Obs Value (-):	0.00%	$0
Economic Obs Value (-):	0.00%	$0
Other Obs Value (-):	20.00%	$0
Physical Depr Value (-):	26.00%	$1,394,774
Landscaping Cost (+):		$0
RCN Less Depr (=):		$3,969,741
Condo Percent (x):	100.00%	$0
RCNLD x Condo Perc ($):		$3,969,741

Adjustments to RCNLD

	Factor	$ Amount
RCN Less Depr ($):		$3,969,741
NBHD Adj (x):	1.00	$0
Market Adjusted Cost (=):		$3,969,741
Quality Adjustment (x):	1.00	$0
Property Type Adj (=):	1.00	$0
Adj Cost before Attrib (=):		$3,969,741
Total Mult Attrib (x):	1.00	$0
Total Additive Attrib (+):		$0
Final Adjusted Cost (=):		$3,969,741

Cost Approach Conclusion

The indicated land and improvement values of the cost approach are summarized below as follows:

Depreciated Value of Improvements	$	3,969,741
Land Value	$	1,219,636
Cost Approach Indication	**$**	**5,189,377**

Summary of Data

The approaches to value where models have been developed and considered for the assignment of actual value for the subject property indicate the following value(s):

Sales Comparison Approach	**$ 4,424,887**
Cost Approach	**$ 5,189,377**

The subject property is considered for its actual use as of the date of assessment. The structure located on the subject parcel appears to function well for the intended purpose.

The cost approach is typically most reliable when appraising newly constructed properties where there is little or no depreciation, and with properties where the land component is a substantial portion of the total actual value. The cost approach can also provide an indication of value for unique properties where there is insufficient data to provide a reliable indication of value by the sales comparison or income capitalization approaches. Typically, the cost approach is given the least weight with older properties where attempting to estimate an appropriate amount of accrued deprecation may result in an unreliable indication of value, and therefore, this approach may not be given any consideration in the final actual value estimate.

The sales comparison approach model is generally considered to be a good indicator of actual value when there is sufficient sales data available to extract a well supported coefficient for application to the inventory of similar properties. When consequential data is available, the sales comparison approach model is the most likely to provide the best indication of market value of the three approaches to value as it is based on what similar properties have sold for in the marketplace.

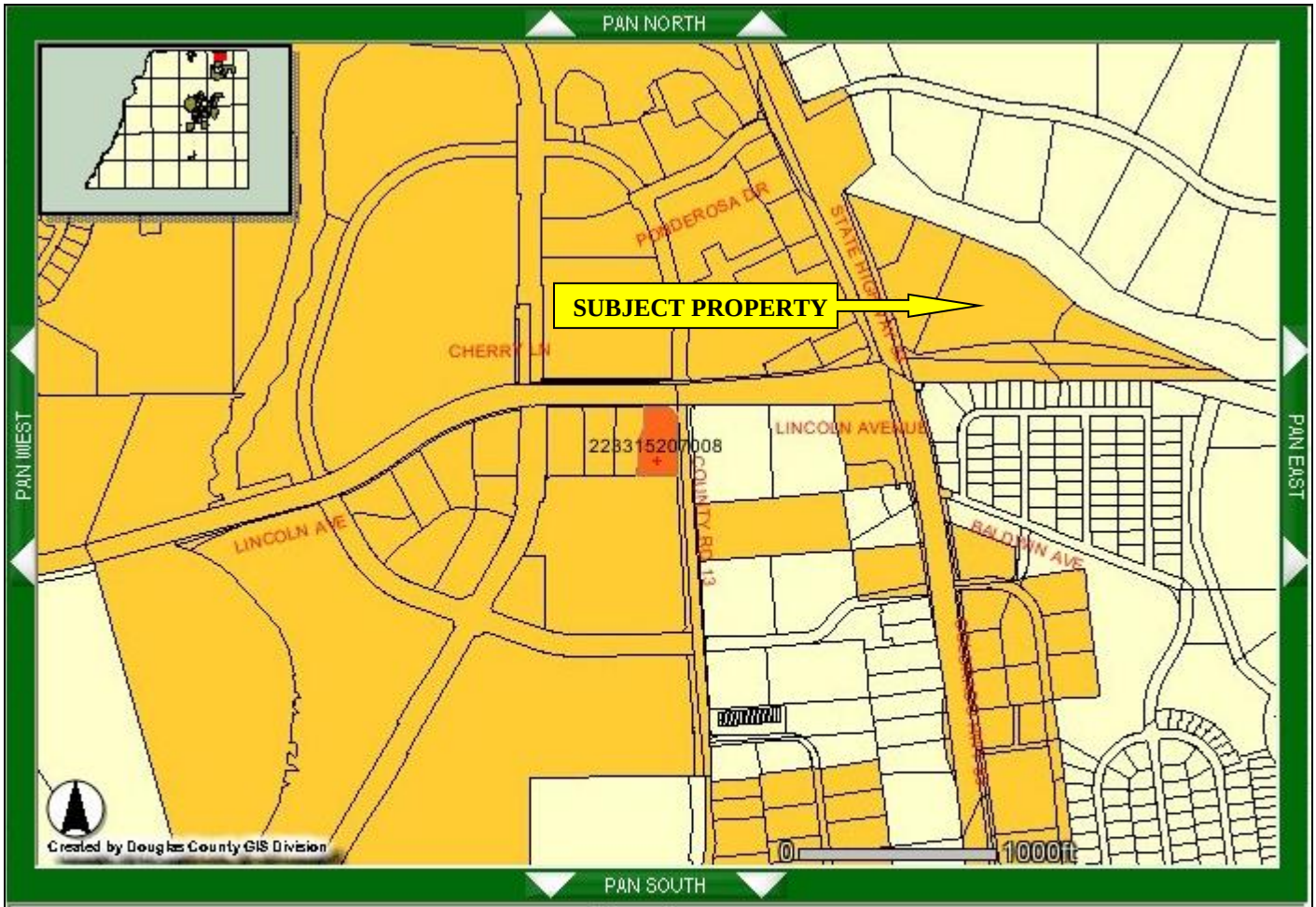
The income capitalization approach model is most generally applicable to actual income-producing properties. This approach synthesizes the dynamics of the rental market by applying market extracted coefficients for economic rental rates, vacancy, expenses, and capitalization rates to individual property characteristics. Application of this approach allows analysis as would be typically applied by investors in the marketplace considering the income stream production capability of a property and how it competes with other investment opportunities available.

The approaches have been developed for modeling purposes when sufficient data to provide reliable indications of value for the subject property were available. The market/sales comparison approach model has been selected as the most reliable indication of actual value for the subject property with support as indicated above from the cost approach model.

The actual value assigned to the subject property based on the modeling process as developed from the level of value for the current assessment cycle is **$4,424,887** allocated as follows:

Improvements	**$**	**3,205,251**
Land	**$**	**1,219,636**
Total	**$**	**4,424,887**

Subject Location Map



Parcels

ASSR Hotlink	Zoom To Record	Parcel Number	Account Number	Property Address	City State Zip	Owner	Second Owner	Subdivision	Acreage
Hotlink	1	223315207008	0450093	9996 TWENTY MILE RD	PARKER CO 80134	RICHIE`S PARKER EXPRESS CARWASH LLC		LINCOLN MEADOWS	

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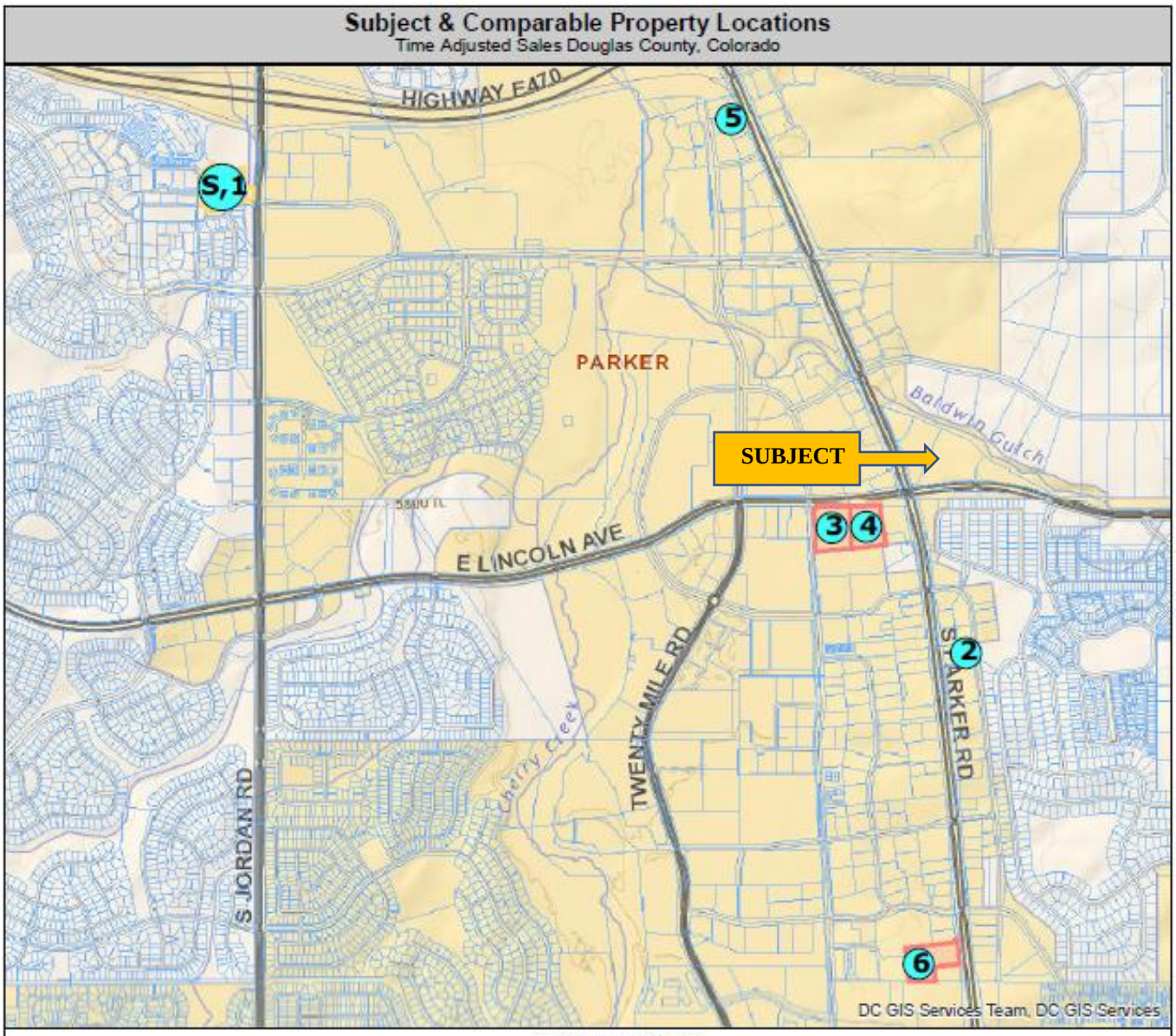
LOCATION MAP FOR THE SUBJECT PROPERTY AND LAND SALES



Subject: R0611323
16791 MARKET ST

2. **R0386535**
3. **R0439650**
11964 DRANSFELDT RD
4. **R0439283**
E 18900 LINCOLN AVE
5. **R0480787**
S 9277 PARKER RD
6. **R0362290**
S 10653 PARKER RD

6. **R0362290**
S 10655 PARKER RD

Possible search results based on selection type: Subject | Sale | Taxpayer | Sale & Taxpayer

Date: 5/2/2023

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Douglas County GIS Division
Philip S. Miller Bldg., 100 Third St.
Castle Rock, Colorado 80104

0 0.175 0.35 0.7 Miles

N

SUBJECT PROPERTY BUILDING PHOTOGRAPHS

SUBJECT: FRONT ELEVATION OF BUILDING

SUBJECT: SERVICE AREAOF BUILDING

SUBJECT: AERIAL VIEW OF BUILDING

SUBJECT: AERIAL VIEW OF PROPERTY

Subject Property Profile

The following pages contain a copy of the Assessor's Office property profile for the subject property. This profile contains the current record of the subject property owner, property address and or legal description, sales summary, land area, building and site improvement characteristic data as of the date of assessment, and as applied to indicate the actual and assessed values assigned the subject property.

There are photographs and sketches of the subject property improvements included when available in the CAMA system database. The sketch, if included, is intended to familiarize the user(s) of this summary with the dimensional proportions of the subject property improvements. The area of the subject property building improvement has been calculated from exterior measurements rounded to the nearest half foot as listed on the sketch.

The profile data is intended to provide identification and description of the subject property characteristics relevant to the purpose and intended use of this summary.

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071 Local #: 1 Parcel #: 223310309027

Tax Year:	2023	Levy:	140.467000	# of Imps:	1	Created On:	08/24/2004
Tax Dist:	3074	Map #:		LEA:	15119	Active On:	02/28/2023
PUC:		Initials:		Acct Type:	Commercial	Inactive On:	
Assign To:	RRM					Last Updated:	

Owner's Name and Address

19201 E LINCOLN LLC
19201 E LINCOLN AVE
PARKER, CO 80138

Property Address

19201 E LINCOLN AVE, PARKER

Sales Summary

Sale Date	Sale Price	Deed Type	Reception #	Book	Page #	Grantor
03/15/2011	$2,250,000	Special Warranty Deed	2011018114			CAR BURT LLC
03/31/2005	$10,500,000	Warranty Deed	2005031873			PARKER CHEVROLET INVESTMENTS LLLP
07/23/2004	$5,466,200	Special Warranty Deed	2004079264			PARKER FORD INVESTMENTS LLLP

Legal

LOT 13A 3 PINE LANE 2ND AMD 6.222 AM/L

Section	Township	Range	Qtr	QtrQtr	Government Lot	Government Tract
10	6	66	SW			

Subdivision Information

Sub Name	Block	Lot	Tract
PINE LANE	0	13A 3	

Land Valuation Summary

Land Type	Abst Cd	Value By	Net SF	Measure	# of Units	Value/Unit	Actual Val	Asmt %	Assessed Val
Commercial	2112	Market	271,030	Square Feet	271,030.320000	$4.50	$1,219,636	27.90%	$340,279
Class				Sub Class					
Land Subtotal:					6.22		$1,219,636		$340,279

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071 Local #: 1 Parcel #: 223310309027

Land Attributes

Attribute	Description	Adjustment
C-ACC	C-Access	-0.100000
C-OTS	C-Outsized Lot	-0.400000

Improvement Valuation Summary

Imp #	Property Type	Abst Code	Occupancy	Class	Actual Value	Asmt %	Assessed Val*
1.00	Commercial	2212	Service Garage		$3,205,251	27.90%	$894,265
Improvement Subtotal:					$3,205,251		$894,265

Total Property Value

Total Value:	$4,424,887	$1,226,180

*Approximate Assessed Value

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071 Local #: 1 Parcel #: 223310309027

Imp #:	1			Landscaping $: 0.00
Property Type:	Commercial			
Quality:	Average			
Condition:	Average	Nbhd:	I65	
Perimeter:	731	Nbhd Ext:	00	
% Complete:	100.00%	Nbhd Adj:	1.0000	

Occupancy Summary

Occupancy: Service Garage Occ %: 100%

Built As Summary

Built As:	Complete Auto Dealership	Year Built:	2004
Construction Type:	Masonry	Year Remodeled:	0
HVAC:	Package Unit		
Interior Finish:		% Remodeled:	0.0000
Roof Cover:		Adj Year Blt:	2004
Built As SF:	37330	Effective Age:	
# of Baths:	0.00		
# of Bdrms:	0.00		
# of Stories:	2.00		
Story Height:	14		
Sprinkler SF:	32163	Diameter:	0
Capacity:	0	Height:	0

Improvement Summary

Improvement 1	Units	Units Price	RCN	Actual Value
Add On				
Com 25 ft 4 Fix Light	12.0000	$10,437.2	$125,247.24	$92,683.00
Com Concrete Slab Good	1700.0000	$9.63	$16,371.00	$12,115.00
Com Asphalt Good	116330.0000	$5.95	$692,163.50	$512,200.00
Com 25 ft 3 Fix Light	2.0000	$8,693.64	$17,387.28	$12,866.00
Com 25 ft 2 Fix Light	5.0000	$6,950.01	$34,750.05	$25,715.00

Improvements Value Summary

IMPNO: 1

RCN Cost/SF:	$143.71	Design Adj:	0.0000	Func Obs %:	0.0000
Total RCN:	$5,364,515.00	Exterior Adj:	0.0000	Econ Obs %:	0.0000
Phys Depr %	0.2600	Interior Adj:	0.0000	Other Obs %:	0.2000

Monday, May 05, 2025

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071	Local #: 1	Parcel #: 223310309027

Phys Depr $:	$1,394,774.00	Amateur Adj:	0.0000		
RCNLD $:	$3,969,741.00	RCNLD Cost/$:	$106.34	Market/SF:	$85.86

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

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Tax Year:	2024	Levy:	139.422000	# of Imps:	1	Created On:	08-24-2004
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Total Property Value

Total Value:	$4,424,887	$1,226,180

*Approximate Assessed Value

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071 Local #: 1 Parcel #: 223310309027

Imp #:	1			Landscaping $: 0.00
Property Type:	Commercial			
Quality:	Average			
Condition:	Average	Nbhd:	I65	
Perimeter:	731	Nbhd Ext:	00	
% Complete:	100.00%	Nbhd Adj:	1.0000	

Occupancy Summary

Occupancy: Service Garage Occ %: 100%

Built As Summary

Built As:	Complete Auto Dealership	Year Built:	2004
Construction Type:	Masonry	Year Remodeled:	0
HVAC:	Package Unit		
Interior Finish:		% Remodeled:	0.0000
Roof Cover:		Adj Year Blt:	2004
Built As SF:	37330	Effective Age:	
# of Baths:	0.00		
# of Bdrms:	0.00		
# of Stories:	2.00		
Story Height:	14		
Sprinkler SF:	32163	Diameter:	0
Capacity:	0	Height:	0

Improvement Summary

Improvement 1	Units	Units Price	RCN	Actual Value
Add On				
Com 25 ft 4 Fix Light	12.0000	$10,437.2	$125,247.24	$92,683.00
Com Concrete Slab Good	1700.0000	$9.63	$16,371.00	$12,115.00
Com Asphalt Good	116330.0000	$5.95	$692,163.50	$512,200.00
Com 25 ft 3 Fix Light	2.0000	$8,693.64	$17,387.28	$12,866.00
Com 25 ft 2 Fix Light	5.0000	$6,950.01	$34,750.05	$25,715.00

Improvements Value Summary

IMPNO: 1

RCN Cost/SF:	$143.71	Design Adj:	0.0000	Func Obs %:	0.0000
Total RCN:	$5,364,515.00	Exterior Adj:	0.0000	Econ Obs %:	0.0000
Phys Depr %	0.2600	Interior Adj:	0.0000	Other Obs %:	0.2000

Tuesday, May 06, 2025

DOUGLAS COUNTY ASSESSOR
PROPERTY PROFILE

Account #: R0452071	Local #: 1	Parcel #: 223310309027

Phys Depr $:	$1,394,774.00	Amateur Adj:	0.0000		
RCNLD $:	$3,969,741.00	RCNLD Cost/$:	$106.34	Market/SF:	$85.86

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Ashley Chamberlain, Paralegal

DESCRIPTION: Resolution Approving the Abatement Settlement Recommendations of the Assessor's Office

SUMMARY: The Assessor has reviewed the petitions requesting adjustment to the properties' valuations submitted by the Petitioners listed in the attached resolutions. In those instances where a taxpayer's petition for refund or abatement of property taxes to the Board has been reviewed by the Douglas County Assessor and recommended for approval or partial approval, the Board has the authority to settle all such appeals and accept the recommendations of the Assessor. The Assessor is requesting that the Board approve the recommendations and direct the Clerk to the Board to issue a resolution ordering adjustment in value for the subject property.

RECOMMENDED ACTION: Approve Resolution.

REVIEW:

Jeff Garcia	Approve	9/2/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

Douglas County Abatement Cover Letter - CSM Park Meadows - Executed
Abatement Settlement Approval Resolution - August 2025

DOUGLAS COUNTY
COLORADO

July 24, 2025

Breanna Smith
breanna.smith@ryan.com
Ryan LLC
1999 Broadway, Suite 4100
Denver, CO 80202

Reference Log Number(s): 202502325
Account Number: R0417048 & R0417049
Owner: CSM Park Meadows LLC
Address of Property: 830 & 8322 S. Valley Hwy

*****PLEASE NOTE*****

Your abatement hearing(s) will be held telephonically using the County's telephone conferencing program. Instructions to access the hearing will follow by separate e-mail invitation.

Dear Ms. Smith:

The Douglas County Assessor's Office has reviewed the abatement petition you filed for the above referenced Log Number(s) 202502325 and is recommending adjustment of the petition for tax year 2024. The enclosed Transmittal Sheet provides details of the Assessor's decision and recommended adjusted values for each Log Number. Please note that the tax dollar references are an estimate only, the actual tax dollar amounts will be determined by the Douglas County Treasurer. Please review the following options below and indicate your choice by initialing on the appropriate line.

BS — I accept the Assessor's recommended reduction in value and terminate any further appeal.

_____ — I wish to withdraw my petition without any reduction in value and end any further appeal.

_____ — I wish to take an Administrative Denial which allows me to proceed to a higher level of appeal.

_____ — I wish to have a hearing of my petition before a referee appointed by the County Board of Commissioners. The hearing will be held on **August 21, 2025** at **10:00 a.m.**

Dated this 25th day of July, 2025.

This office must receive this form, completed and initialed by you, at least one week before the scheduled date of the hearing. You may scan and e-mail (*preferred*), fax or mail your request to me at:

Office of the County Attorney
100 Third Street
Castle Rock, CO 80104
Fax No.: 303-484-0399
E-mail: achamberlain@douglas.co.us

If you have chosen to accept the Assessor's recommendation or communicated your wish to withdraw your petition, no further action on your part is necessary. The Administrative Denial choice will be noted by the Referee and instructions on filing your appeal will be provided. If, however, you wish to continue with this appeal process, a public hearing before an independent hearing officer has been scheduled for consideration of your tax abatement petition. As noted above, your hearing is scheduled for **10:00 a.m.** on **August 21, 2025.**

Attached is a copy of the Abatement Hearing Information. If you have additional evidence to be submitted and included with the hearing documents, please email this documentation to me two business days prior to the hearing. If the evidence is not received two business days prior to the hearing, the Hearing Officer can disallow it from being presented at hearing. The Assessor's documentary evidence to be presented at hearing is also included with this notification.

If you are unable to attend this hearing, please contact me ***prior to the scheduled hearing*** via email and we can reschedule.

If you have questions concerning the hearing, please contact me at achamberlain@douglas.co.us. Thank you.

Sincerely,

Ashley Chamberlain

Ashley Chamberlain
Abatement Hearings Administrator

Arc

Enclosures

DOUGLAS COUNTY
ASSESSOR'S OFFICE COLORADO

Toby Damisch, Douglas County Assessor
301 Wilcox St. | Castle Rock, CO 80104
O: 303.660.7450 Fax: 303.479.9751

PETITION FOR ABATEMENT OR REFUND OF TAXES

Section I: Petitioner, please complete Section I only. 20250232S-2024

INTERNAL Received

Date: May 27, 2025 (Month Day Year)

Date Received MAY 27 2025

Douglas County Assessor's Office

Petitioner's Name: CSM Park Meadows LLC c/o Ryan LLC, Attention: Breanna Smith

Petitioner's Mailing Address: 1999 Broadway Suite, 4100

Denver, CO 80202
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
R0417048 & R0417049	8320 & 8322 S Valley Hwy

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

Adjusting based on the 2023 Board of Assessment Appeal Orders 2023BAA2476 & 2023BAA2477

Petitioner's estimate of value: $_____ (_____)
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

_____ Daytime Phone Number 720-821-7676
Petitioner's Signature

Email Breanna.Smith@ryan.com

By _____ Daytime Phone Number _____
Agent's Signature* LETTER OF AGENCY REQUIRED

Printed Name: _____ Email _____

If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II: **Assessor's Recommendation**
(For Assessor's Use Only)

	Actual	Assessed	Tax
Original			
Corrected			
Abate/Refund			

Tax Year _____

☐ **Assessor recommends approval as outlined above.**

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: _____ Protest? ☐ **No** ☐ **Yes (If a protest was filed, please attach a copy of the NOD.)**

☐ **Assessor recommends denial for the following reason(s):**

_____
Assessor's or Deputy Assessor's Signature

DOUGLAS COUNTY
ASSESSOR'S OFFICE COLORADO

Toby Damisch, Douglas County Assessor
301 Wilcox St. | Castle Rock, CO 80104
O: 303.660.7450 Fax: 303.479.9751

PETITION FOR ABATEMENT OR REFUND OF TAXES

Section I: Petitioner, please complete Section I only. 20250232S - 2024 **INTERNAL** Received

Date: May 27, 2025 (Month Day Year)

Date Received MAY 27 2025

Douglas County Assessor's Office

Petitioner's Name: CSM Park Meadows LLC c/o Ryan LLC, Attention: Breanna Smith

Petitioner's Mailing Address: 1999 Broadway Suite, 4100

Denver, CO 80202
City or Town State Zip Code

SCHEDULE OR PARCEL NUMBER(S)	PROPERTY ADDRESS OR LEGAL DESCRIPTION OF PROPERTY
R0417048 & R0417049	8320 & 8322 S Valley Hwy

Petitioner requests an abatement or refund of the appropriate taxes and states that the taxes assessed against the above property for the property tax year 2024 are incorrect for the following reasons: (Briefly describe why the taxes have been levied erroneously or illegally, whether due to erroneous valuation, irregularity in levying, clerical error, or overvaluation. Attach additional sheets if necessary.)

Adjusting based on the 2023 Board of Assessment Appeal Orders 2023BAA2476 & 2023BAA2477

Petitioner's estimate of value: $_____ (_____)
Value Year

I declare, under penalty of perjury in the second degree, that this petition, together with any accompanying exhibits or statements, has been prepared or examined by me, and to the best of my knowledge, information, and belief, is true, correct, and complete.

_____ Daytime Phone Number 720-821-7676
Petitioner's Signature

Email Breanna.Smith@ryan.com

By _____ Daytime Phone Number _____
Agent's Signature* LETTER OF AGENCY REQUIRED

Printed Name: _____ Email _____

If the Board of County Commissioners, pursuant to § 39-10-114(1), C.R.S., or the Property Tax Administrator, pursuant to § 39-2-116, C.R.S., denies the petition for refund or abatement of taxes in whole or in part, the Petitioner may appeal to the Board of Assessment Appeals pursuant to the provisions of § 39-2-125, C.R.S., within thirty days of the entry of any such decision, § 39-10-114.5(1), C.R.S.

Section II:

Assessor's Recommendation
(For Assessor's Use Only)

	Actual	Assessed	Tax
Original			
Corrected			
Abate/Refund			

Tax Year _____

☐ **Assessor recommends approval as outlined above.**

If the request for abatement is based upon the grounds of overvaluation, no abatement or refund of taxes shall be made if an objection or protest to such valuation has been filed and a Notice of Determination has been mailed to the taxpayer, § 39-10-114(1)(a)(I)(D), C.R.S.

Tax year: _____ Protest? ☐ No ☐ Yes (If a protest was filed, please attach a copy of the NOD.)

☐ **Assessor recommends denial for the following reason(s):**

Toby Damisch
Assessor's or Deputy Assessor's Signature

15-DPT-AR No. 920-66/17

Transmittal Sheet for Internal Abatement #: 202502325

Abatement #	202502325	**Staff Appraiser**	FAE
Tax Year	2024	**Review Appraiser**	FAE
Date Received	5/27/2025	**Recommendation**	Adjust
Petitioner	CSM PARK MEADOWS LLC	**Reason**	Adjusting based on the 2023 Board of Assessment Appeal Orders 2023BAA2476 & 2023BAA2477
Agent	RYAN LLC		
Petitioner's Request	Value Too High		
Petitioner's Requested Value		**Assessor Final Review Value**	$24,020,000

The subject property (R0417048) is a Residence Inn hotel with 112 rooms built in 2000. The petitioner provided study period income and expense data as well as monthly sales tax reports to determine the percentage of long-term stays at the property. After consideration of similar sales and characteristics, the per key value was adjusted from $105,000 to $96,071 and the residential percentage for TY 2024 was adjusted to 15% for both land and improvements. The subject property (R0417049) is a Mariott Courtyard hotel with 156 rooms and built in 2000. Study period income, expense and occupancy data was provided for the property. Significant deferred maintenance issues were also considered in determining the per key value. After consideration of this data, the per key value was adjusted from $105,000/key to $85,000/key due to condition and performance issues identified. Based upon sales tax reports for 2024, 9% of the improvements and land were allocated to a residential assessment rate. The per key value matches the BAA stipulation processed for TY 2023 while the residential percentage of each hotel is based upon the monthly sales tax reports for 2024.

Original Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0417048	1125	3098	$250,122	$0	$250,122	6.700%	$16,760	9.0929%	$1,523.97
	1225	3098	$1,866,678	($55,000)	$1,811,678	6.700%	$121,380	9.0929%	$11,036.96
	2115	3098	$1,139,442	$0	$1,139,442	27.900%	$317,900	9.0929%	$28,906.33
	2215	3098	$8,503,758	($30,000)	$8,473,758	27.900%	$2,364,180	9.0929%	$214,972.52
	Account Total:		**$11,760,000**	**($85,000)**	**$11,675,000**		**$2,820,220**		**$256,439.78**
R0417049	2115	3098	$1,406,552	$0	$1,406,552	27.900%	$392,430	9.0929%	$35,683.27
	2215	3098	$14,973,448	($30,000)	$14,943,448	27.900%	$4,169,220	9.0929%	$379,103.01
	Account Total:		**$16,380,000**	**($30,000)**	**$16,350,000**		**$4,561,650**		**$414,786.28**
Original Values Total:			**$28,140,000**	**($115,000)**	**$28,025,000**		**$7,381,870**		**$671,226.06**

Final Values

Account #	Abstract Code	Tax District	Actual Value	*Adjustment if applicable	Adjusted Actual	Assmt Rate	Adjusted Assessed	Tax Rate	Tax Amount
R0417048	1125	3098	$208,435	$0	$208,435	6.700%	$13,970	9.0929%	$1,270.28
	1225	3098	$1,405,565	($55,000)	$1,350,565	6.700%	$90,490	9.0929%	$8,228.17
	2115	3098	$1,181,129	$0	$1,181,129	27.900%	$329,530	9.0929%	$29,963.83
	2215	3098	$7,964,871	($30,000)	$7,934,871	27.900%	$2,213,830	9.0929%	$201,301.35
	Account Total:		**$10,760,000**	**($85,000)**	**$10,675,000**		**$2,647,820**		**$240,763.63**
R0417049	1125	3098	$126,585	$0	$126,585	6.700%	$8,480	9.0929%	$771.08
	1225	3098	$1,066,810	($55,000)	$1,011,810	6.700%	$67,790	9.0929%	$6,164.08
	2115	3098	$1,279,967	$0	$1,279,967	27.900%	$357,110	9.0929%	$32,471.66
	2215	3098	$10,786,638	($30,000)	$10,756,638	27.900%	$3,001,100	9.0929%	$272,887.02
	Account Total:		**$13,260,000**	**($85,000)**	**$13,175,000**		**$3,434,480**		**$312,293.84**
Final Values Total:			**$24,020,000**	**($170,000)**	**$23,850,000**		**$6,082,300**		**$553,057.47**

Refund Amounts

Account #	Original Total Actual Value	Original Adj Total Assessed	Original Total Taxes	Final Total Actual Value	Final Adj Total Assessed	Final Total Taxes	Refund Amount
R0417048	$11,760,000	$2,820,220	$256,439.78	$10,760,000	$2,647,820	$240,763.63	$15,676.15
R0417049	$16,380,000	$4,561,650	$414,786.28	$13,260,000	$3,434,480	$312,293.84	$102,492.44
Totals	**$28,140,000**	**$7,381,870**	**$671,226.06**	**$24,020,000**	**$6,082,300**	**$553,057.47**	**$118,168.59**

*Adjustments

Account #	Adjustment Description	Adjustment Amount
R0417048	SB-001 Residential 55k Exemption	($55,000)
R0417049	SB-001 Residential 55k Exemption	($55,000)
R0417048	SB22-238 Commercial 30k Exemption	($30,000)
R0417049	SB22-238 Commercial 30k Exemption	($30,000)

BOARD OF ASSESSMENT APPEALS STATE OF COLORADO 1313 Sherman Street, Room 315 Denver, Colorado 80203	
Petitioner: CSM Park Meadows LLC, **v.** **Respondent:** Douglas County Board of Equalization.	Received MAY 19 2025 Douglas County Assessor's Office **Docket No.:** 2023BAA2476

ORDER APPROVING STIPULATION

THE PARTIES TO THIS ACTION have entered into a Stipulation resolving this appeal. The Board has reviewed the Stipulation, and makes the following findings and orders:

1. The subject property is described as follows:

   a. County Schedule No.: R0417048
   b. Category of Appeal: Valuation Appeal
   c. Property Type: Mixed-use

2. This appeal concerns the 2023 tax year(s) actual value of the subject property.

3. The parties have agreed the 2023 tax year(s) actual value of the subject property should be reduced to a total value of $10,76,000.00.

4. The Board approves the terms of the parties' Stipulation and adopts them as an Order of the Board. The State Property Tax Administrator or County Assessor is ordered to update his/her records accordingly.

This matter now being fully resolved, the appeal is hereby **DISMISSED**.

DATED AND E-SERVED this May 19, 2025.

BOARD OF ASSESSMENT APPEALS

Diane M. Devries

Sondra W. Mercier

BOARD OF ASSESSMENT APPEALS, STATE OF COLORADO 1313 Sherman Street, Room 315 Denver, Colorado 80203	
Petitioner: **CSM PARK MEADOWS LLC** v. Respondent: **DOUGLAS COUNTY BOARD OF EQUALIZATION**	Docket Number: **2023BAA2476** Schedule No.: **R0417048**
Attorneys for Respondent: Andrew C. Steers, #40139 Office of the County Attorney Douglas County, Colorado 100 Third Street Castle Rock, Colorado 80104 Phone Number: 303-660-7414 FAX Number: 303-484-0399 E-mail: attorney@douglas.co.us	
STIPULATION (As to Tax Year 2023 Actual Value)	

Petitioner and Respondent hereby enter into this Stipulation regarding the tax year 2023 valuation of the subject property and jointly move the Board of Assessment Appeals to enter its order based on this Stipulation.

The Petitioner and Respondent agree and stipulate as follows:

1. The property subject to this Stipulation is described as:

LOT 3A CASTLE VIEW HEIGHTS AMENDED 5TH AMEND 3.190 AM/L

2. The subject property is classified as Commercial property.

3. The County Assessor originally assigned the following actual value on the subject property for tax year 2023:

Residential Land	$ 250,122
Residential Improvements	$2,169,078
Total	$2,419,200
Commercial Land	$1,139,442
Commercial Improvements	$9,881,358
Total	$11,020,800
Total Property Value	$13,440,000

4. After a timely appeal to the Board of Equalization, the Board of Equalization valued the subject property as follows:

Residential Land	$ 250,122
Residential Improvements	$1,866,678
Total	$2,116,800
Commercial Land	$1,139,442
Commercial Improvements	$8,503,758
Total	$9,643,200
Total Property Value	$11,760,000

5. After further review and negotiation, the Petitioner and the Douglas County Board of Equalization agree to the following tax year 2023 actual value for the subject property:

Residential Land	$ 319,600
Residential Improvements	$2,155,200
Total	$2,474,800
Commercial Land	$1,069,964
Commercial Improvements	$7,215,236
Total	$8,285,200
Total Property Value	$10,760,000

6. Except as otherwise provided herein, the valuations, as established above, shall be binding only with respect to tax year 2023.

7. Brief narrative as to why the reduction was made:

For the BAA analysis, the appeals appraiser re-visited the Sales Comparison and Income Approaches to value, taking into consideration the hotel's actual performance during the study period. The appraiser concluded that a reduction in value was merited via both approaches to value. Please note review of sales tax data revealed that 23% of guest stays (versus 18% in the account profile) were considered extended stay in Tax Year 2023, thus a 23% portion of value is allocated to the residential assessment rate of 6.7% versus the 27.9% commercial rate typically utilized for commercial lodging.

8. Both parties agree that the hearing scheduled before the Board of Assessment Appeals on June 26, 2025, at 8:30 a.m. be vacated.

DATED this 19 day of May, 2025

Breanna Sherer Smith

BREANNA SMITH
Agent for Petitioner
Ryan, LLC
1999 Broadway, Suite 4100
Denver, CO 80202
720-821-7676

ANDREW C. STEERS #40139
W for Respondent DOUGLAS COUNTY
BOARD OF EQUALIZATION
100 Third Street
Castle Rock, CO 80104
303-660-7414

Docket Number 2023BAA2476

BOARD OF ASSESSMENT APPEALS STATE OF COLORADO 1313 Sherman Street, Room 315 Denver, Colorado 80203	Received MAY 19 2025 Douglas County Assessor's Office
Petitioner: CSM Park Meadows LLC, **v.** **Respondent:** Douglas County Board of Equalization.	**Docket No.:** 2023BAA2477

ORDER APPROVING STIPULATION

THE PARTIES TO THIS ACTION have entered into a Stipulation resolving this appeal. The Board has reviewed the Stipulation, and makes the following findings and orders:

1. The subject property is described as follows:

   a. County Schedule No.: R0417049
   b. Category of Appeal: Valuation Appeal
   c. Property Type: Mixed-Use

2. This appeal concerns the 2023 tax year(s) actual value of the subject property.

3. The parties have agreed the 2023 tax year(s) actual value of the subject property should be reduced to a total value of $13,260,000.00.

4. The Board approves the terms of the parties' Stipulation and adopts them as an Order of the Board. The State Property Tax Administrator or County Assessor is ordered to update his/her records accordingly.

This matter now being fully resolved, the appeal is hereby **DISMISSED.**

DATED AND E-SERVED this May 19, 2025.

BOARD OF ASSESSMENT APPEALS

Diane M. Devries

Sondra W. Mercier

BOARD OF ASSESSMENT APPEALS, STATE OF COLORADO 1313 Sherman Street, Room 315 Denver, Colorado 80203	
Petitioner: **CSM PARK MEADOWS LLC** v. Respondent: **DOUGLAS COUNTY BOARD OF EQUALIZATION**	Docket Number: **2023BAA2477** Schedule No.: **R0417049**
Attorneys for Respondent: Andrew C. Steers, #40139 Office of the County Attorney Douglas County, Colorado 100 Third Street Castle Rock, Colorado 80104 Phone Number: 303-660-7414 FAX Number: 303-484-0399 E-mail: attorney@douglas.co.us	

STIPULATION (As to Tax Year 2023 Actual Value)

Petitioner and Respondent hereby enter into this Stipulation regarding the tax year 2023 valuation of the subject property and jointly move the Board of Assessment Appeals to enter its order based on this Stipulation.

The Petitioner and Respondent agree and stipulate as follows:

1. The property subject to this Stipulation is described as:

LOT 3B CASTLE VIEW HEIGHTS AMENDED 5TH AMEND 3.229 AM/L

2. The subject property is classified as Commercial property.

3. The County Assessor originally assigned the following actual value on the subject property for tax year 2023:

Residential Land	$0
Residential Improvements	$0
Total	$0
Commercial Land	$ 1,406,552
Commercial Improvements	$17,313,448
Total	$18,720,000
Total Property Value	$18,720,000

4. After a timely appeal to the Board of Equalization, the Board of Equalization valued the subject property as follows:

Residential Land	$0
Residential Improvements	$0
Total	$0
Commercial Land	$ 1,406,552
Commercial Improvements	$14,973,448
Total	$16,380,000
Total Property Value	$16,380,000

5. After further review and negotiation, the Petitioner and the Douglas County Board of Equalization agree to the following tax year 2023 actual value for the subject property:

Residential Land	$ 182,865
Residential Improvements	$1,540,947
Total	$1,723,812
Commercial Land	$ 1,223,688
Commercial Improvements	$10,312,500
Total	$11,536,188
Total Property Value	$13,260,000

6. Except as otherwise provided herein, the valuations, as established above, shall be binding only with respect to tax year 2023.

7. Brief narrative as to why the reduction was made:

For the BAA analysis, the appraiser examined both the Sales Comparison and Income approaches, taking into consideration the property's actual performance as well as its physical condition at the time of value. Inspection revealed that the subject is in need of a property improvement project (PIP) that was postponed during the pandemic. Blending the two approaches but giving greater weight to the Income Approach, since this is the typical methodology for hotel valuation, an adjustment was recommended. Please note review of sales tax data revealed that 13% of guest stays (versus 0% in the account profile) were considered extended stay in Tax Year 2023, thus a 13% portion of value is allocated to the residential assessment rate of 6.7% versus the 27.9% commercial rate typically utilized for commercial lodging. This allocation applies to both improvements and land.

8. Both parties agree that the hearing scheduled before the Board of Assessment Appeals on June 30, 2025, at 8:30 a.m. be vacated.

DATED this 19 day of May, 2025

Breanna Sherer Smith

BREANNA SMITH
Agent for Petitioner
Ryan, LLC
1999 Broadway, Suite 4100
Denver, CO 80202
720-821-7676

ANDREW C. STEERS #40139
W for Respondent DOUGLAS COUNTY
BOARD OF EQUALIZATION
100 Third Street
Castle Rock, CO 80104
303-660-7414

Docket Number 2023BAA2477

RESOLUTION NO. R-025-_____

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

A RESOLUTION APPROVING THE ABATEMENT SETTLEMENT RECOMMENDATIONS OF THE ASSESSOR'S OFFICE

WHEREAS, the Board of County Commissioners ("Board") is responsible for hearing petitions for refunds or abatement of property taxes pursuant to §§ 39-1-113 and 39-10-114, C.R.S.; and

WHEREAS, in those instances where a taxpayer's petition for refund or abatement of property taxes to the Board has been reviewed by the Assessor for the County of Douglas ("Assessor") and recommended for approval or partial approval, the Board has the authority to settle all such appeals and accept the recommendations of the Assessor; and

WHEREAS, the Assessor has reviewed the following petition for refund or abatement of property taxes and has determined that an adjustment to value is appropriate:

Abatement No.	**Petitioner**
202502325	CSM Park Meadows LLC

and

WHEREAS, the Assessor has conferred with the taxpayer petitioning for refund or abatement of property taxes and the taxpayer has agreed with the Assessor's recommendation; and

WHEREAS, the Assessor wishes to submit the recommendation for adjustment to value for approval by the Board; now, therefore,

BE IT RESOLVED by the Board of County Commissioners of the County of Douglas, State of Colorado, that the Board accepts the recommendation of the Assessor and orders a separate resolution be prepared for this abatement petition and that the petitioner be notified of this decision.

PASSED AND ADOPTED this 9th day of September, 2025, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS. COLORADO

BY:_____
ABE LAYDON, Chair

ATTEST:

_____
HAYLEY HALL, Deputy Clerk

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Codie Winslow, Chief Deputy Clerk & Recorder

DESCRIPTION: Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Town of Parker Authorizing Coordination for the Coordinated Election, November 4th, 2025

SUMMARY: The Town of Parker has informed the Douglas County Clerk and Recorder's office of its intent to coordinate on the 2025 Coordinated Election ballot. Approval of the IGA by the Board is required due to the estimated costs of coordination, which are expected to exceed the $25,000 IGA threshold.

RECOMMENDED ACTION: Approve

REVIEW:

Codie Winslow	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025
Sheri Davis - FYI	Notified - FYI	9/4/2025

ATTACHMENTS:

2025 Douglas County IGA Town of Parker

(ID # 3875)

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Town of Parker Authorizing Coordination for the Coordinated Election, November 4th, 2025

Resolution Approving an Intergovernmental Agreement Between the Town of Parker and Douglas County Concerning the Administration and the Conduct of the November 4, 2025 Coordinated Election.

PASSED AND ADOPTED this 9th day of September 2023, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:

_____

ABE LAYDON, Chair

ATTEST:

_____

HAYLEY HALL, Clerk to the Board

OFFICE OF
CLERK & RECORDER

INTERGOVERNMENTAL AGREEMENT

DOUGLAS COUNTY CLERK AND RECORDER

&

Town of Parker

(Enter Jurisdiction Name)

REGARDING THE CONDUCT AND ADMINISTRATION OF:

NOVEMBER 4, 2025
COORDINATED ELECTION

SHERI DAVIS, DOUGLAS COUNTY CLERK AND RECORDER
DOUGLAS COUNTY ELECTIONS
CASTLE ROCK, CO 80109
303-660-7444

DOUGLAS VOTES.com

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*REQUIRES (OR MAY REQUIRE) A SIGNATURE

INTENT TO COORDINATE

JURISDICTION: Town of Parker

Designated Election Official: Chris Vanderpool, Town Clerk

_____ **Check here if your Jurisdiction WILL NOT participate in this election.**

Please mail or email this page to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

XXX **Check here if your Jurisdiction WILL participate in this election.**
Please complete the remainder of this packet and mail or email it to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

Submitting a BALLOT ISSUE(s)? **YES** **NO** **How many?** None

A ballot issue is a matter arising under Article X Section 20 of the Colorado Constitution as defined in sections 1-41-102 (4) and 1-41-103 (4). It is a **tax/TABOR issue.**

Submitting a BALLOT QUESTION(s)? **YES** **NO** **How many?** 6

A ballot question is a matter involving a citizen petition or referred measure other than a ballot issue. It is a **non-tax question.**

Submitting a CANDIDATE CONTEST(s)? **YES** **NO** **How many?** None

PARTICIPATION AGREEMENT

This INTERGOVERNMENTAL AGREEMENT ("Agreement") is between the Douglas County Board of County Commissioners on behalf of the Douglas County Clerk and Recorder (referred to as the "County") and the Jurisdiction (referred to as the "Jurisdiction"). The "County" and "Jurisdiction" are referred to collectively as the "Parties".

Under the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), governmental entities are encouraged to cooperate and consolidate elections to reduce taxpayer expenses.

If more than one political subdivision holds an election on the same day in November, and the eligible electors for each election are the same or the boundaries overlap, the County Clerk and Recorder is the Coordinated Election Official (referred to as the "CEO") and conducts elections on behalf of political subdivisions utilizing the mail ballot procedures outlined in Article 7.5 of Title 1.

The Parties agree this election shall be conducted as a coordinated election following the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), or any other Title of C.R.S. governing the participating Jurisdiction's election matters, as well as the Colorado Constitution, and the Colorado Secretary of State (SOS) Rules (referred to as the "Code").

The Parties agree that section 1-7-116, C.R.S. applies, and it is in the best interest of taxpayers and electors to enter into this Agreement to conduct the coordinated election as authorized under Article XIV, Section 18 of the Colorado Constitution, and sections 1-7-116 and 29-1-203, C.R.S.

SECTION I.
DEFINITIONS AND JOINT RESPONSIBILITIES
(Information Only)

1.01 DEFINITIONS

A. **Coordinated Election Official** (CEO) is the Douglas County Clerk and Recorder, who acts as the Coordinated Election Official as defined within the Code.
B. **Contact Officer** is the person identified by the County to act as the primary liaison with the Jurisdiction. Under the authority of the CEO, the Contact Officer is responsible for the coordination of the election with the Jurisdiction and the procedures to be completed by the County.
C. **Canvass Board** is a group of representatives appointed by the major political parties before the election. The canvass is the audit function of the election and the process of reconciling the number of ballots counted to the number of voters who voted. The Canvass Board will meet no later than the 22nd day after the election to certify the abstract of votes cast.
D. **Designated Election Official** (DEO) is the person identified by the Jurisdiction to act as the primary liaison with the Contact Officer. The DEO is responsible for the election procedures that must be handled by the Jurisdiction as specified within the Code and this Agreement.
E. **Logic and Accuracy Test** (LAT): The county must conduct a Logic and Accuracy Test on its voting equipment at least 21 days before the election. Voting devices must be tested before they are used in an election. One registered elector from each major political party is required to serve on the Logic and Accuracy Testing Board.
F. **Risk Limiting Audit** (RLA): This audit provides strong statistical evidence that the election outcome is correct. The number of ballots required to conduct an RLA will vary based on the smallest margin of the contest selected by the Secretary of State and the risk limit. The smaller the margin, the more ballots to audit. The smaller the risk limit, the more ballots to audit. The Audit Board is appointed by the major political parties and must complete its report no later than 5:00 p.m. one business day before the canvass deadline. At least one member of each major political party's Canvass Board will serve as an observer of the audit.
G. **TABOR** (Taxpayer Bill of Rights) is a constitutional provision (Colo. Const. art. X, § 20) that requires voter approval for tax increases and the issuance of ballot issue notices before the election.

1.02 JOINT RESPONSIBILITIES

The Parties agree to the statutory and regulatory requirements for coordinated elections and ballot issue notices (TABOR) and will adhere to all applicable provisions of the Code that are necessary or appropriate to perform the duties required.

The Parties agree to their official responsibilities in the conduct of the election, including responsibilities under the Fair Campaign Practices Act and any local ordinances concerning fair campaign practices.

1.03 JURISDICTION

The Jurisdiction encompasses territory within Douglas County. This Agreement applies only to the portion of the Jurisdiction within Douglas County.

- If the Jurisdiction is entirely contained within Douglas County, the Contact Officer establishes the ballot number and order under 1-5-407(5), C.R.S.

- If the Jurisdiction is split among more than one county, the Contact Officer will coordinate with other counties to agree upon the ballot number and order per Colorado SOS Election Rule 4.2.

SECTION II.
COUNTY AND JURISDICTION RESPONSIBILITIES
(Information Only)

The County and the Jurisdiction will each perform their respective duties and/or functions as outlined in this Agreement:

2.01 COUNTY RESPONSIBILITIES:

A. Assist the Jurisdiction on any matter related to the election to ensure smooth and efficient operations by designating a Contact Officer to act as the primary liaison between the County and the Jurisdiction. This does not include providing legal advice.

B. Provide an Address Confirmation Form (Appendix A) accompanied by an Address Library Report and Jurisdiction Boundary Map that defines Jurisdictional boundaries using residential street ranges based on County Assessor records. The Address Library Report will include the address report from the Secretary of State voter registration system, which defines street addresses within the Jurisdiction.

C. Verify any Address Library Report errors, omissions, and/or corrections identified by the Jurisdiction against County Assessor data, and where appropriate, modify street ranges to accurately define the eligible electors within the Jurisdiction.

D. Contract for the mail ballot packets to be used in the election (ballot, voter instructions, and official return envelope) and remit payment directly to the vendor.

E. Provide ballot layouts compliant with the Code for proofreading and signature approval by the Jurisdiction before final ballot printing.

F. Mail the ballot packets as required by the Code.

G. Provide a certified list of the Jurisdiction's registered voters, as requested.

H. Conduct all associated tasks relating to election judges, including eligibility, placement, training, and oversight in the conduct of the election.

I. Conduct all functions of the Canvass Board to certify election results and provide the Jurisdiction with a copy of all election statements required under the Code.

J. Prepare and conduct the Logic and Accuracy Test.

K. Publish and post the required legal notices under 1-5-205(1), C.R.S.

L. Refer members of the public and press to the DEO regarding specific questions about the Jurisdiction's ballot measures or candidates.

M. Provide all necessary equipment, system programming, and personnel for ballot tabulation.

N. Conduct and oversee the process of counting ballots and reporting results.

O. Conduct a recount of the ballots cast if required by law, requested by the Jurisdiction, or requested by an interested party as allowed by the Code.

P. Prepare and conduct the Risk Limiting Audit before certifying election results.

Q. Provide the Jurisdiction with an invoice for all expenses incurred under this Agreement.

R. Archive and maintain all election records as required by the Code.

2.02 JURISDICTION RESPONSIBILITIES:

A. Identify a DEO who is responsible for the Jurisdiction's statutory and regulatory requirements in the conduct of the election.

B. Notify the Contact Officer if the Jurisdiction is shared by an additional county or counties.

C. Provide a copy of the Ordinance or Resolution stating that the Jurisdiction has adopted the exclusive use of the Code for the conduct of the election and that the Jurisdiction will participate in the coordinated election following the terms and conditions of this Agreement.

D. Confirm sufficient funds are available and appropriated in the Jurisdiction's approved budget to pay for election expenses. The Jurisdiction recognizes that the County cannot accurately predict the exact cost for the election, but agrees it will pay its calculated prorated share and has appropriated sufficient funds to do so.

E. Return this Intergovernmental Agreement with all required information and signatures completed on or before the seventieth (70) day before the election per the Code.

F. May appoint one representative to participate in the Canvass Board. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

G. May appoint one representative to participate in the Logic and Accuracy Test. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

H. May choose to appoint an observer for the Risk Limiting Audit. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

I. Certify Jurisdictional boundaries by completing and returning the Address Confirmation Form or the Jurisdiction Boundary Map (Appendix A).

J. Review all candidate petition information, if applicable, and verify the information against voter registration records, and where applicable, county assessor records per 1-4-908, C.R.S. After review, the DEO will notify the candidate of the number of valid signatures and whether the petition is sufficient or insufficient. Upon determining that the petition is sufficient, and after the time for protest has passed, the DEO will certify the candidate to the ballot and notify the Contact Officer.

K. The DEO will refer correspondence and calls relating to the election outside of the DEO's expertise to the Contact Officer for response.

L. Determine ballot measure titles and text. Certify candidates, the number of selections a voter should make (e.g., Vote for One), and whether there is a certified write-in candidate. Provide the list of ballot measures and candidate contests electronically to the Contact Officer in a plain text format, on or before the sixtieth (60) day before the election, no later than 5:00 p.m. (Appendix E and Appendix F).

The ballot content must be certified in the order in which it will appear on the ballot and must include specific instructions (e.g., Vote for One, etc.). The certified list of candidates and ballot measures will be final, and the Contact Officer is not responsible for making any changes after the certification, except those prescribed by statute. The use of all capital letters is reserved for tax (TABOR) issues only, per the Code.

Use APPENDIX E: BALLOT MEASURES FORM, APPENDIX F: CANDIDATE CONTESTS FORM, and APPENDIX H: BALLOT ISSUE NOTICE TEMPLATE to create and submit ballot content and ballot issue notices in the correct format.

M. At the time ballot content is certified to the County, the DEO or candidates will provide the phonetic pronunciation of each candidate's name for use on the ADA-accessible audio ballot. Record a voice message at (303) 663-6279 and include the candidate's name, jurisdiction, and title of office no later than sixty (60) days before the election.

N. Indicate whether ballot content is a referred measure or an initiative from a citizen petition. The Jurisdiction understands and agrees that any ballot content not submitted according to statutory deadlines may result in candidates, issues, or questions not being on the ballot for the coordinated election.

O. Proofread the layout and text of the Jurisdiction's portion of the official ballot, and if applicable, of the Ballot Issue Notices booklet (TABOR Book), and provide written confirmation (in electronic format) of acceptance before printing.

   a. **Approval or requested changes must be provided to the Contact Officer within four (4) hours of the Jurisdiction receiving ballot layout and text from the county and within two (2) hours of the Jurisdiction receiving the proof for any Ballot Issue Notices to be included in the TABOR Book.**

   b. This may require availability outside of normal business hours. Such acceptance is final, and no changes will be made after written notice (in electronic format) is given to the Contact Officer. Failure to respond by the deadline will be considered acceptance "as is". A penalty for delay or rework of the ballot or TABOR Book will result in an additional fee to the Jurisdiction for all associated costs to fix or correct Jurisdictional errors.

P. Perform the following tasks if Jurisdictional property owners are eligible to vote:

   a. Notify Contact Officer of the Title under which the political subdivision is formed, and specifically which property owners are eligible to vote in the election.

   b. Provide a certified list of eligible property owners, as determined by the Jurisdiction, who:
      i. Own property within the Jurisdiction, appear on the State of Colorado list of registered voters, and reside at an address that is not within the boundaries of Douglas County ("Out of County" property owners); or,

ii. Own property within the Jurisdiction, appear on the Douglas County list of registered voters, reside at an address that may not match the property address as shown on the County Assessor's list, but is within the boundaries of Douglas County ("In County" property owners).

c. Coordinate directly with the Douglas County Assessor's Office (303-660-7450) or visit their website to obtain the list of all recorded owners of taxable real and personal property at apps.douglas.co.us/assessor/advanced-search/.

d. Exclude non-person entities, property owners not living in the state of Colorado, property owners not registered to vote, and property owners who reside in the district and will already receive a mail ballot.

e. Submit the list as a clearly named Microsoft Excel electronic file. The spreadsheet must include only one (1) eligible elector's name per line. Each line must consist of the following separated fields: Last name, first name, middle name, mailing address, city, state, zip, parcel number, phone number (if available), and voter identification number.

Q. Publish and post any required legal notices for the Jurisdiction's ballot content (other than the notice required by 1-5-205(1), C.R.S., which Douglas County will publish), and email a copy of the published legal notice to the Douglas County Recording Office at recording@douglas.co.us, to provide an official record.

R. Provide phone support on Election Day from 7:00 am – 7:00 pm. A designated phone support contact person for the Jurisdiction must be provided upon execution of this Agreement. Emergency contact information must also be provided for this purpose.

S. Notify the Contact Officer within 24 hours of the completion of the final ballot tabulation whether a recount is required or desired. The Jurisdiction will reimburse the County for the full cost of the recount. If other Jurisdictions are included in the recount, the cost will be prorated among the participating Jurisdictions per 1-10.5-101, C.R.S., and SOS Rule 10.9.5.

T. Within thirty (30) days from the date of receipt of a recount invoice, the Jurisdiction must remit total payment to the County.

U. Pay any additional or unique election costs resulting from Jurisdiction delays, mistakes, recounts, and/or special preparations or cancellations relating to the Jurisdiction's participation in the coordinated election. Charges are $1.00 per registered voter (with a minimum charge of $1,000) not including publication cost, excess ballot column inches

cost ($2,000 for exceeding five (5) column inches), special text formatting cost for italics, underlining, bullet points, numbering, tables, strike-through text, or indentations ($500 if applicable), the use of all capital letters for non-TABOR issues per the Code, or TABOR Notice costs with a (minimum charge of $500).

Illustrative Pro-Rated Costs Table if costs of TABOR Notice were $3,744.57 and other public notices were $66.58.

Registered Voters	Eligible Property Owners	TABOR Households	Content Length Over 5 Inches	Basic Coordination Charge	TABOR Notice Charge (min. $500)	Excess Content Length Charge	Public Notice Charge	Special Formatting Charge	Total Charges
302858	0	134985	10.75	$302,858.00	$14,351.52	$21,500.00	$4.88	$ -	$338,714.40
79	63	42	4.00	$1,000.00	$ 500.00	$8,000.00	$4.88	$ -	$9,504.88
46097	0	0	14.75	$46,097.00	$0	$29,500.00	$4.88	$500.00	$75,601.88
140	0	60	8.75	$1,000.00	$500.00	$17,500.00	$4.88	$ -	$19,004.88
253	106	120	0.50	$1,000.00	$500.00	$1,000.00	$4.88	$ -	$2,504.88

SECTION III.
CANCELLATION OF ELECTION
(Information Only)

3.01 CANCELLATION OF ELECTION BY THE JURISDICTION

In the event the Jurisdiction resolves to cancel the election, notice must be provided to the Contact Officer immediately. The Jurisdiction is responsible for the full cost of election activities incurred both before and after the Contact Officer receives notice of cancellation. The Jurisdiction must provide and publish the cancellation notice per the Code. If the Jurisdiction resolves to cancel the election after the deadline for the DEO to certify ballot order and content to the Contact Officer, the text provided by the Jurisdiction cannot be removed from the ballot and/or the TABOR Book.

SECTION IV.
MISCELLANEOUS

4.01 NOTICES

Notices required under this Agreement are deemed received and effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; 3) or upon email receipt, to the address of the Parties as indicated here:

To County:
Sheri Davis
Douglas County Clerk and Recorder
Elections Division
125 Stephanie Place
Castle Rock, Colorado 80109

Email: Elections@Douglas.co.us

To Jurisdiction:
(Enter Contact and address information)

Chris Vanderpool, Town Clerk

Town of Parker

20120 E. Mainstreet

Parker, CO 80138

4.02 TERM OF AGREEMENT

The term of this Agreement shall continue until all statutory requirements concerning the conduct of the coordinated election are fulfilled.

4.03 AMENDMENT

This Agreement may be amended only in writing and following the same formality as the execution of the initial Agreement.

4.04 INTEGRATION

The Parties acknowledge that this Agreement constitutes the sole Agreement between them relating to the coordinated election and does not include any oral statements made by the Parties' employees, agents, or officers.

4.05 CONFLICT OF AGREEMENT WITH LAW, IMPAIRMENT

If any provision in this Agreement conflicts with the Code or other statute, this Agreement will be modified to conform to such law. No resolution of either party to this Agreement can impair the rights of the CEO or the Jurisdiction without the consent of the other party.

4.06 TIME OF ESSENCE

Time is of the essence for this Agreement. The time requirements for the completion of the tasks in this Agreement are determined by the Code. Failure to comply with the terms and deadlines outlined in this Agreement or the Code may result in consequences up to and including termination of this Agreement.

4.07 GOOD FAITH

The Parties implement this Agreement in good faith and will act in good faith in all matters that require joint or general action.

4.08 NO WAIVER OF GOVERNMENTAL IMMUNITY ACT

The Parties understand and agree that they, their commissioners, officials, officers, directors, agents, and employees, are relying on and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act (CGIA) Sections 24-10-101 - 120, C.R.S., or otherwise available to the County or the Jurisdiction. To the extent the CGIA imposes varying obligations or contains different waivers for cities and counties, both the Jurisdiction and the County agree that they will remain liable for their independent obligations under the CGIA, and neither party shall be the agent of the other or liable for the obligations of the other.

4.09 NO THIRD-PARTY BENEFICIARIES

The enforcement of the terms and conditions of this Agreement and all rights of action relating to its enforcement are strictly reserved for the County and the Jurisdiction. Nothing contained in this Agreement allows a claim or right of action by anyone other than the Parties.

SIGNATURE PAGE

The execution of this Agreement between the Parties is effective on the latest date noted below. **Sign and date here:**

COORDINATED ELECTION OFFICIAL:

_____ _____

Douglas County Clerk and Recorder Date

THE BOARD OF COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO:
(Board signature required if coordination cost will exceed $25,000)

_____ _____

Douglas County Board of County Commissioners Chairperson Date

_____

Attest – Clerk to the Board

APPROVED AS TO FISCAL CONTENT:

_____

Douglas County Director of Finance

APPROVED AS TO LEGAL FORM:

_____

Douglas County Attorney

JURISDICTION SIGNATURES:

By: _____ Date: 7·21·2025

Title: Mayor

By: Jamie Wynn Date: 07/21/2025

Title: Town Attorney

Attest (Name/Title): Chris Vandeleppe, Town Clerk

TOWN OF PARKER SEAL COLORADO

APPENDIX A: ADDRESS CONFIRMATION FORM

JURISDICTION NAME: Town of Parker

The address ranges identified in the **Address Library Report** provided with this Agreement represent all current addresses within the Jurisdiction according to the Douglas County Elections Voter Registration System address report. Douglas County Elections only maintains residential addresses, not business or commercial addresses.

Review the **Address Library Report** to confirm the address ranges are accurate and include all residential addresses within your Jurisdiction. These addresses will be used to identify eligible electors within the Jurisdiction. It is the Jurisdiction's responsibility to know all current addresses within its boundaries.

If there is an error in the **Address Library Report**, please note it in the table below and sign this form. If there are no errors, omissions, and/or corrections, it is still essential to sign, date, and return this form to Douglas County Elections.

Section 1

Enter information in the table, if applicable. If more space is needed, please create a separate document.

Street Name	Dir.	Street Type	Low/High Range	Odd/ Even	Zip Code	Notes
Example: Main	E	St.	101/603	Even	80104	
Please see "Parker Address Library						
2025 Additions.xlsx" for additions						
and/or corrections.						

Section 2

Enter all counties the Jurisdiction includes:

County Name(s):

_____

_____

_____

_____

If the Jurisdiction does not include more than one county, write N/A here: N/A

FOR PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).

Please indicate if any of the above information is being submitted to Douglas County Elections electronically. ELECTRONIC FILE(S) SENT ON: _____
(Enter Date Here)

PROVIDE SIGNATURE

I have reviewed the Jurisdiction's **Address Library Report** provided by Douglas County Elections and certify it to be a true and accurate description of the address ranges defining boundaries of the Jurisdiction, except for any discrepancies that are noted on this form.

_____ 07/22/2025
Signature Date

ANNEXATIONS, INCLUSIONS, EXCLUSIONS

This form may be used in conjunction with the provided **Jurisdiction Boundary Map** in place of reviewing and verifying the provided Address Library Report.

JURISDICTION NAME: Town of Parker

To ensure Douglas County Elections has the most current information, please complete either Section 1 or Section 2 below regarding any Annexations, Inclusions, and Exclusions for your Jurisdiction.

Section 1

Since January 1 of the current year, the Jurisdiction has approved (check all that apply):

- [X] Annexations
- [ ] Inclusions
- [ ] Exclusions

All supporting documents on the applicable Annexation(s), Inclusion(s), or Exclusion(s) are attached to this form and should be used by Douglas County Elections to update address information for the Jurisdiction.

By signing below, I acknowledge and certify that the information is true and accurate.

Signature _____ Date 07/22/2025

Section 2

I acknowledge and certify the Jurisdiction has not approved any Annexation(s), Inclusion(s), or Exclusion(s) since January 1 of the current year.

By signing below, I acknowledge and certify that the information is true and accurate.

Signature _____ Date _____

APPENDIX B: CONTACT INFORMATION FORM

Please enter your Jurisdiction's information.

Jurisdiction: Town of Parker

Designated Election Official: Chris Vanderpool
Name

20120 E. Mainstreet
Mailing Address

Parker, CO 80138
City, State, Zip

cvanderpool@parkerco.gov
Email

303-805-3198 or 303-805-3143
Phone

Represented by: Jamie Wynn
Attorney / Law Firm

20120 E. Mainstreet
Mailing Address

Parker, CO 80138
City, State, Zip

jwynn@parkerco.gov
Email

303-805-3108
Phone

Per this Agreement, please indicate the Jurisdiction representative(s) who will participate in the following activities:

REQUIRED PARTICIPATION

Election Day phone support for citizen inquiries
November 4, 2025, 7:00 a.m. – 7:00 p.m.

Name: Chris Vanderpool

Phone: 303-805-3198

Email: cvanderpool@parkerco.gov

OPTIONAL PARTICIPATION

If a representative is not designated for these optional activities, the Douglas County Elections office will designate a staff member to serve on behalf of the Jurisdiction.

Logic and Accuracy Test (LAT)
(Enter date, time, location, info)

Name: Chris Vanderpool

Phone: 303-805-3198

Email: cvanderpool@parkerco.gov

Risk Limiting Audit (RLA)
(Enter date, time, location, info) Additional days may be needed.

Name: Chris Vanderpool

Phone: 303-805-3198

Email: cvanderpool@parkerco.gov

Canvass Board and Final Certification of Election
(Enter date, time, location, info)

Name: Chris Vanderpool

Phone: 303-805-3198

Email: cvanderpool@parkerco.gov

Douglas County Contact Information
(Information Only)

- Douglas County Coordinated Election Official:
  Sheri Davis, Clerk and Recorder
  301 Wilcox Street, Castle Rock, CO 80104
  clerk@douglas.co.us
  303-663-7364

- Douglas County Contact Officer
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Deputy Director of Elections
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Senior Assistant Attorney
  Chris Pratt
  100 Third Street, Castle Rock, CO 80104
  cpratt@douglas.co.us
  303-660-7321

APPENDIX C: IMPORTANT DATES

(Information Only)

EVENT	DATE
Last day to provide in writing to the County Clerk & Recorder Notice of Intent to coordinate for the 2025 Coordinated Election (-100 days)	July 25
Last day to return signed IGA to the Contact Officer (-70 days)	August 26
Last day to return completed Address Confirmation Form (Appendix A) or Boundary Map to ensure accurate voter information (-70 days)	August 26
Last day to submit certified ballot order and content to the Contact Officer (-60 days)	September 5
Last day for Secretary of State to certify state ballot order and content to county clerk (-57 days)	September 8
Last day to mail ballots to Uniformed and Overseas electors (UOCAVA) (-45 days)	September 20
Last day to submit Ballot Issue Notice (TABOR) Language and summarized Pro/Con & Fiscal Impact Statements to Contact Officer (-43 days)	September 22
Logic and Accuracy Test (LAT)	September 26
Logic and Accuracy Test (LAT) – Alternate Date	September 29
Ballots mailed to voters (-22 days)	October 10
Ballot Drop Boxes open (-15 days minimum)	October 10
Last day voter can request our office mail a ballot (-8 days)	October 27
Voter Service and Polling Centers (VSPCs) open (-15 days)	October 27
ELECTION DAY	November 4, 7 AM – 7 PM
Risk Limiting Audit (RLA)	November 18 (Additional days may be needed)
Canvass Board and Final Certification of Election	November 21
Canvass Board and Final Certification of Election – Alternate date	November 24
Final Certification of Election deadline	November 26

APPENDIX D: IGA CHECKLIST

Use this checklist to track and complete all items as outlined in this Agreement. Dates reflect the Douglas County Elections timeline based on statutory requirements and deadlines.

✓	DATE	EVENT
✓	July 25	Provide in writing to the County Clerk and Recorder notice of intent to coordinate.
	Month of August	Receive and review the Agreement and accompanying documents from the Contact Officer, including important District addressing verification.
	August 26	• Complete and return all required documents of the Agreement via mail or email to the Contact Officer, jtwite@douglas.co.us. • Provide a copy of the Ordinance or Resolution outlining intent to participate in the coordinated election. • Provide a statement to confirm sufficient funds to pay for election expenses are available and appropriated in the Jurisdiction's approved budget. • For PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).
	September 5	• Provide certified ballot content and order to the Contact Officer. C.R.S 1-5-203(3). Refer to Section 2.02 (L) of the IGA for specific requirements. USE TEMPLATES PROVIDED IN APPENDIX H AND I. • As applicable, provide phonetic pronunciation of each candidate's name via voicemail. Refer to Section 2.02 (M) of the IGA for instructions. • Proofread ballot layout and text for Jurisdiction's portion of the official ballot and provide written acceptance of content or written notice of necessary changes. Refer to Section 2.02 (O) of the IGA for instructions.
	September 22	Provide Contact Officer with full text of any required ballot issue notices (TABOR) and all summarized pro/con statements. USE TEMPLATE PROVIDED IN APPENDIX G.

	October 1	For elections where property owners are eligible electors: Provide all applicable eligible property owner list(s). Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	October 10	For elections where property owners are eligible electors: Provide a supplemental list of applicable eligible property owner(s) for eligible voters not submitted in the original list from October 1. Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	November 4, 2025	ELECTION DAY Jurisdiction phone support is required during voting hours from 7:00 a.m.-7:00 p.m. to provide information as needed to the Douglas County Elections office, public, or media.
	Post-Election Day	• Notify Contact Officer within 24 hours of completion of final ballot tabulation if a recount is required. • Remit payment within 30 days of receipt of billing invoice.

Appendix E: BALLOT MEASURES FORM

*Please use this form to provide the required information for **each** Ballot Measure submitted.*

1. **Name of coordinating entity:** _____

2. **Ballot measure type:** ☐ **Ballot Issue (Tax/TABOR)** ☐ **Ballot Question (Non-Tax/TABOR)**

3. **Subject matter summary for contest heading (optional)**

   _____

4. **Ballot measure text:** Enter the ballot measure's text in the form of a question, exactly as it should be printed on the ballot. Please note:

   - **Ballot Issues (tax) under TABOR must be certified in ALL UPPERCASE LETTERS**
   - **Ballot Questions not arising under TABOR must be certified in sentence case (upper and lower case letters)**
   - **Include standard measure responses with the ballot measure text (YES/FOR NO/AGAINST)**

Appendix F: CANDIDATE CONTEST FORM

*Please use this form to provide the required information for **each** of your candidate contests.*

1. **Name of coordinating entity:** _____

2. **Name of elected office or position:** _____

3. **Representation type:** Under the applicable election laws of the coordinating entity, state whether candidates for this office are elected at large by all electors of the coordinating entity, or by district. **Check one:**

   ☐ Candidates for this office are elected at-large ☐ Candidates for this office are elected by district

4. **Contest title:** Please enter the office or position title, district (if needed), term length, and the number of elected positions to be filled for this office using the following format and example:

Format:	**Example:**
Office Title – District	Councilmember – District 2
Term Length (Vote for Number)	Four-Year Term (Vote for One)

   Title: _____

   Term Length: _____

5. **Named candidates:** State the names of all candidates for this office, exactly as they should be printed on the ballot, and in the exact order they should be printed on the ballot.

   - Add additional lines if necessary
   - Candidate names must be in proper case
   - Candidate names may not include any title or degree designating the business or profession of the candidates
   - A candidate's name may include one nickname, if the candidate regularly uses the nickname, and the nickname does not include any part of a political party name

   1. _____
   2. _____
   3. _____
   4. _____
   5. _____
   6. _____

6. **Write-in candidates:** State whether this race will have write-in candidates. ☐ **Yes** ☐ **No**

   If your answer to Question 6 is Yes, also state:

   a. The number of separate write-in lines that should be printed on the ballot. _____
   (The number of write-in lines should equal the number of elected positions to be filled.)

   b. Under the ballot access laws and rules that apply to the coordinating entity, is there any possibility that an eligible elector may file papers with the DEO to qualify as a write-in candidate ***after*** the DEO certifies ballot content to the County Clerk?

   ☐ **Yes** ☐ **No**

   c. State the names of the eligible write-in candidates for this race:

      1. _____
      2. _____
      3. _____
      4. _____

APPENDIX G: BALLOT ISSUE NOTICE AGREEMENT (TABOR BOOK)

The Ballot Issue Notices booklet (TABOR Book) is the publication required by the Colorado State Constitution, Article X, Section 20, for ballot issues that call for increases in the tax rate or government debt. The County must mail the Ballot Issue Notice booklet to electors.

THE COUNTY WILL PERFORM THE FOLLOWING TASKS FOR THE BALLOT ISSUE NOTICES BOOKLET (TABOR BOOK):

A. Determine the most cost-effective method for mailing ballot issue notices and the portion of the cost the Jurisdiction is responsible for.
B. Determine the ballot issue numbers.
C. Place the ballot issue notices received from Jurisdictions participating in the election in the proper order in the Ballot Issue Notices booklet.
D. Mail a Ballot Issue Notices booklet to each address that includes registered electors as required by law.
E. Refer calls concerning the substance of the ballot issues or the operations of the Jurisdiction to the DEO for the Jurisdiction.

THE JURISDICTION WILL PERFORM THE FOLLOWING TASKS FOR THE BALLOT ISSUE NOTICES BOOKLET (TABOR BOOK):

A. Complete circulation, approval, review, and all other activities as required by the Code to produce the Jurisdiction's ballot issue notice. The DEO will interact with any Jurisdiction petition representatives to ensure that the Contact Officer receives the summary of written comments for and against the ballot issue within the time required by the Code.
B. Determine the ballot title and text within the restrictions as outlined by the County in this Agreement.
C. Include, within its ballot issue notice, the ballot title in this format: "NOTICE OF ELECTION TO INCREASE TAXES/TO INCREASE DEBT/ON A CITIZEN PETITION/ON A REFERRED MEASURE." See template provided in APPENDIX H.
D. **Prepare the text of the ballot issue notice using the template provided in APPENDIX H.** The ballot issue notice must include any Jurisdiction voter-approved additions, and:
    a. The election date and hours, and the local Jurisdiction contact name, office address, and telephone number
    b. Ballot title and text
    c. Required fiscal information
E. Accept and summarize the filed comments in favor of and in opposition to the ballot issue received from eligible electors of the Jurisdiction and the public, as required for use in the ballot issue notice.
F. Provide the certified content of the Jurisdiction's completed ballot issue notice to the Contact Officer as a plain text file via email.
G. Proofread the layout and the text that the Contact Office provides of the Jurisdiction's portion of the official Ballot Issue Notices booklet and provide written notice (electronic format) of acceptance before the printing of the ballots. **Approval or requested changes must be received**

within four (4) business hours after the Douglas County Elections Contact Officer emails the draft to the jurisdiction. This may require availability outside of normal business hours, and no changes will be made after acceptance is given to the Contact Officer. If the deadline is not met, the Contact Officer will consider the proof final "as is".

a. A penalty for delay or rework of the ballot or ballot issue notices booklet will result in an additional fee to the Jurisdiction for all associated correction costs. The ballot issue notice may not be changed by the Jurisdiction without written approval from the Contact Officer and can be requested no later than the 42nd day before the election.

H. Resolve, at the Jurisdiction's expense, any and all challenges pertaining to ballot issue notices certified to the County.

Jurisdiction Signature

By: _____ Date: _____

County Signature

By: _____ Date: _____

Appendix H: BALLOT ISSUE NOTICE TEMPLATE (TABOR BOOK)

Please use this template and replace the highlighted fields with your Ballot Issue Notice information.

TO: ALL REGISTERED VOTERS
NOTICE OF ELECTION TO INCREASE TAXES/TO INCREASE A DEBT *(choose one or both options)*
ON A CITIZEN PETITION/ON A REFERRED MEASURE *(choose one option)*

ENTER YOUR JURISDICTION NAME HERE

Election Date: November 4, 2025

Election Hours: 7:00 A.M. – 7:00 P.M.

Designated Election Official Address and Telephone Number:
Enter your DEO contact person
Enter your DEO office address
Enter your DEO office telephone number

Ballot Issue Title and Text: *(see Article X, Section 20, of the Colorado Constitution for legal guidance)*
Enter your ballot issue title
Enter your ballot issue text – TEXT MUST BE WRITTEN IN ALL CAPS

Fiscal Information:

Fiscal Year	Fiscal Year Spending
2024 (Actual)	$ Enter dollar amount
2025 (Actual)	$ Enter dollar amount
2026 (Estimated)	$ Enter dollar amount

Overall Percentage Change in Fiscal Year Spending	Enter percent change %
Overall Dollar Change in Fiscal Year Spending	$ Enter dollar amount

Estimated first full fiscal year maximum dollar amount of increase	$ Enter dollar amount
Estimated first full fiscal year spending without the increase	$ Enter dollar amount

Summary of Written Comments FOR (enter issue title):
See C.R.S. 1-7-903 for guidance
- OR –
Enter: No comments were filed by the constitution deadline

Summary of Written Comments AGAINST (enter issue title):
See C.R.S. 1-7-903 for guidance
- OR –
Enter: No comments were filed by the constitution deadline

APPENDIX I: BALLOT ISSUE NOTICE PROOF ACCEPTANCE FORM (TABOR BOOK)

The Douglas County Elections Contact Officer will send the Jurisdiction a proof for any submitted Ballot Issue Notice(s) that the Jurisdiction must review and approve for inclusion in the Ballot Issue Notices booklet (TABOR Book) as required under Colorado law.

THE JURISDICTION MUST THOROUGHLY REVIEW ALL INFORMATION ON THE PROOF AND EITHER APPROVE IT OR PROVIDE ANY NECESSARY CORRECTIONS WITHIN FOUR (4) BUSINESS HOURS AFTER THE CONTACT OFFICER EMAILS THE PROOF.

This short approval window is necessary to comply with statutory election deadlines in Colorado. Douglas County Elections cannot begin printing the official Ballot Issue Notices booklet (TABOR Book) until this completed form is received from each applicable Jurisdiction.

The Douglas County Elections Contact Officer will confirm receipt of this Approval Form when it is received.

_____ **BALLOT ISSUE NOTICE(S) APPROVED**

_____ **BALLOT ISSUE NOTICE(S) APPROVED *WITH REVISIONS NOTED***

JURISDICTION: _____

DEO NAME: _____

DEO SIGNATURE: _____

DATE: _____ TIME: _____

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Codie Winslow, Chief Deputy Clerk & Recorder

DESCRIPTION: Intergovernmental Agreement Between Douglas County Clerk and Recorder and the South Metro Fire Rescue Fire Protection District Authorizing Coordination for the Coordinated Election, November 4th, 2025

SUMMARY: The Town of Parker has informed the Douglas County Clerk and Recorder's office of its intent to coordinate on the 2025 Coordinated Election ballot. Approval of the IGA by the Board is required due to the estimated costs of coordination, which are expected to exceed the $25,000 IGA threshold.

RECOMMENDED ACTION: Approve

REVIEW:

Codie Winslow	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025
Sheri Davis - FYI	Notified - FYI	9/4/2025

ATTACHMENTS:

2025 Douglas County IGA SMFRFPD
Appendix A - Address Confirmation Form SMFRPFD

(ID # 3876)

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

Intergovernmental Agreement Between Douglas County Clerk and Recorder and the South Metro Fire Rescue Fire Protection District Authorizing Coordination for the Coordinated Election, November 4th, 2025

Resolution Approving an Intergovernmental Agreement Between the South Metro Fire Rescue Fire Protection District and Douglas County Concerning the Administration and the Conduct of the November 4, 2025 Coordinated Election.

PASSED AND ADOPTED this 9th day of September 2023, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:

_____

ABE LAYDON, Chair

ATTEST:

_____

HAYLEY HALL, Clerk to the Board

OFFICE OF
CLERK & RECORDER

INTERGOVERNMENTAL AGREEMENT

DOUGLAS COUNTY CLERK AND RECORDER

&

SOUTH METRO FIRE RESCUE FIRE PROTECTION DISTRICT

REGARDING THE CONDUCT AND ADMINISTRATION OF:

NOVEMBER 4, 2025

COORDINATED ELECTION

SHERI DAVIS, DOUGLAS COUNTY CLERK AND RECORDER DOUGLAS COUNTY ELECTIONS
CASTLE ROCK, CO 80109
303-660-7444

DOUGLAS VOTES.com

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*REQUIRES (OR MAY REQUIRE) A SIGNATURE

INTENT TO COORDINATE

JURISDICTION: SOUTH METRO FIRE RESCUE FIRE PROTECTION DISTRICT

Designated Election Official: Barb Andrews

_____ **Check here if your Jurisdiction WILL NOT participate in this election.**

Please mail or email this page to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

____X_____ **Check here if your Jurisdiction WILL participate in this election.**
Please complete the remainder of this packet and mail or email it to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

Submitting a BALLOT ISSUE(s)? YES X NO How many? 1

A ballot issue is a matter arising under Article X Section 20 of the Colorado Constitution as defined in sections 1-41-102 (4) and 1-41-103 (4). It is a **tax/TABOR issue.**

Submitting a BALLOT QUESTION(s)? YES NO X How many? _____

A ballot question is a matter involving a citizen petition or referred measure other than a ballot issue. It is a **non-tax question.**

Submitting a CANDIDATE CONTEST(s)? YES NO X How many? _____

PARTICIPATION AGREEMENT

This INTERGOVERNMENTAL AGREEMENT ("Agreement") is between the Douglas County Board of County Commissioners on behalf of the Douglas County Clerk and Recorder (referred to as the "County") and the Jurisdiction (referred to as the "Jurisdiction"). The "County" and "Jurisdiction" are referred to collectively as the "Parties".

Under the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), governmental entities are encouraged to cooperate and consolidate elections to reduce taxpayer expenses.

If more than one political subdivision holds an election on the same day in November, and the eligible electors for each election are the same or the boundaries overlap, the County Clerk and Recorder is the Coordinated Election Official (referred to as the "CEO") and conducts elections on behalf of political subdivisions utilizing the mail ballot procedures outlined in Article 7.5 of Title 1.

The Parties agree this election shall be conducted as a coordinated election following the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), or any other Title of C.R.S. governing the participating Jurisdiction's election matters, as well as the Colorado Constitution, and the Colorado Secretary of State (SOS) Rules (referred to as the "Code").

The Parties agree that section 1-7-116, C.R.S. applies, and it is in the best interest of taxpayers and electors to enter into this Agreement to conduct the coordinated election as authorized under Article XIV, Section 18 of the Colorado Constitution, and sections 1-7-116 and 29-1-203, C.R.S.

SECTION I.
DEFINITIONS AND JOINT RESPONSIBILITIES
(Information Only)

1.01 DEFINITIONS

A. **Coordinated Election Official** (CEO) is the Douglas County Clerk and Recorder, who acts as the Coordinated Election Official as defined within the Code.
B. **Contact Officer** is the person identified by the County to act as the primary liaison with the Jurisdiction. Under the authority of the CEO, the Contact Officer is responsible for the coordination of the election with the Jurisdiction and the procedures to be completed by the County.
C. **Canvass Board** is a group of representatives appointed by the major political parties before the election. The canvass is the audit function of the election and the process of reconciling the number of ballots counted to the number of voters who voted. The Canvass Board will meet no later than the 22nd day after the election to certify the abstract of votes cast.
D. **Designated Election Official** (DEO) is the person identified by the Jurisdiction to act as the primary liaison with the Contact Officer. The DEO is responsible for the election procedures that must be handled by the Jurisdiction as specified within the Code and this Agreement.
E. **Logic and Accuracy Test** (LAT): The county must conduct a Logic and Accuracy Test on its voting equipment at least 21 days before the election. Voting devices must be tested before they are used in an election. One registered elector from each major political party is required to serve on the Logic and Accuracy Testing Board.
F. **Risk Limiting Audit** (RLA): This audit provides strong statistical evidence that the election outcome is correct. The number of ballots required to conduct an RLA will vary based on the smallest margin of the contest selected by the Secretary of State and the risk limit. The smaller the margin, the more ballots to audit. The smaller the risk limit, the more ballots to audit. The Audit Board is appointed by the major political parties and must complete its report no later than 5:00 p.m. one business day before the canvass deadline. At least one member of each major political party's Canvass Board will serve as an observer of the audit.
G. **TABOR** (Taxpayer Bill of Rights) is a constitutional provision (Colo. Const. art. X, § 20) that requires voter approval for tax increases and the issuance of ballot issue notices before the election.

1.02 JOINT RESPONSIBILITIES

The Parties agree to the statutory and regulatory requirements for coordinated elections and ballot issue notices (TABOR) and will adhere to all applicable provisions of the Code that are necessary or appropriate to perform the duties required.

The Parties agree to their official responsibilities in the conduct of the election, including responsibilities under the Fair Campaign Practices Act and any local ordinances concerning fair campaign practices.

1.03 JURISDICTION

The Jurisdiction encompasses territory within Douglas County. This Agreement applies only to the portion of the Jurisdiction within Douglas County.

- If the Jurisdiction is entirely contained within Douglas County, the Contact Officer establishes the ballot number and order under 1-5-407(5), C.R.S.

- If the Jurisdiction is split among more than one county, the Contact Officer will coordinate with other counties to agree upon the ballot number and order per Colorado SOS Election Rule 4.2.

SECTION II.
COUNTY AND JURISDICTION RESPONSIBILITIES
(Information Only)

The County and the Jurisdiction will each perform their respective duties and/or functions as outlined in this Agreement:

2.01 COUNTY RESPONSIBILITIES:

A. Assist the Jurisdiction on any matter related to the election to ensure smooth and efficient operations by designating a Contact Officer to act as the primary liaison between the County and the Jurisdiction. This does not include providing legal advice.

B. Provide an Address Confirmation Form (Appendix A) accompanied by an Address Library Report and Jurisdiction Boundary Map that defines Jurisdictional boundaries using residential street ranges based on County Assessor records. The Address Library Report will include the address report from the Secretary of State voter registration system, which defines street addresses within the Jurisdiction.

C. Verify any Address Library Report errors, omissions, and/or corrections identified by the Jurisdiction against County Assessor data, and where appropriate, modify street ranges to accurately define the eligible electors within the Jurisdiction.

D. Contract for the mail ballot packets to be used in the election (ballot, voter instructions, and official return envelope) and remit payment directly to the vendor.

E. Provide ballot layouts compliant with the Code for proofreading and signature approval by the Jurisdiction before final ballot printing.

F. Mail the ballot packets as required by the Code.

G. Provide a certified list of the Jurisdiction's registered voters, as requested.

H. Conduct all associated tasks relating to election judges, including eligibility, placement, training, and oversight in the conduct of the election.

I. Conduct all functions of the Canvass Board to certify election results and provide the Jurisdiction with a copy of all election statements required under the Code.

J. Prepare and conduct the Logic and Accuracy Test.

K. Publish and post the required legal notices under 1-5-205(1), C.R.S.

L. Refer members of the public and press to the DEO regarding specific questions about the Jurisdiction's ballot measures or candidates.

M. Provide all necessary equipment, system programming, and personnel for ballot tabulation.

N. Conduct and oversee the process of counting ballots and reporting results.

O. Conduct a recount of the ballots cast if required by law, requested by the Jurisdiction, or requested by an interested party as allowed by the Code.

P. Prepare and conduct the Risk Limiting Audit before certifying election results.

Q. Provide the Jurisdiction with an invoice for all expenses incurred under this Agreement.

R. Archive and maintain all election records as required by the Code.

2.02 JURISDICTION RESPONSIBILITIES:

A. Identify a DEO who is responsible for the Jurisdiction's statutory and regulatory requirements in the conduct of the election.

B. Notify the Contact Officer if the Jurisdiction is shared by an additional county or counties.

C. Provide a copy of the Ordinance or Resolution stating that the Jurisdiction has adopted the exclusive use of the Code for the conduct of the election and that the Jurisdiction will participate in the coordinated election following the terms and conditions of this Agreement.

D. Confirm sufficient funds are available and appropriated in the Jurisdiction's approved budget to pay for election expenses. The Jurisdiction recognizes that the County cannot accurately predict the exact cost for the election, but agrees it will pay its calculated prorated share and has appropriated sufficient funds to do so.

E. Return this Intergovernmental Agreement with all required information and signatures completed on or before the seventieth (70) day before the election per the Code.

F. May appoint one representative to participate in the Canvass Board. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

G. May appoint one representative to participate in the Logic and Accuracy Test. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

H. May choose to appoint an observer for the Risk Limiting Audit. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

I. Certify Jurisdictional boundaries by completing and returning the Address Confirmation Form or the Jurisdiction Boundary Map (Appendix A).

J. Review all candidate petition information, if applicable, and verify the information against voter registration records, and where applicable, county assessor records per 1-4-908, C.R.S. After review, the DEO will notify the candidate of the number of valid signatures and whether the petition is sufficient or insufficient. Upon determining that the petition is sufficient, and after the time for protest has passed, the DEO will certify the candidate to the ballot and notify the Contact Officer.

K. The DEO will refer correspondence and calls relating to the election outside of the DEO's expertise to the Contact Officer for response.

L. Determine ballot measure titles and text. Certify candidates, the number of selections a voter should make (e.g., Vote for One), and whether there is a certified write-in candidate. Provide the list of ballot measures and candidate contests electronically to the Contact Officer in a plain text format, on or before the sixtieth (60) day before the election, no later than 5:00 p.m. (Appendix E and Appendix F).

The ballot content must be certified in the order in which it will appear on the ballot and must include specific instructions (e.g., Vote for One, etc.). The certified list of candidates and ballot measures will be final, and the Contact Officer is not responsible for making any changes after the certification, except those prescribed by statute. The use of all capital letters is reserved for tax (TABOR) issues only, per the Code.

Use APPENDIX E: BALLOT MEASURES FORM, APPENDIX F: CANDIDATE CONTESTS FORM, and APPENDIX H: BALLOT ISSUE NOTICE TEMPLATE to create and submit ballot content and ballot issue notices in the correct format.

M. At the time ballot content is certified to the County, the DEO or candidates will provide the phonetic pronunciation of each candidate's name for use on the ADA-accessible audio ballot. Record a voice message at (303) 663-6279 and include the candidate's name, jurisdiction, and title of office no later than sixty (60) days before the election.

N. Indicate whether ballot content is a referred measure or an initiative from a citizen petition. The Jurisdiction understands and agrees that any ballot content not submitted according to statutory deadlines may result in candidates, issues, or questions not being on the ballot for the coordinated election.

O. Proofread the layout and text of the Jurisdiction's portion of the official ballot, and if applicable, of the Ballot Issue Notices booklet (TABOR Book), and provide written confirmation (in electronic format) of acceptance before printing.

   a. **Approval or requested changes must be provided to the Contact Officer within four (4) hours of the Jurisdiction receiving ballot layout and text from the county and within two (2) hours of the Jurisdiction receiving the proof for any Ballot Issue Notices to be included in the TABOR Book.**

   b. This may require availability outside of normal business hours. Such acceptance is final, and no changes will be made after written notice (in electronic format) is given to the Contact Officer. Failure to respond by the deadline will be considered acceptance "as is". A penalty for delay or rework of the ballot or TABOR Book will result in an additional fee to the Jurisdiction for all associated costs to fix or correct Jurisdictional errors.

P. Perform the following tasks if Jurisdictional property owners are eligible to vote:

   a. Notify Contact Officer of the Title under which the political subdivision is formed, and specifically which property owners are eligible to vote in the election.

   b. Provide a certified list of eligible property owners, as determined by the Jurisdiction, who:
      i. Own property within the Jurisdiction, appear on the State of Colorado list of registered voters, and reside at an address that is not within the boundaries of Douglas County ("Out of County" property owners); or,

ii. Own property within the Jurisdiction, appear on the Douglas County list of registered voters, reside at an address that may not match the property address as shown on the County Assessor's list, but is within the boundaries of Douglas County ("In County" property owners).

c. Coordinate directly with the Douglas County Assessor's Office (303-660-7450) or visit their website to obtain the list of all recorded owners of taxable real and personal property at apps.douglas.co.us/assessor/advanced-search/.

d. Exclude non-person entities, property owners not living in the state of Colorado, property owners not registered to vote, and property owners who reside in the district and will already receive a mail ballot.

e. Submit the list as a clearly named Microsoft Excel electronic file. The spreadsheet must include only one (1) eligible elector's name per line. Each line must consist of the following separated fields: Last name, first name, middle name, mailing address, city, state, zip, parcel number, phone number (if available), and voter identification number.

Q. Publish and post any required legal notices for the Jurisdiction's ballot content (other than the notice required by 1-5-205(1), C.R.S., which Douglas County will publish), and email a copy of the published legal notice to the Douglas County Recording Office at recording@douglas.co.us, to provide an official record.

R. Provide phone support on Election Day from 7:00 am – 7:00 pm. A designated phone support contact person for the Jurisdiction must be provided upon execution of this Agreement. Emergency contact information must also be provided for this purpose.

S. Notify the Contact Officer within 24 hours of the completion of the final ballot tabulation whether a recount is required or desired. The Jurisdiction will reimburse the County for the full cost of the recount. If other Jurisdictions are included in the recount, the cost will be prorated among the participating Jurisdictions per 1-10.5-101, C.R.S., and SOS Rule 10.9.5.

T. Within thirty (30) days from the date of receipt of a recount invoice, the Jurisdiction must remit total payment to the County.

U. Pay any additional or unique election costs resulting from Jurisdiction delays, mistakes, recounts, and/or special preparations or cancellations relating to the Jurisdiction's participation in the coordinated election. Charges are $1.00 per registered voter (with a minimum charge of $1,000) not including publication cost, excess ballot column inches

cost ($2,000 for exceeding five (5) column inches), special text formatting cost for italics, underlining, bullet points, numbering, tables, strike-through text, or indentations ($500 if applicable), the use of all capital letters for non-TABOR issues per the Code, or TABOR Notice costs with a (minimum charge of $500).

Illustrative Pro-Rated Costs Table if costs of TABOR Notice were $3,744.57 and other public notices were $66.58.

Registered Voters	Eligible Property Owners	TABOR Households	Content Length Over 5 Inches	Basic Coordination Charge	TABOR Notice Charge (min. $500)	Excess Content Length Charge	Public Notice Charge	Special Formatting Charge	Total Charges
302858	0	134985	10.75	$302,858.00	$14,351.52	$21,500.00	$4.88	$ -	$338,714.40
79	63	42	4.00	$1,000.00	$ 500.00	$8,000.00	$4.88	$ -	$9,504.88
46097	0	0	14.75	$46,097.00	$0	$29,500.00	$4.88	$500.00	$75,601.88
140	0	60	8.75	$1,000.00	$500.00	$17,500.00	$4.88	$ -	$19,004.88
253	106	120	0.50	$1,000.00	$500.00	$1,000.00	$4.88	$ -	$2,504.88

SECTION III.
CANCELLATION OF ELECTION
(Information Only)

3.01 CANCELLATION OF ELECTION BY THE JURISDICTION

In the event the Jurisdiction resolves to cancel the election, notice must be provided to the Contact Officer immediately. The Jurisdiction is responsible for the full cost of election activities incurred both before and after the Contact Officer receives notice of cancellation. The Jurisdiction must provide and publish the cancellation notice per the Code. If the Jurisdiction resolves to cancel the election after the deadline for the DEO to certify ballot order and content to the Contact Officer, the text provided by the Jurisdiction cannot be removed from the ballot and/or the TABOR Book.

SECTION IV.
MISCELLANEOUS

4.01 NOTICES
Notices required under this Agreement are deemed received and effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; 3) or upon email receipt, to the address of the Parties as indicated here:

To County:
Sheri Davis
Douglas County Clerk and Recorder
Elections Division
125 Stephanie Place
Castle Rock, Colorado 80109

Email: Elections@Douglas.co.us

To Jurisdiction:
(Enter Contact and address information)

Barb Andrews
Designated Election Official
9195 East Mineral Avenue
Centennial, Colorado 80112

Email: Barb.Andrews@southmetro.org

4.02 TERM OF AGREEMENT
The term of this Agreement shall continue until all statutory requirements concerning the conduct of the coordinated election are fulfilled.

4.03 AMENDMENT
This Agreement may be amended only in writing and following the same formality as the execution of the initial Agreement.

4.04 INTEGRATION
The Parties acknowledge that this Agreement constitutes the sole Agreement between them relating to the coordinated election and does not include any oral statements made by the Parties' employees, agents, or officers.

4.05 CONFLICT OF AGREEMENT WITH LAW, IMPAIRMENT

If any provision in this Agreement conflicts with the Code or other statute, this Agreement will be modified to conform to such law. No resolution of either party to this Agreement can impair the rights of the CEO or the Jurisdiction without the consent of the other party.

4.06 TIME OF ESSENCE

Time is of the essence for this Agreement. The time requirements for the completion of the tasks in this Agreement are determined by the Code. Failure to comply with the terms and deadlines outlined in this Agreement or the Code may result in consequences up to and including termination of this Agreement.

4.07 GOOD FAITH

The Parties implement this Agreement in good faith and will act in good faith in all matters that require joint or general action.

4.08 NO WAIVER OF GOVERNMENTAL IMMUNITY ACT

The Parties understand and agree that they, their commissioners, officials, officers, directors, agents, and employees, are relying on and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act (CGIA) Sections 24-10-101 - 120, C.R.S., or otherwise available to the County or the Jurisdiction. To the extent the CGIA imposes varying obligations or contains different waivers for cities and counties, both the Jurisdiction and the County agree that they will remain liable for their independent obligations under the CGIA, and neither party shall be the agent of the other or liable for the obligations of the other.

4.09 NO THIRD-PARTY BENEFICIARIES

The enforcement of the terms and conditions of this Agreement and all rights of action relating to its enforcement are strictly reserved for the County and the Jurisdiction. Nothing contained in this Agreement allows a claim or right of action by anyone other than the Parties.

SIGNATURE PAGE

The execution of this Agreement between the Parties is effective on the latest date noted below. **Sign and date here:**

COORDINATED ELECTION OFFICIAL:

_____ _____

Douglas County Clerk and Recorder Date

THE BOARD OF COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO:
(Board signature required if coordination cost will exceed $25,000)

_____ _____

Douglas County Board of County Commissioners Chairperson Date

_____

Attest – Clerk to the Board

APPROVED AS TO FISCAL CONTENT:

_____

Douglas County Director of Finance

APPROVED AS TO LEGAL FORM:

_____

Douglas County Attorney

JURISDICTION SIGNATURES:

By: Barbara A Andrews Date: 08/20/2025

Title: Asssistant to the Fire Chief

By: Mike Bell Date: 8/20/2025

Title: Chief Government Affairs Officer

Attest (Name/Title): / Fire Chief

APPENDIX A: ADDRESS CONFIRMATION FORM

JURISDICTION NAME: _____

The address ranges identified in the **Address Library Report** provided with this Agreement represent all current addresses within the Jurisdiction according to the Douglas County Elections Voter Registration System address report. Douglas County Elections only maintains residential addresses, not business or commercial addresses.

Review the **Address Library Report** to confirm the address ranges are accurate and include all residential addresses within your Jurisdiction. These addresses will be used to identify eligible electors within the Jurisdiction. It is the Jurisdiction's responsibility to know all current addresses within its boundaries.

If there is an error in the **Address Library Report**, please note it in the table below and sign this form. If there are no errors, omissions, and/or corrections, it is still essential to sign, date, and return this form to Douglas County Elections.

Section 1

Enter information in the table, if applicable. If more space is needed, please create a separate document.

Street Name	Dir.	Street Type	Low/High Range	Odd/ Even	Zip Code	Notes
Example: Main	E	St.	101/603	Even	80104	

Section 2

Enter all counties the Jurisdiction includes:

County Name(s):

_____

_____

_____

_____

If the Jurisdiction does not include more than one county, write N/A here: _____

FOR PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).

Please indicate if any of the above information is being submitted to Douglas County Elections electronically. ELECTRONIC FILE(S) SENT ON: _____

(Enter Date Here)

PROVIDE SIGNATURE

I have reviewed the Jurisdiction's **Address Library Report** provided by Douglas County Elections and certify it to be a true and accurate description of the address ranges defining boundaries of the Jurisdiction, except for any discrepancies that are noted on this form.

_____ _____

Signature Date

ANNEXATIONS, INCLUSIONS, EXCLUSIONS

This form may be used in conjunction with the provided **Jurisdiction Boundary Map** in place of reviewing and verifying the provided Address Library Report.

JURISDICTION NAME: _____

To ensure Douglas County Elections has the most current information, please complete either Section 1 or Section 2 below regarding any Annexations, Inclusions, and Exclusions for your Jurisdiction.

Section 1

Since January 1 of the current year, the Jurisdiction has approved (check all that apply):

_____ Annexations
_____ Inclusions
_____ Exclusions

All supporting documents on the applicable Annexation(s), Inclusion(s), or Exclusion(s) are attached to this form and should be used by Douglas County Elections to update address information for the Jurisdiction.

By signing below, I acknowledge and certify that the information is true and accurate.

_____ _____

Signature Date

Section 2

I acknowledge and certify the Jurisdiction has not approved any Annexation(s), Inclusion(s), or Exclusion(s) since January 1 of the current year.

By signing below, I acknowledge and certify that the information is true and accurate.

_____ _____

Signature Date

APPENDIX B: CONTACT INFORMATION FORM

Please enter your Jurisdiction's information.

Jurisdiction: South Metro Fire Rescue Fire Protection District

Designated Election Official:

Barb Andrews
9195 E. Mineral Avenue
Centennial, CO 80112
Email: Barb.Andrews@southmetro.org
Phone: 720-989-2292

Represented by:

Attorney / Law Firm: Bob Cole, Collins Cole Winn & Ulmer, PLLC
Mailing Address: 165 S. Union Blvd., Suite 785
Lakewood, CO 80228
Email: kwinters@cogovlaw.com
Phone: 720-295-4053

Per this Agreement, please indicate the Jurisdiction representative(s) who will participate in the following activities:

REQUIRED PARTICIPATION

Election Day phone support for citizen inquiries
November 4, 2025, 7:00 a.m. – 7:00 p.m.

Name: Barb Andrews

Phone: 720-989-2292
Email: Barb.Andrews@southmetro.org

OPTIONAL PARTICIPATION

If a representative is not designated for these optional activities, the Douglas County Elections office will designate a staff member to serve on behalf of the Jurisdiction.

Logic and Accuracy Test (LAT)
(Enter date, time, location, info)

Name: Barb Andrews

Phone:720-989-2292

Email: Barb.Andrews@southmetro.org

Risk Limiting Audit (RLA)
(Enter date, time, location, info) Additional days may be needed.

Name: Barb Andrews

Phone: 720-989-2292

Email: Barb.Andrews@southmetro.org

Canvass Board and Final Certification of Election
(Enter date, time, location, info)

Name: Barb Andrews
Phone:720-989-2292
Email: Barb.Andrews@southmetro.org

Douglas County Contact Information
(Information Only)

- Douglas County Coordinated Election Official:
  Sheri Davis, Clerk and Recorder
  301 Wilcox Street, Castle Rock, CO 80104
  clerk@douglas.co.us
  303-663-7364

- Douglas County Contact Officer
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Deputy Director of Elections
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Senior Assistant Attorney
  Chris Pratt
  100 Third Street, Castle Rock, CO 80104
  cpratt@douglas.co.us
  303-660-7321

APPENDIX C: IMPORTANT DATES

(Information Only)

EVENT	DATE
Last day to provide in writing to the County Clerk & Recorder Notice of Intent to coordinate for the 2025 Coordinated Election (-100 days)	July 25
Last day to return signed IGA to the Contact Officer (-70 days)	August 26
Last day to return completed Address Confirmation Form (Appendix A) or Boundary Map to ensure accurate voter information (-70 days)	August 26
Last day to submit certified ballot order and content to the Contact Officer (-60 days)	September 5
Last day for Secretary of State to certify state ballot order and content to county clerk (-57 days)	September 8
Last day to mail ballots to Uniformed and Overseas electors (UOCAVA) (-45 days)	September 20
Last day to submit Ballot Issue Notice (TABOR) Language and summarized Pro/Con & Fiscal Impact Statements to Contact Officer (-43 days)	September 22
Logic and Accuracy Test (LAT)	September 26
Logic and Accuracy Test (LAT) – Alternate Date	September 29
Ballots mailed to voters (-22 days)	October 10
Ballot Drop Boxes open (-15 days minimum)	October 10
Last day voter can request our office mail a ballot (-8 days)	October 27
Voter Service and Polling Centers (VSPCs) open (-15 days)	October 27
ELECTION DAY	November 4, 7 AM – 7 PM
Risk Limiting Audit (RLA)	November 18 (Additional days may be needed)
Canvass Board and Final Certification of Election	November 21
Canvass Board and Final Certification of Election – Alternate date	November 24
Final Certification of Election deadline	November 26

APPENDIX D: IGA CHECKLIST

Use this checklist to track and complete all items as outlined in this Agreement. Dates reflect the Douglas County Elections timeline based on statutory requirements and deadlines.

✓	DATE	EVENT
	July 25	Provide in writing to the County Clerk and Recorder notice of intent to coordinate.
	Month of August	Receive and review the Agreement and accompanying documents from the Contact Officer, including important District addressing verification.
	August 26	• Complete and return all required documents of the Agreement via mail or email to the Contact Officer, jtwite@douglas.co.us. • Provide a copy of the Ordinance or Resolution outlining intent to participate in the coordinated election. • Provide a statement to confirm sufficient funds to pay for election expenses are available and appropriated in the Jurisdiction's approved budget. • For PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).
	September 5	• Provide certified ballot content and order to the Contact Officer. C.R.S 1-5-203(3). Refer to Section 2.02 (L) of the IGA for specific requirements. USE TEMPLATES PROVIDED IN APPENDIX H AND I. • As applicable, provide phonetic pronunciation of each candidate's name via voicemail. Refer to Section 2.02 (M) of the IGA for instructions. • Proofread ballot layout and text for Jurisdiction's portion of the official ballot and provide written acceptance of content or written notice of necessary changes. Refer to Section 2.02 (O) of the IGA for instructions.
	September 22	Provide Contact Officer with full text of any required ballot issue notices (TABOR) and all summarized pro/con statements. USE TEMPLATE PROVIDED IN APPENDIX G.

	October 1	For elections where property owners are eligible electors: Provide all applicable eligible property owner list(s). Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	October 10	For elections where property owners are eligible electors: Provide a supplemental list of applicable eligible property owner(s) for eligible voters not submitted in the original list from October 1. Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	November 4, 2025	ELECTION DAY Jurisdiction phone support is required during voting hours from 7:00 a.m.-7:00 p.m. to provide information as needed to the Douglas County Elections office, public, or media.
	Post-Election Day	• Notify Contact Officer within 24 hours of completion of final ballot tabulation if a recount is required. • Remit payment within 30 days of receipt of billing invoice.

Appendix E: BALLOT MEASURES FORM

*Please use this form to provide the required information for **each** Ballot Measure submitted.*

1. **Name of coordinating entity:** South Metro Fire Rescue Fire Protection District

2. **Ballot measure type:** ☒ **Ballot Issue (Tax/TABOR)** ☐ **Ballot Question (Non-Tax/TABOR)**

3. **Subject matter summary for contest heading (optional)**

---

4. **Ballot measure text:** Enter the ballot measure's text in the form of a question, exactly as it should be printed on the ballot. Please note:

   - **Ballot Issues (tax) under TABOR must be certified in ALL UPPERCASE LETTERS**
   - **Ballot Questions not arising under TABOR must be certified in sentence case (upper and lower case letters)**
   - **Include standard measure responses with the ballot measure text (YES/FOR NO/AGAINST)**

BALLOT QUESTION

SOUTH METRO FIRE RESCUE FIRE PROTECTION DISTRICT BALLOT ISSUE 7

SHALL SOUTH METRO FIRE RESCUE FIRE PROTECTION DISTRICT TAXES BE INCREASED $50,000,000 ANNUALLY BEGINNING JANUARY 1, 2026 OR BY SUCH AMOUNTS AS ARE RAISED BY INCREASING THE DISTRICT'S TOTAL MILLS BY 3 MILLS, FOR A TOTAL PROPERTY TAX RATE OF 12.25 MILLS, (RESULTING IN AN EXPECTED 2026 ANNUAL TAX INCREASE OF $18.75 FOR EACH $100,000 OF RESIDENTIAL VALUE), FOR THE PURPOSES OF PROVIDING FIRE PROTECTION, AMBULANCE, EMERGENCY MEDICAL RESPONSE, RESCUE, SAFETY, AND SUPPORT SERVICES FOR THE RESIDENTS, PROPERTY OWNERS, AND BUSINESSES SERVED BY THE DISTRICT, INCLUDING:

- RESPONDING SAFELY AND EFFECTIVELY TO ALL EMERGENCIES BY MAINTAINING FIREFIGHTER AND PARAMEDIC STAFFING LEVELS,
- BEING PROACTIVE IN MAINTAINING EXISTING STATIONS AND FACILITIES AND EXPANDING, REMODELING, AND/OR REBUILDING OUTDATED OR INADEQUATE INFRASTRUCTURE,
- RETAINING AND ATTRACTING HIGHLY QUALIFIED FIRST RESPONDERS AND OTHER ESSENTIAL PERSONNEL, AND
- IMPROVING FIREFIGHTER HEALTH AND WELLNESS WITH PROGRAMS SUCH AS EARLY DETECTION AND TREATMENT FOR CARDIOVASCULAR CONDITIONS AND CANCER, MENTAL HEALTH SUPPORT, AND MANDATORY FITNESS TRAINING AND STANDARDS;

AND SHALL ALL DISTRICT REVENUES BE COLLECTED, RETAINED, AND SPENT NOTWITHSTANDING ANY REVENUE LIMITS PROVIDED BY LAW, WITH ALL SPENDING OF SUCH REVENUES REPORTED IN THE DISTRICT'S ANNUAL INDEPENDENT AUDIT PUBLISHED ON THE DISTRICT WEBSITE AND REVIEWED BY AN EXTERNAL AUDITOR AS WELL AS THE AUDIT AND FINANCE COMMITTEE?

Appendix F: CANDIDATE CONTEST FORM

*Please use this form to provide the required information for **each** of your candidate contests.*

1. **Name of coordinating entity:** _____
2. **Name of elected office or position:** _____
3. **Representation type:** Under the applicable election laws of the coordinating entity, state whether candidates for this office are elected at large by all electors of the coordinating entity, or by district. **Check one:**

   ☐ Candidates for this office are elected at-large ☐ Candidates for this office are elected by district

4. **Contest title:** Please enter the office or position title, district (if needed), term length, and the number of elected positions to be filled for this office using the following format and example:

Format:	**Example:**
Office Title – District	Councilmember – District 2
Term Length (Vote for Number)	Four-Year Term (Vote for One)

   Title: _____

   Term Length: _____

5. **Named candidates:** State the names of all candidates for this office, exactly as they should be printed on the ballot, and in the exact order they should be printed on the ballot.

   - Add additional lines if necessary
   - Candidate names must be in proper case
   - Candidate names may not include any title or degree designating the business or profession of the candidates
   - A candidate's name may include one nickname, if the candidate regularly uses the nickname, and the nickname does not include any part of a political party name

   1. _____
   2. _____
   3. _____
   4. _____
   5. _____
   6. _____

6. **Write-in candidates:** State whether this race will have write-in candidates. ☐ **Yes** ☐ **No**

   If your answer to Question 6 is Yes, also state:

   a. The number of separate write-in lines that should be printed on the ballot. _____
   (The number of write-in lines should equal the number of elected positions to be filled.)

   b. Under the ballot access laws and rules that apply to the coordinating entity, is there any possibility that an eligible elector may file papers with the DEO to qualify as a write-in candidate ***after*** the DEO certifies ballot content to the County Clerk?

   ☐ **Yes** ☐ **No**

   c. State the names of the eligible write-in candidates for this race:

      1. _____
      2. _____
      3. _____
      4. _____

APPENDIX G: BALLOT ISSUE NOTICE AGREEMENT (TABOR BOOK)

The Ballot Issue Notices booklet (TABOR Book) is the publication required by the Colorado State Constitution, Article X, Section 20, for ballot issues that call for increases in the tax rate or government debt. The County must mail the Ballot Issue Notice booklet to electors.

THE COUNTY WILL PERFORM THE FOLLOWING TASKS FOR THE BALLOT ISSUE NOTICES BOOKLET (TABOR BOOK):

A. Determine the most cost-effective method for mailing ballot issue notices and the portion of the cost the Jurisdiction is responsible for.
B. Determine the ballot issue numbers.
C. Place the ballot issue notices received from Jurisdictions participating in the election in the proper order in the Ballot Issue Notices booklet.
D. Mail a Ballot Issue Notices booklet to each address that includes registered electors as required by law.
E. Refer calls concerning the substance of the ballot issues or the operations of the Jurisdiction to the DEO for the Jurisdiction.

THE JURISDICTION WILL PERFORM THE FOLLOWING TASKS FOR THE BALLOT ISSUE NOTICES BOOKLET (TABOR BOOK):

A. Complete circulation, approval, review, and all other activities as required by the Code to produce the Jurisdiction's ballot issue notice. The DEO will interact with any Jurisdiction petition representatives to ensure that the Contact Officer receives the summary of written comments for and against the ballot issue within the time required by the Code.
B. Determine the ballot title and text within the restrictions as outlined by the County in this Agreement.
C. Include, within its ballot issue notice, the ballot title in this format: "NOTICE OF ELECTION TO INCREASE TAXES/TO INCREASE DEBT/ON A CITIZEN PETITION/ON A REFERRED MEASURE." See template provided in APPENDIX H.
D. **Prepare the text of the ballot issue notice using the template provided in APPENDIX H.** The ballot issue notice must include any Jurisdiction voter-approved additions, and:
    a. The election date and hours, and the local Jurisdiction contact name, office address, and telephone number
    b. Ballot title and text
    c. Required fiscal information
E. Accept and summarize the filed comments in favor of and in opposition to the ballot issue received from eligible electors of the Jurisdiction and the public, as required for use in the ballot issue notice.
F. Provide the certified content of the Jurisdiction's completed ballot issue notice to the Contact Officer as a plain text file via email.
G. Proofread the layout and the text that the Contact Office provides of the Jurisdiction's portion of the official Ballot Issue Notices booklet and provide written notice (electronic format) of acceptance before the printing of the ballots. **Approval or requested changes must be received**

within four (4) business hours after the Douglas County Elections Contact Officer emails the draft to the jurisdiction. This may require availability outside of normal business hours, and no changes will be made after acceptance is given to the Contact Officer. If the deadline is not met, the Contact Officer will consider the proof final "as is".

a. A penalty for delay or rework of the ballot or ballot issue notices booklet will result in an additional fee to the Jurisdiction for all associated correction costs. The ballot issue notice may not be changed by the Jurisdiction without written approval from the Contact Officer and can be requested no later than the 42nd day before the election.

H. Resolve, at the Jurisdiction's expense, any and all challenges pertaining to ballot issue notices certified to the County.

Jurisdiction Signature

By: Barbara A. Andrews Date: 08/19/2025

County Signature

By: _____ Date: _____

Appendix H: BALLOT ISSUE NOTICE TEMPLATE (TABOR BOOK)

Please use this template and replace the highlighted fields with your Ballot Issue Notice information.

TO: ALL REGISTERED VOTERS
NOTICE OF ELECTION TO INCREASE TAXES/TO INCREASE A DEBT *(choose one or both options)*
ON A CITIZEN PETITION/ON A REFERRED MEASURE *(choose one option)*

ENTER YOUR JURISDICTION NAME HERE

Election Date: November 4, 2025

Election Hours: 7:00 A.M. – 7:00 P.M.

Designated Election Official Address and Telephone Number:
Enter your DEO contact person
Enter your DEO office address
Enter your DEO office telephone number

Ballot Issue Title and Text: *(see Article X, Section 20, of the Colorado Constitution for legal guidance)*
Enter your ballot issue title
Enter your ballot issue text – TEXT MUST BE WRITTEN IN ALL CAPS

Fiscal Information:

Fiscal Year	Fiscal Year Spending
2024 (Actual)	$ Enter dollar amount
2025 (Actual)	$ Enter dollar amount
2026 (Estimated)	$ Enter dollar amount

Overall Percentage Change in Fiscal Year Spending	Enter percent change %
Overall Dollar Change in Fiscal Year Spending	$ Enter dollar amount

Estimated first full fiscal year maximum dollar amount of increase	$ Enter dollar amount
Estimated first full fiscal year spending without the increase	$ Enter dollar amount

Summary of Written Comments FOR (enter issue title):
See C.R.S. 1-7-903 for guidance
- OR –
Enter: No comments were filed by the constitution deadline

Summary of Written Comments AGAINST (enter issue title):
See C.R.S. 1-7-903 for guidance
- OR –
Enter: No comments were filed by the constitution deadline

APPENDIX I: BALLOT ISSUE NOTICE PROOF ACCEPTANCE FORM (TABOR BOOK)

The Douglas County Elections Contact Officer will send the Jurisdiction a proof for any submitted Ballot Issue Notice(s) that the Jurisdiction must review and approve for inclusion in the Ballot Issue Notices booklet (TABOR Book) as required under Colorado law.

THE JURISDICTION MUST THOROUGHLY REVIEW ALL INFORMATION ON THE PROOF AND EITHER APPROVE IT OR PROVIDE ANY NECESSARY CORRECTIONS WITHIN FOUR (4) BUSINESS HOURS AFTER THE CONTACT OFFICER EMAILS THE PROOF.

This short approval window is necessary to comply with statutory election deadlines in Colorado. Douglas County Elections cannot begin printing the official Ballot Issue Notices booklet (TABOR Book) until this completed form is received from each applicable Jurisdiction.

The Douglas County Elections Contact Officer will confirm receipt of this Approval Form when it is received.

_____ **BALLOT ISSUE NOTICE(S) APPROVED**

_____ **BALLOT ISSUE NOTICE(S) APPROVED *WITH REVISIONS NOTED***

JURISDICTION: _____

DEO NAME: _____

DEO SIGNATURE: _____

DATE: _____ TIME: _____

APPENDIX A: ADDRESS CONFIRMATION FORM

JURISDICTION NAME: South Metro Fire Rescue

The address ranges identified in the **Address Library Report** provided with this Agreement represent all current addresses within the Jurisdiction according to the Douglas County Elections Voter Registration System address report. Douglas County Elections only maintains residential addresses, not business or commercial addresses.

Review the **Address Library Report** to confirm the address ranges are accurate and include all residential addresses within your Jurisdiction. These addresses will be used to identify eligible electors within the Jurisdiction. It is the Jurisdiction's responsibility to know all current addresses within its boundaries.

If there is an error in the **Address Library Report**, please note it in the table below and sign this form. If there are no errors, omissions, and/or corrections, it is still essential to sign, date, and return this form to Douglas County Elections.

Section 1

Enter information in the table, if applicable. If more space is needed, please create a separate document.

Street Name	Dir.	Street Type	Low/High Range	Odd/ Even	Zip Code	Notes
Example: Main	E	St.	101/603	Even	80104	
Farm Path		Way	6836	Even		Should be Fawn Path Way
Parcel ID: 2351053000001						Remove from SMFR - now in ~~west~~ Douglas Fire

Section 2
Enter all counties the Jurisdiction includes:

County Name(s):

Douglas
Jefferson
Arapahoe

If the Jurisdiction does not include more than one county, write N/A here: _____

FOR PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).

Please indicate if any of the above information is being submitted to Douglas County Elections electronically. ELECTRONIC FILE(S) SENT ON: _____
(Enter Date Here)

PROVIDE SIGNATURE

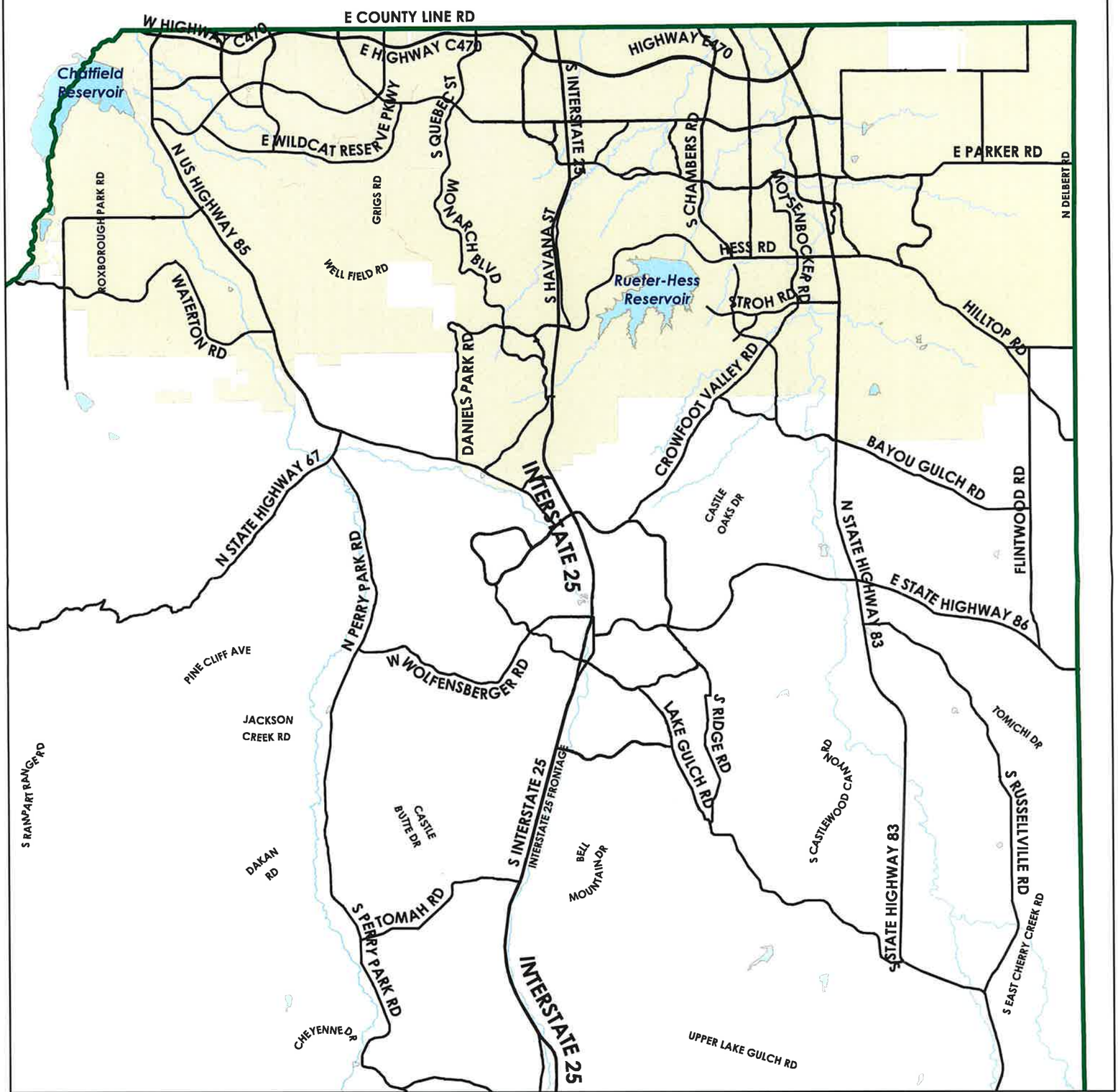
I have reviewed the Jurisdiction's **Address Library Report** provided by Douglas County Elections and certify it to be a true and accurate description of the address ranges defining boundaries of the Jurisdiction, except for any discrepancies that are noted on this form.

Barbara A. Andrews
Signature

08/19/2025
Date

South Metro Fire Rescue Fire Protection District, Tax Authority # 4014

DOUGLAS COUNTY COLORADO



I, _____, as representative of _____ District, do hereby certify
Name (printed) District name

this map to be an accurate representation of the district's boundary as shown. Signed this _____day of _____, 20____.

_____ _____
Signature Email

_____ _____
Title Phone

Disclaimer:
All data and information ("Products") contained herein are for informational purposes only. Although such Products are believed to be accurate at the time of printing, Douglas County does not warrant that such Products are error free. Douglas County provides these Products on an "as is" basis without warranties of any kind, either expressed or implied, including, but not limited to, warranties of title or implied warranties of merchantability or fitness for a particular purpose. Douglas County shall not be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of such Products, or the inability to use such Products or out of any breach of any warranty. The user acknowledges and agrees that the use of such Products is at the sole risk of the user.

General questions about this or any other Douglas County Elections products, including errors, omissions, corrections and/or updates should be directed to the Douglas County Election Services at (303) 660-7444.

Douglas County Election Services
Elections Office, 125 Stephanie Pl
Castle Rock, Colorado 80109

South Metro Fire Rescue
Minor Road
Major Road
Lakes
Streams
Douglas County Boundary

0 0.45 0.9
Scale in Miles

Vicinity Map
Area of Interest

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Codie Winslow, Chief Deputy Clerk & Recorder

DESCRIPTION: Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Douglas County School District RE-1 Authorizing Coordination for the Coordinated Election, November 4th, 2025

SUMMARY: The Douglas County School District RE-1 has informed the Douglas County Clerk and Recorder's office of its intent to coordinate on the 2025 Coordinated Election ballot. Approval of the IGA by the Board is required due to the estimated costs of coordination, which are expected to exceed the $25,000 IGA threshold.

RECOMMENDED ACTION: Approve

REVIEW:

Codie Winslow	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025
Sheri Davis - FYI	Notified - FYI	9/4/2025

ATTACHMENTS:

2025 Douglas County IGA DCSD

(ID # 3877)

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

Intergovernmental Agreement Between Douglas County Clerk and Recorder and the Douglas County School District RE-1 Authorizing Coordination for the Coordinated Election, November 4th, 2025

Resolution Approving an Intergovernmental Agreement Between the Douglas County School District RE-1 and Douglas County Concerning the Administration and the Conduct of the November 4, 2025 Coordinated Election.

PASSED AND ADOPTED this 9th day of September 2023, in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:

_____

ABE LAYDON, Chair

ATTEST:

_____

HAYLEY HALL, Clerk to the Board

August 25, 2025

Jack Twite Jr., CERA, CCEO

Deputy of Elections, Elections Division

Douglas County

125 Stephanie Place

Castle Rock, CO 80109

Re: IGA Regarding Contract and Administration of the General Election

Dear Mr. Twite,

Enclosed, please find the Intergovernmental Agreement (IGA) between the Douglas County School District (DCSD) and Douglas County that has been executed by Douglas County School District. Please provide the District with a copy of the fully executed agreement. Also, enclosed, as indicated in the attached IGA are the following:

Enclosures:

- Signed IGA between Douglas County School District RE-1 and Douglas County
- Appendix A: Signed Boundary Verification Map and Address Library Verification Form
- Appendix B: DEO Contact Information
- Signed Resolution Concerning A Coordinated Election to Be Conducted on November 4, 2025
- Signed Resolution Regarding Appointment of Designated Election Official
- Certification of Funds

The Candidate Ballot Layout will be submitted on August 29, 2025.

For your convenience, we have sent this communication via email (elections@elbertcounty-co.gov), and U.S. Mail.

Should you require any further information or have any questions regarding the IGA, please do not hesitate to reach out to me directly at 303 387-0123, or 303 946-9525, or via email at dquintana@dcsdkl2.org. We look forward to your feedback and continued collaboration.

Thank you,

Debbey Quintana

INTERGOVERNMENTAL AGREEMENT

DOUGLAS COUNTY CLERK AND RECORDER

&

Douglas County School District RE-1

REGARDING THE CONDUCT AND ADMINISTRATION OF:

NOVEMBER 4, 2025

COORDINATED ELECTION

SHERI DAVIS, DOUGLAS COUNTY CLERK AND RECORDER
DOUGLAS COUNTY ELECTIONS
CASTLE ROCK, CO 80109
303-660-7444

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*REQUIRES (OR MAY REQUIRE) A SIGNATURE

INTENT TO COORDINATE

JURISDICTION: Douglas County School District RE-1

Designated Election Official: Debbey Quintana

_____ **Check here if your Jurisdiction WILL NOT participate in this election.**

Please mail or email this page to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

✓ **Check here if your Jurisdiction WILL participate in this election.**
Please complete the remainder of this packet and mail or email it to Douglas County Elections, 125 Stephanie Place, Castle Rock, CO 80109, or Elections@douglas.co.us.

Submitting a BALLOT ISSUE(s)? **YES** **NO** **How many?** _____

A ballot issue is a matter arising under Article X Section 20 of the Colorado Constitution as defined in sections 1-41-102 (4) and 1-41-103 (4). It is a **tax/TABOR issue.**

Submitting a BALLOT QUESTION(s)? **YES** **NO** **How many?** _____

A ballot question is a matter involving a citizen petition or referred measure other than a ballot issue. It is a **non-tax question.**

Submitting a CANDIDATE CONTEST(s)? **YES** **NO** **How many?** Four (4)

PARTICIPATION AGREEMENT

This INTERGOVERNMENTAL AGREEMENT (“Agreement”) is between the Douglas County Board of County Commissioners on behalf of the Douglas County Clerk and Recorder (referred to as the "County") and the Jurisdiction (referred to as the “Jurisdiction"). The “County” and “Jurisdiction” are referred to collectively as the “Parties”.

Under the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), governmental entities are encouraged to cooperate and consolidate elections to reduce taxpayer expenses.

If more than one political subdivision holds an election on the same day in November, and the eligible electors for each election are the same or the boundaries overlap, the County Clerk and Recorder is the Coordinated Election Official (referred to as the “CEO”) and conducts elections on behalf of political subdivisions utilizing the mail ballot procedures outlined in Article 7.5 of Title 1.

The Parties agree this election shall be conducted as a coordinated election following the Uniform Election Code of 1992 (Articles 1-13 of Title 1, C.R.S.), or any other Title of C.R.S. governing the participating Jurisdiction's election matters, as well as the Colorado Constitution, and the Colorado Secretary of State (SOS) Rules (referred to as the “Code”).

The Parties agree that section 1-7-116, C.R.S. applies, and it is in the best interest of taxpayers and electors to enter into this Agreement to conduct the coordinated election as authorized under Article XIV, Section 18 of the Colorado Constitution, and sections 1-7-116 and 29-1-203, C.R.S.

SECTION I.
DEFINITIONS AND JOINT RESPONSIBILITIES
(Information Only)

1.01 DEFINITIONS

A. **Coordinated Election Official** (CEO) is the Douglas County Clerk and Recorder, who acts as the Coordinated Election Official as defined within the Code.
B. **Contact Officer** is the person identified by the County to act as the primary liaison with the Jurisdiction. Under the authority of the CEO, the Contact Officer is responsible for the coordination of the election with the Jurisdiction and the procedures to be completed by the County.
C. **Canvass Board** is a group of representatives appointed by the major political parties before the election. The canvass is the audit function of the election and the process of reconciling the number of ballots counted to the number of voters who voted. The Canvass Board will meet no later than the 22nd day after the election to certify the abstract of votes cast.
D. **Designated Election Official** (DEO) is the person identified by the Jurisdiction to act as the primary liaison with the Contact Officer. The DEO is responsible for the election procedures that must be handled by the Jurisdiction as specified within the Code and this Agreement.
E. **Logic and Accuracy Test** (LAT): The county must conduct a Logic and Accuracy Test on its voting equipment at least 21 days before the election. Voting devices must be tested before they are used in an election. One registered elector from each major political party is required to serve on the Logic and Accuracy Testing Board.
F. **Risk Limiting Audit** (RLA): This audit provides strong statistical evidence that the election outcome is correct. The number of ballots required to conduct an RLA will vary based on the smallest margin of the contest selected by the Secretary of State and the risk limit. The smaller the margin, the more ballots to audit. The smaller the risk limit, the more ballots to audit. The Audit Board is appointed by the major political parties and must complete its report no later than 5:00 p.m. one business day before the canvass deadline. At least one member of each major political party's Canvass Board will serve as an observer of the audit.
G. **TABOR** (Taxpayer Bill of Rights) is a constitutional provision (Colo. Const. art. X, § 20) that requires voter approval for tax increases and the issuance of ballot issue notices before the election.

1.02 JOINT RESPONSIBILITIES

The Parties agree to the statutory and regulatory requirements for coordinated elections and ballot issue notices (TABOR) and will adhere to all applicable provisions of the Code that are necessary or appropriate to perform the duties required.

The Parties agree to their official responsibilities in the conduct of the election, including responsibilities under the Fair Campaign Practices Act and any local ordinances concerning fair campaign practices.

1.03 JURISDICTION

The Jurisdiction encompasses territory within Douglas County. This Agreement applies only to the portion of the Jurisdiction within Douglas County.

- If the Jurisdiction is entirely contained within Douglas County, the Contact Officer establishes the ballot number and order under 1-5-407(5), C.R.S.

- If the Jurisdiction is split among more than one county, the Contact Officer will coordinate with other counties to agree upon the ballot number and order per Colorado SOS Election Rule 4.2.

SECTION II.
COUNTY AND JURISDICTION RESPONSIBILITIES
(Information Only)

The County and the Jurisdiction will each perform their respective duties and/or functions as outlined in this Agreement:

2.01 COUNTY RESPONSIBILITIES:

A. Assist the Jurisdiction on any matter related to the election to ensure smooth and efficient operations by designating a Contact Officer to act as the primary liaison between the County and the Jurisdiction. This does not include providing legal advice.

B. Provide an Address Confirmation Form (Appendix A) accompanied by an Address Library Report and Jurisdiction Boundary Map that defines Jurisdictional boundaries using residential street ranges based on County Assessor records. The Address Library Report will include the address report from the Secretary of State voter registration system, which defines street addresses within the Jurisdiction.

C. Verify any Address Library Report errors, omissions, and/or corrections identified by the Jurisdiction against County Assessor data, and where appropriate, modify street ranges to accurately define the eligible electors within the Jurisdiction.

D. Contract for the mail ballot packets to be used in the election (ballot, voter instructions, and official return envelope) and remit payment directly to the vendor.

E. Provide ballot layouts compliant with the Code for proofreading and signature approval by the Jurisdiction before final ballot printing.

F. Mail the ballot packets as required by the Code.

G. Provide a certified list of the Jurisdiction's registered voters, as requested.

H. Conduct all associated tasks relating to election judges, including eligibility, placement, training, and oversight in the conduct of the election.

I. Conduct all functions of the Canvass Board to certify election results and provide the Jurisdiction with a copy of all election statements required under the Code.

J. Prepare and conduct the Logic and Accuracy Test.

K. Publish and post the required legal notices under 1-5-205(1), C.R.S.

L. Refer members of the public and press to the DEO regarding specific questions about the Jurisdiction's ballot measures or candidates.

M. Provide all necessary equipment, system programming, and personnel for ballot tabulation.

N. Conduct and oversee the process of counting ballots and reporting results.

O. Conduct a recount of the ballots cast if required by law, requested by the Jurisdiction, or requested by an interested party as allowed by the Code.

P. Prepare and conduct the Risk Limiting Audit before certifying election results.

Q. Provide the Jurisdiction with an invoice for all expenses incurred under this Agreement.

R. Archive and maintain all election records as required by the Code.

2.02 JURISDICTION RESPONSIBILITIES:

A. Identify a DEO who is responsible for the Jurisdiction's statutory and regulatory requirements in the conduct of the election.

B. Notify the Contact Officer if the Jurisdiction is shared by an additional county or counties.

C. Provide a copy of the Ordinance or Resolution stating that the Jurisdiction has adopted the exclusive use of the Code for the conduct of the election and that the Jurisdiction will participate in the coordinated election following the terms and conditions of this Agreement.

D. Confirm sufficient funds are available and appropriated in the Jurisdiction's approved budget to pay for election expenses. The Jurisdiction recognizes that the County cannot accurately predict the exact cost for the election, but agrees it will pay its calculated prorated share and has appropriated sufficient funds to do so.

E. Return this Intergovernmental Agreement with all required information and signatures completed on or before the seventieth (70) day before the election per the Code.

F. May appoint one representative to participate in the Canvass Board. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

G. May appoint one representative to participate in the Logic and Accuracy Test. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

H. May choose to appoint an observer for the Risk Limiting Audit. If there is not a representative appointed, an employee of the Douglas County Clerk and Recorder will be appointed on the Jurisdiction's behalf by the Contact Officer.

I. Certify Jurisdictional boundaries by completing and returning the Address Confirmation Form or the Jurisdiction Boundary Map (Appendix A).

J. Review all candidate petition information, if applicable, and verify the information against voter registration records, and where applicable, county assessor records per 1-4-908, C.R.S. After review, the DEO will notify the candidate of the number of valid signatures and whether the petition is sufficient or insufficient. Upon determining that the petition is sufficient, and after the time for protest has passed, the DEO will certify the candidate to the ballot and notify the Contact Officer.

K. The DEO will refer correspondence and calls relating to the election outside of the DEO's expertise to the Contact Officer for response.

L. Determine ballot measure titles and text. Certify candidates, the number of selections a voter should make (e.g., Vote for One), and whether there is a certified write-in candidate. Provide the list of ballot measures and candidate contests electronically to the Contact Officer in a plain text format, on or before the sixtieth (60) day before the election, no later than 5:00 p.m. (Appendix E and Appendix F).

The ballot content must be certified in the order in which it will appear on the ballot and must include specific instructions (e.g., Vote for One, etc.). The certified list of candidates and ballot measures will be final, and the Contact Officer is not responsible for making any changes after the certification, except those prescribed by statute. The use of all capital letters is reserved for tax (TABOR) issues only, per the Code.

Use APPENDIX E: BALLOT MEASURES FORM, APPENDIX F: CANDIDATE CONTESTS FORM, and APPENDIX H: BALLOT ISSUE NOTICE TEMPLATE to create and submit ballot content and ballot issue notices in the correct format.

M. At the time ballot content is certified to the County, the DEO or candidates will provide the phonetic pronunciation of each candidate's name for use on the ADA-accessible audio ballot. Record a voice message at (303) 663-6279 and include the candidate's name, jurisdiction, and title of office no later than sixty (60) days before the election.

N. Indicate whether ballot content is a referred measure or an initiative from a citizen petition. The Jurisdiction understands and agrees that any ballot content not submitted according to statutory deadlines may result in candidates, issues, or questions not being on the ballot for the coordinated election.

O. Proofread the layout and text of the Jurisdiction's portion of the official ballot, and if applicable, of the Ballot Issue Notices booklet (TABOR Book), and provide written confirmation (in electronic format) of acceptance before printing.

    a. **Approval or requested changes must be provided to the Contact Officer within four (4) hours of the Jurisdiction receiving ballot layout and text from the county and within two (2) hours of the Jurisdiction receiving the proof for any Ballot Issue Notices to be included in the TABOR Book.**

    b. This may require availability outside of normal business hours. Such acceptance is final, and no changes will be made after written notice (in electronic format) is given to the Contact Officer. Failure to respond by the deadline will be considered acceptance "as is". A penalty for delay or rework of the ballot or TABOR Book will result in an additional fee to the Jurisdiction for all associated costs to fix or correct Jurisdictional errors.

P. Perform the following tasks if Jurisdictional property owners are eligible to vote:

    a. Notify Contact Officer of the Title under which the political subdivision is formed, and specifically which property owners are eligible to vote in the election.

    b. Provide a certified list of eligible property owners, as determined by the Jurisdiction, who:
        i. Own property within the Jurisdiction, appear on the State of Colorado list of registered voters, and reside at an address that is not within the boundaries of Douglas County ("Out of County" property owners); or,

ii. Own property within the Jurisdiction, appear on the Douglas County list of registered voters, reside at an address that may not match the property address as shown on the County Assessor's list, but is within the boundaries of Douglas County ("In County" property owners).

c. Coordinate directly with the Douglas County Assessor's Office (303-660-7450) or visit their website to obtain the list of all recorded owners of taxable real and personal property at apps.douglas.co.us/assessor/advanced-search/.

d. Exclude non-person entities, property owners not living in the state of Colorado, property owners not registered to vote, and property owners who reside in the district and will already receive a mail ballot.

e. Submit the list as a clearly named Microsoft Excel electronic file. The spreadsheet must include only one (1) eligible elector's name per line. Each line must consist of the following separated fields: Last name, first name, middle name, mailing address, city, state, zip, parcel number, phone number (if available), and voter identification number.

Q. Publish and post any required legal notices for the Jurisdiction's ballot content (other than the notice required by 1-5-205(1), C.R.S., which Douglas County will publish), and email a copy of the published legal notice to the Douglas County Recording Office at recording@douglas.co.us, to provide an official record.

R. Provide phone support on Election Day from 7:00 am – 7:00 pm. A designated phone support contact person for the Jurisdiction must be provided upon execution of this Agreement. Emergency contact information must also be provided for this purpose.

S. Notify the Contact Officer within 24 hours of the completion of the final ballot tabulation whether a recount is required or desired. The Jurisdiction will reimburse the County for the full cost of the recount. If other Jurisdictions are included in the recount, the cost will be prorated among the participating Jurisdictions per 1-10.5-101, C.R.S., and SOS Rule 10.9.5.

T. Within thirty (30) days from the date of receipt of a recount invoice, the Jurisdiction must remit total payment to the County.

U. Pay any additional or unique election costs resulting from Jurisdiction delays, mistakes, recounts, and/or special preparations or cancellations relating to the Jurisdiction's participation in the coordinated election. Charges are $1.00 per registered voter (with a minimum charge of $1,000) not including publication cost, excess ballot column inches

cost ($2,000 for exceeding five (5) column inches), special text formatting cost for italics, underlining, bullet points, numbering, tables, strike-through text, or indentations ($500 if applicable), the use of all capital letters for non-TABOR issues per the Code, or TABOR Notice costs with a (minimum charge of $500).

Illustrative Pro-Rated Costs Table if costs of TABOR Notice were $3,744.57 and other public notices were $66.58.

Registered Voters	Eligible Property Owners	TABOR Households	Content Length Over 5 Inches	Basic Coordination Charge	TABOR Notice Charge (min. $500)	Excess Content Length Charge	Public Notice Charge	Special Formatting Charge	Total Charges
302858	0	134985	10.75	$302,858.00	$14,351.52	$21,500.00	$4.88	$ -	$338,714.40
79	63	42	4.00	$1,000.00	$ 500.00	$8,000.00	$4.88	$ -	$9,504.88
46097	0	0	14.75	$46,097.00	$0	$29,500.00	$4.88	$500.00	$75,601.88
140	0	60	8.75	$1,000.00	$500.00	$17,500.00	$4.88	$ -	$19,004.88
253	106	120	0.50	$1,000.00	$500.00	$1,000.00	$4.88	$ -	$2,504.88

SECTION III.
CANCELLATION OF ELECTION
(Information Only)

3.01 CANCELLATION OF ELECTION BY THE JURISDICTION

In the event the Jurisdiction resolves to cancel the election, notice must be provided to the Contact Officer immediately. The Jurisdiction is responsible for the full cost of election activities incurred both before and after the Contact Officer receives notice of cancellation. The Jurisdiction must provide and publish the cancellation notice per the Code. If the Jurisdiction resolves to cancel the election after the deadline for the DEO to certify ballot order and content to the Contact Officer, the text provided by the Jurisdiction cannot be removed from the ballot and/or the TABOR Book.

SECTION IV.
MISCELLANEOUS

4.01 NOTICES

Notices required under this Agreement are deemed received and effective: (1) three days after they have been mailed by certified mail, return receipt requested; (2) immediately upon hand delivery; 3) or upon email receipt, to the address of the Parties as indicated here:

To County:
Sheri Davis
Douglas County Clerk and Recorder
Elections Division
125 Stephanie Place
Castle Rock, Colorado 80109

Email: Elections@Douglas.co.us

To Jurisdiction:
(Enter Contact and address information)

Douglas County School District RE-1

Debbey Quintana

620 Wilcox Street, Castle Rock, CO 80104

dquintana@dcsdk12.org

4.02 TERM OF AGREEMENT

The term of this Agreement shall continue until all statutory requirements concerning the conduct of the coordinated election are fulfilled.

4.03 AMENDMENT

This Agreement may be amended only in writing and following the same formality as the execution of the initial Agreement.

4.04 INTEGRATION

The Parties acknowledge that this Agreement constitutes the sole Agreement between them relating to the coordinated election and does not include any oral statements made by the Parties' employees, agents, or officers.

4.05 CONFLICT OF AGREEMENT WITH LAW, IMPAIRMENT

If any provision in this Agreement conflicts with the Code or other statute, this Agreement will be modified to conform to such law. No resolution of either party to this Agreement can impair the rights of the CEO or the Jurisdiction without the consent of the other party.

4.06 TIME OF ESSENCE

Time is of the essence for this Agreement. The time requirements for the completion of the tasks in this Agreement are determined by the Code. Failure to comply with the terms and deadlines outlined in this Agreement or the Code may result in consequences up to and including termination of this Agreement.

4.07 GOOD FAITH

The Parties implement this Agreement in good faith and will act in good faith in all matters that require joint or general action.

4.08 NO WAIVER OF GOVERNMENTAL IMMUNITY ACT

The Parties understand and agree that they, their commissioners, officials, officers, directors, agents, and employees, are relying on and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act (CGIA) Sections 24-10-101 - 120, C.R.S., or otherwise available to the County or the Jurisdiction. To the extent the CGIA imposes varying obligations or contains different waivers for cities and counties, both the Jurisdiction and the County agree that they will remain liable for their independent obligations under the CGIA, and neither party shall be the agent of the other or liable for the obligations of the other.

4.09 NO THIRD-PARTY BENEFICIARIES

The enforcement of the terms and conditions of this Agreement and all rights of action relating to its enforcement are strictly reserved for the County and the Jurisdiction. Nothing contained in this Agreement allows a claim or right of action by anyone other than the Parties.

SIGNATURE PAGE

The execution of this Agreement between the Parties is effective on the latest date noted below. **Sign and date here:**

COORDINATED ELECTION OFFICIAL:

_____ _____

Douglas County Clerk and Recorder Date

THE BOARD OF COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO:
(Board signature required if coordination cost will exceed $25,000)

_____ _____

Douglas County Board of County Commissioners Chairperson Date

_____

Attest – Clerk to the Board

APPROVED AS TO FISCAL CONTENT:

_____

Douglas County Director of Finance

APPROVED AS TO LEGAL FORM:

_____

Douglas County Attorney

JURISDICTION SIGNATURES:

By: Christy Williams Date: Aug 24 2025

Title: President, Board of Education

By: Becky Myers Date: Aug 24 2025

Title: Secretary, Board of Education

Attest (Name/Title): Debbey Quintana/DEO Debbey Quintana August 25, 2025

APPENDIX A: ADDRESS CONFIRMATION FORM

JURISDICTION NAME: Douglas County School District RE-1

The address ranges identified in the **Address Library Report** provided with this Agreement represent all current addresses within the Jurisdiction according to the Douglas County Elections Voter Registration System address report. Douglas County Elections only maintains residential addresses, not business or commercial addresses.

Review the **Address Library Report** to confirm the address ranges are accurate and include all residential addresses within your Jurisdiction. These addresses will be used to identify eligible electors within the Jurisdiction. It is the Jurisdiction's responsibility to know all current addresses within its boundaries.

If there is an error in the **Address Library Report**, please note it in the table below and sign this form. If there are no errors, omissions, and/or corrections, it is still essential to sign, date, and return this form to Douglas County Elections.

Section 1

Enter information in the table, if applicable. If more space is needed, please create a separate document.

Street Name	Dir.	Street Type	Low/High Range	Odd/ Even	Zip Code	Notes
Example: Main	E	St.	101/603	Even	80104	

Section 2

Enter all counties the Jurisdiction includes:

County Name(s):

Douglas

Elbert

If the Jurisdiction does not include more than one county, write N/A here: _____

FOR PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).

Please indicate if any of the above information is being submitted to Douglas County Elections electronically. ELECTRONIC FILE(S) SENT ON: August 25, 2025

(Enter Date Here)

PROVIDE SIGNATURE

I have reviewed the Jurisdiction's **Address Library Report** provided by Douglas County Elections and certify it to be a true and accurate description of the address ranges defining boundaries of the Jurisdiction, except for any discrepancies that are noted on this form.

Sharon Caldwell

Signature

Aug 25 2025

Date

ANNEXATIONS, INCLUSIONS, EXCLUSIONS

This form may be used in conjunction with the provided **Jurisdiction Boundary Map** in place of reviewing and verifying the provided Address Library Report.

JURISDICTION NAME: Douglas County School District RE-1

To ensure Douglas County Elections has the most current information, please complete either Section 1 or Section 2 below regarding any Annexations, Inclusions, and Exclusions for your Jurisdiction.

Section 1

Since January 1 of the current year, the Jurisdiction has approved (check all that apply):
_____ Annexations
_____ Inclusions
_____ Exclusions

All supporting documents on the applicable Annexation(s), Inclusion(s), or Exclusion(s) are attached to this form and should be used by Douglas County Elections to update address information for the Jurisdiction.

By signing below, I acknowledge and certify that the information is true and accurate.

Sharon Caldwell _____ Aug 25 2025 _____

Signature Date

Section 2

I acknowledge and certify the Jurisdiction has not approved any Annexation(s), Inclusion(s), or Exclusion(s) since January 1 of the current year.

By signing below, I acknowledge and certify that the information is true and accurate.

Sharon Caldwell _____ Aug 25 2025 _____

Signature Date

APPENDIX B: CONTACT INFORMATION FORM

Please enter your Jurisdiction's information.

Jurisdiction: Douglas County School District RE-1

Designated Election Official: Debbey Quintana
Name

620 Wilcox Street
Mailing Address

Castle Rock, CO 80104
City, State, Zip

dquintana@dcsdk12.org
Email

303-946-9525
Phone

Represented by: __Mary Klimesh, General Counsel_____
Attorney / Law Firm

__620 Wilcox Street_____
Mailing Address

_Castle Rock, CO, 80129_____
City, State, Zip

_mklimesh@dcsdk12.org_____
Email

__303-387-0138_____
Phone

Per this Agreement, please indicate the Jurisdiction representative(s) who will participate in the following activities:

REQUIRED PARTICIPATION

Election Day phone support for citizen inquiries
November 4, 2025, 7:00 a.m. – 7:00 p.m.

Name: Debbey Quintana

Phone: 303-946-9525

Email: dquintana@dcsdk12.org

OPTIONAL PARTICIPATION

If a representative is not designated for these optional activities, the Douglas County Elections office will designate a staff member to serve on behalf of the Jurisdiction.

Logic and Accuracy Test (LAT)
(Enter date, time, location, info)

Name: ___Debbey Quintana_____

Phone: __303 946-9525_____

Email: __dquintana@dcsdk12.org_____

Risk Limiting Audit (RLA)
(Enter date, time, location, info) Additional days may be needed.

Name: ___Debbey Quintana_____

Phone: ___303 946-9525_____

Email: __dquintana@dcsdk12.org_____

Canvass Board and Final Certification of Election
(Enter date, time, location, info)

Name: __Debbey Quintana_____

Phone: _303 946-9525_____

Email: ___dquintana@dcsdk12.org_____

Douglas County Contact Information

(Information Only)

- Douglas County Coordinated Election Official:
  Sheri Davis, Clerk and Recorder
  301 Wilcox Street, Castle Rock, CO 80104
  clerk@douglas.co.us
  303-663-7364

- Douglas County Contact Officer
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Deputy Director of Elections
  Jack Twite Jr.
  125 Stephanie Place, Castle Rock, CO 80109
  jtwite@douglas.co.us
  303-814-7618

- Douglas County Senior Assistant Attorney
  Chris Pratt
  100 Third Street, Castle Rock, CO 80104
  cpratt@douglas.co.us
  303-660-7321

APPENDIX C: IMPORTANT DATES

(Information Only)

EVENT	DATE
Last day to provide in writing to the County Clerk & Recorder Notice of Intent to coordinate for the 2025 Coordinated Election (-100 days)	July 25
Last day to return signed IGA to the Contact Officer (-70 days)	August 26
Last day to return completed Address Confirmation Form (Appendix A) or Boundary Map to ensure accurate voter information (-70 days)	August 26
Last day to submit certified ballot order and content to the Contact Officer (-60 days)	September 5
Last day for Secretary of State to certify state ballot order and content to county clerk (-57 days)	September 8
Last day to mail ballots to Uniformed and Overseas electors (UOCAVA) (-45 days)	September 20
Last day to submit Ballot Issue Notice (TABOR) Language and summarized Pro/Con & Fiscal Impact Statements to Contact Officer (-43 days)	September 22
Logic and Accuracy Test (LAT)	September 26
Logic and Accuracy Test (LAT) – Alternate Date	September 29
Ballots mailed to voters (-22 days)	October 10
Ballot Drop Boxes open (-15 days minimum)	October 10
Last day voter can request our office mail a ballot (-8 days)	October 27
Voter Service and Polling Centers (VSPCs) open (-15 days)	October 27
ELECTION DAY	November 4, 7 AM – 7 PM
Risk Limiting Audit (RLA)	November 18 (Additional days may be needed)
Canvass Board and Final Certification of Election	November 21
Canvass Board and Final Certification of Election – Alternate date	November 24
Final Certification of Election deadline	November 26

APPENDIX D: IGA CHECKLIST

Use this checklist to track and complete all items as outlined in this Agreement. Dates reflect the Douglas County Elections timeline based on statutory requirements and deadlines.

✓	DATE	EVENT
	July 25	Provide in writing to the County Clerk and Recorder notice of intent to coordinate.
	Month of August	Receive and review the Agreement and accompanying documents from the Contact Officer, including important District addressing verification.
	August 26	• Complete and return all required documents of the Agreement via mail or email to the Contact Officer, jtwite@douglas.co.us. • Provide a copy of the Ordinance or Resolution outlining intent to participate in the coordinated election. • Provide a statement to confirm sufficient funds to pay for election expenses are available and appropriated in the Jurisdiction's approved budget. • For PROPOSED DISTRICTS: Provide a certified legal description, map, and street listing (including street ranges).
	September 5	• Provide certified ballot content and order to the Contact Officer. C.R.S 1-5-203(3). Refer to Section 2.02 (L) of the IGA for specific requirements. USE TEMPLATES PROVIDED IN APPENDIX H AND I. • As applicable, provide phonetic pronunciation of each candidate's name via voicemail. Refer to Section 2.02 (M) of the IGA for instructions. • Proofread ballot layout and text for Jurisdiction's portion of the official ballot and provide written acceptance of content or written notice of necessary changes. Refer to Section 2.02 (O) of the IGA for instructions.
	September 22	Provide Contact Officer with full text of any required ballot issue notices (TABOR) and all summarized pro/con statements. USE TEMPLATE PROVIDED IN APPENDIX G.

	October 1	For elections where property owners are eligible electors: Provide all applicable eligible property owner list(s). Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	October 10	For elections where property owners are eligible electors: Provide a supplemental list of applicable eligible property owner(s) for eligible voters not submitted in the original list from October 1. Refer to Section 2.02 (P) of the agreement and APPENDIX A for instructions and requirements.
	November 4, 2025	ELECTION DAY Jurisdiction phone support is required during voting hours from 7:00 a.m.-7:00 p.m. to provide information as needed to the Douglas County Elections office, public, or media.
	Post-Election Day	• Notify Contact Officer within 24 hours of completion of final ballot tabulation if a recount is required. • Remit payment within 30 days of receipt of billing invoice.

DOUGLAS COUNTY SCHOOL DISTRICT RE-1
RESOLUTION CONCERNING A COORDINATED ELECTION TO BE CONDUCTED ON NOVEMBER 4, 2025

WHEREAS, on November 4, 2025, an election will be held within the Douglas County School District RE-1 ("District") concerning the selection of school directors for Director Districts B, D, E, and G; and

WHEREAS, because the election will be held as part of the coordinated election, the Board of Education ("Board") of the District desires for the Clerk and Recorder of Douglas County ("Douglas County Clerk") and the Clerk and Recorder of Elbert County ("Elbert County Clerk") to conduct the election on behalf of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE DOUGLAS COUNTY SCHOOL DISTRICT RE-1 IN THE COUNTIES OF DOUGLAS AND ELBERT AND STATE OF COLORADO:

1. The District shall follow the election provisions of articles 1 to 13 of title 1, Colorado Revised Statutes (the "Uniform Election Code").

2. On or before September 5, 2025, the Board hereby authorizes and directs the officers of the District to certify the list of candidates to the Douglas County Clerk and Elbert County Clerk.

3. The election shall be conducted as a coordinated election in Douglas and Elbert Counties pursuant to the provisions of the Uniform Election Code and the terms, conditions, and timelines of any intergovernmental agreements with the Douglas County Clerk and Elbert County Clerk. The Superintendent is hereby authorized to execute and deliver, for and on behalf of the District, one or more intergovernmental agreements with the Douglas County Clerk and Elbert County Clerk pursuant to C.R.S. § 1-7-116.

4. All acts required or permitted by the Uniform Election Code relevant to voting by mail-in/absentee ballots, early voters' ballots, emergency mail-in/absentee ballots, and other matters that are to be performed by the designated election official, shall be performed in Douglas County by the Douglas County Clerk and in Elbert County by the Elbert County Clerk.

5. Ronnae Brockman is hereby appointed the authorized election official of the District for purposes of performing acts required or permitted by law in connection with the election, including without limitation, as necessary, the publication of a Notice of Election to be published in accordance with the Uniform Election Code.

6. The directors, officers, and employees of the District are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution in accordance with Colorado law.

7. All actions not inconsistent with the provisions of this Resolution, heretofore taken by the directors, officers, and employees of the District, directed toward holding the election for the purposes stated herein are hereby ratified, approved, and confirmed.

8. All prior acts, orders, or resolutions, or parts thereof by the District that may be in conflict with this Resolution, if any, are hereby repealed, except that this repealer shall not be construed to revive any act, order, or resolution, or part thereof, heretofore repealed.

9. This Resolution shall take effect immediately upon its passage.

ADOPTED AND APPROVED this 10th day of June, 2025, by a vote of 7-0.

AYES: Geiger, Meek, Moore, Myers, Thompson, Williams, Winegar

NAYS: N/A

DOUGLAS COUNTY SCHOOL DISTRICT RE-1

By: Christy Williams
Christy Williams, President
Board of Education

By: Becky Myers
Becky Myers, Secretary
Board of Education

STATE OF COLORADO)
)
COUNTIES OF DOUGLAS AND ELBERT) SS.
)
DOUGLAS COUNTY SCHOOL)
DISTRICT NUMBER RE-1)

I, Becky Myers, the duly qualified and acting Secretary of Douglas County School District, Number RE-1 (the "District"), in the Counties of Douglas and Elbert and State of Colorado, do hereby certify:

(1) The foregoing pages are a true and correct copy of a resolution (the "Resolution") introduced at a regular meeting of the Board of Education of the District (the "Board") on June 10, 2025.

(2) The Resolution was duly moved and seconded and the Resolution was adopted at the regular meeting of June 10, 2025, by an affirmative vote of a majority of the members of the Board as follows:

Name	"Yes"	"No"	Absent	Abstain
Christy Williams, President	X			
Kaylee Winegar, Vice President	X			
Becky Myers, Secretary	X			
Valerie Thompson, Treasurer	X			
Brad Geiger, Director	X			
Susan Meek, Director	X			
Tim Moore, Director	X			

(3) The members of the Board were present at such meeting and voted on the passage of such Resolution as set forth above.

(4) The Resolution was approved and authenticated by the signature of the President of the Board, sealed with the District seal, attested by the Secretary and recorded in the minutes of the Board.

(5) Attached hereto as Exhibit A is a copy of the notice of the regular meeting of June 10, 2025**,** which notice was posted in one place within the District at least 24 hours before such meeting and which notice included agenda information, if available, as provided by law.

(6) There are no bylaws, rules or regulations of the Board which prevent the immediate adoption of the Resolution set forth in the foregoing proceedings.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said District, this June 10, 2025.

Becky Myers

Becky Myers, Secretary Board of Education
Douglas County School District, Number Re-1

EXHIBIT A

(Attach Notice of Meeting)

4924-0387-5402, v. 1

AGENDA

TYPE: Board Meeting
DATE: 6/10/2025 **TIME:** 5:00 PM
LOCATION: DCSD Admin Building - Board Room 3rd Floor, 620 Wilcox St., Castle Rock 80104
DETAILS: Jun 2025 - 1

Available seating is contingent on room capacity restrictions and provided on a first-come basis or lottery system, if necessary. Community members can also view this meeting via livestream at the following YouTube link: https://youtube.com/live/tED0DCX8ipQ?feature=share

5:00 PM	**Call to Order and Roll Call**		
	1.	Call to Order	Info
	2.	Roll Call	Info
5:03 PM	**Pledge of Allegiance**		
	3.	Pledge of Allegiance	Info
5:05 PM	**DCSD Spotlight**		
	4.	Recognition of Colorado Middle School Athletic Director of the Year - Mark Sikora, Mountain Ridge Middle School	Info
	5.	Recognition of Outgoing Board Committee Members	Info
5:15 PM	**Acceptance of Agenda**		
	6.	Acceptance of Agenda	Action
5:20 PM	**Superintendent Reports**		
	7.	Superintendent Updates (10 Minutes)	Info
5:30 PM	**Public Comment**		
	8.	Public Comment	Info
6:30 PM	**Adoption of Consent Agenda**		**Action**
	9.	Adoption of Consent Agenda: Staff Recommendations, Detailed in Agenda Items #10-#19 Organized for Board of Education Block Approval	Action
	10.	SY 2025-2026 State Treasurer's Interest Free Loan Program	Action
	11.	Approval of the SY 2024-2025 Final Revised Budget Resolutions and Executive Summary	Action
	12.	Approval of Resolution Concerning a Coordinated Election to be Conducted on November 4, 2025	Action
	13.	Approval of Change Order for Chaparral High School Track Resurfacing	Action
	14.	5-year (SY 2025-2030) Contract and Budget – Data Center Colocation.	Action
	15.	2025-2026 Supplier Spend Estimated to Surpass Board of Education Threshold Specified in Policy DJ	Action
	16.	Approval of Course Proposal	Action
	17.	Approval of Personnel Changes	Action
	18.	Approval of SY 2025-2026 Adopted Budget Resolutions and Financial Plan and Budget	Action

	19.	Consideration of Waiver to Superintendent's Contract	Action
6:40 PM	**Adoption of Joint Motion Agenda**		**Action**
	20.	Approval of Minutes	Action
6:45 PM	**Study/Action Items**		
	21.	Adoption of 2025-2026 Master Capital Plan (20-Minute Presentation | 10-Minute Q&A)	Info/Action
7:15 PM	**Recess**		
	22.	Recess	Info
7:30 PM	**Convene in Executive Session**		
	23.	Convene in Executive Session for the Board to hold conference with its attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), regarding legal obligations and legal ramifications related to approving Renaissance's charter application with conditions and/or related to denying Renaissance's charter application with conditions."	Action
8:00 PM	**Study/Action Items II**		
	24.	Board Decision Concerning the Charter School Application Submitted by Renaissance Charter School (5-Minute Presentation | 20-Minute Q&A)	Info/Action
	25.	Superintendent Monitoring Report on Executive Limitation 2, Treatment of Students, Parents/Guardians and Community Members (10-Minute Discussion)	Info
8:35 PM	**Policy Governance**		
	26.	Review of School Year 2025-2026 Board of Education Proposed Budget and School Year 2024-2025 Third Quarter Board Budget (10-Minute Discussion)	Info
	27.	Board of Education Self-Evaluation of Governance Process 1.8, Board Members' Code of Conduct (10-Minute Discussion)	Info
	28.	Board of Education Self-Evaluation of Governance Process 1.0, Board's Purpose (10-Minute Discussion)	Info
	29.	Board of Education Self-Evaluation of Governance Process 1.5, Agenda Planning (10-Minute Discussion)	Info
	30.	Board Policy KI, Visitors to the Schools (10-Minute Discussion)	Info
	31.	Selection of Voting Delegate for the Colorado Association of School Boards' (CASB) 2025 Delegate Assembly (10-Minute Discussion)	Action
	32.	Consideration of Resolution Concerning School District Expertise on Home Rule Commission (10-Minute Discussion)	Info/Action
	33.	Board Agenda Calendar for the 2025-2026 School Year (10-Minute Discussion)	Info
9:55 PM	**Board of Education Reports**		
	34.	President Report	Info
	35.	Vice President Items	Info
	36.	Director Items, Board Committee and Liaison Reports	Info
10:05 PM	**Adjournment**		
	37.	Adjournment	Action

A Board of Education Retreat is scheduled for July 26, 2025. The next regular meeting of the Board of Education is scheduled for August 19, 2025.

RESOLUTION OF THE BOARD OF EDUCATION
OF
DOUGLAS COUNTY SCHOOL DISTRICT RE-1

REGARDING APPOINTMENT OF DESIGNATED ELECTION OFFICIAL

WHEREAS, the Douglas County School District, Number RE-1 (the "District"), in the Counties of Douglas and Elbert and the State of Colorado, is a public corporation duly organized and existing under the Constitution and the laws of the State of Colorado; and

WHEREAS, the members of the Board of Education of the District (the "Board") have been duly elected, chosen and qualified; and

WHEREAS, the Board expects to participate in the biennial school election on November 4, 2025, for the election of Director Districts, B, D, E, and G, which shall be coordinated with the County Clerk and Recorder of each of Douglas and Elbert Counties (the "Clerks"); and

WHEREAS, in order to coordinate the election with the Clerks, the Board is required to designate a person who is responsible for running the election for the District; and

WHEREAS, the Board previously appointed a designated election official at its June 10, 2025, Board Meeting but is now in need of appointing a new person who is responsible for running the election for the District; and

WHEREAS, pursuant to Section 1-7-116(2), C.R.S., political subdivisions for which the county clerk and recorder will conduct the coordinated election shall enter into an agreement with the county clerk and recorder for the conduct of the coordinated election; and

WHEREAS, subject to approval of such agreements by the Board at a public meeting, the Board desires to enter into such agreements no later than August 26, 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF DOUGLAS COUNTY SCHOOL DISTRICT, NUMBER RE-1, IN THE COUNTIES OF DOUGLAS AND ELBERT AND THE STATE OF COLORADO:

Section 1. Ratification and Approval of Prior Actions. All action heretofore taken (not inconsistent with the provisions of this resolution) by the Board, or the officers or agents of the Board or the District~~,~~ relating to the election is hereby ratified, approved and confirmed.

Section 2. Appointment of Designated Election Official. Debbey Quintana is hereby appointed as the designated election official of the District for purposes of performing acts required or permitted by law in connection with the election.

Section 3. Repealer. All bylaws, orders and resolutions of the District, or parts thereof, inconsistent with this resolution or with any of the documents hereby approved, are hereby repealed only to the extent of such inconsistency. This repealer shall not be construed as reviving any bylaw, order or resolution of the District, or part thereof, heretofore repealed.

Section 4. Effective Date. This resolution shall be in full force and effect upon its passage and adoption.

ADOPTED AND APPROVED this 19th day of August, 2025, by a vote of 7-0.

AYES: Geiger, Meek, Moore, Myers, Thompson, Williams, Winegar
NAYS: N/A

DOUGLAS COUNTY SCHOOL DISTRICT RE-1

By: Christy Williams
Christy Williams, President, Board of Education

By: Becky Myers
Becky Myers, Secretary, Board of Education

STATE OF COLORADO)
)
COUNTIES OF DOUGLAS AND ELBERT) SS.
)
DOUGLAS COUNTY SCHOOL)
DISTRICT NUMBER RE-1)

I, Becky Myers, the duly qualified and acting Secretary of Douglas County School District, Number RE-1 (the "District"), in the Counties of Douglas and Elbert and State of Colorado, do hereby certify:

(1) The foregoing pages are a true and correct copy of a resolution (the "Resolution") introduced at a regular meeting of the Board of Education of the District (the "Board") on August 19, 2025.

(2) The Resolution was duly moved and seconded and the Resolution was adopted at the regular meeting of August 19, 2025, by an affirmative vote of a majority of the members of the Board as follows:

Name	"Yes"	"No"	Absent	Abstain
Christy Williams, President	✓			
Kaylee Winegar, Vice President	✓			
Becky Myers, Secretary	✓			
Valerie Thompson, Treasurer	✓			
Brad Geiger, Director	✓			
Susan Meek, Director	✓			
Tim Moore, Director	✓			

(3) The members of the Board were present at such meeting and voted on the passage of such Resolution as set forth above.

(4) The Resolution was approved and authenticated by the signature of the President of the Board, sealed with the District seal, attested by the Secretary and recorded in the minutes of the Board.

(5) Attached hereto as Exhibit A is a copy of the notice of the regular meeting of August 19, 2025**,** which notice was posted in one place within the District at least 24 hours before such meeting and which notice included agenda information, if available, as provided by law.

(6) There are no bylaws, rules or regulations of the Board which prevent the immediate adoption of the Resolution set forth in the foregoing proceedings.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said District, this August 19, 2025.

Becky Myers

Becky Myers, Secretary Board of Education
Douglas County School District, Number RE-1

EXHIBIT A

(Attach Notice of Meeting)

Agenda

TYPE: Board Meeting

DATE: Tuesday, August 19, 2025

TIME: 5:00 PM

LOCATION: DCSD Admin Building - Board Room 3rd Floor, 620 Wilcox St., Castle Rock 80104

DETAILS:

Available seating is contingent on room capacity restrictions and provided on a first-come basis or lottery system, if necessary. Community members can also view this meeting via livestream at the following YouTube link: https://youtube.com/live/-sYerI9_cp8?feature=share

1. **[5:00 PM] Call to Order**

2. **Roll Call**

3. **[5:03 PM] Pledge of Allegiance**

4. **[5:05 PM] DCSD Spotlight**

   4.1 Recognition of Commander Rob Rotherham from the Douglas County Sheriff's Office for his years of service to the Douglas County School District.

   4.2 Donation of Save Stations to the Douglas County School District

5. **[5:15 PM] Acceptance of Agenda**

   That the Board of Education approves the Agenda as presented.

6. **[5:20 PM] Superintendent Reports**

   Superintendent Updates (10-Minutes)

7. **[5:30 PM] Public Comment**

8. **[6:30 PM] Adoption of Consent Agenda**

representative vacancy.

8.9 Approval of New Membership | Mill Bond Oversight Committee (MBOC)

MBOC Chair Letter to the BOE August 2025.pdf

The Mill Bond Oversight Committee (MBOC) approved a motion to recommend new members to the committee and respectfully forwards its recommendation to the Board of Education for approval. The MBOC Chair provided a summary of the nominees.

8.10 Approval of United Health Care (UHC) Supplier Spend

UHC Supplier Spend Purchasing Thresholds 25-26 SY.pdf

8.11 Approval of Project Wayfinder Supplier Spend

Project Wayfinder Purchasing Thresholds 24-25 SY.pdf

An end-of-year contingency request submitted after the Board's last meeting for SY 24-25 resulted in a savings of $64,000 to the District but caused the SY 24-25 obligations for payment to Project Wayfinder to exceed the $500,000 threshold requiring Board approval. Supplier Project Wayfinder is a supplier of information technology products and licenses to the District and total payment during SY 24-25 was $594,793. Ratification of this payment during SY 24-25 is being sought from the Board of Education.

8.12 Approval of Reinstatement, Ratification, and Amendment of Pinery Park-n-Ride Lease Agreement

08.19.2025 ESB - Pinery Park-n-Ride Lease Agreement.pdf

This Lease Reinstatement is for the Pinery Park-n-Ride located on a portion of the Northeast Elementary School Site. The Park-n-Ride is approximately 10,800 square feet, serves one bus route, and offers 79 parking spaces.The Regional Transportation District has leased this space from DCSD since 2002 when the original Lease Agreement was executed. The lease expired in June 2024.

RTD pays the District rent in the amount of $1,000 per month. This amount has been adjusted from the $600 per month rental price in the original 2002 Lease Agreement. The new lease term is through 2029.

8.13 Approval of Addendum No.1 - MOA Architecture - Elementary School 51

Addendum 01 to Architect Agreement - MOA Architecture - ES51- Partially Executed.pdf

The Douglas County School District (DCSD) hired MOA Architecture to

10. [6:45 PM] Study Items

10.1 Mill Bond Oversight Committee (MBOC) Presentation and Bond Update (30-Minute Presentation | 10-Minute Discussion)

MBOC-Bond Update.pdf

MBOC Chair Letter to the BOE August 2025.pdf

Responsibilities of the Mill Bond Oversight Committee (MBOC) Bylaws state that the MBOC shall report at least annually to the Board of Education regarding the status of the MLO/Bond expenditures.

10.2 Family, Staff, and Student Survey Data (15-Minute Presentation|10-Minute Discussion)

Monitoring Report: EL 2, Treatment of Students, Parents/Guardians, and Community Members

DCSD BOE 2025 Survey Update.pdf

BOE Monitoring Report EL 2 - UPDATED 8-25.pdf

[7:50 PM] RECESS

10.3 [8:05 PM] Strategic Plan Update (30-Minute Presentation | 20-Minute Discussion)

8-19-2025 DCSD Strategic Plan.pdf

11. [8:55 PM] Policy Governance

11.1 Presentation of Colorado School Finance Project (CSFP) (10-Minute Discussion)

Douglas County Re 1 School Finance Fact Sheet_8May25.pdf

Colorado School Finance Project (CSFP) References - Google Drive Link

11.2 Approval of Board Budget Revision (10-Minute Discussion)

Board Budget - August Board Meeting.pdf

11.3 Approval of Board Committee Priorities (10-Minute Discussion)

August 25, 2025

I, Jana Schleusner am the Chief Financial Officer for the Douglas County School District RE-1 confirm sufficient funds are available in the School District's budget to pay election expenses.

Jana Schleusner

Jana Schleusner

Chief Financial Officer,

Douglas County School District

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Ryan J. Arthur, Community Programs Coordinator

DESCRIPTION: 2026 Colorado Department Of Transportation Clean Transit Enterprise SB230 Formula Program Grant Application In The Amount Of $150,000.00 With A Local Contribution Of $30,000.00 For A Project Total Of $180,000.00.

SUMMARY: The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Clean Transit Enterprise (CTE) SB230 Formula Program grant application in the amount of $150,000 to fund the expansion of Link on Demand services in Douglas County. A local contribution of $30,000 is required for a project total of $180,000.

RECOMMENDED ACTION: Staff recommends approval of the 2026 CDOT CTE SB230 Formula Program grant application in the amount of $180,000 as it complies with all federal, state, and county approval standards and policies.

REVIEW:

Jennifer Eby	Approve	8/29/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Escalated	9/4/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Jennifer Eby - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

2026 CDOT CTE SB230 Grant Application Staff Report

DOUGLAS COUNTY
COLORADO

Grant Application Staff Report

Date:	August 26, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Ryan J. Arthur, Community Programs Coordinator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**2026 Colorado Department of Transportation Clean Transit Enterprise SB230 Formula Program grant application in the amount of $150,000 with a local contribution of $30,000 for a project total of $180,000.**

Board of County Commissioners' Business Meeting **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for approval of the 2026 Colorado Department of Transportation (CDOT) Clean Transit Enterprise (CTE) SB230 Formula Program grant application in the amount of $150,000 to fund the expansion of Link on Demand services in Douglas County. A local contribution of $30,000 is required for a project total of $180,000.

II. REQUEST

Staff requests approval of the 2026 CDOT CTE SB230 Formula Program application in the amount of $150,000 with a local contribution of $30,000 for a project total of $180,000.

III. BACKGROUND

Senate Bill 24-230 established a new oil and gas production fee to fund public transit through the Local Transit Operations Program (LTOP), known as the SB230 Formula Program. Douglas County submitted a Letter of Intent (LOI) on June 30, 2025, indicating intention to apply for FY26 funds.

On July 18, 2025, CDOT issued a Notice of Funding Availability for the SB230 Formula Program, to support investment in public transit operations. Eligible projects include operating assistance that improve the span of service and frequency of existing transit, expand service zones for greater coverage, and other activities that are shown to directly increase transit service or increase transit ridership. The application is due September 19, 2025.

IV. DISCUSSION

CDOT CTE SB230 Formula Program grant funds will be used for the expansion of the County's Link on Demand, microtransit service. Participation requires a Comprehensive Operational Analysis (COA) or a plan to complete one. The COA must include a five-year program vision, a two-year transit service improvement plan, and detail SB230 Formula Program benefits including increased vehicle revenue miles, vehicle revenue hours, and number of passenger trips. Douglas County

staff will work with CDOT CTE and Via Transportation, Inc. to provide this forecast and create the COA.

The grant would provide funding, in part, to extend microtransit services in northern Douglas County an additional 29 square miles east of Lone Tree, to include the neighborhoods of Stonegate, Grand View Estates, Meridian Village, Sierra Ridge and the Town of Parker. This expansion will serve an additional 75,000 residents.

	CTE SB230	Local Match	Total Cost
Operating	$ 150,000	$ 30,000	$ 180,000

Local match will come from Douglas County's Capital Improvement Project funding.

V. RECOMMENDED ACTION

Staff recommends approval of the 2026 CDOT CTE SB230 Formula Program grant application in the amount of $180,000 as it complies with all federal, state, and county approval standards and policies.

ATTACHMENTS **PAGE**

CDOT CTE SB230 Application 3

Date: September 19, 2025

To: Craig Secrest, Director of CDOT Clean Transit Enterprise (CTE)

From: Jennifer L. Eby, AICP, Director of Community Services

CC: Ryan J. Arthur, Community Programs Coordinator
Allison E. Cutting, Community Services Supervisor
Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services

Subject: **Douglas County response to FY26 SB230 Formula Program NOFA**

Dear Mr. Secrest,

On behalf of Douglas County, I am pleased to submit a response to the FY26 SB230 Formula Program Notice of Funding Availability. Our Board of County Commissioners has approved of our submission, and we are fully committed to working with the Department of Transportation, Clean Transit Enterprise to receive approval for a grant award. We have elected to submit under the Deferred Comprehensive Operational Analysis approach and have included all applicable response materials in our submission packet.

The contact information for our submission is as follows:

Entity Contact Person:
Name: Ryan Arthur
Title: Community Programs Coordinator
Phone: (303) 814-4326
Email: rarthur@douglas.co.us

Backup Contact Person:
Name: Allison E. Cutting
Title: Community Services Supervisor
Phone: (303) 814-4374
Email: acutting@douglas.co.us

Sincerely,

Jennifer L. Eby, AICP
Director of Community Services

ATTACHMENTS **PAGE**

Douglas County Comprehensive Operational Analysis 4
Douglas County Baseline Data 5
Douglas County Local Planning and Zoning Questionnaire 6

CTE SB230 Formula Grant Program FY26 NOFA
Comprehensive Operational Analysis (COA) Template

The statute (Section 43-4-1204, C.R.S.) that enables the Clean Transit Enterprise's (CTE) Local Transit Operations Program (a.k.a., SB230 Formula Program) requires that eligible transit entities submit an acceptable Comprehensive Operational Analysis (COA) to meet program eligibility requirements. The purpose of the COA is for eligible entities to describe how they will use the program's funding to expand transit service, increase transit frequency, improve system-wide transit connectivity, and make other investments to grow transit ridership, foster mode shift and support reduction of air pollution and GHG emissions. The CTE recognizes that eligible transit agencies throughout the state have a range of existing plan types with different names, horizons, etc. that can provide inputs for the COA. The CTE is striving to balance minimizing the burden on eligible transit entities while obtaining the information needed to make grant awards, facilitate accountability, and monitor program impacts. To this end, we have created this COA template and ask eligible transit entities to complete and submit it either with their NOFA response (Full COA Approach) or at a later date (Deferred COA Approach). The CTE has contracted with a transit planning consultant that is available upon request (at CTE's cost) to support COA development.

This COA template includes the following three elements:

1. **Entity Information** – Name of the entity and contact information for the NOFA response.

2. **5-Year Vision Plan –** A description of what an eligible entity plans to accomplish with funding from the SB230 Formula Program over the next five years. This should include overall program goals, specific types of programs, a high-level budget, and implementation phasing/timing.

3. **2-Year Implementation Plan** – A project implementation plan describing the project start and end dates and major milestones, broken out by capital, operating, and administration costs, for the expenditures your agency plans to use SB230 Formula Program funding for in each of FY26 and FY27. (Note: if an entity can only provide information for FY26, that is fine, but this may require additional contracting effort to get approval for using FY27 SB230 Formula Program funding).

In addition to the information requested in the above three elements, the eligible entity's COA can include any additional information to describe how the money would be used to expand transit service, increase transit frequency, improve system-wide transit connectivity, and meet the other purposes described in Section 43-2-1204(b), C.R.S.

Entity Information

Entity Name: Douglas County Department of Community Services

Entity Contact Person:
Name: Ryan Arthur
Title: Community Programs Coordinator
Phone: (303) 814-4326
Email: rarthur@douglas.co.us

Backup Contact Person:
Name: Allison Cutting
Title: Community Services Supervisor
Phone: (303) 660-7460
Email: acutting@douglas.co.us

5-Year Vision

Complete the following sections regarding your entity's 5-year plan for using SB230 Formula Program funding to expand transit services, increase ridership, and reduce GHG emissions.

Section 1: Briefly describe what your entity plans to accomplish with funding from the SB230 Formula Grant Program over the next five years. This should include span of service improvements (e.g., increase in services hours from X am - XX pm to X am - XX pm, frequency improvements (e.g. reductions in headways from XX minutes to XX minutes), and new geographic coverage (X new routes and/or X new miles served). **(300 words)**

Douglas County plans to expand its transit framework over the next five years, enhancing geographic coverage along the I-25 and C-470 corridors. This initiative aims to enhance regional connectivity, reduce single occupancy vehicles, and provide improved access to employment, retail, and community services for residents throughout Douglas County.

Section 2: Briefly describe the planning efforts your entity took to develop the 5-year vision, to include assessment of existing conditions/services and need/demand for service, the use of service optimization plans and corridor plans, consideration of projects identified through participation in the CDOT Regional Transit Planning process, and analysis of year-over-year service data, ridership and other relevant data. **(300 words)**

Douglas County completed an Integrated Transit and Multimodal Study to address and identify public transit needs for those who live, work and play in the county. The study engaged in multiple efforts to collect data on the current state of public transit in Douglas County, evaluate available multimodal options, determine solutions through expansion opportunities, new technologies, and trends in the data, and held multiple public and stakeholder engagement sessions. The results of the study determined a phased approach to expansion of public transit in Douglas County, starting from 2025 to 2033 and beyond. Phase 1 included microtransit expansion into Highlands Ranch, which was initiated in May 2025, as well as microtransit to the areas east of Lone Tree into Parker, to be completed by 2027. Future phases include expansion to the south in Castle Pines and Castle Rock.

Section 3: Provide estimated benefits from SB230 Formula Program spending for Vehicle Revenue Miles (VRM), Unlinked Passenger Trips (UPT), and Vehicle Revenue Hours (VRH).

Calendar Year	Increased VRM	Increased UPT	Increased VRH	Other Benefits
2026				
2027				
2028				
2029				
2030				

Section 4: Provide a projected 5-year budget for achieving your entity's vision for SB230 Formula Program funding use and describe what funds will be spent on in the following table. Provide costs related to the calendar year in which the SB230 funds will be spent.

Fiscal Year	Type of Cost	CTE ($)	Local Match	Total Costs	Use of funds
2026	Cap	-	-	-	
	Ops	150,000	30,000	180,000	Expansion of microtransit services in Douglas County
2027	Cap	-	-	-	
	Ops	150,000	30,000	180,000	Expansion of microtransit services in Douglas County
2028	Cap	-	-	-	
	Ops				
2029	Cap	-	-	-	
	Ops				
2030	Cap	-	-	-	
	Ops				

2-Year Investment Plan

For each of FY26 and FY27, provide an implementation plan description of the project to be funded, to include vehicle purchases and operating expenditures.

Type of Project(s) (Check all that apply):

☐ Span of Service Improvements (e.g., longer service hours)
☐ Frequency Improvements (e.g., shorter headways)
☑ New Geographic Coverage (e.g., new routes or service zones)
☐ Other

New Vehicle Expenditures

Vehicle Type/Length	# of Vehicles	Estimated Cost	Total	**Description** (ambulatory seating capacity, wheelchair spaces, and fuel type)
1:_____				N/A
2: _____				N/A
3. _____				N/A
4._____				N/A
5. _____				N/A
Total				

Operating Expenditures

Identify anticipated operations costs that will be funded through SB230 Formula Grant proceeds (these costs must be directly tied to provision of net new transit services and/or ridership).

	FY 2026			FY 2027		
Cost Item	CTE $s	Local Match	Total Costs	CTE $s	Local Match	Total Costs
Operating	150,000	30,000	180,000	150,000	30,000	180,000

Appendix C: Baseline Data Template

All respondents must complete and submit this template with their NOFA response to qualify for the program (regardless of whether you are submitting under the full or deferred COA approaches). Please supply all information requested in this template for calendar years 2022, 2023 and 2024. Most of the information requested is consistent with what transit entities are already required to submit to the Federal Transit Administration's National Transit Database. Transit entities that did not have operations in one or more of these years should contact the CTE Director at cdot_cleantransitenterprise@state.co.us to determine an approach for satisfying the baseline data requirement.

Transit Entity Spending/Funding Data				
Category	**2022**	**2023**	**2024**	**2025 (est)**
Operations (by Mode)				
Fixed Route(s)	-	-	-	-
Demand Response	791,570	768,071	678,690	2,935,395
Operations (by Source)				
Local	143,283	101,175	114,789	2,348,488
State	422,472	396,257	409,946	404,061
Federal	225,815	270,639	153,955	182,846
Capital (by Source)				
Local	-	-	-	137,590
State	-	-	-	137,590
Federal	-	-	-	-

Transit Entity Service Data (annual)				
Category	**2022**	**2023**	**2024**	**2025 (est)**
Fixed Route(s)				
UPT	-	-	-	-
VRM	-	-	-	-
VRH	-	-	-	-
Demand Response				
UPT	20,462	17,511	16,093	57,916
VRM	-	-	-	211,120
VRH	-	-	-	22,782

Appendix D: Local Planning & Zoning Questionnaire

The guidance provided in statute for development of the SB230 Formula Program requires that "Local Zoning" be considered as a factor in the program's apportionment formula. The CTE interpreted this guidance to mean the factor should assess the degree to which different transit agency service areas have transit-friendly zoning and planning policies and practices. Accordingly, the CTE established a 5-point scale for the local zoning factor and will convene a panel to score each agency based on responses to this questionnaire:

1. Have one or more jurisdictions in your agency's service area complied (or begun efforts to comply) with the requirements of HB24-1313 Y/N or Not applicable If, yes, identify which jurisdictions and what they have done to date:

   Douglas County has begun efforts to comply.

2. Describe any existing or planned areas that have a mix of residential and commercial uses, multiple housing types, walkable neighborhoods, and transit-connected neighborhoods in jurisdictions in your service area. These may particularly include any areas that are defined as "transit centers" or "neighborhood centers" as identified in HB24-1313 or SB24-174.

   Transit connected neighborhoods are planned in the near future. The location of the current Grace Chapel on 8505 S Valley Hwy, Centennial, CO 80112 has plans to be converted into high-density housing units with direct connection to County Line RTD station. There is a future senior living community planned for Stonegate, to the west of S Chambers Rd and north of Lincoln Ave, bordering Grand View Estates. Residents at this future location will have direct access to RTD's PD and 483 bus route and to future expansion of the County's microtransit service.

3. Does your agency participate in CDOT's Transit Asset Management Program? Y/N/NA

   N/A

4. Describe any agency medium-term or long-term transit expansion plans:

   Douglas County's Integrated Transit and Multimodal Study created a phased approach for transit expansion. By the end of 2027, microtransit is scheduled to be extended to Parker. By 2033, local transit in Castle Rock is planned. Beyond 2033, there are plans for local transit in Sterling Ranch.

5. Does your agency have or is it developing a zero-emission transit vehicle transition plan? Y/N If, yes, description:

   There is currently no zero-emission transit vehicle transition plan. Douglas County is engaging in a fleet electrification study with Denver South and a plan will be created as a result. Douglas County's current fleet for the Link On Demand microtransit

service in Highlands Ranch has five hybrid vehicles and future plans for microtransit expansion will also include hybrid vehicles.

6. Describe any other local zoning or planning activities going on in your service area that support transit use and/or system expansion?

Mobility hubs are planned for a Lone Tree location and a current study is being conducted for mobility hub site selection in Castle Rock along the I-25 corridor.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Kim Smith

DESCRIPTION: Funding Agreement Between Douglas County and the Douglas County Community Foundation for up to $200,000.00 in Matching Donations for the Heroes Gala.

SUMMARY: The Douglas County Community Foundation (DCCF) is requesting $200,000 in matching funds for donations received as part of the Heroes Gala event on September 12, 2025. DCCF proposes that the funds be split between the Community Emergency Relief Fund (CERF) and DCCF's General Fund to enhance grant support for local nonprofits. Staff prepared a Funding Agreement between Douglas County and DCCF in the amount of $200,000 as directed by the Board of County Commissioners (BCC).

RECOMMENDED ACTION: Staff recommends BCC approval of the Funding Agreement between Douglas County and DCCF, in the amount of $200,000 to be used as matching funds for donations received as part of their Heroes Gala as it complies with all County approval standards and policies.

REVIEW:

Jennifer Eby	Approve	8/29/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Escalated	9/4/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Jennifer Eby - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

Staff Report - DCCF Requests Matching Funds for Heroes Gala

DOUGLAS COUNTY
COLORADO

Funding Agreement Staff Report

Date:	August 28, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Kim Smith, Community Programs Coordinator Allison Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**Funding Agreement between Douglas County and the Douglas County Community Foundation for up to $200,000 in matching donations for the Heroes Gala**

Board of County Commissioners' Business Meeting **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The Douglas County Community Foundation (DCCF) is requesting $200,000 in matching funds for donations received as part of the Heroes Gala event on September 12, 2025. DCCF proposes that the funds be split between the Community Emergency Relief Fund (CERF) and DCCF's General Fund to enhance grant support for local nonprofits. Staff prepared a Funding Agreement between Douglas County and DCCF in the amount of $200,000 as directed by the Board of County Commissioners (BCC).

II. REQUEST

Staff requests approval of the Funding Agreement between Douglas County and DCCF in the amount of $200,000 to be used as matching funds for donations received as part of their Heroes Gala event on September 12, 2025.

III. BACKGROUND

The annual Heroes Gala honors Douglas County first responders, armed forces members, and the nonprofit partner organizations that support them. The event raises vital funds for DCCF and the CERF, helping DCCF quickly provide direct assistance to the community, nonprofit partners, and first responders during unforeseen emergencies which impact Douglas County.

Douglas County began providing DCCF with up to $200,000 annually in matching donations as part of the Heroes Gala in 2023 through a signed Funding Agreement. To date, all matching contributions have been allocated to CERF.

DCCF and staff met with the BCC at a work session on August 25, 2025. The BCC directed staff to prepare a Funding Agreement between the two parties for approval at a Business Meeting.

IV. DISCUSSION

Staff received a letter on July 16 from DCCF requesting a matching contribution of up to $200,000 to enhance the impact of donor contributions at the 2025 Heroes Gala on September 12. DCCF has proposed that the County's contribution be split between the CERF and the DCCF General

Fund. Dollars donated to CERF will support emergency response efforts and dollars donated to the DCCF General Fund will be allocated in grant support to Douglas County nonprofits. As directed, staff prepared a Funding Agreement supporting this request.

V. RECOMMENDED ACTION

Staff recommends BCC approval of the Funding Agreement between Douglas County and DCCF, in the amount of $200,000 to be used as matching funds for donations received as part of their Heroes Gala as it complies with all County approval standards and policies.

ATTACHMENTS **PAGE**

Letter from DCCF 3
Funding Agreement 4

July 16, 2025

Dear Board of Douglas County Commissioners,

On behalf of Douglas County Community Foundation (DCCF), I want to thank you for the invaluable work you do in the service of the residents of Douglas County and for your ongoing partnership with us. Last year, DCCF held its second annual Heroes Gala and proudly raised $409,900 – not including your generous $200,000 match that helped encourage donations and solidify the impact we are making together.

This year's Heroes Gala honoring first responders, veterans, and military personnel will raise money in support of DCCF and our Community Emergency Relief Fund (CERF) efforts, which provides immediate assistance in unforeseen emergencies and crises within Douglas County. Excitingly, we are in efforts to also start annual funding of preventative and mitigation efforts happening in the county by our first responder teams and organizations.

On behalf of DCCF, I respectfully request a commitment match up to $200,000 towards DCCF to be split between our General Fund and the Community Emergency Relief Fund. That means for every Heroes Gala dollar raised up to $200,000 you will be responsible for creating lasting and meaningful leverage. It is important to note that none of the County's funds will be used for expenses related to the event itself. Every dollar donated to CERF helps support our emergency response efforts and every dollar donated to our General Fund means another dollar we can allocate in grant support to help our Douglas County nonprofits.

Your partnership will maximize the impact of our fundraising efforts and demonstrate Douglas County's steadfast dedication to the well-being of its residents. Thank you for your consideration. We welcome the opportunity to discuss further and explore how we can collaborate for the betterment of our community. In the meantime, please reach out to me directly if you would like any additional information.

Best,

Kirsten Swanson-Moore
Executive Director
Douglas County Community Foundation

FUNDING AGREEMENT

Project Title: Douglas County Community Foundation – 2025 Heroes Gala

Funding Period: September 12, 2025, to October 31, 2025

Funding Award: $200,000.00

PARTIES TO AGREEMENT:

DOUGLAS COUNTY: The Board of County Commissioners of the County of Douglas, State of Colorado (the "County")
Address: 100 Third St.
Castle Rock, CO 80104
Telephone: 303-660-7401
Facsimile: 303-688-1293

GRANTEE: Douglas County Community Foundation (the "Grantee")
Address: 11479 S. Pine Dr.
Parker, CO 80134
Contact Name: Kirsten Swanson
Telephone: 907-529-7875
Email: kirsten@dccf.org

RECITALS

A. The Douglas County Community Foundation (DCCF) was formed in 2006 for purposes of supporting non-profits within Douglas County and has recently adopted a new strategic vision including the creation of a Community Emergency Relief Fund to be held by the DCCF to be deployed to support County residents during emergency events. DCCF is committed to responsibly managing philanthropic contributions, maintaining agile funds for emergencies, inspiring generosity, and providing support to local nonprofit organizations serving the needs within our community.

B. Grantee submitted a funding request to the County that contemplates the County contributing $200,000.00 to the DCCF Hero's Gala as a Matching Sponsor (the "Contribution"). The Contribution and the associated acknowledgements from the DCCF are detailed in **Exhibit A**.

C. The County adopted a motion to be the Matching Sponsor at an August 25, 2025, work session subject to the execution of this Grant Agreement (the "Agreement").

AGREEMENT

NOW, THEREFORE, in consideration of the Parties' mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. **Incorporation of Recitals and Exhibits A, B and C.** The recitals set forth above and all exhibits are hereby incorporated herein.

2. **Funding and Project.** Subject to the terms and conditions set forth in this Agreement, the County hereby awards to Grantee a sum not to exceed **two hundred thousand dollars and zero cents ($200,000.00)** (the "Grant Award"). The Grant Award shall be used by Grantee in substantial conformity with **Exhibit A**.

3. **Payment of Grant.** Subject to the County's determination in its sole discretion that Grantee is in compliance with this Agreement, the County shall disburse the funds for the Grant subject to the terms described in **Exhibit B** (the "Payment Terms"). Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is **two hundred thousand dollars and zero cents ($200,000.00)**. In no event shall the County be liable for payment under this Agreement for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Agreement, nor is anything set forth herein a limitation of liability for the Grantee. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

4. **Reporting Requirement.** Grantee agrees to submit the report as described in **Exhibit C**.

5. **Compliance with Regulatory Requirements and Federal and State Mandates.** Grantee hereby assumes responsibility for compliance with all regulatory requirements in all applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, the Grantee agrees to comply with all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

6. **No Waiver of Colorado Governmental Immunity Act.** The Parties expressly agree that they do not contractually waive any limitations on liability or other immunities or defenses available to them by statute or common law, or activities undertaken pursuant to this Agreement. The Parties understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of the Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 through 120, or otherwise available to the County.

7. **Indemnification.** The County cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Grantee or any other person or entity whatsoever, for any purpose whatsoever. The Grantee shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the Grantee need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

8. **Independent Contractor.** The Grantee is an independent contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the Grantee shall be, and remain at all times, employees or volunteers of the Grantee for all purposes. It is not intended, nor shall it be construed, that the Grantee, its employees or volunteers are agents, employees or officers of the County for any purpose whatsoever.

9. **Audits and Accounting.** The Grantee shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Contribution. The County shall have the right, upon reasonable notice to Grantee, to audit the books and records of Grantee which pertain to the Contribution, only upon a motion adopted by the Board of County Commissioners at a regularly scheduled Business Meeting. The County shall retain the authority to audit for two years after the Contribution.

10. **Liability.** Should the County audit the Contribution, any item of expenditure by the Grantee using the Contribution that is determined to be improper, unallowable, in violation of federal or state law, or the terms of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities by auditors, investigators, and other authorized representatives of the County to include the County's external auditor, shall become the Grantee's liability, to be paid by the Grantee. This provision shall survive the expiration or termination of this Funding Agreement.

11. **Notices.** Notices concerning termination of this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the Grantee to:	Douglas County, Department of Community Services Attn: Kim Smith 100 Third St. Castle Rock, CO 80104 Ph: 303-660-7460 E-mail: ksmith@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street

Castle Rock, CO 80130
Ph: 303-660-7414
E-mail: attorney@douglas.co.us

and by the County to:

Douglas County Community Foundation
Attn: Kirsten Swanson
11479 S. Pine Dr.
Parker, CO 80134
Ph: 907-529-7875
E-mail: kirsten@dccf.org

Said notices shall be delivered personally during normal business hours to the appropriate office above, by prepaid first-class U.S. mail, via facsimile, via electronic mail, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The Parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

12. **Assignment.** Grantee may not assign its rights under this Agreement.

13. **Applicable Law and Venue.** This Agreement shall be governed by the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

14. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

15. **Third Party Beneficiary.** The County and Grantee hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the County and Grantee, does not and shall not be deemed to confer upon any third party any right to claim damages to bring suit or other proceedings against the Parties, or any other entity who may become a Party to this Agreement, and that no third-party beneficiaries are intended.

16. **Waiver.** The failure of either Party to enforce a term hereof shall not be deemed a waiver of such term or right of enforcement as to that breach or any subsequent breach of the same, similar, or different nature. No waiver shall be enforceable hereunder unless signed by the Party against whom the waiver is sought to be enforced.

17. **Entire Agreement.** Except as expressly provided herein, this Agreement constitutes the entire agreement of the Parties. No oral understanding or terms not incorporated in this Agreement shall be binding upon the Parties. No changes to this Agreement shall be valid,

unless made as an amendment to this Agreement, approved by the County, and signed by the Parties in this Agreement.

18. **Advertising, Marketing and Promotional Materials.** The Grantee shall not include any reference to this Agreement or services performed under this Agreement in any of the Grantee's advertising or public relations materials without first obtaining the written approval of the County's Public Affairs Director.

(Remainder of Page Intentionally Blank)

IN WITNESS WHEREOF, the Parties by signature below of their authorized representatives execute this Agreement effective as of the _____ day of _____, 2025.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO:

_____
Abe Laydon, Chair
Board of County Commissioners

Date: _____

APPROVED AS TO CONTENT:

_____
Doug DeBord
County Manager

Date: _____

APPROVED AS TO LEGAL FORM:

_____
Arielle J. Denis
Assistant County Attorney

Date: _____

APPROVED AS TO CONTENT:

_____
Jennifer L. Eby
Director of Community Services

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date: _____

Douglas County Community Foundation
Sub Grantee

_____
Kirsten Swanson
Executive Director of the Douglas County Community Foundation

_____
Title

_____
Address

_____
City, State, Zip Code

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

_____ by _____.

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

EXHIBIT A

DOUGLAS COUNTY COMMUNITY FOUNDATION
2025 HEROES GALA GRANT
PROJECT PURPOSE

A Grant Award of up to **$200,000.00** is awarded to **Douglas County Community Foundation** to support its 2025 Heroes Gala. The $200,000.00 donation can be split between the Community Emergency Relief Fund (CERF) and the Community Foundation's General Fund to enhance grant support for local nonprofits. In return for the $200,000.00 Matching Grant, the County will be awarded the opportunity to have representatives as determined by the Board of County Commissioners address the audience and will have the Douglas County logo prominently placed throughout the venue.

EXHIBIT B

DOUGLAS COUNTY COMMUNITY FOUNDATION
2025 HEROES GALA GRANT
PAYMENT TERMS

Douglas County will provide Douglas County Community Foundation up to **$200,000.00** to be used as described in Exhibit A. The Grant Award will be paid in a single lump sum within thirty days after the September 12, 2025, Heroes Gala.

EXHIBIT C
DOUGLAS COUNTY COMMUNITY FOUNDATION
2025 HEROES GALA
SAMPLE GRANT REPORT

The purpose of this Gala report is to describe the revenue derived from the 2025 Heroes Gala for the DCCF.

The DCCF will provide a narrative as to discuss the success of the Gala as well as the total revenue raised during the 2025 Heroes Gala.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Jennifer L. Eby, AICP, Director of Community Services

DESCRIPTION: Regional Housing Needs Assessment.

SUMMARY: The Douglas County Housing Partnership (DCHP) has been participating with the Denver Regional Council of Governments (DRCOG) on its Regional Housing Needs Assessment (RHNA). The Sustainable Affordable Housing Act, also known as SB24-174, was passed by state legislature last year. This law includes a requirement for local jurisdictions to conduct a housing needs assessment that conforms to methodologies developed by the Colorado Department of Local Affairs (DOLA) by December 31, 2026. However, local governments may meet the requirement to conduct a local housing needs assessment if they participate in a RHNA that complies with DOLA's methodology. Reviewing the RHNA at a public meeting and submitting comments within the designated 60-day review period fulfills the law's participation requirements.

RECOMMENDED ACTION: Staff recommends participation in the DRCOG Regional Housing Needs Assessment.

REVIEW:

Jennifer Eby	Approve	8/29/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025
Jennifer Eby - FYI	Notified - FYI	9/4/2025

ATTACHMENTS:

Regional Housing Needs Assessment Staff Report

DOUGLAS COUNTY
COLORADO

Assessment Staff Report

Date:	August 28, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
Subject:	**Regional Housing Needs Assessment**

Board of County Commissioners' Business Meeting **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The Douglas County Housing Partnership (DCHP) has been participating with the Denver Regional Council of Governments (DRCOG) on its Regional Housing Needs Assessment (RHNA). The Sustainable Affordable Housing Act, also known as SB24-174, was passed by state legislature last year. This law includes a requirement for local jurisdictions to conduct a housing needs assessment that conforms to methodologies developed by the Colorado Department of Local Affairs (DOLA) by December 31, 2026. However, local governments may meet the requirement to conduct a local housing needs assessment if they participate in a RHNA that complies with DOLA's methodology. Reviewing the RHNA at a public meeting and submitting comments within the designated 60-day review period fulfills the law's participation requirements.

II. REQUEST

Staff requests participation in the DRCOG Regional Housing Needs Assessment.

III. BACKGROUND

The Denver region has experienced a 17 percent increase in population over the last decade, without a proportionate increase in housing production. Vacancy rates have hit historic lows and home prices have soared, with the median sale prices increasing 180% in the decade, far surpassing the 55% increase in income over the same period. Home prices and rents are out of reach for median income earners, with over half of renters contributing a disproportionate amount of income towards housing costs.

In response to these housing challenges, DRCOG's Board of Directors initiated a RHNA for its member governments in 2023. A housing needs assessment identifies the amount of housing needed in a community to meet the demands of current and future residents across all income levels. It uses data on demographic factors, housing stock characteristics, market trends, commuting patterns, and forecasted population growth to understand the number of housing units an area will need to produce to meet current and future housing demand over a specified planning period. The specified period for the RHNA is between 2023 and 2050.

Legislative Context

In May 2024, the State of Colorado passed Senate Bill 24-174 (SB24-174), known as the "Sustainable Affordable Housing Act" law. SB24-174 requires local governments to conduct a housing needs assessment, compliant with methodology and baseline components specified by DOLA, by December 31, 2026. However, local governments may meet the requirement to conduct a local housing needs assessment if they participate in a state-compliant regional housing needs assessment.

While the RHNA effort began before the May 2024 passage of SB24-174, the legislation allows a path for compliance for already-existing housing needs assessments. DRCOG followed the process outlined in the legislation and submitted the assessment to DOLA by the legislation's December 31, 2024, deadline. DOLA reviewed the assessment for compliance and issued notice in February 2025 that the assessment was conditionally approved for substantial compliance. The notice included specific guidance on modifications that would bring the assessment into full conformance, and DRCOG has completed those modifications. This allows local governments in the DRCOG region to use the RHNA for compliance with SB24-174 if their jurisdiction is included in the study and they choose to participate.

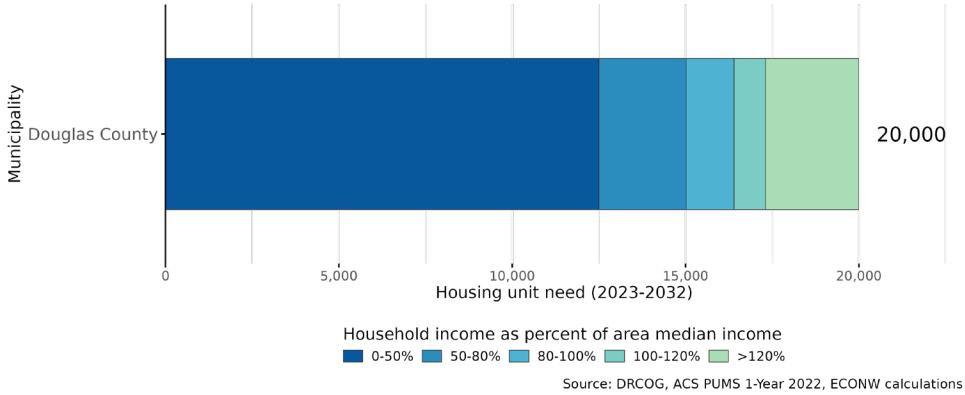
IV. DISCUSSION

The development of the DRCOG RHNA included two distinct endeavors. The first was an analysis of regional data to identify gaps in housing supply and affordability across income levels and household types. The second consisted of extensive engagement with stakeholders across various housing sectors to identify systemic barriers to developing housing. The engagement efforts with local government staff, lending and investment institutions, developers, professional associations, state and regional agencies, consultants, infrastructure and utility providers, and advocacy organizations included discussions on increasing housing supply. DRCOG collaborated closely with local government officials, housing developers, community organizations, advocates, finance professionals, and economists. DCHP staff have actively participated with DRCOG to provide input on the RHNA.

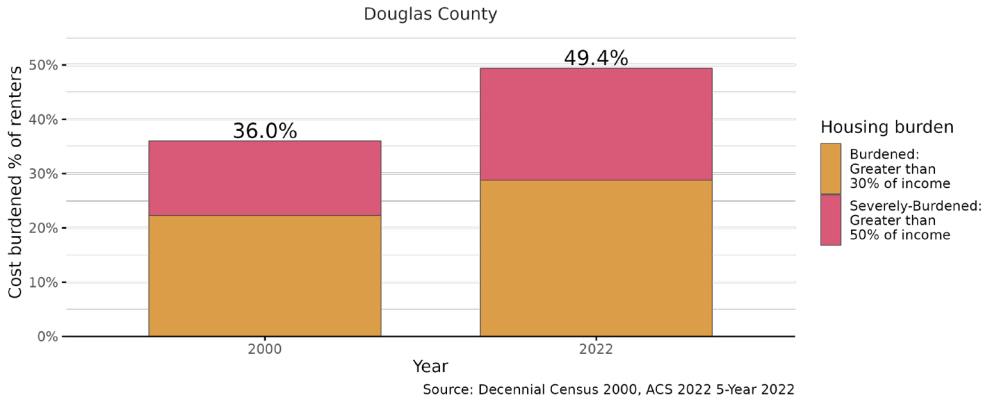
The analysis revealed the following:

- Despite periodic building booms, the region has not produced enough housing to keep pace with population and job growth.
- Housing supply is less than demand in every household income category. Low-income households (below 50% of Area Median Income) represent the greatest need for additional housing.
- An aging population and smaller household trends will require more diverse housing types.
- Housing types and affordability are unevenly distributed across the region.
- In the Denver region, 500,000 housing units are needed to address current and future needs across the income spectrum by 2050.
- Of the 500,000 housing units, 223,000 units are needed over the 10-year period between 2023 and 2032.

The RHNA calculated the housing need for the Denver region and then distributed the need to individual jurisdictions based on population, employment, transportation, and housing data. The chart below shows how many housing units are needed in Douglas County over the 10-year period from 2023 to 2032, and at what income levels those units are needed.



The chart below shows the proportion of rented homes in Douglas County where households are spending 30%+ and 50%+ of their income on housing costs. It also shows how this proportion has changed between 2000 and 2022.



The RHNA identified the main barriers to addressing housing need fall into five categories:

- Land use and zoning
- Infrastructure
- Development costs and market factors
- Funding and finance
- Community consensus and collective action

Local governments are exempt from the requirement to conduct a local housing needs assessment if they participate in a regional housing needs assessment that complies with DOLA's methodology. While participation in the RHNA is optional, reviewing the RHNA at a public meeting and submitting comments to DRCOG within the 60-day review period (which runs between July 14 and September 12, 2025) fulfills the participation requirements of SB24-174. After the review and comment period DRCOG will submit the RHNA along with the comments of each local government to DOLA, the state agency designated to review and accept housing needs assessments.

DCHP staff have participated in the RHNA process on behalf of their member jurisdictions. Currently, the City of Castle Pines, Town of Castle Rock, City of Lone Tree and Town of Parker have reviewed the RHNA during a public meeting and agreed to participate. There is no direct cost associated with participating in the RHNA.

V. RECOMMENDED ACTION

Staff recommends participation in the DRCOG Regional Housing Needs Assessment.

ATTACHMENTS **PAGE**

Regional Housing Needs Assessment 5

ECOnorthwest

July 2024

Regional Housing Needs Assessment

Denver Regional Council of Governments

Prepared for: Denver Regional Council of Governments (DRCOG)

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Acknowledgments

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That assistance notwithstanding, ECOnorthwest is responsible for the content of this report. The staff at ECOnorthwest prepared this report based on their general knowledge of the economics of housing and regional economies. ECOnorthwest also relied on information derived from government agencies, private statistical services, the reports of others, interviews of individuals, or other sources believed to be reliable. ECOnorthwest has not independently verified the accuracy of all such information and makes no representation regarding its accuracy or completeness. Any statements nonfactual in nature constitute the authors' current opinions, which may change as more information becomes available.

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Executive Summary

Denver's past and future growth requires more housing

The Denver region has experienced rapid growth in recent years, with a 17 percent increase in residents since 2010 and a 33 percent increase in jobs. Many of the region's 3.4 million residents struggle to find affordable and accessible housing in their location of choice as home prices and rents have increased far faster than incomes.

The Regional Housing Needs Assessment provided the opportunity for local governments, non-profits, industry representatives and other organizations involved in housing preservation and production across the Denver region to better understand the scope, scale, and nature of housing issues in the region. The Denver region while interconnected through jobs and transportation, has historically approached housing policy at the town, city, and county level.

Addressing the regional housing needs will require greater coordination across local jurisdictions as many of the barriers are too complex and broader than one local community can take on alone and there is tremendous opportunity to more efficient address barriers collaboratively.

➢ Overview

The region needs to build 511,000 units by 2050 to meet current and future housing needs.

Despite periodic building booms, the region has not produced enough housing to keep pace with population and job growth.

Much of the new housing in the region does not support the diversity of housing needs across all income levels and household types.

Diverse factors create barriers to housing production.

A regional housing strategy is critical to coordinate efforts across sectors and align housing development with broader regional goals for transportation and economic development.

Measuring regional housing need

DRCOG conducted this Regional Housing Needs Assessment to establish an objective, data-driven understanding of the baseline housing need for both the current and future population.

Using a methodology shaped by best practices and the guidance of a local Advisory Group, the Regional Housing Needs Assessment estimates that 511,000 units are needed across the region by 2050 to meet both the needs of the current population and to accommodate projected population growth and changing demographics. Just over 300,000 of these housing units will need to be affordable to households earning 60 percent or less of the

median income. Older adults will make up a greater share of the population, shaping trends around housing needs, such as income and mobility.

Understanding barriers to housing production

The barriers to producing more housing—and at a higher rate than past trends— vary significantly depending on the unique characteristics of each community and evolve over time in response to changing circumstances. The interplay between factors such as market conditions, the regulatory environment, infrastructure availability, community consensus, and financial resources can hinder the delivery of new housing. These barriers are especially challenging to creating housing affordable at low and moderate incomes—either by preventing them from moving forward altogether or by resulting in the development of fewer units than what might be allowed or desired under current conditions.

Moving toward a regional housing strategy

Addressing regional issues requires regional partnership. Many stakeholders in the region, including DRCOG's member governments, have long identified the need for coordinating regional housing efforts to address the overall housing supply and affordability challenges. Local communities, however, often struggle with access to consistent and reliable data, or staff capacity, to develop and implement strategic and effective housing policy.

A regional strategy is intended to foster shared understanding, collaboration, and actions to help member governments, in partnership with other stakeholders, make progress toward addressing the region's housing needs. As part of this Regional Housing Needs Assessment, DRCOG collaborated with public and private sector partners across the region to develop a framework that will serve as the foundation for creating a regional housing strategy starting in late 2024. By working collaboratively to develop a comprehensive regional housing strategy and integrate it with other key planning efforts, DRCOG and its partners can take a significant step toward fostering more equitable, resilient, and livable communities for all residents of the Denver region. The Regional Housing Needs Assessment aims to provide a thorough analysis of housing needs and to develop a better understanding of barriers related to housing production, creating a strong foundation for developing the regional housing strategy. The forthcoming regional housing strategy will build upon the findings and insights presented in this report.

1. Introduction and context

The Denver region has experienced substantial growth over the last decade. Since 2010, the population has increased by 17 percent to 3.4 million residents, while the number of jobs increased by 33 percent. However, housing production has failed to keep pace with population growth. As vacancy rates hit historic lows, home prices and rents have soared. The median home sale price in Denver reached $550,000 as of December 2023, increasing by 180 percent over the last decade while incomes increased by 55 percent during the same period.[1] Home sale prices and rents are out of reach for median income earners, and over 51 percent of renters cost-burdened across the region.[2] Moreover, the most recent Point-in-Time count showed the highest number of unsheltered homeless people in the region since 2008.[3,4] These trends grow more acute within local communities, particularly when disaggregated by race, income, age, and other demographic factors, exacerbating issues of housing access, displacement, and inequity.

Housing markets are regional

People make choices about where to live based on access to jobs, affordability, schools, amenities, childcare and other factors that often transcend jurisdictional boundaries. Despite this shared regional market, housing policy and planning in the Denver region has primarily occurred at the town, city or county level, resulting in fragmented efforts that have struggled to adequately account for and address regional dynamics that shape housing demand, supply, and ultimately, affordability. Greater efforts for coordinated policy and planning are needed to better address housing barriers that local communities cannot take on alone.

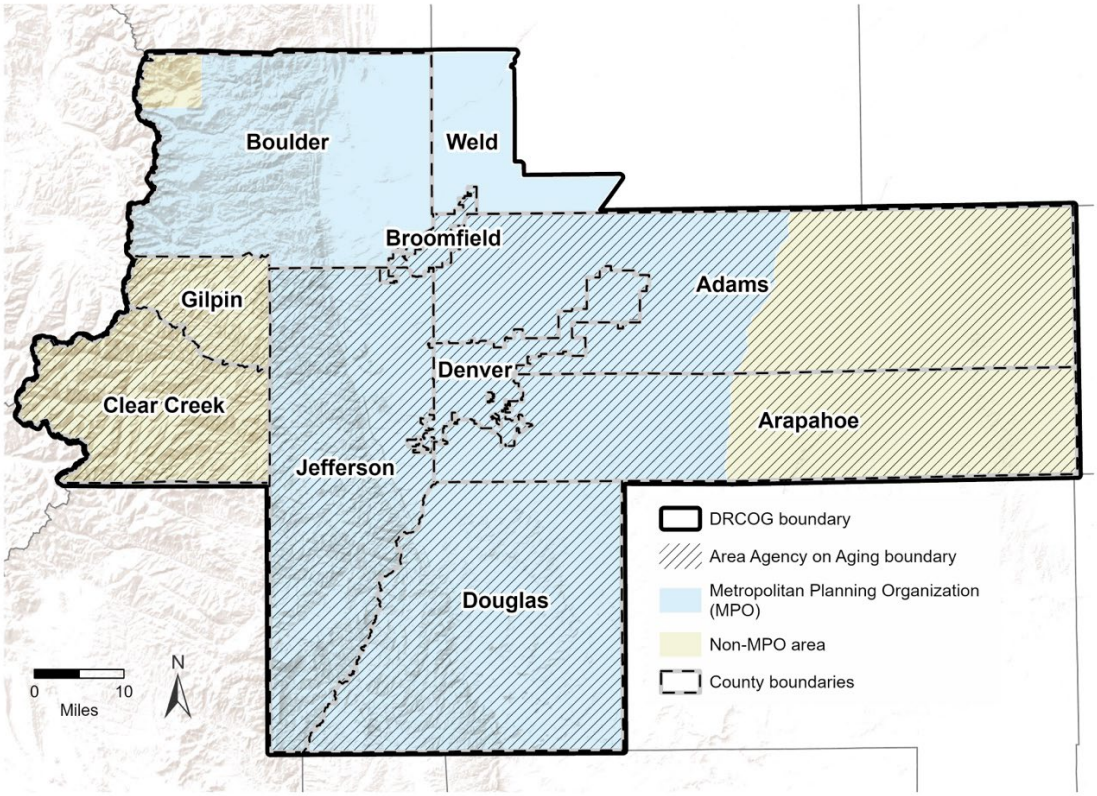
DRCOG supports regional planning and coordination

The Denver Regional Council of Governments (DRCOG) is a planning organization in which local governments collaborate to set policies, guidelines, and funding priorities across key areas including transportation, growth and development, aging, and disability resources. DRCOG's member governments include 9 counties and 49 cities and towns as shown in Exhibit 1. Representatives from these governments work together to make life better for those who call the region home.

---

[1] Redfin; Zillow, 2023
[2] Denver County Median Family Income 2023
[3] Metro Denver Homelessness Initiative
[4] Point-In-Time Count is an annual survey conducted in the United States to assess homelessness. The Point-In-Time Count serves as a snapshot of homelessness in a community by providing an estimate of the overall scope of homelessness on a single night. It includes both sheltered (those in emergency shelters and transitional housing) and unsheltered (those without shelter) populations.

Exhibit 1: DRCOG Planning Area



Source: DRCOG

In 2017, DRCOG adopted Metro Vision, which is the long-range plan for growth and development across the Denver region. The plan provides guidance and coordination between counties and municipalities on regional land use, transportation, and a variety of other government policies. It is centered around promoting sustainable, managed growth for the Denver region, with implementation occurring through local initiatives aligned with Metro Vision's overall framework. The plan recognizes that many of the effects associated with growth—such as traffic, air quality and housing costs—cross jurisdictional boundaries and local governments must work collaboratively to address them.

REGIONAL PLANNING PROCESS

New Role for Housing in Transportation Planning

In 2021, the federal Infrastructure Investment and Jobs Act amended the scope of the metropolitan transportation planning process, related to the factors a Metropolitan Planning Organization must consider, adding *housing*, alongside *transportation improvements*, and *state and local planning growth* and *economic development patterns*.

Metro Vision recognizes the interconnections between DRCOG's traditional planning focus on transportation, growth, and aging and disability needs with housing, economic development, community health, and resilience. One of Metro

Vision's overarching themes is "healthy, inclusive, and livable communities" with desired outcomes related to increased housing diversity to meet the needs of residents of all ages, incomes, and abilities. To this end, Metro Vision outlines specific objectives to diversify the region's housing stock, increase the regional supply of housing attainable for a variety of households, and increase opportunities for diverse housing accessible by multimodal transportation.

As the designated metropolitan planning organization for the Denver region, DRCOG is well-positioned to convene member governments and regional stakeholders, provide consistent guidance, data, and tools to help advance Metro Vision and encourage collaboration to meet the diverse housing needs across the region. This support from DRCOG allows local jurisdictions to focus on how they can influence development—by managing and encouraging new housing in ways that are consistent within a community's specific vision. Ultimately, increasing housing options relies on local policy, but regional coordination enables strategic and consistent action toward creating more equitable access and housing affordability across the Denver region.

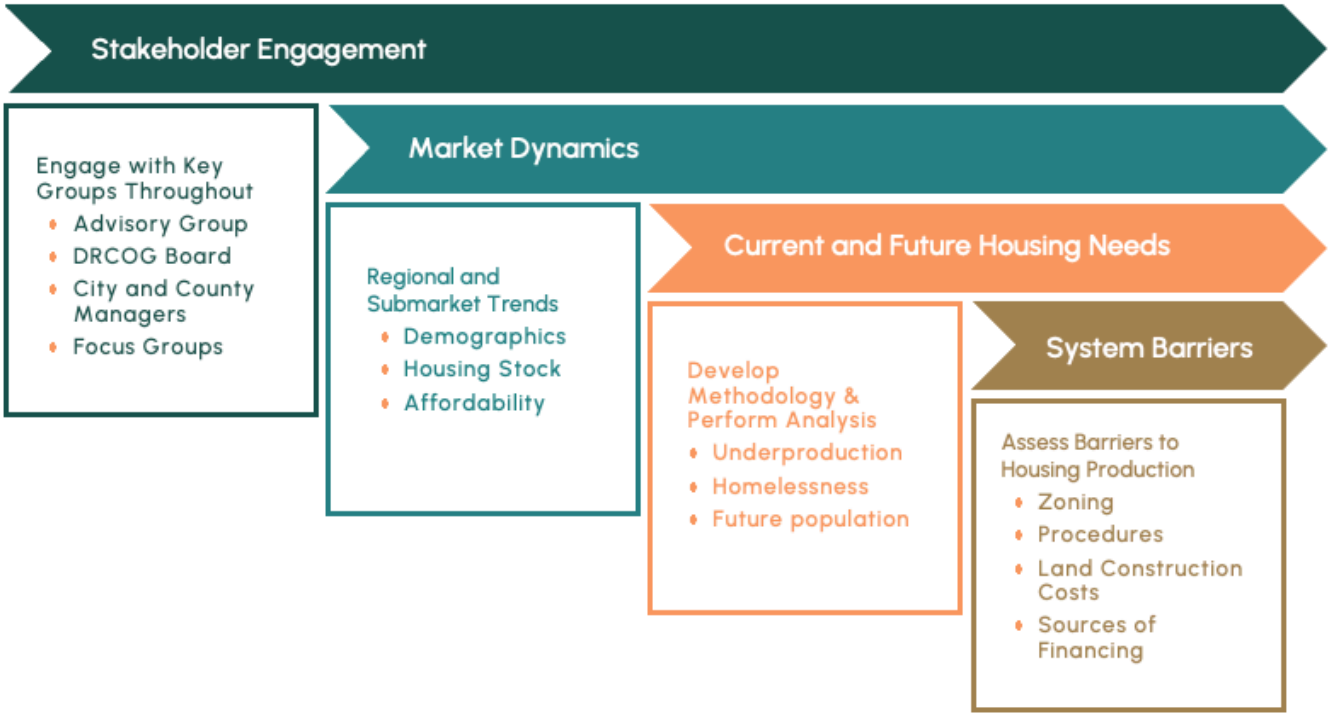
Building toward a regional strategy

DRCOG is approaching regional housing planning in two distinct pieces over the next two years. The first piece is a Regional Housing Needs Assessment, which developed a methodology and conducted an analysis to quantify housing needs across the region through 2050, as represented in Exhibit 2. This analysis helps provide a baseline understanding of the scope and scale of housing issues across the region and identifies key barriers to housing production.

Throughout the development of the Regional Housing Needs Assessment, the project team engaged key groups whose work touches on regional housing issues from different perspectives. An Advisory Group composed of representatives from local government, state agencies, housing developers, service providers, and advocates met six times throughout the project to provide feedback and guidance on the approach, methods, and key barriers to producing more needed housing in the Denver region. This group also helped establish the framework for a regional housing strategy.

In addition to the Advisory Group, the project team convened multiple focus groups and individual stakeholder meetings representing an array of interests and perspectives across approximately 200 participants. These conversations gathered critical information about municipal planning, infrastructure and utilities, the homebuilding sector, affordable housing, regional economic development, housing finance, aging services, and climate and sustainability issues. Input from this wide range of participants helped illuminate the challenges faced by public and private sector actors working to increase opportunity in the region and identify how a coordinated housing strategy could support those efforts. See Appendix A for a more detailed summary of stakeholder engagement activities.

Exhibit 2. Regional Housing Needs Assessment Process



The Regional Housing Strategy, expected to begin in late 2024, will involve working with local governments and housing partners across the region to develop a strategy to collectively address these identified housing needs.

What is a regional housing needs assessment?

Regional Housing Needs Assessments are critical tools for quantifying housing needs at a regional level. A housing needs assessment uses data on key demographic factors, housing stock characteristics, market trends, and forecasted population and job growth to understand the number of housing units an area will need to produce to meet current and future housing need over a specified planning period. With thoughtful design, these assessments offer planners and policymakers a more comprehensive and nuanced understanding of housing need for people across the income spectrum and with different household characteristics, which allows for a more targeted and effective approach to meeting diverse needs.

2. Regional housing needs

DRCOG conducted this Regional Housing Needs Assessment to establish an objective, data-driven understanding of the baseline housing need for both the current and future population. Understanding the total need and affordability gaps at all income levels will critically inform local, regional and statewide efforts to address housing need. In addition, this housing needs assessment will serve as a foundation for the development of a regional housing strategy which will articulate what we can do collectively as a region. Throughout this Regional Housing Needs Assessment development, the following guiding principles were identified by DRCOG staff, the consultant team, and the Advisory Group to inform the process.

» **This chapter summarizes DRCOG's approach, methodology, results and key findings for regional housing needs.**

- Proactively determine housing need for the region.
- Develop a data-driven approach to policy and planning.
- Maintain transparency around data sources, limitations, and methodological choices.
- Align with Metro Vision planning areas and goals.
- Align future strategy development with subregional and local needs.

Key Findings

The key findings section summarizes important takeaways about regional housing needs. Further context and discussion follow.

» **The region needs to build 511,000 units by 2050 to meet current and future housing needs. While housing is needed at all income levels, housing that is affordable to households earning less than 60 percent of Area Median Income represents the largest share. The market will not deliver this type of housing on its own, particularly at the volume needed. Government subsidies and creative partnerships with private market actors will be required to meet housing needs.**

» **Adults aged 65 and older will comprise a larger share of the population by 2050 and household sizes are shrinking. These shifts in household composition along with forecasted housing need by income category shows that jurisdictions and the region**

will need to plan for more diverse housing options for a broader range of household incomes to meet current and future housing needs.

- **The Denver region has seen booms and busts in housing production over the past several decades. Yet new housing has not kept pace with overall population growth over the same period. A steep decline in construction during the Great Recession contributes to the shortage of needed housing today. As an additional challenge, the existing housing stock does not support the diversity of housing needs across all income levels and household types.**
- **The differences in need and supply across submarkets highlight the range of housing dynamics across the region and demonstrate the need for more tailored strategy development for submarkets and the local governments within them. Opportunities to align housing with transportation access, job centers and other key factors also differ across regional submarkets and highlight the different roles they can play in meeting the region's overall housing needs.**

How to measure regional housing need

This Regional Housing Need Assessment estimates the number of households across the Denver region that will need dwelling units affordable to them between 2023 and 2050. This estimate of needed housing is created using Census data on population and housing, regional population forecasts, and other local data sources. A detailed description of the data sources and methodology used in this RHNA is included in Appendix C.

At a high level, the method used in this Regional Housing Needs Assessment has two primary components:

- **Future need:** To project future housing need, the analysis uses the State Demography Office's projected household growth for the Denver region through 2050. This household projection gets translated to housing units by factoring in a healthier vacancy rate that enables greater mobility within the housing market and across the region. This number is then compared to the current supply of housing.
- **Current need:** To estimate current need, two components must be included. Underproduction is the estimated number of housing units that are needed to provide sufficient housing to current residents that are well captured in census surveys. Homelessness need is the estimated number of housing units that are needed for those currently experiencing homelessness who are not well captured in census surveys.

Regional housing needs

The analysis shows the Denver region will need to produce just over 511,000 new housing units between 2023-2050 to address current need, driven by underproduction and people experiencing homelessness, and future need, driven by anticipated population growth. A

breakdown by component of the total housing need through 2050 for the Denver Region is shown in Exhibit 3 below.

Exhibit 3: Summary of housing need by component, 2023–2050

Component	Housing units	Share
Current need	52,000	10%
Future need	458,000	90%
Total units	**511,000**	**100%**

Source: ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast; and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023

Total housing need by income

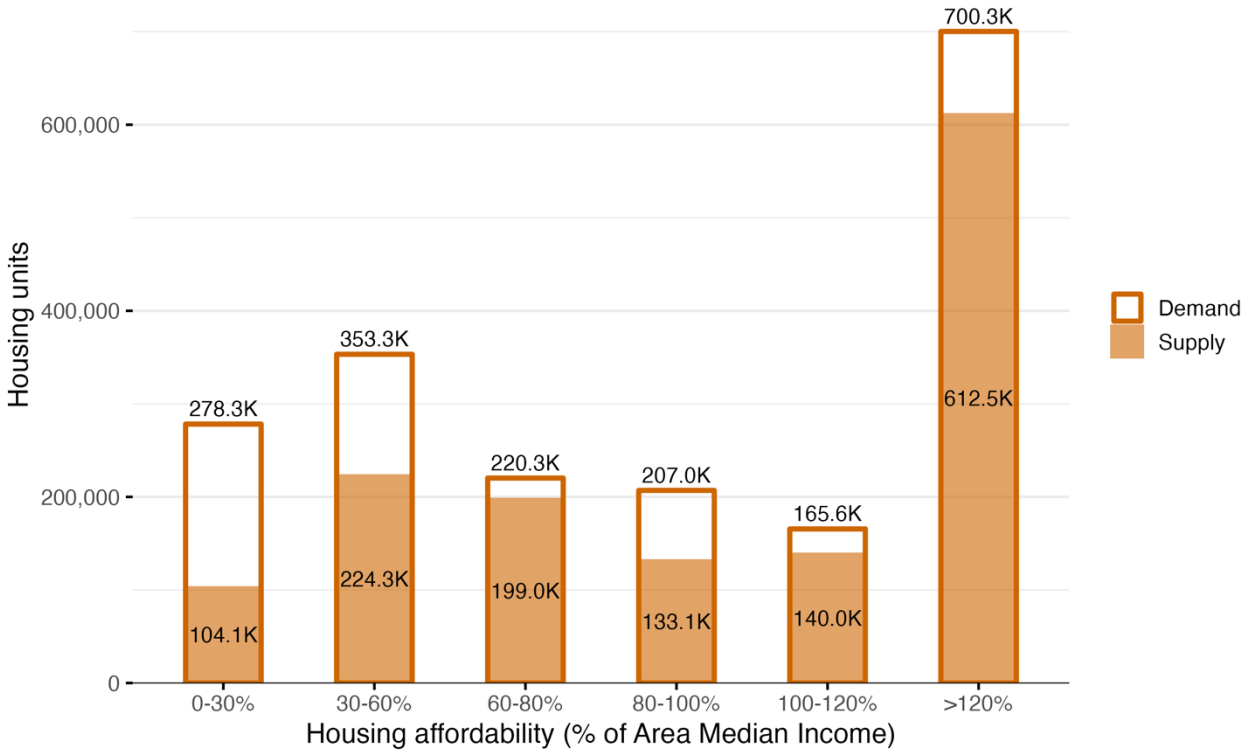
The Regional Housing Needs Assessment allocates total housing needs by 2050 based on different income levels, recognizing that households across the income spectrum need affordable housing options. Exhibit 4 shows the distribution of total needed units by Area Median Income relative to the current supply of housing affordable to households earning those incomes.[5] Exhibit 5 shows the distribution of total needed units by income and housing need component.

Housing needs for the Denver region are heavily skewed toward lower income households. An estimated 303,000 housing units for households earning 0–60 percent of the Area Median Income are needed to meet current and future demand. The private market typically fails to deliver housing affordable to these income levels, as they require a patchwork of financial subsidies to build and maintain. Housing needs are lower for households in the 60–80 percent Area Median Income range, partly due to an existing supply of housing affordable to these income levels.[6] Just over 187,000 units serving higher earning households above 80 percent of Area Median Income are also needed. The market can potentially produce housing for these income levels on its own, assuming supportive local policies are in place.

[5] According to the Department of Housing and Urban Development, housing is considered affordable for a household if their housing costs do not exceed more than 30 percent of their annual income, including additional expenses such as insurance, property tax, and utility expenses. This standard of affordability traces back to rent caps established for public housing tenants.

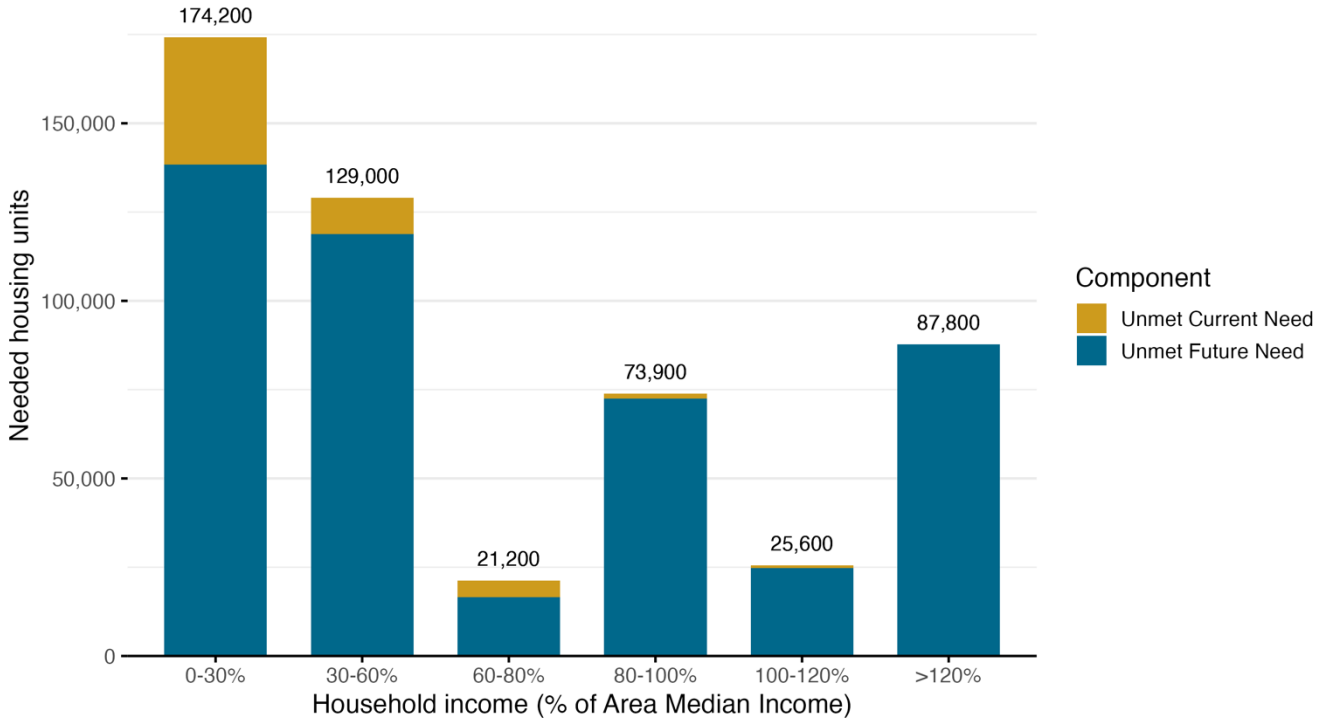
[6] While there is a relative match between the number of households at this income level and the number of housing units affordable to them, mismatches at lower and higher income levels increase the competition for moderately priced housing. As a result, many communities observe a shortage of available housing affordable to households earning between 60 and 100 percent of Area Median Income.

Exhibit 4: Housing need compared to current supply by income, 2023–2050



Source: ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023

Exhibit 5. Housing need components by income, 2023–2050



Source: ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023

10-year scaled estimate

The Regional Housing Needs Assessment estimates need through 2050, but this estimate can be adjusted for a shorter planning horizon to better understand the number of units needed in the near term and to align policies and strategies with current market conditions. Therefore, the analysis includes results adjusted for a 10-year horizon, out to 2032. All of current need units are included in the 10-year scaled estimate. The 10-year estimate represents 42 percent of the total need through 2050.

Over 216,000 housing units are needed in the Denver region between 2023 and 2032 to address current need, driven by underproduction and people experiencing homelessness, and future need, driven by anticipated population growth through 2032. A breakdown by component of the housing need through 2032 for the Denver region is shown in Exhibit 6 below.

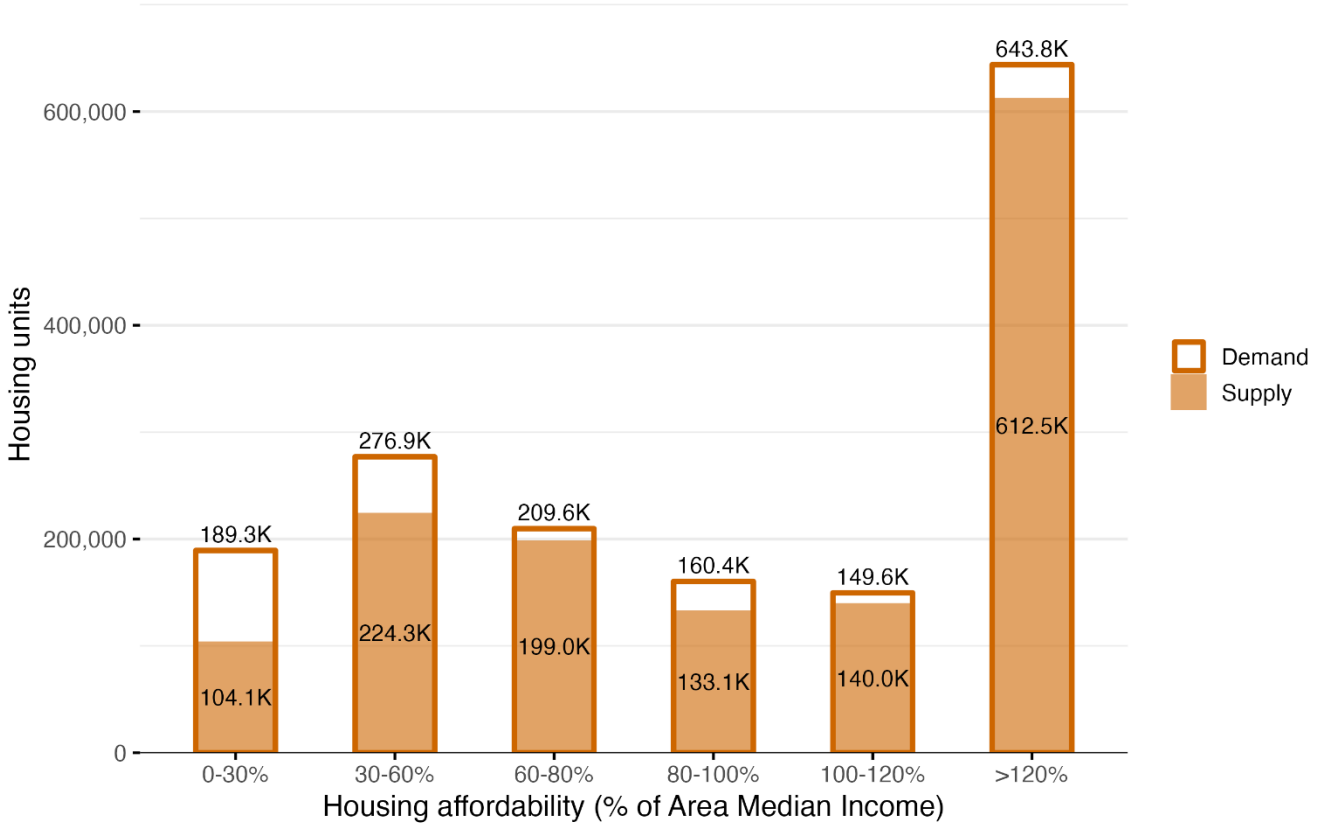
Exhibit 6: 10-Year scaled estimate of housing need

Component	Housing units	Share
Current need	52,000	24%
Future need	164,000	76%
Total units	**216,000**	**100%**

Source ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023

Exhibit 7 shows the 10-year distribution of total needed units by area median income relative to the current supply of housing affordable to households earning those incomes. The distributions reflect the assumptions and methods, discussed above, that allocate all units to address homelessness and more of the units to address underproduction to the lowest income categories. Therefore, the 10-year estimate still shows the greatest need in the 0–60 percent Area Median Income categories.

Exhibit 7. 10-Year scaled estimate of housing need compared to current supply by income



Source: ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023

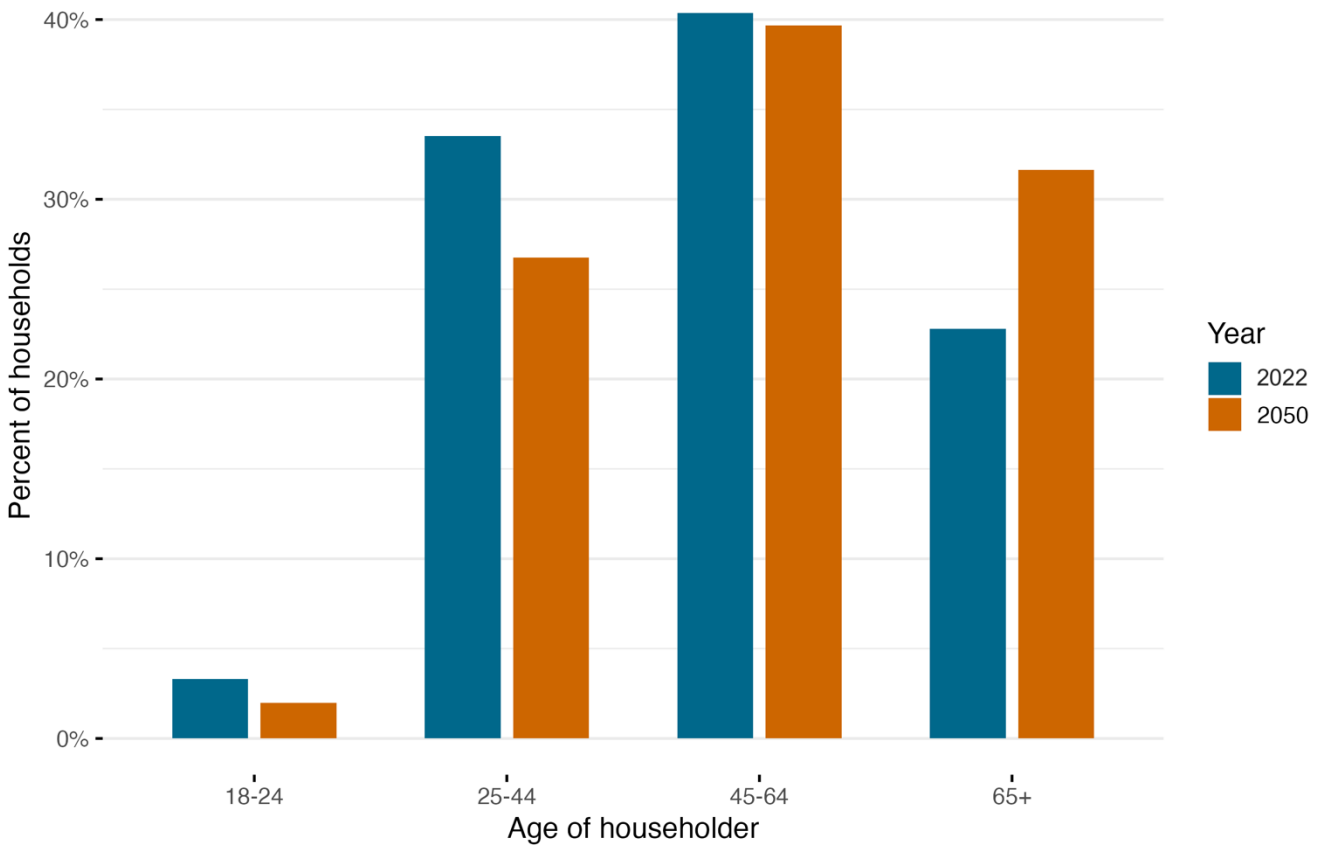
Key trends driving regional needs

Many factors shape the details of current and future housing needs, including demographic shifts and economic trends. In the Denver region, a few key trends are important for understanding why housing needs are heavily skewed toward lower income households. A more detailed assessment of demographic and housing trends is provided in Appendix B.

The region's population is aging

According to the 2022 Colorado State Demography Office household forecast for 2023 through 2050, adults over the age of 65 will become a larger share of population than they are currently. Since retirement often coincides with fixed or lower incomes compared to working years, the growth in the older adult population will contribute to a rise in the share of lower-income households overall. While some older adults may have accumulated greater wealth over their working years, many have fixed incomes that leave them susceptible to increasing housing costs. Others may have that wealth primarily as home equity, and thus locked into a home that may not meet their changing needs. The expected growth in this segment of the population contributes to the pressing need for more affordable housing options that also meet the mobility needs of older adults across the Denver region.

Exhibit 8. Percent of households by age range, 2022 & 2050, Denver region



Source: DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates.

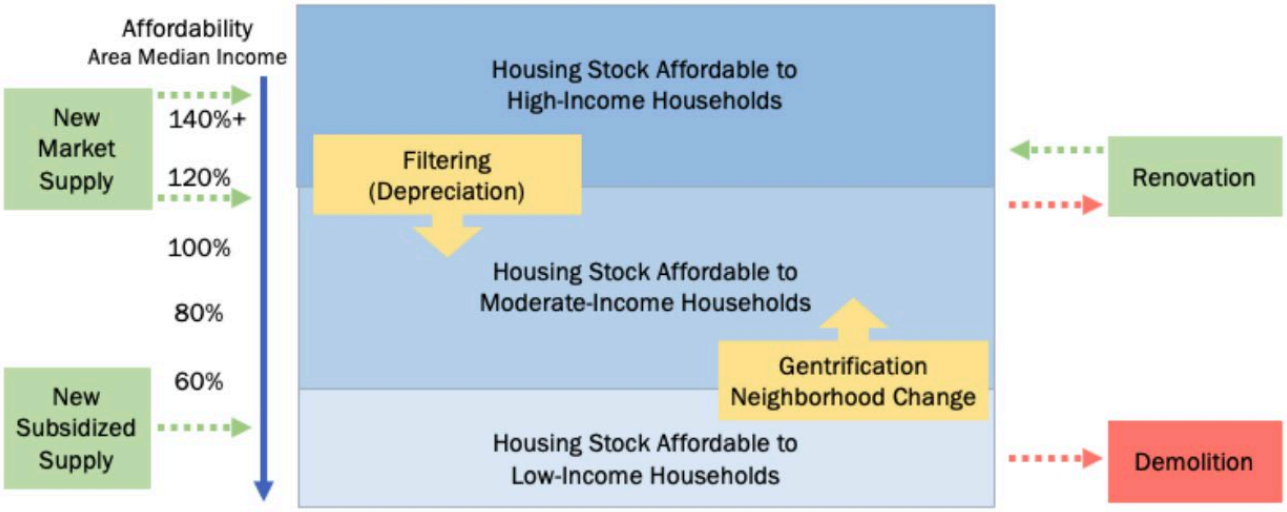
Existing housing supply has not kept pace with demand

In a growing region, new housing supply is needed to accommodate new households arriving to the area, natural population growth, changing preferences, and natural turnover and vacancy. New housing supply is essential to allow households the option to move and self-

sort into the neighborhoods, housing types, and affordability levels that meet their needs and optimize their regular travel behaviors. Housing markets in growing areas like the Denver region need ample and well-distributed new supply. In a well-supplied housing market, households can move through the stock via a process called "filtering" or the "housing ladder." Over time, housing ages and depreciates, becoming relatively more affordable for different households.

New market-rate housing is typically priced for and occupied by higher income households, while new subsidized housing is usually priced for low-income households. Many higher income households move into newly constructed units from older, smaller or more affordable housing, which is then vacant and available for households with moderate incomes. When there is an adequate supply of new housing for a region's population, this dynamic creates a steady, though slow, process of increasing the supply of affordable housing through "filtering" as properties age (Exhibit 9). Some properties will eventually be demolished if they age or depreciate until they are no longer habitable or the cost of needed renovations exceeds the value. In under-supplied markets, however, this filtering process can slow further, stop, or move in reverse. In very tight housing markets, with steep competition for housing units, higher income households will occupy older or lower-cost units, causing a "mismatch" between what those households can afford and their actual housing costs. At the same time, lower income households will experience this "mismatch" by having to pay a larger share of their income toward housing as competition increases rents. Renovations can also reposition lower cost units for higher income households. When competition and demand concentrate in specific locations, these dynamics contribute to neighborhood gentrification and the loss of affordable housing units.

Exhibit 9. Illustration of housing market filtering



Source: ECOnorthwest

Housing production in the Denver region has largely kept pace with population growth in the last several years, and notably the share of multifamily units is growing. The region is still working from a place of historic underproduction and the existing housing stock does not support the diversity of housing needs across all income levels and household types. This

has created a mismatch between household income and housing costs, where households are occupying housing units that generally cost less than the household can afford or they're likely occupying housing units that cost more than their income can afford, demonstrating a substantial need for more affordable housing options for lower income households making between 0–60 percent of Area Median Income and a need to continue delivering market-rate units that more adequately meet the demand for middle and higher-income households.

Even when filtering is occurring and housing is becoming relatively more affordable over time, governments still must invest in building new regulated affordable units to meet the needs of lower income residents. This type of housing almost always needs government intervention and public subsidy to be developed. Voucher-based assistance that subsidizes lower income residents' access to market-rate units is another way to help meet this need, though limited funding results in long waiting lists for households that qualify.

3. Submarket housing needs

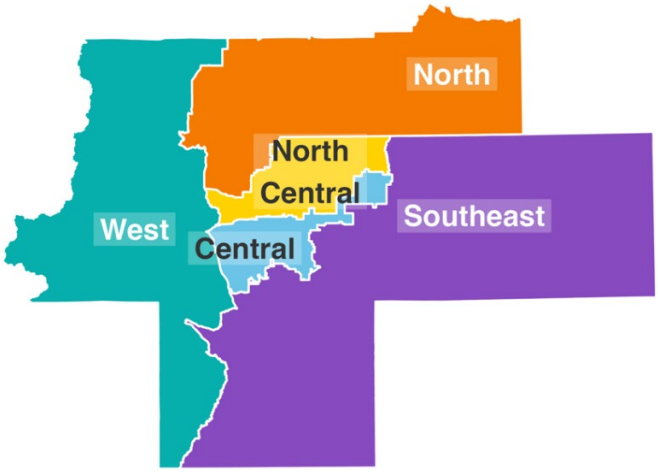
In consultation with DRCOG staff, the project team created a model for distributing the 10-year scaled estimate of the Regional Housing Needs Assessment results among five submarkets.

» **This chapter summarizes DRCOG's approach, methodology, results and key findings for submarket housing needs.**

Understanding housing need at a submarket level can better account for local differences rather than relying on regional trends or averages. This approach allows for more targeted strategy and policy development to support investments based on the distinct needs within specific submarkets, rather than utilizing a one-size-fits-all approach. Defining submarkets also provides a basis for understanding shared responsibility that can support potential future collaboration between neighboring jurisdictions to address their shared housing needs.

The submarkets in this Regional Housing Needs Assessment are contiguous areas that were defined by evaluating how housing location decisions are made across the region in relation to commute patterns and employment locations. This approach allows DRCOG and stakeholders to understand how households make decisions related to job location, housing affordability, and transportation access. Exhibit 10 shows the five submarkets—West, Central, North Central, North, and Southeast—used in the Regional Housing Needs Assessment.

Exhibit 10. Regional submarkets



Source: ECOnorthest analysis of ACS 1-year 2022 PUMS and LODES data. Note that delineation follows Public Use Microdata Areas and thus extend beyond DRCOG boundary in the North Submarket.

Submarket housing needs

Regional housing need was distributed to the submarkets based on criteria that reflect both current conditions and needs and forecasted future conditions and needs. The criteria include factors that shape the demand for housing, align with regional planning goals for greater affordability across the region, and recognize the intricate relationship between transportation infrastructure and employment centers to improve access to job opportunities and reduce commute times. At a high level, the categories and rationale behind the criteria are as follows:

- **Population**: Housing need corresponds directly to population size.
- **Regional jobs**: Employment is a driver of housing demand. Better matching of job and housing locations creates more options for housing, shortens commute times, and eases strain on the region's transportation systems.
- **Multimodal accessibility**: Metro Vision outlines a plan for more compact urban development and a greater use of transit, walking, and biking for daily activities.
- **Housing availability:** Low rental vacancy rates help illuminate places where housing is particularly in high demand and short supply, relative to the region as a whole.
- **Housing affordability**: Every community in the Denver region has a role to play in planning for housing affordable to a range of incomes. Areas with a smaller supply of affordable housing contribute to regional inequities in access to opportunity and suboptimal transportation outcomes.

DRCOG can also use the above criteria to distribute the resulting submarket shares of regional need among local jurisdictions. Such a process will help illustrate local housing need by income in a regional and submarket context. The project team has equipped DRCOG staff to be able to run and refine this model as needed and as inputs to the regional housing needs estimate change, such as regional population and jobs forecasts from the State Demography Office.

Exhibit 11 shows the 10-year scaled estimate of total regional need—approximately 216,000 units distributed across the five regional submarkets, broken out by component of need.

Exhibit 11. Summary of submarket share of regional need, 10-year scaled estimate

Submarket	Current need	Future need	Total units
Central	14,000	56,000	**70,000**
North	8,000	29,000	**37,000**
North Central	7,000	27,000	**34,000**
Southeast	21,000	48,000	**69,000**
West	2,000	4,000	**6,000**

Source: ECOnorthwest analysis; DRCOG Small-Area Forecast (2020), DRCOG synthesis of State Demography Office 2022 Household Forecast, U.S. Census Bureau, ACS 1-year 2022 PUMS estimates; MDHI 2022–2023 State of Homelessness Report.

Submarket housing need by income

Differences in need across the submarkets highlight the imbalance of housing demand across the region relative to existing supply and affordability, as shown in Exhibit 12 and Exhibit 13. These differences contribute to problematic transportation outcomes, such as longer commutes and less access to opportunity. Variation across the submarkets also demonstrates the need to develop tailored strategies to meet varied needs across the region.

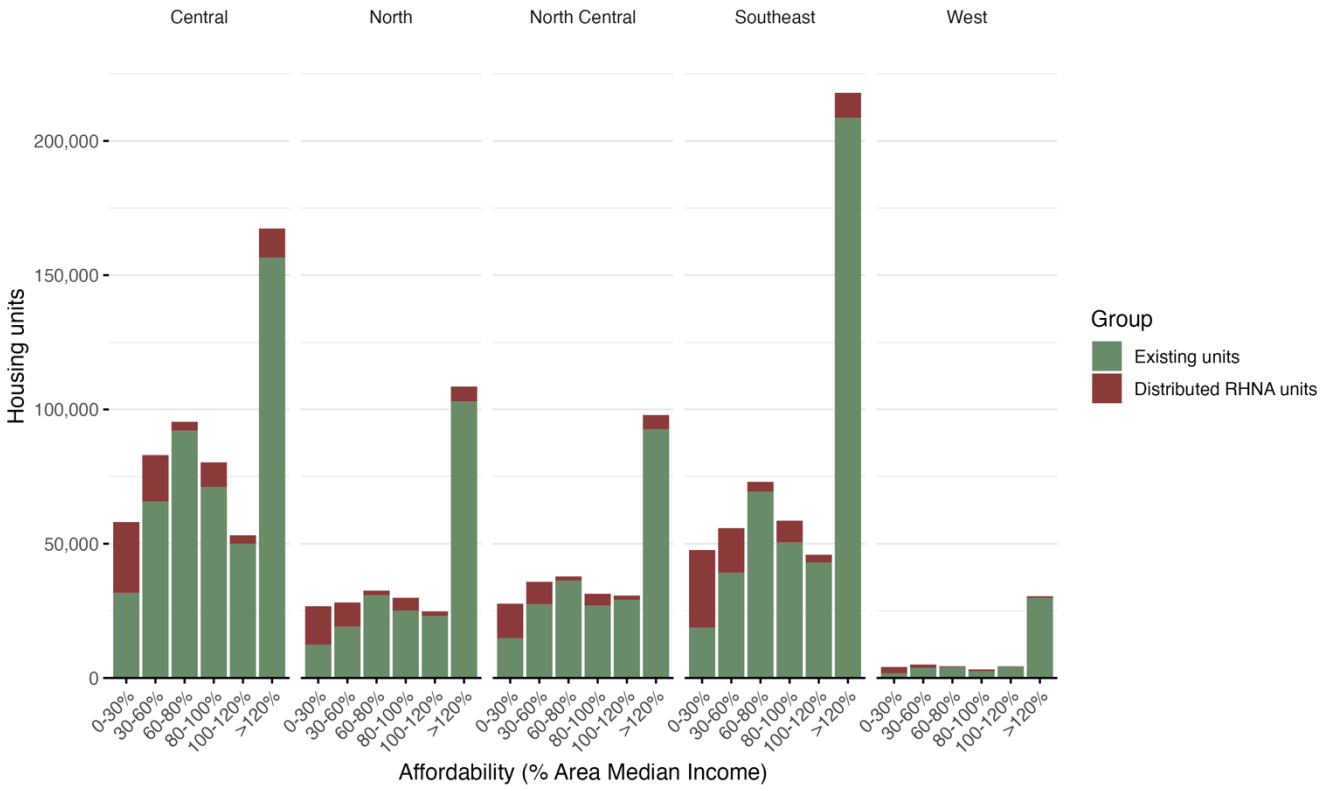
Exhibit 12. Submarket share of regional need by income, 10-year scaled estimate

SUBMARKET	0–30%	30–60%	60–80%	80–100%	100–120%	>120%	TOTAL
Central	27,000	17,000	3,000	9,000	3,000	11,000	**70,000**
North	14,000	9,000	2,000	5,000	2,000	5,000	**37,000**
North Central	13,000	8,000	2,000	4,000	2,000	5,000	**34,000**
Southeast	29,000	17,000	3,000	8,000	3,000	9,000	**69,000**
West	2,300	1,300	300	600	200	700	**6,000**
Total	**85,000**	**52,000**	**11,000**	**27,000**	**10,000**	**31,000**	**216,000**

Source: ECOnorthwest analysis; DRCOG Small-Area Forecast (2020), DRCOG synthesis of State Demography Office 2022 Household Forecast, U.S. Census Bureau, ACS 1-year 2022 PUMS estimates; MDHI 2022–2023 State of Homelessness Report.

Note: Components of need do not sum to total because of rounding.

Exhibit 13. Submarket share of total need compared to current supply, 10-year scaled estimate



Source: ECOnorthwest analysis; DRCOG synthesis of State Demography Office 2022 Household Forecast and U.S. Census Bureau, American Community Survey 5-year 2013 Public Use Microdata Sample estimates; Metro Denver Homeless Initiative State of Homelessness Report, 2022–2023; DRCOG 2020 Small-Area Forecast

Regional submarket factors

Variation in housing need across the submarkets reflect different ways in which these areas have been affected by and responded to broader regional trends. These more localized trends can be used to inform policy decisions that support meeting a broader regional need.

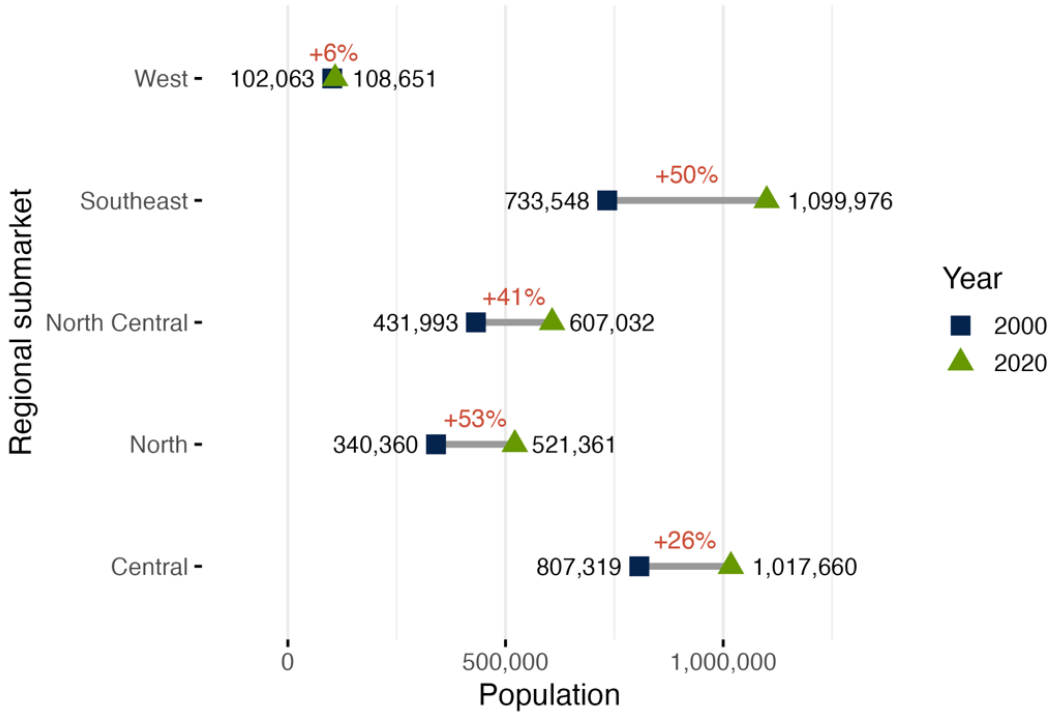
Population and job growth has been uneven

While the Denver region as a whole has seen significant job and population growth over the past several decades, these trends have not been distributed across the submarkets proportionately, as shown in Exhibit 14 and Exhibit 15.

The Southeast submarket, which includes cities such as Aurora, Castle Rock, Littleton, and Englewood saw the highest total population growth over the last 20 years with over 366,000 new people. While the Central submarket, which includes Denver and Lakewood, saw population grow by only 26 percent, this still accounted for over 210,000 new people over 20 years. The North Central region, which includes Northglenn, Westminster, Brighton and Commerce City, also grew rapidly with a 41 percent increase in population. The North submarket, encompassing cities like Boulder, Erie, Longmont, and Louisville, experienced the highest rate of population growth, 53 percent. The more isolated West submarket grew the least over the last two decades.

Exhibit 15 shows that the Southeast submarket has seen the largest increase in jobs since 2000, followed by the Central and North submarkets. These submarkets have all increased jobs for different reasons, for example land supply and new commercial development in the Southeast submarket, urban intensification and redevelopment in the Central submarket, and growth in institutional employment and tech and supportive industries in the North submarket. While employment growth is forecast to grow at slower rates through 2050, job growth will continue to occur, which will lead to increased demand for housing across the submarkets.

Exhibit 14. Population change, regional submarkets, 2000–2020



Source: ECOnorthwest analysis of U.S. Census Bureau Decennial Census 2000, 2020.

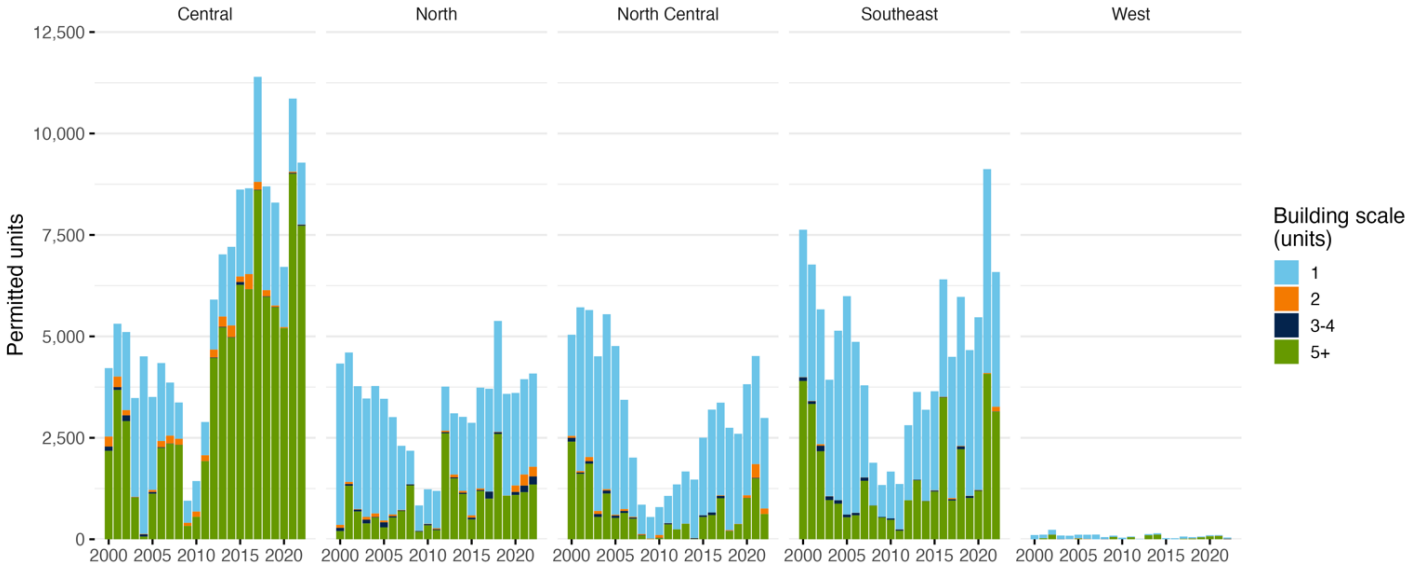
Exhibit 15. Job growth, regional submarkets, 2005–2021

Source: ECOnorthwest analysis of LODES data 2005 and 2021.

New housing supply varies across the submarkets

Housing production trends across the submarkets can help paint a more complete picture of regional dynamics, especially in the context of the population and job growth trends. As shown in Exhibit 16, the submarkets have experienced varied amounts of new construction and differences in the types of housing being built.

Exhibit 16. Housing production, regional submarkets, 2000–2020



Source: ECOnorthwest analysis of U.S. Census Bureau Building Permit Survey.
Note: Unincorporated portions of the regional submarkets are not included in these totals.

The Central submarket has seen a large increase in housing production after recovering from the 2008 recession. The Central submarket saw both the fastest housing recovery post-recession as well as seeing new housing production at rates both higher than other submarkets and higher than the previous 2002–2008 period of economic expansion. During the post-recession market recovery, the Central submarket began shifting toward more dense multifamily development in response to previous plans and policies. In 2022, the Central submarket delivered over 9,200 housing units, substantially more than its pre-2008 recession peak year.

The North submarket has returned to pre-recession levels of housing production, but new housing development is not occurring at rates that reflect rapid population growth in the submarket. The submarket had a record year in 2018, delivering just over 5,300 units. In 2022, over 4,000 units were built, similar to its early 2000s pace. While single-unit development continues to make up the largest share of new housing, there has been a notable increase of new multifamily units that make up a larger share of new production than in the pre-2008 economic cycle.

The North Central submarket appears to have struggled to fully recover post-recession compared to other submarkets. Housing production remained slow, with just under 3,000

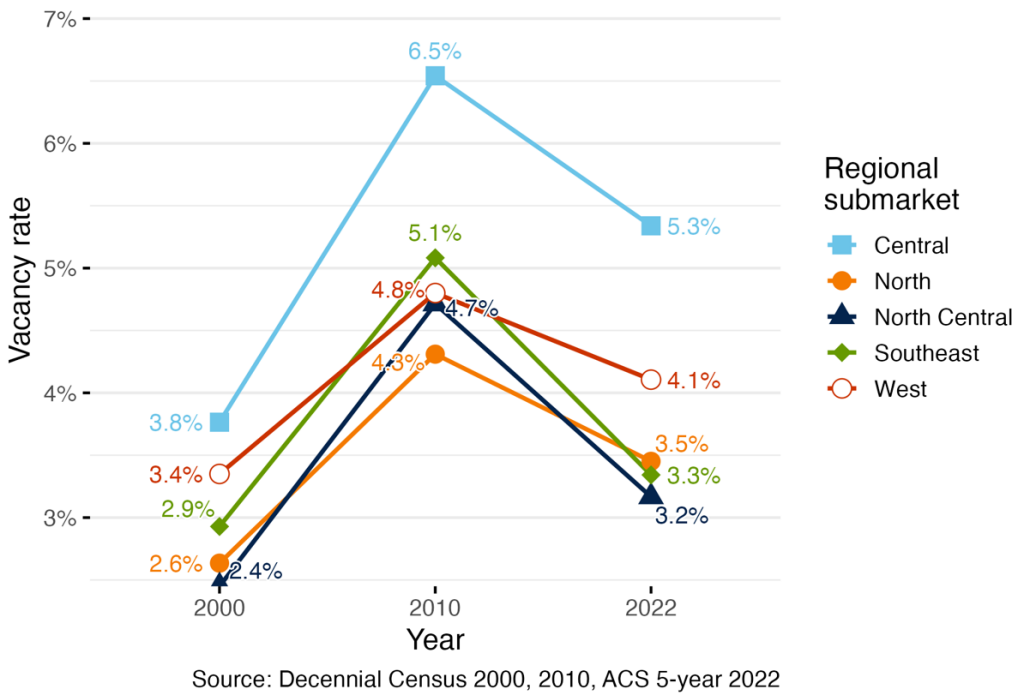
units delivered in 2022, well below its pre-recession peaks and not in line with observed population growth, which can lead to housing pressures in the submarket.

The Southeast submarket has recovered to its pre-recession housing production levels, especially over the last few years. The submarket saw a record production year in 2021 with over 9,100 housing units permitted, and another 6,500 units in 2022. The Southwest submarket also saw a large increase in the share of multifamily production in 2021 and 2022.

The West submarket's production pace stayed relatively flat over the past decade. Fewer than 2,000 housing units were permitted between 2000 and 2020, which contributes to both limited housing availability and relatively slow population growth that has occurred in many of these smaller communities across the foothills.

Differences in housing production are partially reflected in the different rates of housing vacancy across the submarkets, as shown in Exhibit 17.

Exhibit 17. Vacancy trends by regional submarket, 2000–2022



Source: Decennial Census 2000, 2010, ACS 5-year 2022

Source: ECOnorthwest analysis of U.S. Census Bureau Decennial Census 2000, 2010; American Community Survey 5-year 2022 estimates.

The North Central, Southeast, and Northern submarkets currently have the lowest vacancy rates for both ownership and rental housing in the region, indicating constrained housing markets as shown in Exhibit 17. The Central submarket indicates vacancies are slightly higher than other submarkets likely due to higher rates of recent multifamily development that has led to absorption periods for a larger volume of new units. The West submarket

has seen relatively stable vacancy rates since 2000 due to relatively slow changing housing stock given the less urban character of communities in the submarket.

4. Systemic barriers to meeting housing needs

Two key challenges in meeting the Denver region's housing needs include building housing that supports the diversity of housing needs across all income levels and household types and ensuring that diverse housing options exist across the region's submarkets. When looking at the region as a whole, the production of market-rate housing has kept better pace with the demand from higher income households. This level of production needs to be sustained to continue meeting projected needs, and should be more evenly distributed across communities to create more opportunity for residents to make choices based on their needs and preferences. At the same time, the region will need to significantly increase the production of affordable housing, especially for the lowest income households to meet the scale of existing and future needs.

» **This chapter summarizes the varied and intersecting barriers to producing more housing overall and more diverse types of housing in the region.**

The barriers to meeting housing needs described in this report were identified by regional stakeholders including, local government staff, representatives from lending and investment institutions, developers, professional associations, state and regional agencies, consultants, as well as infrastructure/utility providers and advocacy and service organizations. The barriers to producing more housing—and at a higher rate than past trends—are varied, operate at multiple levels, and interact in complex ways. These obstacles are not uniform across the region; they vary significantly depending on the unique characteristics of each geographic location and evolve over time in response to changing circumstances. Typically, it is the combination and intersection of these barriers that hinders housing projects—especially those affordable at low and moderate incomes—either by preventing them from moving forward altogether or by resulting in the development of fewer units than what might be allowed or desired under current conditions.

The categories discussed below highlight key issues that affect how and how much housing is built in the region. Appendix D contains a more detailed discussion of each category and examples of how these barriers are experienced in communities across the Denver region.

Land use and zoning

Land use refers to the way in which land is utilized and managed, including how land should be allocated for various purposes, such as residential, commercial, industrial, agricultural, recreational, or conservation areas. Land use planning provides a vision for

future development within neighborhoods, districts, towns, cities, counties, regions or other defined planning areas. Local jurisdictions play a crucial role in determining the balance of land uses within their boundaries through comprehensive plans, zoning ordinances, and development standards. They aim to ensure that the allocation of land aligns with the community's vision, goals, and priorities while considering factors such as economic development, environmental sustainability, and quality of life.

Zoning regulates local land use by establishing guidelines and restrictions used to control and guide property development in various areas within cities, towns, and counties. Communities are divided into districts or zones, each with specific regulations governing allowed uses, building size, dimensional requirements, density, parking, and other development standards.

Land use and zoning barriers include:

- **Zoning that supports a narrow range of housing types** limits the land available for more housing production and options.
- **Open space and off-street parking requirements** limit housing production by making many types of housing infeasible in many locations.
- **Exclusively commercial zones** also reduce the land available for more housing production.
- **Permitting and procedures** reduce housing production feasibility through greater costs including additional time, other delays, uncertainty, and risk.
- Where local regulation-based **incentives are not matched to needed housing types**, the value of such incentives are not able to make up for additional costs needed to increase housing production and options.

Infrastructure

Infrastructure refers to the fundamental facilities and services that support a community's development and operation. In the context of housing, key infrastructure includes transportation networks such as roads, public transit, sidewalks, and bikeways; water and sewer systems; stormwater management systems for collecting and treating runoff; energy sources such as electricity and natural gas; and community facilities such as schools and parks. The costs and construction of new infrastructure are often shared between the private and public sectors where private developers install infrastructure related to their projects and public sector agencies provide and maintain larger, off-site infrastructure systems, funded through taxes, user fees, and impact fees charged to developers. However, over time, the roles of the private and public sectors in providing and funding infrastructure projects have become more blurred due to funding challenges. Increasingly, private developers are required to contribute more to off-site infrastructure improvements, while public agencies

need to explore innovative partnerships and financing mechanisms to deliver and maintain necessary facilities and services.

Infrastructure barriers include:

- **Limited infrastructure funding** leads to a heavy reliance on user fees, potentially burdening existing residents. Additionally, jurisdictions face the risk of taking on burdensome bond obligations, so they often delegate infrastructure development to developer-led special districts.
- **Limited capacity of existing systems** may require developers to facilitate upgrades themselves. These added costs can make housing projects less financially feasible, especially for affordable housing, resulting in less housing production, fewer units in the projects that do move forward, or a focus on higher-priced housing units that can absorb these additional costs.
- The presence of **multiple service providers** within a single jurisdiction complicates efforts to coordinate and potentially reduce or waive development fees.
- **Access to opportunity** presents a dual challenge in housing development. Areas that are destination-rich, compact, walkable, and well-served by existing transit typically have higher land costs, making development more expensive. Communities along historically underinvested corridors have concerns about the loss of more affordable housing options when the real estate market responds to regional transit improvements.

Development costs and market factors

The most important factor determining whether and what kind of housing gets built in our communities is financial feasibility. Both for-profit and nonprofit developers need the expected revenues of a finished project to at least cover the cost of repaying loans, providing a return on any investor equity, and covering their staffing and operational expenses. Local policies contribute to total project costs—regulations governing the size, unit density, materials and other design factors all affect a project budget. At the same time, broader market conditions influence the basic costs of development in ways that can make housing more expensive or less likely to be built.

Development costs and market barriers include:

- **Rising interest rates and insurance costs** affect housing development by slowing down development activity across all housing types, particularly affordable housing projects.
- **Elevated land values** may discourage public agencies from providing their holdings to support housing production due to their limited revenue options.
- Securing adequate **water supply** often incurs costs beyond just the infrastructure needed for delivery, further increasing development expenses.

- The construction industry faces a **labor shortage**, stemming from employment levels that have not fully recovered since the Great Recession, further exacerbated by high housing costs and the cyclical nature of Colorado's development industry.
- **Construction defect liability laws** have discouraged developers from building dense ownership housing, particularly condominiums.

Funding and finance

The terms "funding" and "financing" are often used interchangeably, but there is an important difference between the two. Funding describes the ultimate sources of money to pay for development costs and generally comes from private developers (for-profit or nonprofit) and investors or public sector partners (whether from local revenue sources, state funds, or federal funds). For affordable housing especially, the limited amount of funding available from all sources is the primary challenge to ramping up construction and preserving the affordable housing that already exists.

Financing describes mechanisms to distribute funding, such as loans, grants, and equity investments (among others). The features and requirements of different financing tools have implications for development costs, and some tools are better suited—or restricted, as in the case of tax credits—to certain kinds of development. Even jurisdictions that have limited sources of funding may be able to adjust how they finance development in order to better leverage funds to meet housing production needs.

Funding and finance barriers include:

- There's an over-reliance **on limited federal resources** for affordable housing development, with annual applications for federal tax credits in the state consistently exceeding the available supply.
- The **lack of a dedicated source of regional gap funding** creates challenges for projects that often face delays or even cancellation due to the time-consuming and complex process of assembling gap funding from multiple sources.
- **Local incentive programs** (e.g., voluntary inclusionary zoning) designed to boost affordable housing production often fall short of their intended goals.
- **Existing funding programs** for affordable housing development often favor larger-scale projects with experienced developers because of perceived lower risk, putting smaller communities at a disadvantage.

Community consensus and collective action

Beyond official rules, processes, and market factors, community consensus and collective action play crucial roles in shaping the local and regional housing landscape. The commitment of key stakeholders and elected officials is essential for enacting policies and

allocating resources that support housing development. A lack of commitment or consensus can derail even well-intended efforts to meet housing needs. Similarly, collective action by community members and advocacy groups can either push housing initiatives forward or oppose development. Community consensus and collective action barriers include:

- **Local resistance to new housing development**, particularly affordable housing and diverse housing types, poses a significant barrier to addressing housing needs.
- The **lack of consistent local data** hinders a comprehensive understanding of housing needs across different jurisdictions.
- **Colorado's state tax policy**, particularly the Taxpayer Bill of Rights (TABOR), significantly constrains the government's ability to generate revenue that keeps pace with population growth and demographic changes. This often limits the capacity of government to fund housing initiatives and related services.

Interplay of barriers to building housing

Organizing barriers into key groups can help inform development of a future regional housing strategy with a framework that addresses both the broad issues and the on-the-ground experiences in the region. The interplay between factors such as market conditions, the regulatory environment, infrastructure availability, community context, and financial resources can lead to unintended outcomes. For example, land use and zoning barriers may create mismatches between areas with access to needed infrastructure, land prices or market demand to support feasible construction of more housing. Such interplay limits location flexibility and choices for the development of more housing and more housing options, affecting many sectors' ability to meet regional housing needs. Solutions to address these barriers will need to be multifaceted, well-researched, and comprehensive.

5. Moving toward a regional strategy

Addressing a regional issue requires regional partnership. Many stakeholders in the region, including DRCOG's member governments, have long identified the need for coordinating regional housing efforts to address the overall housing supply and affordability challenges. Local communities often struggle with access to consistent, reliable, and granular data for understanding demographic and housing trends that can establish a baseline to inform strategic and effective housing policy. Some communities may also lack the technical expertise and/or staff capacity to maintain regular coordination between neighboring jurisdictions that is necessary to meaningfully address housing affordability.

» **This chapter outlines a framework for developing a regional housing strategy to address the housing needs and challenges identified in the Regional Housing Needs Assessment.**

With a long history of regional planning and coordination, DRCOG is well positioned to convene diverse partners through the development of a regional strategy. A regional housing strategy will align efforts across the region and identify collective actions to address housing supply and affordability. DRCOG has collaborated with stakeholders and partners, including the Advisory Group, to develop a framework, described below, that will serve as the foundation for creating a regional housing strategy.

Components of a regional strategy

A regional strategy is intended to foster shared understanding, collaboration, and actions to help jurisdictions make progress toward addressing the region's housing needs. The housing strategy will aim to address the region's current and future housing needs outlined in this report while better coordinating housing and transportation. The framework offers preliminary purpose and vision, guiding principles, and focus areas to kickstart the process of developing a regional strategy led by DRCOG, in partnership with member jurisdictions, and other stakeholders.

Purpose and vision

Defining statements of purpose and vision help orient the strategy toward achieving broader goals for regional collaboration beyond the specific outcomes related to meeting housing needs. This preliminary vision builds on DRCOG's mission as a regional planning organization and its relationship with member jurisdictions.

- Support and further Metro Vision and the 2050 Metro Vision Regional Transportation Plan.
- Develop a consistent, data-informed, and equity-centered approach to analyzing and responding to housing needs while coordinating with the current and planned transportation system.
- Foster a culture of shared responsibility for addressing housing needs.
- Build consensus around a shared framework for action.
- Increase capacity within local communities to advance housing strategies and respond to evolving needs.
- Build a region that is more resilient, inclusive and equitable.

Guiding principles

The following principles offer guidance for how a regional housing strategy can focus efforts and encourage coordinated action that accommodates a variety of partners. To achieve those ends, a regional housing strategy should:

» Align with the region's **equity** vision for communities that offer access to opportunity and meet the needs of all races, ages, incomes, and abilities.

» Be **data-informed**, grounded in a **shared understanding** of the region's diverse housing needs.

» Ensure **flexibility** in responding to the contexts of communities across the region.

» Be **comprehensive** in addressing the barriers to more housing and more diverse types.

» Reflect the unique roles and authorities of each sector while facilitating **collaboration** and **shared accountability**.

» Identify resource requirements to ensure **actionable plans** and deliver **desired outcomes**.

» Balance **near-term results with long-term resilience** to meet housing needs under varied economic conditions.

Focus areas and intended outcomes

Clearly articulated outcomes are an essential component of a regional housing strategy. Organizing outcomes around the identified barriers to housing production in the Denver region clarifies how specific actions and interventions can directly address challenges and contribute to overall housing goals.

Exhibit 18. Example outcomes of a regional strategy, by focus area

Focus area	Intended outcomes

Land Use, Zoning & Regulatory Processes	Increased housing supply aligned with regional and local needs (by household size, income, location, and preferences).
Infrastructure	Better alignment between housing development and infrastructure availability, condition and capacity.
Development Costs & Market Factors	Construction of more—and more diverse and affordable—housing options.
Funding & Capacity	Expanded and sustained affordable housing and preservation efforts.
Community Consensus & Collective Action	Improved policy alignment, resource leveraging, and broad support for addressing shared housing needs.

Implementation considerations

Additional factors related to implementation will be critical to define through the strategy development process. These include:

- **Roles and Responsibilities**: For each intervention, outlining the sector or specific actors best positioned to lead, those who will play supportive or complementary roles, and identifying DRCOG's role will set the stage for coordinated action.
- **Costs and Timeline**: Estimating the scale of investment, sources of funding, and time required for implementation will help jurisdictions prioritize and sequence actions to meet their local needs.
- **Impact**: Given the diversity of barriers and issues the regional housing strategy aims to address, it may be valuable to characterize the impact of specific interventions, whether it directly results in additional housing unit, is focused on a specific segment of housing need (such as low-income or older adult housing) or contributes to capacity-building among jurisdictions or partners.

What is DRCOG's role?

Given DRCOG's broad reach and role in shaping regional development, it is uniquely positioned to coordinate regional housing needs and strategy, particularly because of its formal planning roles in regional transportation and growth, its ability and role in regional population forecasting, and collection of growth and permit data. Engagement conducted among a broad segment of member governments, housing developers, public agencies, community-based organizations, policy organizations and service providers suggests that DRCOG can build on these existing roles and strengths as the region moves toward

developing a housing strategy and taking a more coordinated, collaborative approach to addressing housing needs on a regional level than ever before.

DRCOG is recognized as a valuable partner in ways that can be leveraged for regional housing work:

- **Convening and facilitation**: DRCOG has been an effective and trusted convener of diverse stakeholders on issues of regional planning and policy that can facilitate greater resource alignment and partnerships.
- **Data collection and analysis**: DRCOG is seen as an important source for comprehensive, standardized data for jurisdictions and other stakeholders across the region.
- **Technical assistance**: DRCOG has a record of providing technical assistance to member governments that supplements and extends their local capacities.
- **Education**: DRCOG's current role in sharing information and providing education on regional issues can be leveraged to share best practice strategies on implementation at the local level.

Participants identified additional roles DRCOG could step into or expand from its current activities:

- **Policy alignment:** DRCOG could be a voice for the region at the state level to help ensure that new legislation and policies related to housing are aligned with other programs and priorities (e.g., transportation investments, climate planning) and are designed and funded for effective implementation.
- **Funding coordination:** DRCOG has been successful in setting the regional agenda for transportation planning and directing investments in line with those goals. A greater role with understanding, communicating and addressing regionwide housing needs could provide an additional new lens through which to evaluate and consider regional transportation system investments as well as housing-transportation coordination strategies.

How DRCOG plans to move forward

DRCOG will continue to engage member governments and other regional partners and stakeholders in a robust and collaborative process to craft a regional housing strategy starting in late 2024. This process will involve working closely with local communities, housing providers, advocates, and other key stakeholders to build on the shared vision and guiding principles outlines in this report and develop an actionable strategy for addressing the region's housing needs.

A critical component of developing the regional housing strategy will be conducting extensive community engagement to gather input and insights from a wide range of perspectives. DRCOG recognizes that meaningful community engagement is essential for

crafting effective solutions that are responsive to the diverse needs and priorities across the Denver region. This engagement will aim to build broader awareness of regional housing challenges, identify local concerns and opportunities, and foster buy-in and collective ownership of the resulting strategy.

The regional housing strategy will serve as an important tool for integrating regional housing priorities into DRCOG's other major planning initiatives. DRCOG will utilize the housing strategy to guide updates to Metro Vision and the Metro Vision Regional Transportation Plan. By aligning these plans with the housing strategy, DRCOG can ensure a more comprehensive and coordinated approach to addressing the region's housing needs in the context of transportation investments and other regional priorities. By working collaboratively to develop a comprehensive regional housing strategy and integrate it with other key planning efforts, DRCOG and its partners can take a significant step toward fostering more equitable, resilient, and livable communities for all residents of the Denver region.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: DJ Beckwith, Principal Planner

DESCRIPTION: Business Personal Property Tax Incentive Agreement Between Douglas County and Dillon Companies, LLC - Project File: ED2025-004.

SUMMARY: The request is for approval of a Business Personal Property Tax Incentive Agreement between Douglas County and Kroger, located at the new facility at 12600 RidgeGate Parkway in Lone Tree, Colorado.

STAFF ASSESSMENT: Staff has evaluated the Incentive Agreement with both the County Attorney's Office and the County Assessor's Office to ensure compliance with Statute. The Board may approve the Incentive Agreement.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	8/29/2025
Kati Carter	Approve	8/29/2025
Jeff Garcia	Approve	9/4/2025
Andrew Copland	Escalated	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Samantha Hutchison - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

Staff Report - ED2025-004

DOUGLAS COUNTY
COLORADO

BPPT Incentive Agreement Staff Report

Date:	August 27, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Terence T. Quinn, AICP, Director of Community Development
CC:	DJ Beckwith, Principal Planner Lauren Pulver, Planning Supervisor Kati Carter, AICP, Assistant Director of Planning Resources
Subject:	**Business Personal Property Tax Incentive Agreement Between Douglas County and Dillon Companies, LLC**
Project File:	**ED2025-004**

Board of County Commissioners Meeting: **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

Dillon Companies, LLC, doing business as the Kroger Company (Kroger), has requested the rebate of business personal property tax (BPPT) to support its location of a facility in Douglas County. The proposed agreement provides a 100% rebate of Douglas County's portion of BPPT over a 15-year period. The project qualifies for economic development incentives, including BPPT rebates, based on the eligibility defined in Colorado Revised Statute (C.R.S.) Sections 30-11-123.

II. REQUEST

A. Business

King Soopers
12600 RidgeGate Parkway
Lone Tree, CO 80134

B. Representative

Danielle Polak
The Kroger Co.
1014 Vine Street
Cincinnati, OH 45202

C. Request

This request is for the approval of a BPPT Incentive Agreement between Douglas County and Kroger.

D. Background

Kroger is an American retail supermarket chain headquartered in Cincinnati, Ohio. This location would add to Kroger's existing five locations in Douglas County. Kroger's new location will include a 125,000 square-foot Marketplace store with a fuel center.

The agreement will cover 100% rebate of the County's portion of BPPT for the period of 15 years, effective for business personal property assessed in 2026 for taxes payable in 2027. The estimated total rebate amount over the 15-year term is approximately $ 2,898,254.48

E. Location

The new facility will be located at 12600 RidgeGate Parkway in Lone Tree, Colorado.

F. Project Description

Kroger anticipates that the new location will create 250 new jobs and include $42 million in capital investments.

G. Process

The Board considers incentive requests based on C.R.S. Sections 30-11-123 C.R.S. Section 30-11-123 provides that the "health, safety, and welfare of the people of this state are dependent upon the attraction, creation, and retention of jobs," and enables the County to use economic development incentives.

III. STAFF ASSESSMENT

Staff has evaluated the Incentive Agreement with both the County Attorney's Office and the County Assessor's Office to ensure compliance with Statute. The Board may approve the Incentive Agreement.

ATTACHMENTS **PAGE**

Incentive Request Letter 3
Letter of Support from the City of Lone Tree 4
Letter of Support from Board of County Commissioners 5
Incentive Agreement 6

1014 Vine Street, Cincinnati, OH 45202

Rita L. Williams
Director, Economic Development
(513) 762-1425

November 22, 2022

Mr. Doug DeBord
County Manager, Douglas County Government
100 Third Street
Castle Rock, CO 80104

Dear Mr. Debord,

King Soopers ("KS") is seeking to establish a new 123,000 square foot Marketplace store with fuel located in a proposed development site on Ridgegate Parkway in Lone Tree, Colorado. The project is currently being evaluated under the capital management process at Kroger corporate. If approved, the project completion is scheduled for Q2 2024. The KS project involves an estimated $42,000,000 capital investment and will employee over 250 new jobs.

Per recent discussions with County officials, we were briefed on the County's Business Personal Property tax rebate incentive program. Due to the nature of our proposed project's size, local tax revenue increase, and community impact, we would like to be considered for this incentive program at a 100%, 15-year term.

We do appreciate Douglas County's consideration of our request to collaborate on this project and look forward to working with you and your team. If you have any additional questions, I can be reached at rita.williams@kroger.com or (513) 762-1425.

Sincerely,

Rita L. Williams

Rita L. Williams
Director, Corporate Economic Development
The Kroger Co.

December 2, 2022

Kati Carter
Assistant Director of Planning Resources
Douglas County
100 Third Street
Castle Rock, CO 80104

Dear Kati,

Kroger/King Soopers is the planning stages of constructing a new 123,000 SF "Marketplace" grocery store at a mixed-use retail site on RidgeGate Parkway, within the City of Lone Tree.

The project is estimated to involve a $42,000,000 capital investment and once completed will create over 250 permanent jobs. As such, we understand that they would like to apply for a Business Personal Property Tax Rebate from Douglas County. The City of Lone Tree is in full support of this application as it will contribute positively to the communities of Lone Tree and Douglas County.

We are happy to work with you on any related applications or public hearings, and we will also be working Kroger/King Soopers on all of their entitlements.

Please let us know if you have any related questions, and thank you for your support of this project.

Sincerely,

Best regards,

Jeff Holwell
Director of Economic Development and Public Affairs
Jeff.holwell@cityoflonetree.com
720-509-1276

January 3, 2023

The Kroger Company
Rita L. Williams
Director, Economic Development
1014 Vine Street
Cincinnati, OH 45202
Via email: rita.williams@kroger.com

Ms. Williams:

As you may know, Douglas County has a growing and desirable reputation for being intentional and responsive in its commitment to effectively partner with the public and private sectors, keenly focused on our goal to create and sustain a strong local and state economy. Consistent with our reputation, the Board of Douglas County Commissioners is committed to strategically investing in that which provides the foundation for a strong economy and ultimately establishing an environment in which businesses can succeed.

To that end, Douglas County is pleased to support the location of a King Soopers in the Lone Tree community. Douglas County is willing to offer the incentives needed for successful relocation. Upon final approval by the Board of County Commissioners, those incentives include:

- Business Personal Property Tax Rebate of 100% for 15 years on the new personal property at the company's new facility (county's portion only).

It is our pleasure to work with The Kroger Company. Douglas County looks forward to supporting the project through timely and efficient transition as your business locates in our County.

Sincerely,

BOARD OF DOUGLAS COUNTY COMMISSIONERS

Abe Laydon | George Teal | Lora L. Thomas

AGREEMENT BETWEEN DOUGLAS COUNTY AND THE KROGER COMPANY CONCERNING PERSONAL PROPERTY TAX INCENTIVE PAYMENTS

THIS AGREEMENT (the "Agreement") is made and entered into this __ day of _____, 2025, between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County") and **THE KROGER CO.** authorized to do business in Colorado (the "Company"). The County and the Company are hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the health, safety, and welfare of the citizens of Douglas County are dependent upon the attraction of new business, and retention and expansion of existing business; and

WHEREAS, tax incentives are often necessary to attract new business, stimulate economic development, and create and maintain new jobs; and

WHEREAS, Section 30-11-123, C.R.S., authorizes counties to negotiate for incentive payments for the County's portion of any Business Personal Property Taxes (BPPT) with any taxpayer who establishes a new business facility or expands an existing facility in the County; and

WHEREAS, the Parties desire to enter into this Agreement for personal property tax incentive payments in accordance with the provisions of Section 30-11-123, C.R.S. granting specified incentives to the Company for the County's portion of BPPT as otherwise detailed herein;

NOW, THEREFORE, for and in consideration of the mutual promises hereinafter set forth, the Parties agree as follows:

1. The Company occupies a new business facility located on Ridgegate Parkway in Lone Tree, Colorado (the "New Facility"). For the New Facility, the County will assign to the Company a new parcel identification number, which shall be used to report the personal property acquired by the Company in connection with the new investment and treated as part of a new business facility under Section 30-11-123, C.R.S.

2. The Company represents, certifies, and warrants to the County that the New Facility qualifies as a new or expanded business facility under the provisions of Section 30-11-123(1)(b), C.R.S. and is eligible for business personal property tax incentives authorized by the County.

3. Beginning for taxes levied in the 2027 tax year and for fifteen (15) consecutive tax years, the County shall rebate to the Company one hundred percent (100%) of the County's portion of BPPT levied by the County and paid by the Company, as applicable, on taxable personal property acquired on or after January 1, 2026, located at or within the New Facility, and appearing on the personal property declaration schedules submitted by the Company to the County Assessor

for the New Facility for the applicable tax year. The total amount rebated by the County with respect to any tax year shall not exceed one hundred percent (100%) of the County's portion of the BPPT levied by Douglas County upon the Company's taxable personal property located within the New Facility and used in connection with the operation of such New Facility for the applicable tax year. The term "tax year" as used herein shall mean the year in which the personal property is assessed for tax purposes. Such personal property must be located at the Company's facility as of January 1st of the tax year in question to be assessed. Personal property that is moved to or acquired at the Company's New Facility after the assessment date of January 1st becomes assessable in the following tax year. Personal property taxes become due and payable on January 1st of the year following the year in which they are levied.

4. The Company estimates that it will add up to two hundred and fifty (250) jobs within Douglas County during the fifteen (15) years of this Agreement.

5. The Company shall submit annual reports to the County on or before March 31st of each year of this Agreement. The annual reports shall document the number of jobs added (net), the number of full-time equivalent jobs (total and net created annually), position titles, and annual average wage. The Company shall not be required to provide the County with employee names, social security numbers, or any other personal identifying information.

6. The County shall pay the rebate to the Company within sixty (60) days of the County Manager's written notice of satisfaction with the Company's evidence of all personal property taxes paid in full and the Company submitting a written waiver to the County of any right to tax refund including but not limited to the right to contest assessed taxes before the rebate is paid. This waiver much be executed once each year directly after the Company makes tax payments and via a form provided by the County. In the event the Company seeks an abatement or refund of any or all portion of the taxes levied on the personal property, the County shall not make a rebate payment to the Company until such abatement or refund proceeding has fully concluded and any personal property taxes found to be due are paid in full.

7. The rebate payment shall be made only if the Company is eligible to receive this incentive payment under the provisions of Section 30-11-123, C.R.S., in each year for which a rebate payment is requested.

8. In the event of any dispute as to the amount of any rebate payment to be made to the Company hereunder, the Parties shall meet and confer in good faith to resolve the dispute. In the event the Parties are unable for any reason to resolve the dispute within a period of sixty (60) days after notice of a dispute has been given by one Party to the other, the decision of the County shall be final and conclusive.

9. The Company's acceptance of a rebate payment shall be full and final satisfaction of any obligation of the County to make the payment for the tax year for which the payment is made.

10. This Agreement is subject to and shall be interpreted under the laws of the State of Colorado. Court jurisdiction for any dispute concerning this Agreement shall be exclusively in the District Court in and for Douglas County, Colorado.

11. The County reserves the right for the Douglas County Assessor to perform an annual physical inspection of the facility to verify assets listed by the Company on the Commercial Personal Property Declaration Schedule filed by the Company for each New Facility for the applicable tax year. Written notice of the physical inspection will be provided.

12. All notices under this Agreement shall be effective when mailed by regular mail, postage prepaid, to the following addresses:

A. If intended for the Company:

The Kroger Company
Rita L. Williams
Director, Economic Development
1014 Vine Street
Cincinnati, OH 45202
Re: Economic Development Agreement

B. If intended for the County:

Douglas County
c/o County Manager
100 Third Street
Castle Rock, CO 80104
Re: Economic Development Agreement

Or to the other address as either Party may hereafter from time to time designate by written notice to the other Party given in accordance with this paragraph.

13. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any proposed expenditure, pursuant to section 29-1-110, C.R.S.

14. This Agreement, as to its subject matter, exclusively and completely states the rights, duties and obligations of the Parties and supersedes all prior and contemporaneous representations, letters, proposals, discussions, and understandings by or between the Parties. This Agreement may only be amended in writing and signed by the Parties.

(Remainder of Page Intentionally Blank)

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date above.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY:_____
Chair
Date:_____

ATTEST:

_____
Deputy Clerk to the Board
Date:_____

APPROVED AS TO CONTENT:

_____
Doug DeBord, County Manager
Date: _____

APPROVED AS TO FORM:

_____
Arielle J. Denis, Assistant County Attorney
Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland, Director of Finance
Date:_____

DILLON COMPANIES, LLC,
a Kansas limited liability company

By: Carin L. Fike
Carin Fike, Treasurer
Date: 8/14/25

ATTEST:

By: Lori Baldi
Lori Baldi, Executive Assistant
Date: 8/14/25

STATE OF OHIO)
) ss.
COUNTY OF HAMILTON)

The foregoing instrument was acknowledged before me this 14th day of August, 2025, by Carin L. Fike, the Treasurer and Dorothy D. Roberts, the Assistant Secretary of Dillon Companies, LLC, a Kansas limited liability company, on behalf of the company.

Kimberly K Smiddy
Notary Public

May 27, 2029
Commission Expiration

NOTARIAL SEAL STATE OF OHIO

Kimberly K Smiddy
Notary Public, State of Ohio
My Commission Expires:
May 27, 2029

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: DJ Beckwith, Principal Planner

DESCRIPTION: Cottonwood Metropolitan District - Service Plan 1st Amendment - Project File: SV2025-004.

SUMMARY: The request is to set the hearing for consideration of, and Board action on, a Service Plan Amendment for Cottonwood Metropolitan District for September 23, 2025.

STAFF ASSESSMENT: Staff recommends that the Board set the hearing for consideration of, and Board action on, a Service Plan Amendment for Cottonwood Metropolitan District for September 23,2025.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	8/28/2025
Kati Carter	Approve	8/28/2025
Jeff Garcia	Escalated	9/4/2025
Amy Williams	Approve	9/5/2025
Andrew Copland	Escalated	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Samantha Hutchison - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

Staff Report - SV2025-004

DOUGLAS COUNTY
COLORADO

Service Plan Staff Report

Date:	August 28, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Terence T. Quinn, AICP, Director of Community Development
CC:	DJ Beckwith, Principal Planner Lauren Pulver, Planning Supervisor Kati Carter, AICP, Assistant Director of Planning Resources
Subject:	**Cottonwood Metropolitan District – Service Plan 1st Amendment**
Project File:	**SV2025-004**

Planning Commission Hearing:	**August 18, 2025 @ 6:00 p.m.**
Board of County Commissioners Meeting:	**September 9, 2025 @ 1:30 p.m.**
Board of County Commissioners Hearing:	**September 23, 2025 @ 2:30 p.m.**

BACKGROUND

Colorado Revised Statutes Title 32 requires the Board of County Commissioners (Board) to set a date for a public hearing on the service plan of a proposed special district or service plan amendment at the next regular meeting of the Board following Planning Commission (PC) action on the item.

REQUEST

A. Applicant
Cottonwood Metropolitan District
2525 S. Wadsworth Blvd #304
Lakewood, CO 80227

B. Applicant's Representative
George M. Rowley
2154 E. Commons Ave, Suite 2000
Centennial, CO 80122

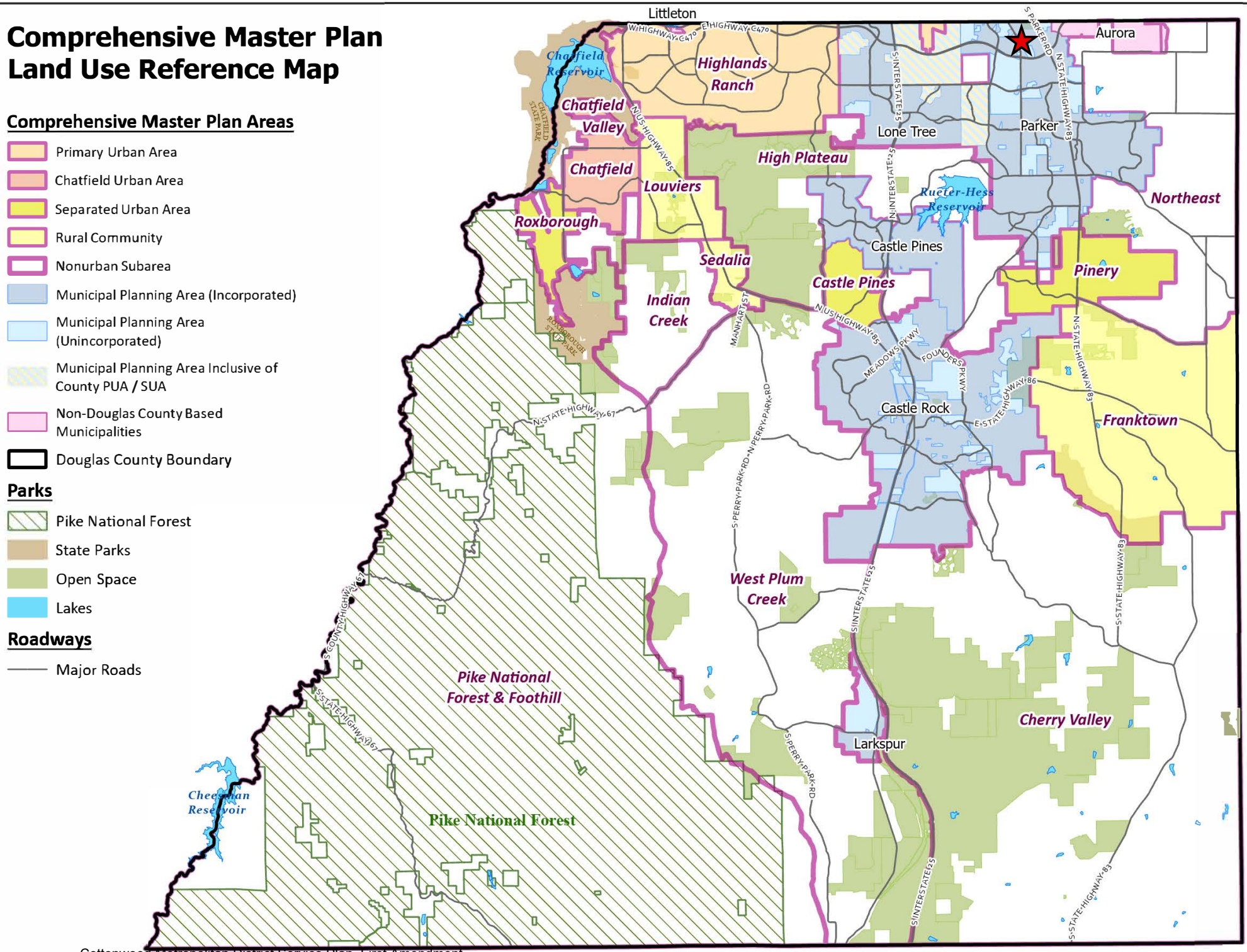
C. Request
The applicant is requesting a hearing for consideration of, and Board action on, a Service Plan Amendment for Cottonwood Metropolitan District.

Staff recommends that the Board set the hearing for consideration of, and action on, a Service Plan Amendment for Cottonwood Metropolitan District for September 23, 2025.

ATTACHMENTS **PAGE**

Vicinity Map ……3
Zoning Map ……4

Comprehensive Master Plan Land Use Reference Map



Comprehensive Master Plan Areas

- Primary Urban Area
- Chatfield Urban Area
- Separated Urban Area
- Rural Community
- Nonurban Subarea
- Municipal Planning Area (Incorporated)
- Municipal Planning Area (Unincorporated)
- Municipal Planning Area Inclusive of County PUA / SUA
- Non-Douglas County Based Municipalities
- Douglas County Boundary

Parks

- Pike National Forest
- State Parks
- Open Space
- Lakes

Roadways

- Major Roads

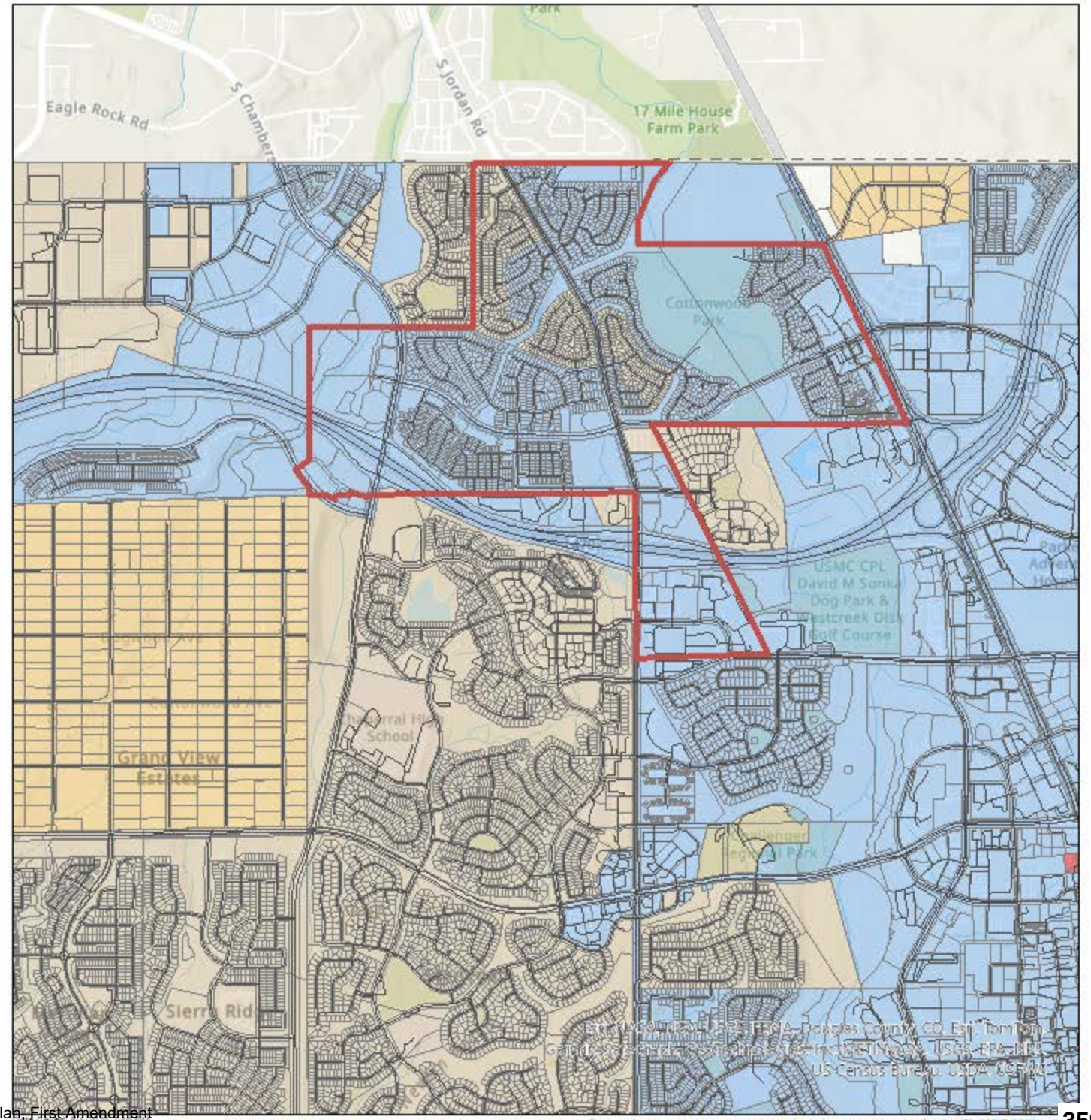
Cottonwood Metropolitan District, 1st Amendment

SV2025-004
Zoning Map

N

LEGEND

- Major Roads
- Parcels - PARCELS
- A1 - AGRICULTURAL ONE
- RR - RURAL RESIDENTIAL
- ER - ESTATE RESIDENTIAL
- C - COMMERCIAL
- CTY
- PD - PLANNED DEVELOPMENT



MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Amy Knopp, Manager of Rueter-Hess Reservoir

DESCRIPTION: Fee Waiver Request from the Lone Tree Brewing Company in the Amount of $175.00 for the September 11th Memorial Stair Climb at Rueter-Hess Reservoir.

SUMMARY: The request is for a fee waiver from the Lone Tree Brewing Company in the amount of $175 for their use of the Rueter-Hess Incline Challenge to host the September 11th Memorial Stair Climb on September 11, 2025.

STAFF ASSESSMENT: The Board of County Commissioners has the sole authority to waive or reduce all park use fees and may choose to waive or reduce the use fee of $175 for LTBC for their September 11th Memorial Stair Climb event on September 11, 2025, at Rueter-Hess Incline Challenge.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	8/28/2025
Steve Shoultz	Approve	8/28/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025
Samantha Hutchison - FYI	Notified - FYI	9/4/2025

ATTACHMENTS:

Fee Waiver - Lone Tree Brewing Company

DOUGLAS COUNTY
COLORADO

Fee Waiver Staff Report

Date:

To: Douglas County Board of County Commissioners

Through: Douglas J. DeBord, County Manager

From: Terence T. Quinn, AICP, Director of Community Development TQ

CC: Amy Knopp, Recreation Manager, Rueter-Hess Reservoir
Steven Shoultz, CPRP, Assistant Director of Parks, Trails and Building Grounds

Subject: **Fee Waiver Request from the Lone Tree Brewing Company in the Amount of $175 for a September 11th Memorial Stair Climb 2025 at Rueter-Hess Incline Challenge**

Board of County Commissioners Meeting: **September 09, 2025 @ 2:30 p.m.**

I. EXECUTIVE SUMMARY

Lone Tree Brewing Company of Parker, Colorado (LTBC) requests a waiver of $175 for their use fee for Rueter-Hess Incline to host their September 11th Memorial Stair Climb for approximately 20 people on September 11, 2025, from 8:00 a.m. to 4:00 p.m. This event will honor the lives lost and the bravery of first responders by inviting the community to complete the equivalent of the 110 floors climbed by firefighters at the World Trade Center on September 11, 2001. Donations will be collected for the Colorado State Firefighter Foundation (CSFFF). These donations will support firefighters and their families in times of need.

II. APPLICATION INFORMATION

A. Applicant

Lone Tree Brewing Company - Parker
18425 Pony Express Dr Unit 125
Parker, CO 80134

B. Applicant's Representative

Candace Peterson
Lone Tree Brewing Company
18425 Pony Express Dr Unit 125
Parker, CO 80134

C. Request

LTBC requests a fee waiver in the amount of $175 for their use of Rueter-Hess Incline Challenge to host the September 11th Memorial Stair Climb on September 11, 2025. The waived fees will include the charge for trail usage.

D. Location

The event will take place at Rueter-Hess Incline Challenge at 13930 Ancestry Dr, Parker, CO 80134.

III. CONTEXT

A. Background

LTBC is dedicated to bringing our community together in remembrance of the lives lost on September 11, 2001, and to raise funds for Colorado State Firefighter Foundation (CSFFF). These funds will help support firefighters and their families. LTBC staff would be onsite to provide water, Gatorade, and snacks for all participants.

Participants would be invited to attend an after party at LTBC's Parker location to continue the remembrance, community gathering and fundraising upon completion of the stair climb.

This would be an inaugural event for Lone Tree Brewing Company at Rueter-Hess Incline Challenge. This event has the potential to be held annually.

IV. STAFF ASSESSMENT

The Board of County Commissioners has the sole authority to waive or reduce all park use fees and may choose to waive or reduce the use fee of $175 for LTBC for their September 11th Memorial Stair Climb event on September 11, 2025, at Rueter-Hess Incline Challenge.

ATTACHMENTS **PAGE**

Special Event Online Application 3
Rueter-Hess Invoice for Services 5
Letter Requesting a Fee Waiver 6

From: "wordpress-admin@webolutions.com"
To: Celeste Deal
Subject: New submission from Rueter-Hess Special Use Application
Date: Wednesday, August 13, 2025 3:42:10 PM

Name
Candace Peterson
Email
candace@lonetreebrewingco.com
Phone
3083409482
Organization Name
Lone Tree Brewing Co
Type of Organization
For-profit
Address
18425 Pony Express Dr Unit 125 Parker, CO 80134 Map It
Website
https://lonetreebrewingco.com
Event name
9/11 Stair Climb
Event Start Date
09/11/2025
Event End Date
09/11/2025
Event Start time
08:00 am
Event End time
04:00 pm
Event location
Incline
Please tell us about your event. Be as specific as possible.
I am reaching out on behalf of Lone Tree Brewing Company – Parker to request permission to host a 9/11 Memorial Stair Climb at the Reuter Hess Incline.

Our plan is to honor the lives lost and the bravery of first responders on September 11th by inviting the community to complete the equivalent of the 110 floors climbed by firefighters at the World Trade Center. We will be onsite providing water, Gatorade, and snacks for all participants, as well as offering free drink cards to be redeemed later at our brewery.

Following the climb, we will host an after party at our Parker location to continue the remembrance and community gathering. Our intention is to collect donations for the Colorado State Firefighter Foundation (CSFFF), which directly supports firefighters and their families in times of need.

We would be happy to work with your team to ensure we meet all permit, safety, and logistical requirements for hosting the event.

Thank you for your consideration, and for supporting an event that will bring our community together in remembrance and solidarity. I look forward to your guidance on next steps.

Expected number of attendees:

0

Access to public:

Free access

DOUGLAS COUNTY
COLORADO

Invoice

Bill To: Lone Tree Brewing Company
Address: 18425 Pony Express Dr.
Parker, CO 80134
USA

C/O:

Invoice #: DC-001057
Invoice Date: 08/22/2025
Invoice Due: 09/11/2025
Online Payment Validation: C92B

For: **9/11 Memorial Stair Climb:**
Event: **3178: 9/11 Memorial Stair Climb**

Thursday, September 11, 2025

Item Type	Item Description	Quantity	Amount	Total	Discount	Net Amount
Location	Rueter Hess Reservoir\Incline Trailhead 09/11/2025	1	$175.00	$175.00	$0.00	$175.00
					Total Amount:	**$175.00**
					Invoice Total:	**$175.00**
					Amount Due:	**$175.00**

Celeste Deal

From: Candace Peterson <candace@lonetreebrewingco.com>
Sent: Thursday, August 21, 2025 5:43 PM
To: Celeste Deal
Cc: Amy Knopp
Subject: Re: 9/11 Stair Climb at Rueter-Hess

Dear Board of County Commissioners,

On behalf of Lone Tree Brewing Company, I am writing to respectfully request a fee waiver for use of the Rueter-Hess Incline to host a **9/11 Memorial Stair Climb**.

This event will honor the lives lost on September 11th while recognizing the continued sacrifices of our nation's firefighters and first responders. We will provide water, Gatorade, and snacks for all participants and hand out free drink cards for use at our brewery following the climb. In addition, we will host an after-party at our Parker location.

Our intention is to collect donations during the event for the **Colorado State Fire Fighters Foundation (CSFFF)**, a nonprofit dedicated to supporting firefighters and their families in times of need. As a firefighter wife, this cause is close to my heart, and we are committed to ensuring that proceeds from the day directly benefit those who serve our community.

We would greatly appreciate your support in waiving any facility use fees for this meaningful event. Your partnership would help maximize the funds raised for CSFFF while allowing us to create a safe, community-centered way to remember and honor the heroism of 9/11.

Thank you for your time and consideration. I would be happy to provide additional details or meet with you to discuss this request further.

Cheers,
Candace Peterson
Assistant Tasting Room Manager
Lone Tree Brewing Co - Parker
(720) 420-0462
www.lonetreebrewingco.com

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Maureen Waller, Special Projects Manager

DESCRIPTION: Request to Approve a Funding Agreement for the Douglas County Community Foundation - Region 12 Opioid Abatement Emergency Relief Fund.

SUMMARY: To support efforts to address the opioid crisis, the Douglas County Region 12 Opioid Council voted to award $400,000 in grant funding to The Douglas County Community Foundation to establish and administer the Region 12 Opioid Abatement Emergency Relief Fund ("Relief Fund").

The Relief Fund shall provide financial assistance to eligible nonprofit organizations that:

Serve individuals in Douglas County with opioid use disorder (OUD), substance use disorders (SUD) or co-occurring mental health challenges.
Are experiencing an urgent or short-term financial hardship that jeopardizes their ability to deliver services

RECOMMENDED ACTION: Approval of the Funding Agreement for the Douglas County Community Foundation - Region 12 Opioid Abatement Emergency Relief Fund.

REVIEW:

Doug DeBord	Approve	8/28/2025
Jeff Garcia	Approve	9/4/2025
Christie Guthrie	Approve	9/5/2025

ATTACHMENTS:

2025 DCCF Grant Agreement - 08.20.2025

FUNDING AGREEMENT

Project Title:	Douglas County Community Foundation – Region 12 Opioid Abatement Emergency Relief Fund
Grant Period:	September 9, 2025 to December 31, 2026
Grant Award:	Not to exceed four hundred thousand dollars and zero cents ($400,000.00)

PARTIES TO AGREEMENT:

GRANTOR:	The Douglas County Region 12 Opioid Council (the "Council")
GRANTOR:	The Board of County Commissioners of the County of Douglas, State of Colorado (the "County")
Address:	100 Third Street Castle Rock, CO 80104
Telephone:	(303) 660-7414
Email:	attorney@douglas.co.us

GRANTEE:	Douglas County Community Foundation ("DCCF")
Address:	1479 South Pine Drive Parker, CO 80134
Contact Name:	Attn: Kirsten Swanson
Telephone:	(720) 733-2656
Email:	kirsten@dccf.org

The Grantors and the Grantee are hereinafter collectively referred to as the "Parties".

RECITALS

A. The Grantee was established in 2006 to support nonprofits within Douglas County, Colorado. The Grantee is committed to managing philanthropic contributions responsibly, maintaining flexible emergency funds, inspiring generosity, and supporting local nonprofits that serve community needs.

B. The Grantee has recently adopted a new strategic vision, which includes the creation of the Region 12 Opioid Abatement Emergency Relief Fund ("Relief Fund"). It is anticipated that the Relief Fund will be held by the Grantee and used to support organizations that

are experiencing emergency financial hardship and serving individuals with opioid use disorder (OUD) or substance use disorder (SUD).

C. The Parties share a mutual goal of enhancing the quality of life in Douglas County and agree to partner on nonprofit grant funding efforts to strengthen local nonprofit organizations.

D. The Grantee has requested an award of up to four hundred thousand dollars and zero cents ($400,000.00) (the "Award") to fund the Relief Fund.

E. This Award must comply with the Colorado Opioids Settlement Memorandum of Understanding dated August 26, 2021, attached hereto and incorporated herein as Exhibit D. The Award and associated acknowledgements from the Grantee are detailed in Exhibit A.

F. The Council passed a motion to allocate the Award subject to the execution of this Funding Agreement (the "Agreement").

AGREEMENT

NOW, THEREFORE, in consideration of the Parties' mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. **Incorporation of Recitals and Exhibits.** The Recitals set forth above and Exhibits A, B, C, and D are attached hereto and incorporated herein.

2. **Project.** Subject to the terms and conditions set forth in this Agreement, the Grantors hereby award to the Grantee a sum not to exceed the Award. The Award shall be used by the Grantee in substantial conformity with Exhibit A and in compliance with Exhibit D.

3. **Payment.** The Grantor shall disburse the funds for the Award subject to the terms described in Exhibit B. Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is **FOUR HUNDRED THOUSAND DOLLARS AND ZERO CENTS ($400,000.00)**. In no event shall the Grantors be liable for payment under this Agreement for any amount in excess thereof. The Grantors are not under obligation to make any future apportionment or allocation to this Agreement, nor is anything set forth herein a limitation of liability for the Grantee. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

4. **Reporting Requirement.** The Grantee agrees to submit the report as described in Exhibit C.

5. **Compliance with Regulatory Requirements and Federal and State Mandates.** The Grantee hereby assumes responsibility for compliance with all regulatory requirements in all

applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, the Grantee agrees to comply with all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

6. **No Waiver of Colorado Governmental Immunity Act.** The Parties expressly agree that they do not contractually waive any limitations on liability or other immunities or defenses available to them by statute or common law, or activities undertaken pursuant to this Agreement. The Parties understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of the Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 through 120, or otherwise available to the County.

7. **Indemnification.** The County cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Grantee or any other person or entity whatsoever, for any purpose whatsoever. The Grantee shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the Grantee need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

8. **Independent Contractor.** The Grantee is an independent contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the Grantee shall be, and remain at all times, employees or volunteers of the Grantee for all purposes. It is not intended, nor shall it be construed, that the Grantee, its employees or volunteers are agents, employees or officers of the County for any purpose whatsoever.

9. **Audits and Accounting.** The Grantee shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Award. The County shall have the right, upon reasonable notice to Grantee, to audit the books and records of Grantee which pertain to the Award, only upon a motion adopted by the Board of County Commissioners at a regularly scheduled Business Meeting. The County shall retain the authority to audit for two (2) years after the Award.

10. **Liability.** Should the County audit the Award, any item of expenditure by the Grantee using the Award that is determined to be improper, unallowable, in violation of federal or state law, or the terms of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities by auditors, investigators, and other authorized representatives of the County to include the County's external auditor, shall become the Grantee's liability, to be paid by the Grantee. This provision shall survive the expiration or termination of this Agreement.

11. **Notices.** Notices concerning termination of this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the Grantee to:	Douglas County Attn: Christie Guthrie 100 Third Street Castle Rock, CO 80104 Ph: (303) 663-6227 E-mail: cguthrie@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80130 Ph: (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Douglas County Community Foundation Attn: Kirsten Swanson 1479 South Pine Drive Parker, CO 80134 E-mail: kirsten@dccf.org

Said notices shall be delivered personally during normal business hours to the appropriate office above, by prepaid first-class U.S. mail, via facsimile, via electronic mail, or other method authorized in writing by the authorized representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The Parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

12. **Assignment.** The Grantee may not assign its rights under this Agreement.

13. **Applicable Law and Venue.** This Agreement shall be governed by the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

14. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

15. **Third-Party Beneficiary.** The County and the Grantee hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the County and the Grantee, does not and shall not be deemed to confer upon any third-party any right to claim damages to bring suit or other proceedings against the Parties, or any other entity who may become a party to this Agreement, and that no third-party beneficiaries are intended.

16. **Waiver.** The failure of either party to enforce a term hereof shall not be deemed a waiver of such term or right of enforcement as to that breach or any subsequent breach of the same, similar, or different nature. No waiver shall be enforceable hereunder unless signed by the party against whom the waiver is sought to be enforced.

17. **Entire Agreement.** Except as expressly provided herein, this Agreement constitutes the entire agreement of the Parties. No oral understanding or terms not incorporated in this Agreement shall be binding upon the Parties. No changes to this Agreement shall be valid, unless made as an amendment to this Agreement, approved by the County, and signed by the Parties in this Agreement.

18. **Advertising, Marketing and Promotional Materials**. The Grantee shall not include any reference to this Agreement or services performed under this Agreement in any of the Grantee's advertising or public relations materials without first obtaining the written approval of the County's Public Affairs Director.

(Remainder of Page Intentionally Blank)

EXHIBIT A
Project Purpose – Region 12 Opioid Abatement Emergency Relief Fund

1. Purpose and Use of Funds

The Grantors shall provide the Grantee with an award not to exceed Four Hundred Thousand Dollars ($400,000.00) ("Award") to establish and administer the Region 12 Opioid Abatement Emergency Relief Fund ("Relief Fund").

The Relief Fund shall provide financial assistance to eligible nonprofit organizations that:

- Serve individuals in Douglas County with opioid use disorder (OUD), substance use disorders (SUD), or co-occurring mental health challenges.
- Are experiencing an urgent or short-term financial hardship that jeopardizes their ability to deliver services.

Individual grant awards shall not exceed One Hundred Thousand Dollars ($100,000.00) per organization annually.

2. Grantmaking Process

DCCF shall manage a competitive grant application process for distributing Relief Funds. This process shall include:

- A public announcement of funding availability and clear eligibility criteria, aligned with the Colorado Opioid Settlement MOU.
- A standardized scoring rubric to ensure fair and objective evaluation.
- Establishment of a Designated Fund Review Committee, composed of:
    - Representatives of the Region 12 Opioid Council, and
    - Representatives of DCCF
- The Fund Review Committee shall:
    - Review and evaluate applications using the scoring rubric.
    - Develop funding recommendations based on the evaluation results.
    - Present final recommendations to the full Region 12 Opioid Council for approval.
- DCCF shall distribute funds only after Council approval of the recommended awards.

3. Fund Management and Oversight

- The full Award shall be deposited into a separate, designated bank account maintained solely for Relief Fund activities.
- The DCCF Board of Directors shall ensure that all funds are managed and disbursed in strict adherence to this Agreement and in line with the Relief Fund's objectives.
- Funds shall be distributed only in accordance with the approved grant selection process outlined herein.

4. Compliance Obligations

The Grantee shall:

- Administer all funds in compliance with the Internal Revenue Code and all applicable IRS regulations.
- Adhere to DCCF's Articles of Incorporation and Bylaws (as currently stated or hereafter amended).
- Ensure transparency, fiscal accountability, and proper documentation for all Relief Fund expenditures.

EXHIBIT B
Method of Payment

1. **Grant Disbursement**

   The full amount of the Award ($400,000.00) will be disbursed to the Grantee in a one-time lump sum payment upon execution of this Agreement by all Parties.

2. **Administrative Fee**

   The Grantee will deduct an administrative fee equal to 1.5% of the remaining Award balance at the beginning of each calendar quarter. This fee shall only cover the Grantee's administrative and fund management costs. This fee will continue to be deducted quarterly from the Award until the Award is fully expended.

EXHIBIT C
DCCF Reporting Requirements

Within thirty (30) days after the end of the Grant Period, DCCF shall provide a Final Impact Report to the Region 12 Opioid Council detailing the use of the Award.

1. Final Report to the Council

Within thirty (30) days after the end of the Grant Period, DCCF shall provide a Final Impact Report to the Region 12 Opioid Council detailing the use of the Award.

The Final Impact Report shall include:

- The total number of sub-grantee applications received.
- The amounts requested and awarded to each sub-grantee.
- A summary of the grantmaking process, including timelines and review procedures.
- An assessment of the impact of distributed funds, measured by:
    - Outcomes compared to pre-funding objectives.
    - An accounting of how funds were expended by each sub-grantee
    - Progress toward serving individuals affected by opioid use disorder (OUD), substance use disorder (SUD), or co-occurring mental health challenges.

2. Sub-Grantee Reporting Requirements

DCCF shall require each sub-grantee to submit a mid-year (six-month) progress report that includes:

- Status updates on project implementation.
- Financial reporting on fund usage to date.
- Progress towards stated objectives and any challenges encountered.

These mid-year reports will enable DCCF to monitor sub-grantee performance, identify needs for corrective action, and provide support where necessary.

3. Council Access to Sub-Grantee Reports

DCCF shall provide the Council with copies of all sub-grantee progress reports upon receipt, along with a summary highlighting key findings and any recommendations for follow-up or technical assistance.

EXHIBIT D

Copy of Colorado Opioids Settlement Memorandum of Understanding dated August 26, 2021.

IN WITNESS WHEREOF, the Parties by signature below of their authorized representatives execute this Agreement effective as of the _____ day of _____, 2025.

DOUGLAS COUNTY COMMUNITY FOUNDATION, GRANTEE

_____
Kirsten Swanson
Executive Director

Date: _____

1479 South Pine Drive
Parker, CO 80134

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by _____.

My commission expires:

Witness my hand and official seal

_____
Notary Public

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO

APPROVED AS TO CONTENT:

_____
Abe Laydon, Chair
Board of County Commissioners

Date: _____

_____
Douglas DeBord
County Manager

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Christie Guthrie
Assistant Director of Finance

Date: _____

APPROVED AS TO LEGAL FORM:

_____
Arielle J. Denis
Assistant County Attorney

Date: _____

THE DOUGLAS COUNTY REGION 12 OPIOID COUNCIL

APPROVED AS TO CONTENT:

_____
Abe Laydon,
Region 12 Opioid Council Chair

Date: _____

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Laura Ciancone, Douglas County Mental Health Division Manager

DESCRIPTION: Request to Approve an Intergovernmental Agreement and $190,000.00 in Funding for a Douglas County Sheriff's Office Community Response Team (CRT) Deputy.

SUMMARY: To support efforts to address the opioid crisis, the Douglas County Region 12 Opioid Abatement Council voted on December 5, 2024 to award $190,000 in grant funding to the Douglas County Sheriff's Office (DCSO) for one CRT Deputy. This funding will be used for up to 12-months of salary and benefits.

This Deputy is paired with a licensed mental health clinician and responds to mental health and non-criminal substance use calls that originate in the 9-1-1 system. Additionally, this Co-Responder team follows up on referrals submitted by patrol officers and deputies from all four law enforcement jurisdictions in Douglas County, as well as referrals submitted from designated community partner organizations.

RECOMMENDED ACTION: Request to Approve the Distribution of $190,000.00 from the Region 12 Opioid Abatement Council to DCSO.

REVIEW:

Doug DeBord	Approve	8/29/2025
Jeff Garcia	Approve	9/4/2025
Christie Guthrie	Approve	9/5/2025

ATTACHMENTS:

2025 DC - ROAC IGA - DCSO CRT Deputy

INTERGOVERNMENTAL AGREEMENT BETWEEN DOUGLAS COUNTY REGION 12 OPIOID COUNCIL, DOUGLAS COUNTY, AND DOUGLAS COUNTY SHERIFF'S OFFICE

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into this ___ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, STATE OF COLORADO** ("County"), **DOUGLAS COUNTY REGION 12 OPIOID COUNCIL** ("Council"), the **DOUGLAS COUNTY SHERIFF'S OFFICE** ("DCSO"). The County, Council, and DCSO are hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

WHEREAS, the Council and the Douglas County Mental Health Division, a division of the Department of Human Services, are undertaking certain activities for the maintenance of the CRT program which provides a collaborative response involving a law enforcement officer and a licensed mental health clinician to respond to referrals from law enforcement and other designated community partners, and active 911 calls that are behavioral health or non-criminal substance use crisis in nature; and

WHEREAS, the Council approved an allocation of Region 12 Opioid Abatement Funds on December 5, 2024, for a CRT Deputy ("Funds"); and

WHEREAS, the Council desires to engage DCSO to render certain professional services and assistance in connection with such undertakings of the Council related to the CRT program; and

WHEREAS, DCSO has the ability to assist the Council through its professional expertise, knowledge, and experience and is ready, willing, and able to provide such services, subject to the conditions hereinafter set forth; and

WHEREAS, DCSO is uniquely positioned to serve the community and provide a law enforcement deputy for the operation and maintenance of the CRT program.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the Parties agree as follows:

1. **Amount of Grant Funding**. Any other provision of this Agreement notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of Opioid Abatement Funds the Council grants to DCSO is **ONE HUNDRED NINETY THOUSAND DOLLARS AND ZERO CENTS ($190,000.00)** for all services described in Exhibit A, attached hereto and incorporated herein. In no event shall the Council be liable for payment under this Agreement for any amount in excess thereof.

The Council is not under obligation to make any future apportionment or allocation to this Agreement.

2. **Use of Funds**. DCSO shall only use the Funds to cover the cost of one full-time B-Side deputy for the Douglas County CRT program and for services described in Exhibit A.

3. **Disbursement of Funds**. DCSO will be reimbursed for services rendered and described herein in a manner satisfactory to the Council. DCSO agrees to accept payment as described in Exhibit B, attached hereto and incorporated herein. To the extent any Funds disbursed to DCSO under this Agreement are not expended including for services that are not rendered or any costs are later refunded to DCSO, DCSO agrees to return all such unused or refunded Funds to the Council by September 30, 2026.

All Funds provided by the Council—whether in whole or in part—remain subject to State review and may later be disallowed. Accordingly, the provision of Funds by the Council does not waive DCSO's obligation to comply with this Agreement or any applicable laws, regulations, or rules. Furthermore, it shall not be construed as a waiver or estoppel of DCSO's obligation to repay any Funds that are subsequently determined to have been used for ineligible expenses, outside the approved Scope of Work, or in violation of this Agreement or applicable law.

4. **Term**. It is mutually agreed by the Parties that the Term of this Agreement shall commence as of 12:01 a.m. on **October 1, 2025**, and terminate at 12:00 a.m. on **September 30, 2026**. This Agreement and/or any extension of its original Term shall be contingent upon annual funding being appropriated, budgeted, and otherwise made available for such purposes and subject to the Council's satisfaction with all products and services received during the preceding Term.

5. **Accounting**. DCSO agrees to comply with the accounting principles and procedures required by 2 CFR 200, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. DCSO also agrees to be solely responsible for ensuring that it disburses and accounts for the Funds received from the Council in strict compliance with any regulations or guidance issued by this Agreement, and all other applicable statutory and regulatory accounting requirements. DCSO shall maintain a complete set of books and records documenting its use of the Funds, and its supervision and administration of the various projects funded. Records are to include documentation verifying project eligibility, and financial and other administrative aspects involved in use of the Funds.

6. **Audit and Records of Expenditures**. The Council and any of its duly authorized representatives shall have reasonable access to any books, documents, papers, and records of DCSO which are pertinent to this Agreement for the purpose of making an audit, examination, or excerpts. DCSO shall provide any documentation necessary to prepare all reporting required of or by the Council, and shall keep all books, documents, papers and records which are pertinent to DCSO's performance for a minimum period of three (3) years from September 30, 2026 or the date of the

last expenditure of the Funds, whichever is later. The records shall be sufficient to definitively establish that the Funds were used in a manner consistent with this Agreement.

If DCSO fails to comply with the use criteria or fails to keep and maintain adequate records as provided herein, DCSO shall be required to return the amount of the Funds dispersed or any portion thereof upon the written request of the Council. DCSO agrees to cooperate with the Council fully and completely in any audit of the Funds dispersed to DCSO pursuant to this Agreement. If the Council incurs legal expenses relating to an audit of DCSO's expenditure of Funds, DCSO agrees to pay the Council's reasonable attorneys' fees and costs associated with such audit and/or any legal action in which DCSO is alleged to have misused or failed to properly account for the Funds.

7. **Non-Eligible Use of Opioid Abatement Funds**. Any item of expenditure by DCSO under the terms of this Agreement which is found by auditors, investigators, and other authorized representatives of the Council, the Council's external auditor, the U.S. Government Accountability Office, or the Comptroller General of the United States to be improper, unallowable, in violation of federal or State law, or the terms of this Agreement, or involving any fraudulent, deceptive, or misleading representations or activities of DCSO, shall become DCSO's liability, to be paid by DCSO from funds other than those provided by the Council under this Agreement or any other agreements between the Council and DCSO. This provision shall survive the expiration or termination of this Agreement.

8. **Disputes/Release**. DCSO acknowledges that the Council's decisions concerning any advancement of Funds or reimbursement of any submittal or re-submittal are final and cannot be challenged or appealed in court or otherwise. DCSO hereby waives, relinquishes, and forever releases any and all claims or actions for damages, injunctive relief and any other relief of any kind whatsoever, that it has or may have now or in the future, against the Council, the County, elected and appointed officials, employees and agents, to obtain advancement or reimbursement of Funds, or to obtain damages for the Council's failure to advance or pay Funds, or to seek any other relief that is inconsistent with this section of the Agreement.

9. **No Waiver of Governmental Immunity Act**. The Parties hereto understand and agree that no Party to this Agreement waives or intends to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the Council and the County.

10. **Third Parties**. This Agreement does not and shall not be deemed to confer upon any third party any right to claim damages to bring suit or other proceedings against the Parties or any other entity who may become a Party to this Agreement.

11. **Severability**. If any of the provisions of this Agreement shall be held to be invalid or unenforceable, the remaining provisions shall nevertheless continue to be valid and enforceable as though the invalid or unenforceable parts had not been included therein.

12. **Assignment**. The Parties covenant and agree not to assign or transfer their rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the other Parties. Any attempt by a Party to assign or transfer its rights hereunder shall, at the option of the other Parties, void the assignment or automatically terminate this Agreement and all rights of the Parties hereunder.

13. **Notices**. Any notice to be given hereunder by any Party to the other shall be in writing by personal delivery or by mail, certified with postage prepaid, or by overnight delivery service. Notices sent by mail or by overnight delivery service shall be addressed to the Parties as follows:

by DCSO to:
Douglas County Government, Finance Department
Attention: Christie Guthrie
100 Third Street, Suite 130
Castle Rock, Colorado 80104
Telephone: 303-663-6227
E-mail: cguthrie@douglas.co.us

with copy to:
Douglas County Attorney's Office
100 Third Street, 3rd Floor
Castle Rock, CO 80104
Telephone: 303-660-7414
E-Mail: attorney@douglas.co.us

by the County to:
Douglas County Sheriff's Office
Attn: Michael McIntosh
4000 Justice Way
Castle Rock, CO 80109
Telephone: 303-912-6398
E-Mail: mmcintosh@dcsheriff.net

14. **Governing Law; Venue**. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado.

15. **Employment Status**. The Parties agree that any DCSO law enforcement officer assigned to the CRT remains the employee of DCSO. Because the CRT consists of members from various agencies, the Parties agree that no employee/employer relationship is created between DCSO and any member of CRT that is not a law enforcement officer employed by DCSO. All other members of the CRT remain employees of the agency that assigned them to CRT.

16. **Compliance with all Laws and Regulations**. All of the work performed under this Agreement shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Parties shall also comply with all applicable ordinances, regulations, and resolutions of the County.

17. **Termination**. The Parties shall have the right to terminate this Agreement, with or without cause, by giving written notice to the other Party of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies and reports prepared by the Parties pursuant to this Agreement shall become the Council's property. DCSO shall be entitled to reimbursement for services rendered in accordance with this Agreement for any satisfactory work completed pursuant to the terms of this Agreement prior to the date of notice of termination.

18. **Entire Agreement**. The Parties acknowledge and agree that the provisions contained herein constitute the entire Agreement and that all representations made by any commissioner, official, officer, director, agent, or employee of the respective Parties unless included herein are null and void and of no effect. No alterations, amendments, changes, or modifications to this Agreement shall be valid unless they are contained in writing and executed by all the Parties with the same formality as this Agreement.

(Remainder of Page Intentionally Blank)

IN WITNESS WHEREOF, the Parties have caused this Intergovernmental Agency Agreement to be executed by its duly authorized representatives as of the _____ day of _____, 2025.

Exhibit A
SCOPE OF WORK

On December 5, 2024, the Region 12 Opioid Abatement Council approved funding in the amount of one hundred ninety thousand dollars and zero cents ($190,000.00) to cover the cost of one full-time B-Side deputy ("CRT Deputy") for the Douglas County CRT program.

DCSO agrees to the following:

- Provide one full-time B-Side CRT Deputy for up to 12 months (one calendar year) to staff one of the CRTs based at DCSO.

- Operate within the scope of law enforcement in the CRT model.
- If the primary clinician is unavailable to ride with the B-Side deputy funded by this Opioid Abatement allocation and another clinician is seeking temporary placement, allow the other clinician to ride.
- Ensure back-up is available for the clinician riding with this B-Side deputy when the deputy is unavailable due to sick time, personal time, vacation, training, other assignments, or any other reason that would cause them to be temporarily unavailable to operate as a CRT deputy.
- If DCSO elects to use the DCSO Deputy assigned to the CRT for other unrelated assignments, DCSO must provide documentation that clearly identifies how the DCSO officer's time is allocated and demonstrates the Council is not paying more than the cost related to work outlined in this Agreement.
- DCSO shall timely provide to the Council a quarterly report providing the progress of the projects and documentation of the expenditure of Funds including documentation of the Funds used to date with a description of the expenditure, date of the expenditure, amount, vendor payee, supporting information for the expense such as contracts, invoices, vouchers, receipts, payroll and time records, or other official documentation, and a certification that the expenses are in compliance with the requirements of this Agreement.
- If there are changes in reporting requirements due to changes in federal or State laws, regulations or guidelines, the Council will make best efforts to notify DCSO within thirty (30) days of any such changes.
- Include this B-Side deputy position in DCSO's budget request for 2027.
- This funding shall be for a period of up to 12 months after which DCSO must take over any and all costs related to the CRT Deputy.

Exhibit B
METHOD OF PAYMENT

The County shall act as the Council's Fiscal Agent to make monthly disbursements of the Funds directly to DCSO upon receipt of DCSO's monthly timesheets for the Deputy that substantiate expenses and support services.

DCSO shall submit invoices by the 15th of each month subsequent to the month services were provided. DCSO shall submit invoices and all back-up documentation to:

Douglas County
Attn: Maggie Cooper
4400 Castleton Drive
Castle Rock, CO 80109

E-mail: mcooper@douglas.co.us
mhaccounting@douglas.co.us

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Division Chief Taylor Davis

DESCRIPTION: AXON Enterprises Purchase Requests for Year 4 of Fifth Amendment in the Amount of $1,403,764.59 and Year 3 of Sixth Amendment in the Amount of $120,759.44 to Taser International (AXON) Master Purchasing Agreement for a Total Amount of $1,524,524.02.

SUMMARY: On August 10, 2022, the Board of County Commissioners approved the Fifth Amendment to the Master Services and Purchasing Agreement with Taser International, Inc (now Axon Enterprises, Inc) which included a great number of technology enhancements and extended the original agreement and guaranteed pricing through September 14, 2030.

On February 23, 2023, the Board of County Commissioners approved the Sixth Amendment (coterminous with the Fifth Amendment) which added additional Officer Safety Plans and fleet camera plans to accommodate the additional staffing approved.

The purchase requests coincide with appropriated funding as outlined below:

$1,252,200.49 - General Fund

$ 109,700.00 - LEA Fund

$ 162,600.00 - School Safety Fund

$1,524,500.49 - GRAND TOTAL

RECOMMENDED ACTION: Request that Board approve the Purchase Requests and payment of the related invoice(s) when received.

REVIEW:

Darren Weekly	Approve	9/3/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Escalated	9/4/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025

ATTACHMENTS:

AXON Invoice_INUS370516
Amendment 5_AXON Invoice_INUS370826_2025
Amendment 5_Q-726524-45883RD_2025 Annual Billing_$1,403,764.59
Amendment 6_AXON Invoice_INUS370516_2025
Amendment 6_Q-738273-45884RD_2025 Annual Billing_$120,759.43

Invoice

Axon Enterprise Inc.
PO BOX 29661
DEPARTMENT 2018
PHOENIX, AZ 85038-9661
Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
TIN: 86-0741227
DUNS Number: 832176382
UEI Number: TBW7MGPYURM7

Invoice ID	INUS370516
Invoice Account	115238
Date	20-Aug-25
Payment Term	Net 30 days
PO/DO #	
Quote #	Q-738273,
Sales Order #	
Terms of Delivery	FCA
Customer Reference	

BILL TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

SHIP TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

Ship to*	Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
1	B00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29.00	20.00000%	81,110.68
1	74200	BUNDLE - TASER 7 CERTIFICATION	1.00	20.00000%	5,488.88
1	BasicLicense	Basic License Bundle	20.00	20.00000%	3,926.23
				Bundled Line Subtotal	**90,525.79**

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Subtotal	Invoice Plan %	Amount
19	1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE Tax Date 20-Aug-25 Shipment Date:	29.00	1,308.74	37,953.46	20.00000%	7,590.69
						Item Line Subtotal		**7,590.69**

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name	Axon Enterprise, Inc.	Beneficiary	Axon Enterprise, Inc.	Axon Enterprise, Inc. PO BOX 29661 DEPARTMENT 2018 PHOENIX, AZ 85038-9661 Reference No INUS370516	Axon Enterprise, Inc. JPMorgan Chase (AZ1-2170) Attn: Axon Enterprises 29661-2018 2108 E Elliot Rd, Tempe, AZ 85283 Reference No INUS370516
Account Number	634912729	Account Number	634912729		
Bank Routing No	122100024	Bank Routing No	021000021		
Reference No	INUS370516	SWIFT Code	CHASUS33		
		Reference No	INUS370516		

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370516
Invoice Account	115238	Date	20-Aug-25
Quote #	Q-738273,	Page	2 of 3

Sales Amount	98,116.48
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	98,116.48
Credit Amount(s) Applied	0.00
Amount Received	0.00
BALANCE DUE USD	**98,116.48**

Payment Due **19-Sep-25**

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370516
Invoice Account	115238	Date	20-Aug-25
Quote #	Q-738273,	Page	3 of 3

***Tax Note**

Ship-to-address Legend*

1	Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock, CO 80109-7802 USA

Invoice

Axon Enterprise Inc.
PO BOX 29661
DEPARTMENT 2018
PHOENIX, AZ 85038-9661
Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
TIN: 86-0741227
DUNS Number: 832176382
UEI Number: TBW7MGPYURM7

Invoice ID	INUS370826
Invoice Account	115238
Date	21-Aug-25
Payment Term	Net 30 days
PO/DO #	
Quote #	Q-726524,
Sales Order #	
Terms of Delivery	FCA
Customer Reference	

BILL TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

SHIP TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
B00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403.00	20.00000%	911,731.07

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
1	1	80464	AXON BODY - TAP WARRANTY - CAMERA Tax Date 21-Aug-25 Shipment Date: 08/15/2025	403.00	539.42	20.00000%	
2	1	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK Tax Date 21-Aug-25 Shipment Date: 08/15/2025	51.00	848.28	20.00000%	
3	1	73746	AXON EVIDENCE - ECOM LICENSE - PRO Tax Date 21-Aug-25 Shipment Date:	403.00	955.31	20.00000%	
4	1	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE) Tax Date 21-Aug-25 Shipment Date:	403.00	1,115.46	20.00000%	
5	1	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE Tax Date 21-Aug-25 Shipment Date:	4,030.00	19.60	20.00000%	

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)		For Wire Transfers		For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name Account Number Bank Routing No Reference No	Axon Enterprise, Inc. 634912729 122100024 INUS370826	Beneficiary Account Number Bank Routing No SWIFT Code Reference No	Axon Enterprise, Inc. 634912729 021000021 CHASUS33 INUS370826	Axon Enterprise, Inc. PO BOX 29661 DEPARTMENT 2018 PHOENIX, AZ 85038-9661 Reference No INUS370826	Axon Enterprise, Inc. JPMorgan Chase (AZ1-2170) Attn: Axon Enterprises 29661-2018 2108 E Elliot Rd, Tempe, AZ 85283 Reference No INUS370826

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	2 of 9

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
6	1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE Tax Date 21-Aug-25 Shipment Date:	403.00	440.91	20.00000%	
7	1	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT Tax Date 21-Aug-25 Shipment Date:	403.00	440.91	20.00000%	
8	1	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY Tax Date 21-Aug-25 Shipment Date:	403.00	159.28	20.00000%	
9	1	80190	AXON EVIDENCE - CHANNEL SERVICES Tax Date 21-Aug-25 Shipment Date:	1.00	50,377.67	20.00000%	
10	1	73746	AXON EVIDENCE - ECOM LICENSE - PRO Tax Date 21-Aug-25 Shipment Date:	4.00	2,926.14	20.00000%	
11	1	73681	AXON RECORDS Tax Date 21-Aug-25 Shipment Date:	403.00	1,420.72	20.00000%	
13	1	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10 Tax Date 21-Aug-25 Shipment Date:	5.00	400.89	20.00000%	
14	1	20018	AXON TASER - BATTERY PACK - TACTICAL Tax Date 21-Aug-25 Shipment Date:	403.00	113.63	20.00000%	
15	1	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED Tax Date 21-Aug-25 Shipment Date:	6.00	240.00	20.00000%	
16	1	20018	AXON TASER - BATTERY PACK - TACTICAL Tax Date 21-Aug-25 Shipment Date:	13.00	113.63	20.00000%	
17	1	20018	AXON TASER - BATTERY PACK - TACTICAL Tax Date 21-Aug-25 Shipment Date:	81.00	113.63	20.00000%	
18	1	71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK Tax Date 21-Aug-25 Shipment Date: 08/20/2025	5.00	11.76	20.00000%	
19	1	70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK Tax Date 21-Aug-25 Shipment Date: 08/20/2025	5.00	43.85	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	3 of 9

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
31	1	999999	BUNDLE SCALER Tax Date 21-Aug-25 Shipment Date:	1.00	-107.33	20.00000%	
32	1	80464	AXON BODY - TAP WARRANTY - CAMERA Tax Date 21-Aug-25 Shipment Date: 08/15/2025	13.00	539.42	20.00000%	
33	1	73682	AXON EVIDENCE - AUTO TAGGING LICENSE Tax Date 21-Aug-25 Shipment Date:	403.00	440.91	20.00000%	
34	1	73739	AXON PERFORMANCE - LICENSE Tax Date 21-Aug-25 Shipment Date:	403.00	440.91	20.00000%	
35	1	20248	AXON TASER - EVIDENCE.COM LICENSE Tax Date 21-Aug-25 Shipment Date:	403.00	349.43	20.00000%	
36	1	20248	AXON TASER - EVIDENCE.COM LICENSE Tax Date 21-Aug-25 Shipment Date:	2.00	349.43	20.00000%	
39	1	100390	TASER 10 HANDLE, YLW, CLASS 3R Tax Date 21-Aug-25 Shipment Date:	403.00	2,126.08	20.00000%	
40	1	100399	AXON TASER 10 - CARTRIDGE - LIVE Tax Date 21-Aug-25 Shipment Date:	8,060.00	4.98	20.00000%	
41	1	74200	AXON TASER - DOCK - SIX BAY PLUS CORE Tax Date 21-Aug-25 Shipment Date:	5.00	1,746.67	20.00000%	
42	1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10 Tax Date 21-Aug-25 Shipment Date:	403.00	25.94	20.00000%	
43	1	80090	TASER TARGET FRAME, PROFESSIONAL, 27.5 IN. X 75 IN. Tax Date 21-Aug-25 Shipment Date:	6.00	119.87	20.00000%	
44	1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10 Tax Date 21-Aug-25 Shipment Date:	13.00	25.94	20.00000%	
45	1	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10 Tax Date 21-Aug-25 Shipment Date:	81.00	25.94	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	4 of 9

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
46	1	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE Tax Date 21-Aug-25 Shipment Date:	16.00	164.83	20.00000%	
47	1	100396	AXON TASER 10 - MAGAZINE - INERT RED Tax Date 21-Aug-25 Shipment Date:	16.00	164.83	20.00000%	
48	1	100390	TASER 10 HANDLE, YLW, CLASS 3R Tax Date 21-Aug-25 Shipment Date:	13.00	2,126.08	20.00000%	
49	1	100399	AXON TASER 10 - CARTRIDGE - LIVE Tax Date 21-Aug-25 Shipment Date:	1,210.00	4.98	20.00000%	
50	1	100399	AXON TASER 10 - CARTRIDGE - LIVE Tax Date 21-Aug-25 Shipment Date:	1,210.00	4.98	20.00000%	
51	1	100400	TASER 10 HALT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	3,220.00	4.98	20.00000%	
52	1	100399	AXON TASER 10 - CARTRIDGE - LIVE Tax Date 21-Aug-25 Shipment Date:	1,210.00	4.98	20.00000%	
53	1	100399	AXON TASER 10 - CARTRIDGE - LIVE Tax Date 21-Aug-25 Shipment Date:	1,210.00	4.98	20.00000%	
61	1	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2) Tax Date 21-Aug-25 Shipment Date:	4.00	1,198.75	20.00000%	
62	1	100401	TASER 10 INERT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	30.00	1.00	20.00000%	
63	1	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2 Tax Date 21-Aug-25 Shipment Date:	403.00	164.83	20.00000%	
64	1	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2 Tax Date 21-Aug-25 Shipment Date:	13.00	164.83	20.00000%	
65	1	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2 Tax Date 21-Aug-25 Shipment Date:	18.00	164.83	20.00000%	
66	1	100591	AXON TASER - CLEANING KIT Tax Date 21-Aug-25 Shipment Date:	5.00	44.95	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	5 of 9

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
67	1	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET Tax Date 21-Aug-25 Shipment Date:	5.00	279.71	20.00000%	
68	1	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET Tax Date 21-Aug-25 Shipment Date:	5.00	19.98	20.00000%	
69	1	100704	AXON TASER 10 - EXT WARRANTY - HANDLE Tax Date 21-Aug-25 Shipment Date:	13.00	432.22	20.00000%	
70	1	100400	TASER 10 HALT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	3,230.00	4.98	20.00000%	
71	1	100400	TASER 10 HALT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	3,230.00	4.98	20.00000%	
72	1	100400	TASER 10 HALT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	3,220.00	4.98	20.00000%	
73	1	101180	AXON TASER - DATA SCIENCE PROGRAM Tax Date 21-Aug-25 Shipment Date:	403.00	64.73	20.00000%	
74	1	101193	AXON TASER - ON DEMAND CERTIFICATION Tax Date 21-Aug-25 Shipment Date:	1.00	130.06	20.00000%	
75	1	101705	AXON FUSUS - LICENSE - PRO USER Tax Date 21-Aug-25 Shipment Date:	403.00	837.73	20.00000%	
76	1	100704	AXON TASER 10 - EXT WARRANTY - HANDLE Tax Date 21-Aug-25 Shipment Date:	403.00	432.22	20.00000%	
77	1	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	403.00	122.47	20.00000%	
78	1	100616	AXON TASER 10 - HOLSTER - BLACKHAWK - RH Tax Date 21-Aug-25 Shipment Date:	16.00	85.91	20.00000%	
79	1	100617	AXON TASER 10 - HOLSTER - BLACKHAWK - LH Tax Date 21-Aug-25 Shipment Date:	387.00	85.91	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
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Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
80	1	100400	TASER 10 HALT CARTRIDGE Tax Date 21-Aug-25 Shipment Date:	4,030.00	4.98	20.00000%	
		Bundled Item Number	**Bundled Description**	**Bundled Quantity**		**Invoice Plan %**	**Amount**
		Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194.00		20.00000%	217,854.25

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
12	1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date: 09/15/2024	194.00	1,168.73	20.00000%	
20	1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date: 09/15/2024	6.00	262.58	20.00000%	
21	1	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE) Tax Date 21-Aug-25 Shipment Date:	194.00	497.81	20.00000%	
37	1	999999	BUNDLE SCALER Tax Date 21-Aug-25 Shipment Date:	1.00	-8.08	20.00000%	
38	1	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date:	194.00	265.65	20.00000%	
54	1	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date:	6.00	968.08	20.00000%	
55	1	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED Tax Date 21-Aug-25 Shipment Date:	388.00	634.70	20.00000%	
56	1	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE Tax Date 21-Aug-25 Shipment Date:	194.00	746.71	20.00000%	
57	1	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date:	194.00	1,577.59	20.00000%	
58	1	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT Tax Date 21-Aug-25 Shipment Date:	6.00	1,644.63	20.00000%	
59	1	999999	BUNDLE SCALER Tax Date 21-Aug-25 Shipment Date:	1.00	4.88	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	7 of 9

Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
	A La Carte	0.00	20.00000%	266,596.42

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
22	1	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY Tax Date 21-Aug-25 Shipment Date: 08/15/2025	194.00	803.91	20.00000%	
23	1	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED Tax Date 21-Aug-25 Shipment Date:	15.00	6,117.20	20.00000%	
24	1	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL Tax Date 21-Aug-25 Shipment Date:	11.00	1,544.75	20.00000%	
25	1	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER Tax Date 21-Aug-25 Shipment Date:	2.00	962.91	20.00000%	
28	1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE Tax Date 21-Aug-25 Shipment Date:	403.00	991.82	20.00000%	
29	1	73896	AXON STANDARDS - IMPLEMENTATION SERVICE Tax Date 21-Aug-25 Shipment Date:	1.00	12,871.86	20.00000%	
30	1	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR Tax Date 21-Aug-25 Shipment Date:	194.00	299.29	20.00000%	
60	1	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA Tax Date 21-Aug-25 Shipment Date:	194.00	3,070.67	20.00000%	

Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
BasicLicense	Basic License Bundle	40.00	20.00000%	7,582.85

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Invoice Plan %	Amount
26	1	73840	AXON EVIDENCE - ECOM LICENSE - BASIC Tax Date 21-Aug-25 Shipment Date:	27.00	947.86	20.00000%	
27	1	73840	AXON EVIDENCE - ECOM LICENSE - BASIC Tax Date 21-Aug-25 Shipment Date:	13.00	947.85	20.00000%	

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	8 of 9

Sales Amount	1,403,764.59
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	1,403,764.59
Credit Amount(s) Applied	0.00
Amount Received	0.00

Payment Due **20-Sep-25** **BALANCE DUE** **USD** **1,403,764.59**

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370826
Invoice Account	115238	Date	21-Aug-25
Quote #	Q-726524,	Page	9 of 9

***Tax Note**

Ship-to-address Legend*

1	Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock, CO 80109-7802 USA

AMENDMENT 5 = $1,403,764.59

PURCHASE ORDER BREAKDOWN PER FUND/BUDGET
General Fund = $1,153,033.81
LEA Fund = $101,010.53
S&MH Fund = $149,720.25

Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-726524-45883RD

Issued: 08/14/2025
Quote Expiration:
Estimated Contract Start Date: 09/15/2025

Account Number: 115238
Payment Terms: N30
Mode of Delivery: UPS-GND
Credit/Debit Amount: $0.00

SHIP TO	BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock, CO 80109-7802 USA	Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock CO 80109-7802 USA Email:	Brian Moutinho Phone: +1 9168062275 Email: bmoutinho@axon.com Fax:	Anthony Arutunov Phone: +1 303-660-7505 Email: aarutunov@dcsheriff.net Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	$7,018,823.04
ESTIMATED TOTAL W/ TAX	$7,018,823.04

Discount Summary

Average Savings Per Year	$1,233,039.83
TOTAL SAVINGS	$6,165,199.17

Richard DeLaRosa
Digitally signed by Richard DeLaRosa
Date: 2025.08.18 07:13:54 -07'00'

Rachael White
Digitally signed by Rachael White
Date: 2025.08.19 12:43:53 -06'00'

Payment Summary

Date	Subtotal	Tax	Total
Aug 2025	$1,403,764.59	$0.00	$1,403,764.59
Aug 2026	$1,403,764.60	$0.00	$1,403,764.60
Aug 2027	$1,403,764.60	$0.00	$1,403,764.60
Aug 2028	$1,403,764.60	$0.00	$1,403,764.60
Aug 2029	$1,403,764.65	$0.00	$1,403,764.65
Total	**$7,018,823.04**	**$0.00**	**$7,018,823.04**

Quote Unbundled Price:	**$13,222,766.80**
Quote List Price:	**$14,083,355.20**
Quote Subtotal:	**$7,018,823.04**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	60	$63.00	$139.74	$24.54	$285,645.60	$0.00	$285,645.60
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	60	$336.15	$335.81	$188.53	$4,558,655.40	$0.00	$4,558,655.40
Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	60	$141.84	$139.74	$69.04	$803,625.60	$0.00	$803,625.60
A la Carte Hardware									
73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51			$1,890.00	$0.00	$0.00	$0.00	$0.00
73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51			$1,862.00	$0.00	$0.00	$0.00	$0.00
73346	AXON BODY - TAP REFRESH 4 - CAMERA	416			$1,065.00	$0.00	$0.00	$0.00	$0.00
73345	AXON BODY - TAP REFRESH 3 - CAMERA	416			$1,049.00	$0.00	$0.00	$0.00	$0.00
A la Carte Software									
73681	AXON RECORDS	30	60		$42.31	$0.00	$0.00	$0.00	$0.00
50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	60		$32.98	$16.05	$1,925.82	$0.00	$1,925.82
50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	60		$28.21	$25.75	$16,992.25	$0.00	$16,992.25
11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	60		$213.00	$299.29	$58,062.26	$0.00	$58,062.26
50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	60		$111.75	$101.95	$91,758.00	$0.00	$91,758.00
85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	60		$22.57	$16.53	$399,703.46	$0.00	$399,703.46
80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	60		$64.01	$51.18	$595,709.98	$0.00	$595,709.98
BasicLicense	Basic License Bundle	40	60		$32.54	$15.80	$37,914.27	$0.00	$37,914.27
A la Carte Services									
73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1			$30,000.00	$12,871.86	$12,871.86	$0.00	$12,871.86
A la Carte Warranties									
73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	60		$0.00	$13.40	$155,958.54	$0.00	$155,958.54
Total							**$7,018,823.04**	**$0.00**	**$7,018,823.04**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	13	2	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	403	2	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	16	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	16	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	8060	1	08/15/2025

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	4030	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	30	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100616	AXON TASER 10 - HOLSTER - BLACKHAWK - RH	16	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100617	AXON TASER 10 - HOLSTER - BLACKHAWK - LH	387	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	4	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	403	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	13	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	18	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	403	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	13	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	81	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	5	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	6	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	6	1	08/15/2025
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	194	1	08/15/2025
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	6	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	1210	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	3230	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	1210	1	08/15/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	3220	1	08/15/2027
A la Carte	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	1	03/15/2028
A la Carte	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	1	03/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	1210	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	3230	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	1210	1	08/15/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	3220	1	08/15/2029
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	6	1	08/15/2030
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	194	1	08/15/2030
A la Carte	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	1	09/01/2030
A la Carte	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	1	09/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	40	09/15/2025	09/14/2030
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	27	09/15/2025	09/14/2030
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	13	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101705	AXON FUSUS - LICENSE - PRO USER	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	2	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	403	09/15/2025	09/14/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73681	AXON RECORDS	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	4030	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	403	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	4	09/15/2025	09/14/2030
Fleet 3 Basic + TAP Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	194	09/15/2025	09/14/2030
Fleet 3 Basic + TAP Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	388	09/15/2025	09/14/2030
A la Carte	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	09/15/2025	09/14/2030
A la Carte	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	09/15/2025	09/14/2030
A la Carte	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	09/15/2025	09/14/2030
A la Carte	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	09/15/2025	09/14/2030
A la Carte	73681	AXON RECORDS	30	09/15/2025	09/14/2030
A la Carte	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	09/15/2025	09/14/2030
A la Carte	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	09/15/2025	09/14/2030

Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	403
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	403
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80190	AXON EVIDENCE - CHANNEL SERVICES	1
Fleet 3 Basic + TAP Renewal	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	194
A la Carte	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Basic + TAP Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	194	09/15/2025	09/14/2030
Fleet 3 Basic + TAP Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	6	09/15/2025	09/14/2030
A la Carte	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	403	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	13	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	403	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	13	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	81	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	5	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	13	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	403	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	51	08/15/2026	09/14/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	4000 Justice Way	Castle Rock	CO	80109-7802	USA
2	4000 Justice Way	Castle Rock	CO	80109-7802	USA

Payment Details

Aug 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	$11,612.45	$0.00	$11,612.45
Year 4	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	$3,398.45	$0.00	$3,398.45
Year 4	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	$385.16	$0.00	$385.16
Year 4	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	$18,351.60	$0.00	$18,351.60
Year 4	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	$0.00	$0.00	$0.00
Year 4	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	$0.00	$0.00	$0.00
Year 4	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 4	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 4	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	$31,191.71	$0.00	$31,191.71
Year 4	73681	AXON RECORDS	30	$0.00	$0.00	$0.00
Year 4	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	$2,574.37	$0.00	$2,574.37
Year 4	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	$119,141.99	$0.00	$119,141.99
Year 4	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	$79,940.69	$0.00	$79,940.69
Year 4	BasicLicense	Basic License Bundle	40	$7,582.85	$0.00	$7,582.85
Year 4	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$160,725.13	$0.00	$160,725.13
Year 4	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$57,129.12	$0.00	$57,129.12
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$911,731.07	$0.00	$911,731.07
Total				**$1,403,764.59**	**$0.00**	**$1,403,764.59**

Sep 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$0.00	$0.00	$0.00
Total				**$0.00**	**$0.00**	**$0.00**

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	$11,612.45	$0.00	$11,612.45
Year 5	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	$3,398.45	$0.00	$3,398.45
Year 5	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	$385.16	$0.00	$385.16
Year 5	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	$18,351.60	$0.00	$18,351.60
Year 5	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	$0.00	$0.00	$0.00
Year 5	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	$0.00	$0.00	$0.00
Year 5	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 5	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 5	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	$31,191.71	$0.00	$31,191.71
Year 5	73681	AXON RECORDS	30	$0.00	$0.00	$0.00
Year 5	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	$2,574.37	$0.00	$2,574.37

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	$119,142.00	$0.00	$119,142.00
Year 5	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	$79,940.69	$0.00	$79,940.69
Year 5	BasicLicense	Basic License Bundle	40	$7,582.85	$0.00	$7,582.85
Year 5	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$57,129.12	$0.00	$57,129.12
Year 5	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$160,725.13	$0.00	$160,725.13
Year 5	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$911,731.07	$0.00	$911,731.07
Total				**$1,403,764.60**	**$0.00**	**$1,403,764.60**

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 6	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	$11,612.45	$0.00	$11,612.45
Year 6	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	$3,398.45	$0.00	$3,398.45
Year 6	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	$385.16	$0.00	$385.16
Year 6	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	$18,351.60	$0.00	$18,351.60
Year 6	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	$0.00	$0.00	$0.00
Year 6	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	$0.00	$0.00	$0.00
Year 6	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 6	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 6	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	$31,191.71	$0.00	$31,191.71
Year 6	73681	AXON RECORDS	30	$0.00	$0.00	$0.00
Year 6	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	$2,574.37	$0.00	$2,574.37
Year 6	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	$119,142.00	$0.00	$119,142.00
Year 6	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	$79,940.69	$0.00	$79,940.69
Year 6	BasicLicense	Basic License Bundle	40	$7,582.85	$0.00	$7,582.85
Year 6	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$160,725.13	$0.00	$160,725.13
Year 6	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$57,129.12	$0.00	$57,129.12
Year 6	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$911,731.07	$0.00	$911,731.07
Total				**$1,403,764.60**	**$0.00**	**$1,403,764.60**

Aug 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 7	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	$11,612.45	$0.00	$11,612.45
Year 7	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	$3,398.45	$0.00	$3,398.45
Year 7	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	$385.16	$0.00	$385.16
Year 7	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	$18,351.60	$0.00	$18,351.60
Year 7	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	$0.00	$0.00	$0.00
Year 7	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	$0.00	$0.00	$0.00
Year 7	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 7	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 7	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	$31,191.71	$0.00	$31,191.71
Year 7	73681	AXON RECORDS	30	$0.00	$0.00	$0.00
Year 7	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	$2,574.37	$0.00	$2,574.37
Year 7	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	$119,142.00	$0.00	$119,142.00
Year 7	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	$79,940.69	$0.00	$79,940.69
Year 7	BasicLicense	Basic License Bundle	40	$7,582.85	$0.00	$7,582.85
Year 7	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$160,725.13	$0.00	$160,725.13
Year 7	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$57,129.12	$0.00	$57,129.12
Year 7	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$911,731.07	$0.00	$911,731.07
Total				**$1,403,764.60**	**$0.00**	**$1,403,764.60**

Aug 2029						
Invoice Plan	**Item**	**Description**	**Qty**	**Subtotal**	**Tax**	**Total**
Year 8	11641	AXON FLEET - CRADLEPOINT NETCLOUD ESSENTIALS RENEWAL - 1YR	194	$11,612.45	$0.00	$11,612.45
Year 8	50039	AXON INTERVIEW - CLIENT SOFTWARE - MAINT. PER TOUCH PANEL	11	$3,398.45	$0.00	$3,398.45
Year 8	50043	AXON INTERVIEW - STREAMING SERVER MAINTENANCE - PER SERVER	2	$385.16	$0.00	$385.16
Year 8	50045	AXON EVIDENCE - STORAGE - INTERVIEW ROOM UNLIMITED	15	$18,351.60	$0.00	$18,351.60
Year 8	73345	AXON BODY - TAP REFRESH 3 - CAMERA	416	$0.00	$0.00	$0.00
Year 8	73346	AXON BODY - TAP REFRESH 4 - CAMERA	416	$0.00	$0.00	$0.00
Year 8	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 8	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	51	$0.00	$0.00	$0.00
Year 8	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	194	$31,191.71	$0.00	$31,191.71
Year 8	73681	AXON RECORDS	30	$0.00	$0.00	$0.00
Year 8	73896	AXON STANDARDS - IMPLEMENTATION SERVICE	1	$2,574.37	$0.00	$2,574.37
Year 8	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	194	$119,142.00	$0.00	$119,142.00
Year 8	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	403	$79,940.69	$0.00	$79,940.69
Year 8	BasicLicense	Basic License Bundle	40	$7,582.85	$0.00	$7,582.85
Year 8	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$57,129.13	$0.00	$57,129.13
Year 8	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	194	$160,725.13	$0.00	$160,725.13
Year 8	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	403	$911,731.11	$0.00	$911,731.11
Total				**$1,403,764.65**	**$0.00**	**$1,403,764.65**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at https://www.axon.com/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/14/2025

Invoice

Axon Enterprise Inc.
PO BOX 29661
DEPARTMENT 2018
PHOENIX, AZ 85038-9661
Ph: 1-480-991-0797, option 5, option 1
arinquiries@axon.com
www.axon.com
TIN: 86-0741227
DUNS Number: 832176382
UEI Number: TBW7MGPYURM7

Invoice ID	INUS370516
Invoice Account	115238
Date	20-Aug-25
Payment Term	Net 30 days
PO/DO #	
Quote #	Q-738273,
Sales Order #	
Terms of Delivery	FCA
Customer Reference	

BILL TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

SHIP TO
Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

Ship to*	Bundled Item Number	Bundled Description	Bundled Quantity	Invoice Plan %	Amount
1	B00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29.00	20.00000%	81,110.68
1	74200	BUNDLE - TASER 7 CERTIFICATION	1.00	20.00000%	5,488.88
1	BasicLicense	Basic License Bundle	20.00	20.00000%	3,926.23
				Bundled Line Subtotal	**90,525.79**

Line No.	Ship to*	Item Number	Description	Quantity	Unit Price	Subtotal	Invoice Plan %	Amount
19	1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE Tax Date 20-Aug-25 Shipment Date:	29.00	1,308.74	37,953.46	20.00000%	7,590.69
						Item Line Subtotal		**7,590.69**

TOTAL AMENDMENT #6 = $120,759.43
Invoice INUS370516 = $98,116.48
REMAINING = $22,642.95 to be billed separately

PAYMENT REMITTANCE INFORMATION

For ACH/EFT Payment: (Preferred Method)	For Wire Transfers	For Check Payments Mail To:	For Overnight Check Payments Mail
Account Name Axon Enterprise, Inc. Account Number 634912729 Bank Routing No 122100024 Reference No INUS370516	Beneficiary Axon Enterprise, Inc. Account Number 634912729 Bank Routing No 021000021 SWIFT Code CHASUS33 Reference No INUS370516	Axon Enterprise, Inc. PO BOX 29661 DEPARTMENT 2018 PHOENIX, AZ 85038-9661 Reference No INUS370516	Axon Enterprise, Inc. JPMorgan Chase (AZ1-2170) Attn: Axon Enterprises 29661-2018 2108 E Elliot Rd, Tempe, AZ 85283 Reference No INUS370516

Please reference the invoice number on your ACH, Wire or Check payment and send to AR@axon.com

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370516
Invoice Account	115238	Date	20-Aug-25
Quote #	Q-738273,	Page	2 of 3

Sales Amount	98,116.48
Misc. Charge	0.00
Discount	0.00
Sales Tax	0.00
Total	98,116.48
Credit Amount(s) Applied	0.00
Amount Received	0.00
BALANCE DUE USD	**98,116.48**

Payment Due **19-Sep-25**

Invoice

Customer Account	Douglas County Sheriff's Office - CO	Invoice ID	INUS370516
Invoice Account	115238	Date	20-Aug-25
Quote #	Q-738273,	Page	3 of 3

***Tax Note**

Ship-to-address Legend*

1 Douglas County Sheriff's Office - CO
4000 Justice Way
Castle Rock, CO 80109-7802
USA

AMENDMENT 6 = $120,759.43

PURCHASE ORDER BREAKDOWN PER FUND/BUDGET

General Fund = $99,190.21
LEA Fund = $8,689.47
S&MH = $12,879.75

Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-738273-45884RD

Issued: 08/15/2025

Quote Expiration:

Estimated Contract Start Date: 09/15/2025

Account Number: 115238
Payment Terms: N30
Mode of Delivery: UPS-GND
Credit/Debit Amount: $0.00

SHIP TO	BILL TO	SALES REPRESENTATIVE	PRIMARY CONTACT
Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock, CO 80109-7802 USA	Douglas County Sheriff's Office - CO 4000 Justice Way Castle Rock CO 80109-7802 USA Email:	Brian Moutinho Phone: +1 9168062275 Email: bmoutinho@axon.com Fax:	Anthony Arutunov Phone: +1 303-660-7505 Email: aarutunov@dcsheriff.net Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	$603,801.52
ESTIMATED TOTAL W/ TAX	$603,801.52

Discount Summary

Average Savings Per Year	$23,201.77
TOTAL SAVINGS	$116,008.84

Richard DeLaRosa
Digitally signed by Richard DeLaRosa
Date: 2025.08.18 07:24:14 -07'00'

Rachael White
Digitally signed by Rachael White
Date: 2025.08.19 12:44:10 -06'00'

Payment Summary

Date	Subtotal	Tax	Total
Aug 2025	$120,759.43	$0.00	$120,759.43
Sep 2025	$4.44	$0.00	$4.44
Aug 2026	$120,759.43	$0.00	$120,759.43
Aug 2027	$120,759.43	$0.00	$120,759.43
Aug 2028	$120,759.43	$0.00	$120,759.43
Aug 2029	$120,759.36	$0.00	$120,759.36
Total	**$603,801.52**	**$0.00**	**$603,801.52**

Quote Unbundled Price:	**$739,302.00**
Quote List Price:	**$856,123.20**
Quote Subtotal:	**$603,801.52**

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3B	Fleet 3 Basic	10	60	$60.97	$166.82	$136.45	$81,870.00	$0.00	$81,870.00
M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	60	$312.93	$335.81	$233.08	$405,559.20	$0.00	$405,559.20
C00018	TASER 7 Basic Bundle	10	60	$57.66	$80.16	$45.74	$27,444.00	$0.00	$27,444.00
A la Carte Software									
80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	60		$64.01	$52.24	$31,343.70	$0.00	$31,343.70
85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	60		$22.57	$21.81	$37,953.46	$0.00	$37,953.46
BasicLicense	Basic License Bundle	20	60		$32.54	$16.36	$19,631.16	$0.00	$19,631.16
A la Carte Warranties									
80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	60		$1.36	$0.00	$0.00	$0.00	$0.00
80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	60		$10.14	$0.00	$0.00	$0.00	$0.00
73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	60		$0.00	$0.00	$0.00	$0.00	$0.00
Total							**$603,801.52**	**$0.00**	**$603,801.52**

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	29	2	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	580	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	290	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100401	AXON TASER 10 - CARTRIDGE - INERT	20	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100591	AXON TASER - CLEANING KIT	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100616	AXON TASER 10 - HOLSTER - BLACKHAWK - RH	29	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	29	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	29	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20018	AXON TASER - BATTERY PACK - TACTICAL	6	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	08/15/2025

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	08/15/2025
TASER 7 Basic Bundle	20008	AXON TASER 7 - HANDLE - HIGH VIS GRN LASER CLASS 3R YLW	10	1	08/15/2025
TASER 7 Basic Bundle	20018	AXON TASER - BATTERY PACK - TACTICAL	12	1	08/15/2025
TASER 7 Basic Bundle	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	08/15/2025
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	240	1	08/15/2026
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	08/15/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	08/15/2027
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	90	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	08/15/2028
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100399	AXON TASER 10 - CARTRIDGE - LIVE	80	1	08/15/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100400	AXON TASER 10 - CARTRIDGE - HALT	230	1	08/15/2029
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73310	AXON BODY - TAP REFRESH 2 - CAMERA	29	1	09/01/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	4	1	09/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	20	09/15/2025	09/14/2030
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	16	09/15/2025	09/14/2030
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	4	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101180	AXON TASER - DATA SCIENCE PROGRAM	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101705	AXON FUSUS - LICENSE - PRO USER	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	1	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	20248	AXON TASER - EVIDENCE.COM LICENSE	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73618	AXON COMMUNITY REQUEST	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73638	AXON STANDARDS - LICENSE	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	290	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73739	AXON PERFORMANCE - LICENSE	29	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	73746	AXON EVIDENCE - ECOM LICENSE - PRO	29	09/15/2025	09/14/2030
Fleet 3 Basic	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	10	09/15/2025	09/14/2030
Fleet 3 Basic	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	20	09/15/2025	09/14/2030
TASER 7 Basic Bundle	20248	AXON TASER - EVIDENCE.COM LICENSE	10	09/15/2025	09/14/2030
TASER 7 Basic Bundle	20248	AXON TASER - EVIDENCE.COM LICENSE	1	09/15/2025	09/14/2030
A la Carte	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	09/15/2025	09/14/2030
A la Carte	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	09/15/2025	09/14/2030

Services

Bundle	Item	Description	QTY
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	29
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	29

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
TASER 7 Basic Bundle	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	12	09/15/2025	09/14/2030
TASER 7 Basic Bundle	80395	AXON TASER 7 - EXT WARRANTY - HANDLE	10	09/15/2025	09/14/2030
TASER 7 Basic Bundle	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	09/15/2025	09/14/2030
A la Carte	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	09/15/2025	09/14/2030
A la Carte	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	09/15/2025	09/14/2030
A la Carte	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	09/15/2025	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	29	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	6	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	29	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80464	AXON BODY - TAP WARRANTY - CAMERA	29	08/15/2026	09/14/2030
BUNDLE - OFFICER SAFETY PLAN 10 PLUS	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	4	08/15/2026	09/14/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	4000 Justice Way	Castle Rock	CO	80109-7802	USA
2	4000 Justice Way	Castle Rock	CO	80109-7802	USA

Payment Details

Aug 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 1	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	$0.00	$0.00	$0.00
Annual Payment 1	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	$0.00	$0.00	$0.00
Annual Payment 1	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	$6,268.74	$0.00	$6,268.74
Annual Payment 1	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	$0.00	$0.00	$0.00
Annual Payment 1	Fleet3B	Fleet 3 Basic	10	$16,374.21	$0.00	$16,374.21
Year 1	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	$7,590.69	$0.00	$7,590.69
Year 1	BasicLicense	Basic License Bundle	20	$3,926.23	$0.00	$3,926.23
Year 1	C00018	TASER 7 Basic Bundle	10	$5,488.88	$0.00	$5,488.88
Year 1	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$81,110.68	$0.00	$81,110.68
Total				**$120,759.43**	**$0.00**	**$120,759.43**

Sep 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	C00018	TASER 7 Basic Bundle	10	($0.36)	$0.00	($0.36)
Invoice Upon Fulfillment	Fleet3B	Fleet 3 Basic	10	($1.10)	$0.00	($1.10)
Invoice Upon Fulfillment	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$5.90	$0.00	$5.90
Total				**$4.44**	**$0.00**	**$4.44**

Aug 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 2	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	$0.00	$0.00	$0.00
Annual Payment 2	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	$0.00	$0.00	$0.00
Annual Payment 2	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	$6,268.74	$0.00	$6,268.74
Annual Payment 2	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	$0.00	$0.00	$0.00
Annual Payment 2	Fleet3B	Fleet 3 Basic	10	$16,374.21	$0.00	$16,374.21
Year 2	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	$7,590.69	$0.00	$7,590.69
Year 2	BasicLicense	Basic License Bundle	20	$3,926.23	$0.00	$3,926.23
Year 2	C00018	TASER 7 Basic Bundle	10	$5,488.88	$0.00	$5,488.88
Year 2	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$81,110.68	$0.00	$81,110.68
Total				**$120,759.43**	**$0.00**	**$120,759.43**

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	$0.00	$0.00	$0.00
Annual Payment 3	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	$0.00	$0.00	$0.00
Annual Payment 3	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	$6,268.74	$0.00	$6,268.74

Aug 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 3	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	$0.00	$0.00	$0.00
Annual Payment 3	Fleet3B	Fleet 3 Basic	10	$16,374.21	$0.00	$16,374.21
Year 3	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	$7,590.69	$0.00	$7,590.69
Year 3	BasicLicense	Basic License Bundle	20	$3,926.23	$0.00	$3,926.23
Year 3	C00018	TASER 7 Basic Bundle	10	$5,488.88	$0.00	$5,488.88
Year 3	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$81,110.68	$0.00	$81,110.68
Total				**$120,759.43**	**$0.00**	**$120,759.43**

Aug 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 4	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	$0.00	$0.00	$0.00
Annual Payment 4	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	$0.00	$0.00	$0.00
Annual Payment 4	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	$6,268.74	$0.00	$6,268.74
Annual Payment 4	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	$0.00	$0.00	$0.00
Annual Payment 4	Fleet3B	Fleet 3 Basic	10	$16,374.21	$0.00	$16,374.21
Year 4	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	$7,590.69	$0.00	$7,590.69
Year 4	BasicLicense	Basic License Bundle	20	$3,926.23	$0.00	$3,926.23
Year 4	C00018	TASER 7 Basic Bundle	10	$5,488.88	$0.00	$5,488.88
Year 4	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$81,110.68	$0.00	$81,110.68
Total				**$120,759.43**	**$0.00**	**$120,759.43**

Aug 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Annual Payment 5	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	10	$0.00	$0.00	$0.00
Annual Payment 5	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	$0.00	$0.00	$0.00
Annual Payment 5	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	10	$6,268.75	$0.00	$6,268.75
Annual Payment 5	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	$0.00	$0.00	$0.00
Annual Payment 5	Fleet3B	Fleet 3 Basic	10	$16,374.25	$0.00	$16,374.25
Year 5	85760	AXON AUTO-TRANSCRIBE - UNLIMITED SERVICE	29	$7,590.68	$0.00	$7,590.68
Year 5	BasicLicense	Basic License Bundle	20	$3,926.23	$0.00	$3,926.23
Year 5	C00018	TASER 7 Basic Bundle	10	$5,488.88	$0.00	$5,488.88
Year 5	M00033	BUNDLE - OFFICER SAFETY PLAN 10 PLUS	29	$81,110.57	$0.00	$81,110.57
Total				**$120,759.36**	**$0.00**	**$120,759.36**

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at https://www.axon.com/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/15/2025

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Brad Robenstein, P.E., Drainage and Flood Control Engineer

DESCRIPTION: Amendment No. 9 to the Intergovernmental Agreement Between the Urban Drainage and Flood Control District (dba Mile High Flood District (MHFD)), the High Prairie Farms Metro District, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding the Final Design, Right-of-Way Acquisition and Construction of Drainage and Flood Control Improvements for Timbers Creek Downstream of Fox Sparrow Road, Douglas County - Project #FC2017-013.

SUMMARY: This is Amendment No. 9 to a previously executed Intergovernmental Agreement (IGA) with the High Prairie Farms Metro District (HPFMD), and the Urban Drainage and Flood Control District (UDFCD; aka Mile High Flood District (MHFD), originally approved on December 13, 2017, which outlined a cooperative effort for the design and construction of channel stabilization improvements on Timbers Creek downstream of Fox Sparrow Road. Two phases of construction have been completed. This amendment will provide additional funding from UDFCD (dba MHFD) for vegetation monitoring, enhancement and weed control.

Agency funding contributions required with this amendment are as follows:

UDFCD: $150,000

RECOMMENDED ACTION: Approval of the Amendment No. 9 to the Intergovernmental Agreement (IGA) Between the Urban Drainage and Flood Control District (UDFCD) (dba Mile High Flood District (MHFD)), the High Prairie Farms Metro District, and the Board of County Commissioners of the County of Douglas, Colorado, regarding the Final Design, Right-of-Way Acquistion and Construction of Drainage and Flood Control Improvements for Timbers Creek Downstream of Fox Sparrow Road, Douglas County - Project #FC2017-013

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

IGA 17-04.10 I HIGH PRAIRIE FARMS METRO DISTRICT 150,000.00

NINTH AMENDMENT TO
AGREEMENT REGARDING
FINAL DESIGN, RIGHT-OF-WAY ACQUISITION, AND CONSTRUCTION
OF DRAINAGE AND FLOOD CONTROL IMPROVEMENTS FOR
TIMBERS CREEK DOWNSTREAM OF FOX SPARROW ROAD
DOUGLAS COUNTY

Agreement No. 17-04.10I
Project No.106677

THIS NINTH AMENDMENT TO AGREEMENT (hereinafter called "NINTH AMENDMENT"), by and between URBAN DRAINAGE AND FLOOD CONTROL DISTRICT D/B/A MILE HIGH FLOOD DISTRICT (hereinafter called "DISTRICT"), HIGH PRAIRIE FARMS METRO DISTRICT (hereinafter called "HPFMD"), and DOUGLAS COUNTY (hereinafter called "COUNTY") and collectively known as "PARTIES";

WITNESSETH:

WHEREAS, PARTIES have entered into "Agreement Regarding Final Design, Right-of-Way Acquisition and Construction of Drainage and Flood Control Improvements for Timbers Creek downstream of Fox Sparrow Road, Douglas County" (Agreement No. 17-04.10) dated December 13, 2017, as amended; and

WHEREAS, PARTIES now desire to fund ongoing vegetation establishment efforts as construction is completed along Timbers Creek downstream of Fox Sparrow Road; and

WHEREAS, PARTIES desire to increase the level of funding by $150,000.00; and

WHEREAS, COUNTY identified stream improvements for PROJECT and have requested additional funding; and

WHEREAS, DISTRICT's Board of Directors has authorized additional DISTRICT financial participation for PROJECT (Resolution No. 66, Series of 2025); and

WHEREAS, the Board of Directors of HPFMD, the County Commissioners of COUNTY and the Board of Directors of DISTRICT have authorized, by appropriation or resolution, all of PROJECT costs of the respective PARTIES.

NOW, THEREFORE, in consideration of the mutual promises contained herein, PARTIES hereto agree as follows:

1. Paragraph 4. PROJECT COSTS AND ALLOCATION OF COSTS is deleted and replaced as follows:

4. PROJECT COSTS AND ALLOCATION OF COSTS

A. PARTIES agree that for the purposes of this Agreement PROJECT costs shall consist of and be limited to the following:

1. Final design services;
2. Construction of improvements;
3. Contingencies mutually agreeable to PARTIES.

B. It is understood that PROJECT costs as defined above are not to exceed

$3,030,000.00 without amendment to this Agreement.

PROJECT costs for the various elements of the effort are estimated as follows:

	ITEM	AS AMENDED	PREVIOUSLY AMENDED
1.	Final Design	$ 200,000.00	$ 200,000.00
2.	Construction	$ 2,735,000.00	$ 2,585,000.00
3.	Contingency	$ 95,000.00	$ 95,000.00
	Grand Total	$ 3,030.000.00	$ 2,880,000.00

This breakdown of costs is for estimating purposes only. Costs may vary between the various elements of the effort without amendment to this Agreement provided the total expenditures do not exceed the maximum contribution by all PARTIES plus accrued interest.

C. Based on total PROJECT costs, the maximum percent and dollar contribution by each party shall be:

CAPITAL IMPROVEMENT FUNDING				
	Percentage Share	Previously Contributed	Additional Contribution	Maximum Contribution
DISTRICT	36.23%	$725,000.00	$150,000.00	$875,000.00
HPFMD	8.90%	$215,000.00	-0-	$215,000.00
COUNTY	54.87%	$1,325,000.00	-0-	$1,325,000.00
TOTAL	100.00%	$2,265,000.00	$150,000.00	$2,415,000.00

MAINTENANCE FUNDING				
	Percentage Share	Previously Contributed	Additional Contribution	Maximum Contribution
DISTRICT	100%	$615,000.00	-0-	$615,000.00
TOTAL	100%	$615,000.00	-0-	$615,000.00

TOTAL FUNDING			
	CAPITAL	MAINTENANCE	TOTAL CONTRIBUTION
DISTRICT	$875,000.00	$615,000.00	$1,490,000.00
HPFMD	$215,000.00	-0-	$215,000.00
COUNTY	$1,325,000.00	-0-	$1,325,000.00
TOTAL	$2,415,000.00	$615,000.00	$3,030,000.00

2. Paragraph 5. MANAGEMENT OF FINANCES is deleted and replaced as follows:

5. MANAGEMENT OF FINANCES

As set forth in DISTRICT policy (Resolution No. 11, Series of 1973, Resolution No. 49, Series of 1977, and Resolution No. 37, Series of 2009), the funding of a local body's share may come from its own revenue sources or from funds received from state, federal, or other sources of funding without limitation and without prior Board approval. Payment of each party's share (COUNTY - $1,325,000.00; HPFMD - $215,000.00; DISTRICT - $1,490,000.00) shall be made to DISTRICT subsequent to execution of this Agreement and within 30 days of request for payment by DISTRICT. The payments by PARTIES shall be held by DISTRICT in a special fund to pay for increments of PROJECT as authorized by PARTIES, and as defined herein. DISTRICT shall provide a periodic accounting of PROJECT funds as well as a periodic notification to COUNTY of any unpaid obligations. Any interest earned by the monies contributed by PARTIES shall be accrued to the special fund established by DISTRICT for PROJECT and such interest shall be used only for PROJECT upon approval by the contracting officers (Paragraph 13).

Within one year of completion of PROJECT if there are monies including interest earned remaining in excess of 10,000,which are not committed, obligated, or disbursed, each party shall be refunded proportional to the PARTY'S contribution; or, at COUNTY request, COUNTY share of remaining monies shall be transferred to another special fund held by DISTRICT.

3. All other terms and conditions of Agreement No. 17-04.10 shall remain in full force and effect.

WHEREFORE, PARTIES hereto have caused this instrument to be executed by properly authorized signatories as of the date and year first above written.

URBAN DRAINAGE AND
FLOOD CONTROL DISTRICT D/B/A
MILE HIGH FLOOD DISTRICT

By_____

Name Laura A. Kroeger

Title Executive Director

Date_____

_____ Checked By

_____ Checked By

HIGH PRAIRIES FARMS METROPOLITAN DISTRICT, a Colorado quasi-municipal corporation and political subdivision of the State of Colorado,

By: _____
Richard Nelson, President

ATTEST:

By: _____
Ines D. Ambrosio, Secretary

BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY

_____
Abe Laydon, Chair

ATTEST:

_____
Deputy Clerk to the Board

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord,
County Manager

APPROVED AS TO FORM:

_____
Christopher Pratt,
Sr. Assistant County Attorney

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copeland,
Director of Finance

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Brad Robenstein, P.E., Drainage and Flood Control Engineer

DESCRIPTION: Intergovernmental Agreement Between the Urban Drainage and Flood Control District dba Mile High Flood District, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Major Drainageway Planning for High Line Canal Stormwater Transition and Management Plan, Douglas County Project Number FC2025-005.

SUMMARY: The Urban Drainage and Flood Control District (UDFCD), dba Mile High Flood District (MHFD), and Douglas County desire to work cooperatively on Major Drainageway Planning for the High Line Canal Stormwater Transition and Management Plan (STAMP). Many other local jurisdictions, along with UDFCD (dba MHFD), are funding this effort through individual intergovernmental agreements. The purpose of the project is to develop a canal-wide master plan and jurisdiction-specific master plans. The canal-wide master plan will include high-level operations and maintenance considerations, refinement of hydrology, hydraulic evaluation, water quality considerations, and ecological impacts to the canal.

Agency funding contributions required with this agreement are as follows:

Douglas County: $10,000

Funding is available in Fund 200, Business Unit 800503 for the full amount of $10,000 to be paid to the UDFCD (dba MHFD). A Purchase Order will be created to handle the payment.

RECOMMENDED ACTION: Approval of an Intergovernmental Agreement (IGA) Between the Urban Drainage and Flood Control District (UDFCD) dba Mile High Flood District (MHFD), and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Major Drainageway Planning for High Line Canal Stormwater Transition and Management Plan, Douglas County Project Number FC2025-005.

REVIEW:

Kristina Mann	Approve	9/2/2025
Jeff Garcia	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

IGA MHFD - High Line Canal

AGREEMENT REGARDING FUNDING OF
MAJOR DRAINAGEWAY PLANNING FOR
HIGH LINE CANAL STORMWATER TRANSITION AND MANAGEMENT PLAN

Agreement No. 25-07.36
Project No. 110159
Agreement Amount $10,000

THIS AGREEMENT, by and between URBAN DRAINAGE AND FLOOD CONTROL DISTRICT D/B/A MILE HIGH FLOOD DISTRICT (hereinafter called "DISTRICT"), DOUGLAS COUNTY (hereinafter called "COUNTY"); and (hereinafter COUNTY shall be known as "PROJECT SPONSOR" and DISTRICT and PROJECT SPONSOR(S) shall be collectively known as "PARTIES");

WITNESSETH THAT:

WHEREAS, DISTRICT in a policy statement previously adopted (Resolution No. 14, Series of 1970), expressed an intent to assist public bodies which have heretofore enacted floodplain zoning measures; and

WHEREAS, DISTRICT has previously established a Work Program for 2025 (Resolution No. 82, Series of 2024) which includes master planning; and

WHEREAS, PARTIES now desire to proceed with development of a drainageway master plan for High Line Canal Stormwater Transition and Management Plan (hereinafter called "PROJECT"); and

WHEREAS, DISTRICT's Board of Directors has authorized DISTRICT financial participation for PROJECT (Resolution No. 35, Series of 2024); and

WHEREAS, the governing board (officials) of PROJECT SPONSOR(S) has budgeted, by appropriation or resolution, all of its share of PROJECT costs; and

WHEREAS, PARTIES desire to acquire mapping needed to conduct the engineering studies for PROJECT; and

WHEREAS, PARTIES desire to engage an engineer to render certain technical and professional advice and to compile information, evaluate, study, and recommend design solutions to such drainage problems for PROJECT which are in the best interest of PARTIES.

NOW, THEREFORE, in consideration of the mutual promises contained herein, PARTIES hereto agree as follows:

Part 1

1.01. SCOPE OF AGREEMENT

This Agreement defines the responsibilities and financial commitments of PARTIES with respect to PROJECT.

1.02. PROJECT AREA

DISTRICT shall engage an engineer and obtain mapping as needed to perform or supply necessary services in connection with and respecting the planning of PROJECT of the area and watershed shown on the attached Exhibit A dated April 17, 2024, (hereinafter called "AREA").

1.03. SCOPE OF PROJECT

The purpose of PROJECT is to develop a canal-wide master plan and jurisdiction specific master Plans. The canal-wide master plan will include high-level operations and maintenance considerations; refinement of hydrology; hydraulic evaluation; water quality considerations; and ecological impacts to the AREA. The jurisdiction specific master plans shall include, but not be limited to, mapping; compilation of existing data; necessary field work; development and evaluation of reasonable alternatives to reduce canal overtopping and improve water quality for AREA. Consideration shall be given to costs, existing land use, existing and proposed drainage systems, known drainage or flooding problems, known or anticipated erosion problems,

stormwater quality, right-of-way needs, existing wetlands and riparian zones, open space and wildlife habitat benefits, and legal requirements. Schematic alternative plans shall be developed such that comparison with other alternatives can be made.

1.04 PUBLIC NECESSITY

PARTIES agree that the work performed pursuant to this Agreement is necessary for the health, safety, comfort, convenience, and welfare of all the people of the State, and is of particular benefit to the inhabitants of PARTIES and to their property therein.

1.05 PROJECT COSTS

PARTIES agree that for the purposes of this Agreement PROJECT costs shall consist of, and be limited to, mapping, master planning and related services and contingencies mutually agreeable to PARTIES. Project costs are not to exceed $10,000 without amendment to this Agreement.

1.06 FINANCIAL COMMITMENTS OF PARTIES

PARTIES shall each contribute the following percentages and maximum amounts for PROJECT costs as defined in Section 1.05:

Partner	Percentage Share	Maximum Contribution
County	1.5%	$10,000
DISTRICT[A]	37.5%	$250,000
Other Funding[B]	61%	$407,500
Total	100%	$667,500

[A] Please see Agreement 24-08.14 for DISTRICT Funding

[B] Please see Agreements 24-08.14, 24-08.15, 24-08.16, and 24-08.17 for Other Funding. Highlands Ranch, Greenwood Village, and Denver Water are each contributing $10,000 outside of this agreement and agreements listed under Other Funding.

Each PARTY'S payment obligation, whether direct or contingent, extends only to funds budgeted by appropriation or resolution annually by each PARTY'S governing body (officials), paid into the treasury of that PARTY, and encumbered for the purpose of this AGREEMENT. Each PARTY does not by this Agreement irrevocably pledge present cash reserves for payment or performance in future fiscal years. This Agreement does not and is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of each PARTY.

1.07 MANAGEMENT OF FINANCES

As set forth in DISTRICT policy (Resolution No. 11, Series of 1973, Resolution No. 49, Series of 1977, and Resolution No. 37, Series of 2009), the funding of a PROJECT SPONSOR's one-half share may come from its own revenue sources or from funds received from state, federal, or other sources of funding without limitation and without prior DISTRICT approval.

Payment of each party's full share PROJECT SPONSOR - $10,000; DISTRICT - $0) shall be made to DISTRICT subsequent to execution of this Agreement and within 30 days of request for payment by DISTRICT. The payments by PARTIES shall be held by DISTRICT in a special fund to pay for increments of PROJECT as authorized by PARTIES, and as defined herein. DISTRICT shall provide an accounting of PROJECT funds as well as notification to PROJECT SPONSOR(S) of any unpaid obligations upon request. Any interest earned by the monies contributed by PARTIES shall be accrued to the special fund established by DISTRICT for PROJECT and such interest shall be used only for PROJECT upon approval by the contracting officers (Section 2.03).

Within one year of completion of PROJECT if there are monies including interest earned remaining which are not committed, obligated, or disbursed, each party shall receive a share of such monies,

which shares shall be computed as were the original shares; or, at PROJECT SPONSOR's request, PROJECT SPONSOR's share of remaining monies shall be transferred to another special fund held by DISTRICT.

1.08 PROJECT MAPPING

DISTRICT shall provide a Digital Elevation Model (DEM) and elevation contour mapping of AREA with a contour interval of one-foot. Upon execution of this Agreement DISTRICT shall engage a land surveyor judged by DISTRICT to be responsible and qualified to perform the work to supplement the DEM data at hydraulic structures.

1.09 MASTER PLANNING

Upon execution of this Agreement, PARTIES shall select an engineer mutually agreeable to PARTIES. DISTRICT shall contract with the selected engineer, shall administer the contract, and shall supervise and coordinate the planning for the development of alternatives and of conceptual design subject to approval of PROJECT SPONSOR(S).

1.10 PUBLISHED REPORTS AND PROJECT DATA

DISTRICT will provide to PROJECT SPONSOR(S) access to all draft and final electronic report files. Upon completion of PROJECT, electronic files of all mapping, drawings, and hydrologic and hydraulic calculations developed by the engineer contracted for PROJECT shall be provided to PROJECT SPONSOR(S) upon request. This Paragraph shall survive termination of this Agreement.

1.11. RESPONSIBILITIES OF PARTIES

DISTRICT shall be responsible for coordinating with PROJECT SPONSOR(S) the information developed by the various consultants hired by DISTRICT and for obtaining all concurrences from PROJECT SPONSOR(S) needed to complete PROJECT in a timely manner. PROJECT SPONSOR(S) agrees to review all draft reports and to provide comments within 21 calendar days after the draft reports have been provided by DISTRICT to PROJECT SPONSOR(S). PROJECT SPONSOR(S) also agree(s) to evaluate the alternatives presented in the alternatives analysis sections of the report, to select an alternative, and to notify DISTRICT of their decision(s) within 30 calendar days after the alternatives analysis report is provided to PROJECT SPONSOR(S) by DISTRICT.

1.12 PUBLIC RELATIONS

It shall be at the sole discretion of the PROJECT SPONSOR(S) to initiate and to carry out any public relations program to inform the residents in PROJECT area as to the purpose of PROJECT and what impact it may have on them. Technical information shall be presented to the public by the selected engineer, if requested by PROJECT SPONSOR(S). In any event DISTRICT shall have no responsibility for a public relations program, but shall assist PROJECT SPONSOR(S) as needed and appropriate.

1.13 EXECUTION IN COUNTERPARTS – ELECTRONIC SIGNATURES

Electronic signatures shall be permitted to bind PARTIES to this Agreement, and all subsequent documents requiring the signatures of the PARTIES to this Agreement. Documents requiring notarization may also be notarized by electronic signature. All use of electronic signatures shall be governed by the Colorado Uniform Electronic Transactions Act, §§ 24-71.3-101-121, C.R.S. However, the PARTIES agree that only electronic signatures created by electronic software including but not limited to DocuSign shall be permitted.

Part 2

2.01 TERM OF THE AGREEMENT

The term of this Agreement shall commence upon the execution by all PARTIES and shall terminate two years after the final master planning report is delivered to DISTRICT and the final accounting of funds on deposit at DISTRICT is provided to all PARTIES pursuant to Section 1.07 herein.

2.02 LIABILITY

Each party hereto shall be responsible for any suits, demands, costs or actions at law resulting from its own negligent or wrongful acts or omissions and may insure against such liabilities as appropriate.

2.03 CONTRACTING OFFICERS

A. The contracting officer for PROJECT SPONSOR shall be the Public Works Director, 100 3rd Street, Castle Rock, CO 80104

B. The contracting officer for DISTRICT shall be the Executive Director, 12575 W. Bayaud Ave. Lakewood, Colorado 80228.

C. The contracting officers for PARTIES each agree to designate and assign a PROJECT representative to act on the behalf of said PARTIES in all matters related to PROJECT undertaken pursuant to this Agreement. Each representative shall coordinate all PROJECT related issues between PARTIES, shall attend all progress meetings, and shall be responsible for providing all available PROJECT related file information to the engineer upon request by DISTRICT or PROJECT SPONSOR(S). Said representatives shall have the authority for all approvals, authorizations, notices, or concurrences required under this Agreement. However, in regard to any amendments or addenda to this Agreement, said representative shall be responsible to promptly obtain the approval of the proper authority.

2.04 AMENDMENTS

This Agreement contains all of the terms agreed upon by and among PARTIES. Any amendments to this Agreement shall be in writing and executed by PARTIES hereto to be valid and binding.

2.05 SEVERABILITY

If any clause or provision herein contained shall be adjudged to be invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, such invalid or unenforceable clause or provision shall not affect the validity of the Agreement as a whole and all other clauses or provisions shall be given full force and effect.

2.06 APPLICABLE LAWS

This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado. Jurisdiction for any and all legal actions regarding this Agreement shall be in the State of Colorado and venue for the same shall lie in the CITY where the Project is located.

2.07 ASSIGNABILITY

No party to this Agreement shall assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party or parties to this Agreement.

2.08 BINDING EFFECT

The provisions of this Agreement shall bind and shall inure to the benefit of PARTIES hereto and to their respective successors and permitted assigns.

2.09 ENFORCEABILITY

PARTIES hereto agree and acknowledge that this Agreement may be enforced in law or in equity, by decree of specific performance or damages, or such other legal or equitable relief as may be available subject to the provisions of the laws of the State of Colorado.

2.10 TERMINATION OF AGREEMENT

This Agreement may be terminated upon thirty (30) days' written notice by any party to this Agreement, but only if there are no contingent, outstanding contracts. If there are contingent, outstanding contracts, this Agreement may only be terminated upon the cancellation of all contingent, outstanding contracts. All costs associated with the cancellation of the contingent contracts shall be shared between PARTIES in the same ratio(s) as were their contributions.

2.11. NO DISCRIMINATION IN EMPLOYMENT

In connection with the performance of work under this Agreement, PARTIES agree not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified on the basis of race, color, ancestry, creed, religion, national origin, gender, age, military status, sexual orientation, gender identity, marital status, or physical or mental disability and further agrees to insert the foregoing provision in all contracts stemming from this Agreement.

2.12. APPROPRIATIONS

Notwithstanding any other term, condition, or provision herein, each and every obligation of the PARTIES stated in this Agreement is subject to the requirement of a prior appropriation or resolution of funds therefore by the appropriate governing body (officials) of the respective PARTIES.

2.13. NO THIRD PARTY BENEFICIARIES

It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to PARTIES, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person on such Agreement. It is the express intention of PARTIES that any person or party other than PROJECT SPONSOR(S) or DISTRICT receiving services or benefits under this Agreement shall be deemed to be an incidental beneficiary only.

2.14 GOVERNMENTAL IMMUNITIES

The PARTIES hereto intend that nothing herein shall be deemed or construed as a waiver by any PARTY of any rights, limitations, or protections afforded to them under the Colorado Governmental Immunity Act (§ 24-10-101, *et seq*., C.R.S.) as now or hereafter amended or otherwise available at law or equity.

2.15 INTENT OF AGREEMENT

Except as otherwise stated herein, this Agreement is intended to describe the rights and responsibilities of and between PARTIES and is not intended to and shall not be deemed to confer rights upon any person or entities not named as PARTIES, nor to limit in any way the powers and responsibilities of PROJECT SPONSOR(S), DISTRICT or any other entity not a party hereto.

WHEREFORE, PARTIES hereto have caused this instrument to be executed by properly authorized signatories as of the date and year written below.

URBAN DRAINAGE AND
FLOOD CONTROL DISTRICT D/B/A
MILE HIGH FLOOD DISTRICT

By _____

Name Laura A. Kroeger

_____
Checked By

Title Executive Director

Date _____

BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY

_____
Abe Laydon, Chair

ATTEST:

_____
Deputy Clerk to the Board

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord,
County Manager

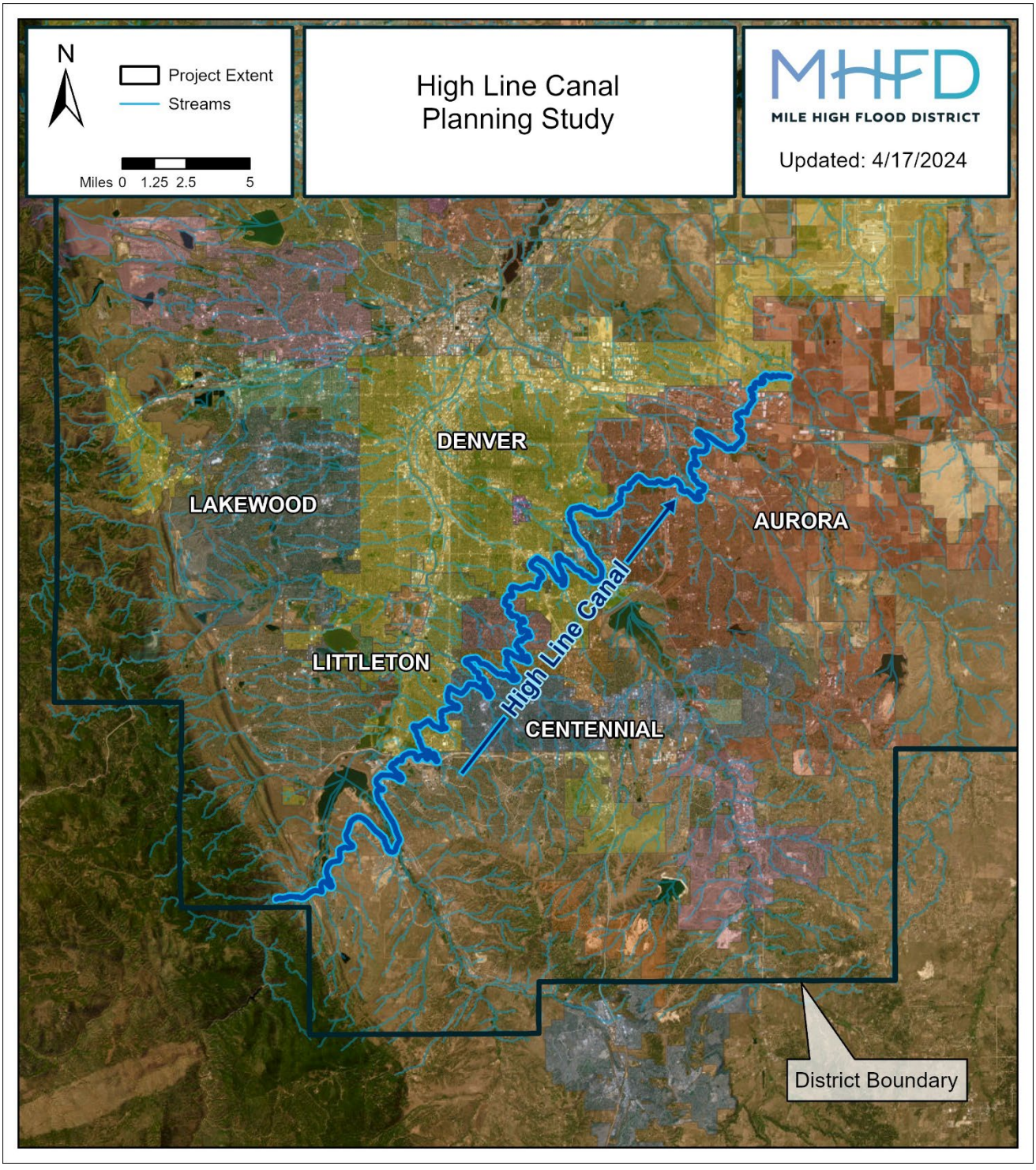
APPROVED AS TO FORM:

_____
Christopher Pratt,
Sr. Assistant County Attorney

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copeland,
Director of Finance

Exhibit A


N
Project Extent
Streams
Miles 0 1.25 2.5 5
High Line Canal
Planning Study
MHFD
MILE HIGH FLOOD DISTRICT
Updated: 4/17/2024
DENVER
LAKEWOOD
AURORA
LITTLETON
CENTENNIAL
High Line Canal
District Boundary

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Brad Robenstein, P.E., Drainage and Flood Control Engineer

DESCRIPTION: Amendment No. 2 to the Intergovernmental Agreement Between the Urban Drainage and Flood Control District dba Mile High Flood District, the Town of Parker, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Drainage and Flood Control Improvements for Newlin Gulch at Recreation Drive, Douglas County Project Number FC2022-010.

SUMMARY: This is Amendment 2 to a previously executed Intergovernmental Agreement (IGA) with the Town of Parker and the Urban Drainage and Flood Control District (UDFCD (dba Mile High Flood District (MHFD)), originally approved on October 1, 2021, which outlined a cooperative effort for the design and construction of channel stabilization improvements on Newlin Gulch at Recreation Drive. This amendment provides additional funding from Douglas County and UDFCD (dba MHFD) to meet the required level to fund the design for this project.

Agency funding contributions required with this agreement are as follows:

Douglas County: $150,000

UDFCD: $150,000

Funding is available in Fund 200, Business Unit 800503 for the full amount of $150,000 to be paid to the UDFCD (dba MHFD). A Purchase Order will be processed to handle this payment.

RECOMMENDED ACTION: Approval of Amendment No. 2 to the Intergovernmental Agreement (IGA) Between the Urban Drainage and Flood Control District (UDFCD) dba Mile High Flood District (MHFD), the Town of Parker, and the Board of County Commissioners of the County of Douglas, Colorado, Regarding Funding of Drainage and Flood Control Improvements for Newlin Gulch at Recreation Drive, Douglas County Project Number FC2022-010.

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

IGA 21-05.23 B PARKER 300,000.00

SECOND AMENDMENT TO
AGREEMENT REGARDING
DESIGN AND CONSTRUCTION
OF DRAINAGE AND FLOOD CONTROL IMPROVEMENTS FOR
NEWLIN GULCH AT RECREATION DRIVE

Agreement No. 21-05.23B
Project No. 108504

THIS SECOND AMENDMENT TO AGREEMENT (hereinafter called "SECOND AMENDMENT"), by and between URBAN DRAINAGE AND FLOOD CONTROL DISTRICT D/B/A MILE HIGH FLOOD DISTRICT (hereinafter called "DISTRICT"); TOWN OF PARKER (hereinafter called "TOWN"); and DOUGLAS COUNTY (hereinafter called "COUNTY") and collectively known as "PARTIES";

WITNESSETH:

WHEREAS, PARTIES have entered into "Agreement Regarding Design and Construction of Drainage and Flood Control Improvements for Newlin Gulch at Recreation Drive" (Agreement No. 21-05.23) dated October 4, 2021, as amended, (hereinafter called "AGREEMENT"); and

WHEREAS, PARTIES now desire to proceed with ongoing design and construction of drainage and flood control improvements for Newlin Gulch at Recreation Drive (hereinafter called "PROJECT"); and

WHEREAS, PARTIES desire to increase the level of funding by $300,000.00; and

WHEREAS, DISTRICT's Board of Directors has authorized additional DISTRICT financial participation for PROJECT (Resolution No. 67, Series of 2025); and

WHEREAS, the TOWN Council of TOWN, the County Commissioners of COUNTY, and the Board of Directors of DISTRICT have authorized, by appropriation or resolution, all of PROJECT costs of the respective PARTIES.

NOW, THEREFORE, in consideration of the mutual promises contained herein, PARTIES hereto agree as follows:

1. Paragraph 4. PROJECT COSTS AND ALLOCATION OF COSTS is deleted and replaced as follows:

4. PROJECT COSTS AND ALLOCATION OF COSTS

A. PARTIES agree that for the purposes of this AGREEMENT, PROJECT costs shall consist of and be limited to the following:

1. Final design services;
2. Construction of improvements;
3. Contingencies mutually agreeable to PARTIES.

B. It is understood that PROJECT costs as defined above are not to exceed $800,000.00 without amendment to this AGREEMENT.

PROJECT costs for the various elements of the effort are estimated as follows:

	ITEM	AS AMENDED	PREVIOUSLY AMENDED
1.	Final Design	$ 500,000.00	$ 400,000.00
2.	Construction*	$ 300,000.00	$ 100,000.00
3.	Contingency	$ -0-	$ -0-
	Grand Total	$ 800,000.00	$ 500,000.00

* It is anticipated that funds for construction shall be added to this Agreement at a future date.

This breakdown of costs is for estimating purposes only. Costs may vary between the various elements of the effort without amendment to this AGREEMENT provided the total expenditures do not exceed the maximum contribution by all PARTIES plus accrued interest.

C. Based on total PROJECT costs, the maximum percent and dollar contribution by each party shall be:

	Percentage Share	Previously Contributed	Additional Contribution	Maximum Contribution
DISTRICT	50.00%	$250,000.00	$150,000.00	$400,000.00
TOWN	12.50%	$100,000.00	-0-	$100,000.00
COUNTY	37.50%	$150,000.00	$150,000.00	$300,000.00
TOTAL	100.00%	$500,000.00	$300,000.00	$800,000.00

2. Paragraph 5. MANAGEMENT OF FINANCES is deleted and replaced as follows:

5. MANAGEMENT OF FINANCES

As set forth in DISTRICT policy (Resolution No. 11, Series of 1973, Resolution No. 49, Series of 1977, and Resolution No. 37, Series of 2009), the funding of a local body's share may come from its own revenue sources or from funds received from state, federal or other sources of funding without limitation and without prior DISTRICT approval.

Payment of each PARTY's full share (TOWN - $100,000.00; COUNTY - $300,000.00; DISTRICT - $400,000.00) shall be made to DISTRICT subsequent to execution of this AGREEMENT and within 30 days of request for payment by DISTRICT. The payments by PARTIES shall be held by DISTRICT in a special fund to pay for increments of PROJECT as authorized by PARTIES, and as defined herein. DISTRICT shall provide a periodic accounting of PROJECT funds as well as a periodic notification to TOWN and COUNTY of any unpaid obligations. Any interest earned by the monies contributed by PARTIES shall be

accrued to the special fund established by DISTRICT for PROJECT and such interest shall be used only for PROJECT upon approval by the contracting officers (Paragraph 13). Within one year of completion of PROJECT if there are monies including interest earned remaining in excess of 10,000, which are not committed, obligated, or disbursed, each party shall receive a share of such monies, which shares shall be computed as were the original shares; or at TOWN or COUNTY request, TOWN or COUNTY share of remaining monies shall be transferred to another special fund held by DISTRICT.

3. Paragraph 15. AMENDMENTS is deleted and replaced as follows:

15. AMENDMENTS

This Agreement contains all of the terms agreed upon by and among PARTIES. Any amendments to this Agreement shall be in writing. Amendments affecting only specific PARTIES, whether through changes in scope or additional funding contributions, shall require the written approval of the impacted PARTIES. All other PARTIES unaffected by the amendment shall acknowledge the amendment in writing, and their acknowledgement shall be sufficient to meet the requirements of this Agreement.

4. All other terms and conditions of this AGREEMENT shall remain in full force and effect.

WHEREFORE, PARTIES hereto have caused this SECOND AMENDMENT to be executed by properly authorized signatories as of the date and year written below.

URBAN DRAINAGE AND
FLOOD CONTROL DISTRICT D/B/A
MILE HIGH FLOOD DISTRICT

By_____

Name Laura A. Kroeger

Title Executive Director

Date_____

_____ Checked By

_____ Checked By

TOWN OF PARKER

_____
Checked By

By:_____
Joshua Rivero, Mayor

ATTEST:

Date_____

_____
Town Clerk's Office

APPROVED AS TO FORM AND SUFFIECIENCY:

_____
Town Attorney's Office

BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY

_____
Abe Laydon, Chair

ATTEST:

_____
Deputy Clerk to the Board

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord,
County Manager

APPROVED AS TO FORM:

_____
Christopher Pratt,
Sr. Assistant County Attorney

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copeland,
Director of Finance

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Jason Oldham, P.E., Traffic Engineering and Operations Manager

DESCRIPTION: Intergovernmental Agreement with the Town of Castle Rock Regarding Town's Acceptance of Maintenance and Operations of a New Traffic Signal at Crowfoot Valley Road & Macanta Boulevard, Douglas County Project # TF2025-023.

SUMMARY: The proposed Traffic Signal at Crowfoot Valley Road & Macanta Boulevard is near shared jurisdictional boundaries between Douglas County and the Town of Castle Rock. The intersection is located within Douglas County, but only 250' from the shared jurisdictional boundary and less than one mile from the signalized intersection of Founders Parkway and Crowfoot Valley Road located in the Town of Castle Rock.

The intent of this IGA is to improve safety, mobility, and access for the public at this specific traffic signal intersection, and to ensure continued proper maintenance and operation of the traffic signals, including regular maintenance, recurring inspections, response to malfunctions, and coordinated traffic signal timing plans.

Douglas County Traffic staff has estimated the total annual cost of this traffic signal maintenance and operation, and therefore agrees to compensate the Town of Castle Rock for work performed under this agreement. Any reconstruction, modification, or improvement initiated by the County or performed as a result of a County project will be paid for separately by the County. By March 31st of each year, the County will compensate the Town a flat fee of $3,840.00 for this traffic signal for the prior year of maintenance in year one of this agreement and adjusted for inflation in subsequent years, as documented in the Town's annual summary of maintenance. This Agreement's term will continue annually for five (5) years, contingent upon funding for each subsequent year being appropriated, budgeted, and otherwise made available.

Funding for this annual payment will come from BU #31660.473800, Fund 200.

RECOMMENDED ACTION: Approval of Intergovernmental Agreement (IGA) with the Town of Castle Rock Regarding Town's Acceptance of Maintenance and Operations of a New Traffic Signal at Crowfoot Valley Road & Macanta Boulevard, Douglas County Project # TF2025-023.

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

DouglasCounty -IGA_Town of Castle Rock and Douglas County- Traffic Signal Operation-Jason Oldham

INTERGOVERNMENTAL AGREEMENT BETWEEN THE TOWN OF CASTLE ROCK AND THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO, REGARDING OWNERSHIP, MAINTENANCE, AND OPERATION OF TRAFFIC SIGNALS AT AND NEAR SHARED JURISDICTIONAL BOUNDARIES

THIS INTERGOVERNMENTAL AGREEMENT ("**Agreement**") is made and entered into this _____ day of _____, **2025** by and between the Town of Castle Rock, Colorado, a Colorado home rule municipality (the "**Town**"), and the Board of County Commissioners of Douglas County, State of Colorado, (the "**County**"), hereinafter collectively referred to as the "**Parties**."

RECITALS

WHEREAS, the Parties are legally empowered under Section 29-1-201, et seq., C.R.S. to enter into this Agreement; and

WHEREAS, the Parties desire to cooperate on signalized intersections at and near shared jurisdictional boundaries for the purpose of improving safety, mobility, and access for the public; and

WHEREAS, the Parties agree that the traffic signals in this agreement are in good working order and have been properly maintained and the parties have a shared interest in assuring continued proper maintenance and operation of traffic signals including regular maintenance, recurring inspection, response to malfunctions, and coordinated traffic signal timing plans; and

WHEREAS, the Parties agree to include the following traffic signal location(s) in this Agreement:

- Crowfoot Valley Road & Macanta Boulevard

WHEREAS, the Parties have the option to add additional signal locations to this Agreement at any time during the term of this Agreement; and

WHEREAS,

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained herein, the sufficiency of which are mutually acknowledged, the Parties hereto agree as follows:

1. ***Acknowledgment and Incorporation of Recitals.*** The foregoing recitals are hereby acknowledged by the Parties to be true and correct and are incorporated into this Agreement.

2. ***Term.*** This Agreement shall commence upon execution by the Parties and shall continue annually for five (5) years contingent upon funds for each subsequent year being appropriated, budgeted, and otherwise made available therefor. If the County fails to appropriate sufficient monies to provide for the continuance of this Agreement into a future fiscal year, the Agreement shall terminate on the final day preceding the date of the beginning of the first fiscal year for which funds are not appropriated. The County's only obligation in the event of termination for this reason shall be the payment of maintenance performed up to and including the effective date of termination.

3. ***Definitions.***

Traffic Signals shall mean all improvements necessary to direct vehicular and pedestrian traffic by signal indications at intersections, specifically including but not limited to the foundations, poles, mast arms, span wire, signal heads, and wiring extending from the base of any pole to the signal indications. "Traffic Signals" shall specifically exclude "Traffic Signal Control Equipment" and "Traffic Signal Fiber Optic Interconnect Equipment" as defined by this Agreement.

Traffic Signal Control Equipment shall mean all equipment necessary to operate a Traffic Signal identified in the traffic signal list above, and specifically including but not limited to the signal indications, cabinet box, locks, internal controllers, switches, mechanical equipment within the cabinet box, wiring extending from the cabinet box to a Traffic Signal, and vehicle detection and surveillance equipment as such equipment may presently exist at an intersection and as may be later installed at each such intersection. "Traffic Signal Control Equipment" shall specifically exclude "Traffic Signals" and "Traffic Signal Fiber Optic Interconnect Equipment" as defined by this Agreement.

Traffic Signal Fiber Optic Interconnect Equipment shall mean all equipment associated with the Town of Castle Rock Fiber Optic network including conduit, pull boxes, fiber optic cable (backbone and laterals), patch panels, connectors, switches, and other associated equipment. "Traffic Signal Fiber Optic Interconnect Equipment" shall specifically exclude "Traffic Signals" and "Traffic Signal Control Equipment" as defined by this Agreement.

4. ***Interpretation.***

This Agreement shall be interpreted in accordance with the following:

(A) The doctrine of interpretation of ambiguities against the drafting party (contra proferentum) shall not apply because the Parties jointly negotiated and drafted the Agreement.

(B) The preferred interpretation of this Agreement by the Parties and by any mediator or court enlisted to aid in resolving disputes between the Parties shall be the interpretation that:

- best permits a coordinated and logical flow of vehicular traffic between the Town and the County without creating a bias of traffic flow for or against any one Party's jurisdiction; and

- best enables the arterial roadways to function as if operated by a single jurisdiction applying commonly accepted professional standards and principles for managing traffic and public rights-of-way management; and

- best advances equity in the allocation of benefits and detriments between the Parties; and

- best recognizes that the Parties each rely upon the arterial roadways to serve important commercial and business opportunities and that the scheduling of changes in the operation of traffic signals should be jointly planned and undertaken.

5. ***Good Faith.***

This Agreement shall be governed by a covenant of good faith and fair dealing. In furtherance of this covenant, each Party shall:

(A) reasonably communicate with and inform the other Party regarding actions and activities undertaken in its jurisdiction that will or may directly affect the maintenance, and operation of Traffic Signals, Traffic Signal Control Equipment, and Traffic Signal Fiber Optic Interconnect Equipment, including, by way of example, but not limited to: planned and emergency maintenance or repair activities; temporary lane or access closures and rerouting of traffic; seasonal and temporary traffic management plans; or changes to traffic responsive algorithms

(B) provide reasonable opportunities for the other Party to participate in or comment upon the planning of modifications to Traffic Signals, Traffic Signal Control Equipment, and Traffic Signal Fiber Optic Interconnect Equipment;

(C) provide reasonable notice to the other Party regarding observed or anticipated conflicts or misunderstandings between the Parties, need for clarification or interpretation of the terms and conditions of this Agreement or anticipated deficiencies in performance, including, but not limited to actual or anticipated budgetary shortfalls or appropriation decisions that might impair a Party's continued performance of obligations under this Agreement; and

(D) where consent is requested by a Party in accordance with this Agreement, such consent shall not be unreasonably withheld or denied. In the event a Party elects to withhold or deny consent, the Party shall promptly communicate the reason(s) for such decision to the other Party and the Party shall endeavor to also provide recommendations, conditions, or alternatives that would cause the Party to Consent to the request.

6. ***Ownership.***

Nothing in this Agreement is intended to affect, convey, or otherwise transfer any present ownership of Traffic Signals, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment. It is the intent of this Agreement that each Party's right, title, and interest shall remain the same upon the termination or expiration of this Agreement as that right, title and interest existed prior to the Effective Date of this Agreement as to which there is disagreement which is deemed resolved by this Agreement for so long as it remains in effect, unless otherwise agreed in writing by the Parties. To this end, a Party's presently possessed right, title, and interest in the ownership of Traffic Signals, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment shall remain unaffected by: (1) this Agreement; (2) any actions of the Parties subsequent to this Agreement; or (3) any investment, cost, or expense incurred or paid by a Party subsequent to the Effective Date of this Agreement toward the repair, maintenance, operation, management, control, or insurance of the Traffic Signal, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment. In the event this Agreement is terminated, expires, or is invalidated for any reason whatsoever, the Parties agree that this Agreement, a Party's payment or any investment, cost, or expense in the repair, maintenance, operation, management, control, insurance of the Traffic Signal, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment or any other event, action, or conduct of a Party or the Parties subsequent to the Effective Date of this Agreement shall not be offered, tendered, or used in any manner to evidence or support any argument or legal theory by either Party alleging a transfer of ownership, jurisdiction, control or otherwise by the Parties to each other in the Traffic Signals, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment. Moreover, it is the Parties' intent and a material provision of this Agreement that any judicial review of the issue of ownership of Traffic Signals, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment shall not consider or take into account: (1) this Agreement; (2) any actions of the Parties subsequent to this Agreement; or (3) any investment, cost, or expense incurred or paid by a Party subsequent to the Effective Date of this Agreement toward the repair, maintenance, operation, management, control, or insurance of the Traffic Signal, Traffic Signal Control Equipment, or Traffic Signal Fiber Optic Interconnect Equipment. This provision shall survive any termination, expiration, or invalidation of this Agreement.

7. ***Town Responsibilities***.

The Town has estimated the total annual cost of the traffic signal maintenance and operation and is prepared to accept the County funding for said work.

Any reconstruction, modification, or improvement initiated by the Town or performed as a result of a Town project shall be included in the maintenance provided by the Town.

The Town shall provide all necessary inspection and maintenance services, respond to malfunctions, and replace Traffic Signal Control Equipment, for the traffic signals identified in this agreement, including but not limited to the following:

- Each signal lens operating and visible
- Signal timing is operating as programmed
- Controller and cabinet are clean and in good repair
- Communication to the signal is connected and operating within the Town's signal system framework
- Vehicle detection is operating properly
- All video detection camera lenses are clean
- All luminaires attached to signal structure are operating
- Uninterrupted power supply testing
- Signal conflict monitor testing.
- Contracted emergency response and equipment replacement

The Town shall remedy any defects in these items within 24 hours of discovery of the defect. Defects and remediation shall be documented and kept on file at the Town and copied to the County.

The Town shall install its own cabinet lock and provide access to the County.

The Town shall consult with the County regarding any changes to mast arm loading and document that the traffic signal structure can adequately accommodate the proposed changes.

By February 1st the following year, the Town shall invoice the County for the maintenance completed during the prior year as a flat fee of $3,840.00 in year one. Future flat fee compensation shall be calculated by the Town and adjusted according to the Bureau of Labor Statistics Consumer price index for the Castle Rock area. The Town shall provide to the County an annual summary of the maintenance performed in the prior calendar year for which payment is requested and shall contain an adequate description of the type(s) and the quantity(ies) of the maintenance services performed, the date(s) of that performance, and on which specific traffic signals such services were performed, in accordance with typical Town billing standards.

If the Town fails to satisfactorily perform the maintenance services or if the annual summary submitted by the Town does not adequately document the payment requested, after notice thereof from the County, the County may deduct and retain a proportionate amount from the annual payment, based on the negotiated rate, for that traffic signal.

8. ***County Responsibilities***.

The County has estimated the total annual cost of traffic signal maintenance and operation and agrees to financially compensate the Town for work performed under this Agreement.

Any reconstruction, modification, or improvement initiated by the County or performed as a result of a County project shall be paid for separately by the County.

The County shall perform structural inspection of overhead signal structural elements and their supports according to their current established schedule.

The County shall be responsible for remediation of structural defects requiring foundation, pole, span wire, or mast-arm replacement.

By March 31st of each year, the County shall compensate the Town a flat fee of $3,840.00 per signal for the prior year of maintenance in year one of this agreement and adjusted for inflation in subsequent years, as documented in the Town's annual summary of maintenance.

9. ***Remedies***.

The Parties hereto acknowledge and agree that each Party may exercise all rights and remedies in law or in equity, by a decree in specific performance, or such other legal or equitable relief as may be available.

10. ***Notice***.

Any notice required or permitted by this Agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes if sent by certified mail or registered mail, postage and fees prepaid, addressed to the Party to whom such notice is to be given, at the address set forth below, or at such other address as has been previously furnished in writing, to the other Party. Such notice shall be deemed to have been given when deposited in the United States mail.

Town of Castle Rock: Town of Castle Rock
4175 N. Castleton Court
Castle Rock, CO 80109
Attention: Dan Sailer, Director of Public Works
DSailer@CRgov.com

With an electronic copy sent to: Legal@CRgov.com

Douglas County: Douglas County
100 Third Street
Castle Rock, Colorado 80104
Attention: Janet Herman, Director of Public Works Engineering

jherman@douglas.co.us

With an electronic copy sent to attorney@douglas.co.us

11. ***Appropriation***.

Pursuant to section 29-1-110, C.R.S., any financial obligations of the County contained herein that are payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available on an annual basis. Consistent with Article X, § 20 of the Colorado Constitution, any financial obligation of the County not performed during the current fiscal year is subject to annual appropriation, and thus any obligations of the County hereunder shall extend only to monies currently appropriated and shall not constitute a mandatory charge, requirement, debt or liability beyond the current fiscal year.

12. ***Termination***. The Parties have the right to terminate this Agreement with cause upon written notice effective immediately, or without cause upon ten (10) days prior written notice to the other Party. Upon termination of the Agreement, whether for cause, convenience, expiration of the Term, or non-appropriation as described in this Agreement, the Parties shall have no claim against one another except the Town shall be entitled to compensation for maintenance services completed by the Town up to and including the date of termination.

13. ***Additional Documents***.

The Parties agree to execute any additional documents or take any additional action that is necessary to carry out the intent of this Agreement.

14. ***Colorado Law***.

The laws of the State of Colorado shall govern this Agreement. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado and the Parties waive any right to remove any action to any other court, whether state or federal.

15. ***Separate Entities***.

The Parties enter into this Agreement as separate, independent governmental entities and shall maintain such status throughout.

16. ***No Third-Party Beneficiaries.***

The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement, shall be strictly reserved to the Parties, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person under such Agreement. Any beneficiary of the terms and conditions of this Agreement are not intended beneficiaries but are incidental beneficiaries only.

17. ***No Waiver of Governmental Immunity Act***.

The Parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, and the City, its council members, officials, officers, directors, agents and employees are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, sections 24-10-101 to 120, C.R.S., or otherwise available to the County and the City.

18. ***Entirety***.

This Agreement merges and supersedes all prior negotiations, representations and agreements between the Parties hereto relating to the subject matter hereof and constitutes the entire agreement between the Parties concerning the subject matter hereof.

19. ***Severability***.

If any provision of this Agreement is found by a court of competent jurisdiction to be unlawful or unenforceable for any reason, the remaining provisions hereof shall remain in full force and effect.

20. ***Modification***.

This Agreement may only be modified upon written agreement signed by the Parties.

21. ***No Waiver***.

Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by either Party shall not constitute a waiver of any of the other terms or obligations of this Agreement.

22. ***Assignment***.

Neither this Agreement nor any of the rights or obligations of the Parties hereto, shall be assigned by either Party without the written consent of the other.

23. ***Survival***.

Any terms and conditions of the Agreement that require continued performance, compliance, or effect beyond the termination date of the Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

24. ***Force Majeure***.

Neither the County nor the Town shall be liable for any delay in, or failure of performance of, any covenant or promise contained in this Agreement, nor shall any delay

or failure constitute default or give rise to any liability for damages if, and only to extent that, such delay or failure is caused by "force majeure." As used in this Agreement, "force majeure" means acts of God, acts of the public enemy, acts of terrorism, unusually severe weather, fires, floods, epidemics, quarantines, strikes, labor disputes and freight embargoes, to the extent such events were not the result of, or were not aggravated by, the acts or omissions of the non-performing or delayed party.

25. ***Authority***.

The individuals executing this Agreement represent that they are expressly authorized to enter into this Agreement on behalf of the Town and the County and bind their respective entities.

26. ***Counterparts***.

This Agreement may be executed in one or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same document. In addition, the Parties specifically acknowledge and agree that electronic signatures shall be effective for all purposes, in accordance with the provisions of the Uniform Electronic Transactions Act, Title 24, Article 71.3 of the Colorado Revised Statutes.

[signature page follows]

IN WITNESS WHEREOF, this Agreement is executed by the Parties hereto as of the date first written above.

TOWN OF CASTLE ROCK

ATTEST:

_____
Lisa Anderson, Town Clerk

_____
Jason Gray, Mayor

Approved as to form:

_____
Sarah Jean Rodger, Assistant Town Attorney

Approved as to content:

_____
Daniel Sailer, Director of Public Works

BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY

_____
Abe Laydon, Chair

ATTEST:

_____
Hayley Hall,
Clerk to the Board

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord,
County Manager

APPROVED AS TO FORM:

_____
Chris Pratt,
Senior Assistant County Attorney

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland,
Director of Finance

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Deborah E. Kula, P.E., Special Projects Engineer

DESCRIPTION: Construction Contract with Denver Dirt Works, Inc. (DDW) for the Pine Creek & Hwy 67 Storm Culvert Remove & Replacement Project in the amount of $175,000.00, Douglas County Project #SP 2025-011.

SUMMARY: The Pine Creek & Hwy 67 Storm Culvert Remove & Replacement Project will replace five (5) 36"- 48" corrugated metal culverts (CMP); two (2) of the culverts are located on Pine Creek Rd, and three (3) are located on Hwy 67, but are located sequentially to each other.

These pipes were identified by Public Works Operations as needing replacement, and they have requested assistance from the Special Projects Engineering team to complete this project. These culverts appear to be from the 1970s and will be replaced with a more modern poly-coated corrugated metal pipe, which will help mitigate the constant flow and abrasion from the surrounding slopes. These safety improvements will extend the service life of these pipes. Douglas County Public Works Operations already purchased the pipe material for $49,961.70 prior to requesting quotes for this work to be done, due to tariffs, so the costs reflect installation only.

County staff requested quotes from five (5) contractors that have completed similar work for the County in the past to be able to complete the Project as soon as possible. The quotes received are as follows:

Denver Dirt Works (DDW)	**$140,555.00**
53 Corporation, LLC	$165,412.00
West Fork Construction	$181,790.00
American West Construction	$414,405.00
Insituform Technologies	Too Busy
Engineer's Estimate incl. pipe	$250,000.00

Denver Dirt Works was the most cost effective for this project.

The Construction Contract with Denver Dirt Works, Inc. (DDW) will be for a total of $175,000.00, which includes $34,445.00 in Field Modifications as a contingency for any additional work items that arise (and are approved in writing by the County) during construction for the project.

Funding for this construction contract is set aside in Fund 200, Business Unit 800100.478200.

RECOMMENDED ACTION: Approval of the Construction Contract with Denver Dirt Works, Inc. (DDW) for the Pine Creek & Hwy 67 Storm Culvert Remove & Replacement Project in the amount of $175,000.00, Douglas County Project # SP 2025-011.

REVIEW:

Kristina Mann	Approve	8/25/2025
Jeff Garcia	Approve	9/3/2025
Andrew Copland	Escalated	9/4/2025
Christie Guthrie	Approve	9/5/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025

ATTACHMENTS:

Contract Denver Dirt Works_SP2025-011 Pine Creek_Hwy67 Culverts

Pine Creek & Hwy 67 Storm Culvert Remove & Replacement Project
SP2025-011

Construction Contract

1. **Parties.** This Contract, made and entered into this _____day of **MONTH, 2025,** between the Board of County Commissioners of the County of Douglas (hereinafter "County") and **Denver Dirt Works, Inc,** a Colorado corporation (hereinafter "Contractor").

2. **Contract Documents.** The entire contract between the Parties shall consist of and include:

A. Contract, which includes the Cover Page and Table of Contents;
B. Approved Construction Plans (Exhibit A);
C. Bid Schedule (Exhibit B);
D. Douglas County Roadway Design and Construction Standards;
E. Douglas County Grading, Erosion and Sediment Control Manual, (GESC);
F. Douglas County Storm Drainage Design & Technical Criteria Manual
G. CDOT, Standard Specifications for Road & Bridge Construction;
H. CDOT, Standard Plans, M & S Standards;
I. County's Payment Policies;
J. Insurance Requirements, Revision of Section 107 of the Standard Special Provisions; and
K. Payment and Performance Bonds

3. Except as otherwise provided in this Contract, the project shall be constructed in accordance with the current as amended versions of the Douglas County Roadway Design & Construction Standards, Douglas County Grading, Erosion and Sediment Control Manual, (GESC), the Douglas County Storm Drainage Design & Technical Criteria Manual, the CDOT Standard Specifications for Road and Bridge Construction, dated 2021, and the CDOT M&S Standards. If there is a conflict between any of these standards, the Douglas County standards and manuals shall control.

4. **Scope of Work.** All services described in Exhibit A - (Construction Plans), attached hereto and incorporated herein, shall be performed by Contractor.

The County may, from time to time, request changes to the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the County and Contractor, shall be in writing and shall become part of this Contract upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

5. **Term:** It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on August 1, 2025, and terminate at 12:00 a.m. on July 31, 2026. This Contract and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

6. **Compensation:** Subject to the maximum contract liability and all other provisions of this Contract, the County agrees to pay to the Contractor, and the Contractor agrees to accept payment as described in Exhibit B, attached hereto and incorporated herein, during the term hereof, in accordance with the terms set forth herein.

7. **Maximum Contract Expenditure:** Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is **One Hundred Seventy-Five Thousand and No Dollars ($175,000.00)** for fiscal year **2025**. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract nor is anything set forth herein a limitation of liability for Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

8. **Change Orders.** No change order, or other form of order or directive of the County requiring additional compensable work to be performed, which work is in excess of that specified in Paragraph 4 above, shall be issued unless the Contractor is given written assurance by the County that lawful appropriations to cover the costs of the additional work will be or have been made.

9. **Taxes.** The Contractor shall apply to the State Revenue Department for an exemption certificate in order to exempt it from having to pay sales and use tax.

10. **Indemnification and Insurance.** Contractor agrees to:

A. Indemnification. The Contractor shall defend, release, indemnify and save and hold harmless the County, its officers, agents and employees from and against (1) any and all damages, including but not limited to loss of use, to property, or injuries to or death of any person or persons, including property and officers, agents and employees of the County, and (2) any and all claims, demands, suits, actions, liabilities, costs, expenses (including but not limited to reasonable attorney fees, expert witness fees and all associated defense fees), causes of action, or other legal, equitable or administrative proceedings of any kind or nature whatsoever, of or by anyone whomsoever, regardless of the legal theory(ies) upon which premised, including but not limited to contract, tort, express and/or implied warranty, strict liability, and workers compensation, in any way resulting from, connected with, or arising out of, directly or indirectly, actions or omissions of the Contractor or those performing under it in connection with its operations or performance herewith or its use or occupancy of real or personal property hereunder, including actions or omissions of Subcontractors and Suppliers, and acts or omissions of officers, employees, agents, representatives, invitees or licensees of the Contractor or its Subcontractors or Suppliers; provided however, that the Contractor need not indemnify the County or its officers, agents and employees from damages proximately caused by and apportioned to the negligence of the County's officers, agents and employees. This indemnification is for an amount represented by the degree or percentage of negligence or fault attributable to the indemnity obligor or the indemnity obligor's agents, representatives, subcontractors, or suppliers. Further, this indemnification is intended to comply with and be subject to § 13-50.5-102(8), C.R.S., as amended from time to time.

This indemnity clause shall also cover the County's defense costs, in the event that the County, in its sole discretion elects to provide its own defense. The County retains the right to disapprove counsel, if any, selected by Contractor to fulfill the forgoing defense indemnity obligation, which right of disapproval shall not be unreasonably exercised.

B. Procure and maintain commercial general liability insurance including completed operations, contractual liability, products liability and automobile liability, affording coverage for all claims for bodily injury including death and all claims for destruction of or damage to property, arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor, by subcontractors under it or anyone directly or indirectly employed by the Contractor or by subcontractor under it. Required coverage is outlined in **Revision of Section 107 of the Standard Special Provisions and made a part of this Contract.**

C. Obtain and maintain during the term of this Contract worker's compensation insurance as required by law. This insurance shall cover all of its employees employed under the terms of this Contract. If any of the work on the Project is sublet, the Contractor shall require each of its subcontractors to provide similar coverage for all of the subcontractor's employees to be engaged in such work.

D. Contractor is an independent contractor under this Contract. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor for all purposes, except as otherwise provided for subcontractors herein.

E. Contractor shall comply with any reasonable request by the Department of Labor and Employment made in the course of an investigation that the Department is undertaking.

F. If Contractor violates this provision of this Contract, the County may terminate the Contract for a breach of contract. If the Contract is so terminated, Contractor shall be liable for actual and consequential damages to the County as required by law.

G. The County will notify the Office of the Secretary of State if Contractor violates this provision of this Contract and the County terminates the Contract for such breach.

11. **No Waiver of Governmental Immunity Act.** The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

12. **Assignment.** The Contractor covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Project Engineer. Any attempt by the Contractor to assign or transfer its rights hereunder shall, at the option of the County, void the assignment or automatically terminate this Contract and all rights of the Contractor hereunder.

13. **Subletting of Contract.** The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the Contract, or its right, title or interest therein, without the written consent of the County. The Contractor may utilize the services of specialty contractors on those parts of the Project which, under normal contracting practices, are performed by specialty subcontractors. The Contractor shall be fully responsible to the County for the acts and omissions of the subcontractors and of persons directly employed by them, as it is for the acts and omissions of persons directly employed by it. The Contractor shall provide appropriate provisions to be inserted on all subcontracts relative to the Project to bind the subcontractors to the Contractor by the terms of the Contract Documents to give the Contractor the same power in regard to termination of any subcontractor that the County may exercise over the Contractor under any provision of the Contract Documents.

14. **Non-Discrimination and Federal Assurance in Connection with Performance of Work.** The Contractor agrees not to refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, sex, color, national origin, or ancestry and further agrees to insert the foregoing provision in all subcontracts hereunder. Further, Contractor agrees to comply with the Standard Title VI Non-Discrimination Appendices A and E attached hereto and incorporated herein, and the foregoing shall be a provision in all subcontracts hereunder.

15. **Cancellation of Contract.** Failure of the Contractor to comply with any of the requirements of this Contract may be considered by the County as evidence of the inability on the part of the Contractor to maintain the quality and service standards necessary under this Contract and shall be sufficient cause for termination of the Contract and the County initiating legal action against the Performance Bond of the Contractor.

16. **Patented Devices, Materials and Processes.** If a Contractor is required or desires to use any design, device, invention, product, material or process covered by letters of patent or copyright, it shall provide for such use by suitable legal Contract with the patentee or copyright owner and the County and shall pay all license fees and royalties and assume all costs incident to such use and construction of the Project or incorporation in the Project. The Contractor agrees to defend, indemnify and save harmless the County from any and all claims for infringement by reason of the use of such patented design, device, invention, project, material, or process or any trademark or copyright in connection with the construction of the Project pursuant to the Contract Documents and shall defend and indemnify the County for any costs, expense, and damages, including attorney's fees, which the County may be obliged to pay for any such infringement at any time such claim is made or prosecuted, including, but not limited to, after the completion of the Project. If the County determines, in the reasonable exercise of its discretion, that a joint defense for the County and the Contractor creates a conflict of interest, the County shall be permitted to select its own counsel, and the Contractor shall pay all reasonable attorneys' fees, expenses (including expert fees and expenses), and costs of the County's defense. The County may, if it so desires, withhold any payment due the Contractor so long as it shall be reasonably necessary to indemnify the County on account of such injuries or damage.

17. **Compliance with Safety and Health.** Contractor agrees, in the performance of this Contract, to comply with all safety orders, rules and regulations imposed pursuant to the Colorado Occupational Safety and Health Program, commonly referred to as COSHA and/or all other safety orders and regulations properly imposed by any other regulatory governmental agency of the State of Colorado or of the United States.

18. **Permits and Licenses.** Unless otherwise provided, the Contractor shall procure all permits and licenses, and, give all notices necessary and incidental to the due and lawful construction of the Project. County may assist Contractor, when necessary, in obtaining such permits and licenses. All County permits will be at no cost to the Contractors.

19. **Venue.** Any and all legal actions pertaining or related to this Contract shall be filed and tried in the District Court in and for the County of Douglas, State of Colorado.

20. **Colorado Labor Preference.** The provisions of §§ 8-17-101 through 8-17-107, C.R.S., are applicable to this Contract. Colorado labor must be employed to perform the work to the extent of not less than eighty percent (80%) of each type of class of labor in the several classifications of skilled and common labor employed on the Project. The 80% requirement for Colorado labor shall be waived by the County if there is reasonable evidence to demonstrate insufficient Colorado labor to perform the work of the Project and if compliance with this requirement would create an undue burden that would substantially prevent the Project from proceeding to completion. Colorado labor means any person who is a resident of the State of Colorado at the time of the public works project, without discrimination as to race, color, creed, sex, sexual orientation, marital status, national origin, ancestry, age, or religion except when sex is a bona fide occupational qualification. A resident of the State

of Colorado is a person who can provide Colorado driver's license, a valid Colorado state issued photo identification, or documentation that he or she has resided in Colorado for the last 30 days. This section is not applicable to any project that receives Federal funds. Enforcement for violation of this section is pursuant to rules and regulations to be promulgated by the Colorado Department of Labor pursuant to §§ 8-17-104, 8-1 7-105 and 8-17-106, C.R.S.

21. **Conflict of Interest.** The Contractor agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Contractor further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

22. **Compliance with All Laws and Regulations.** All of the work performed under this Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States, State of Colorado and County of Douglas.

23. **No Third-Party Beneficiary.** The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved by the County and the Contractor, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

24. **Force Majeure:** No party shall be liable for failure to perform hereunder if such failure is the result of force majeure. Any time limit shall be extended for the period of any delay resulting from any force majeure, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. Force majeure shall mean causes beyond the reasonable control of a party against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, such as, but not limited to, natural disasters of overwhelming proportions, exceptional adverse weather conditions, acts of God, acts of war, strikes, work stoppages, fire or other catastrophic casualty or action of non-party government authorities.

25. **Bond.** At the time of the execution of this Contract, the Contractor shall furnish a Contract Payment Bond and a Contract Performance Bond. Each bond shall be in the penal sum equal to the nearest integral one hundred dollars in excess of the Contract value or amount, plus all force account items, if any, specified in the project special conditions to be included in the payment and performance bonds. The bonds and the security shall be in a form and issued by an entity acceptable to the County.

26. **County Execution of Contract:** This Contract is expressly subject to and shall not be or become effective or binding on the County, until execution by all signatories of the County.

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STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX A

During the performance of this contract, the Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. **Compliance with Regulations:** The Contractor shall comply with the Regulation relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

1. **Non-discrimination:** The Contractor, with regard to the work performed by it during the Contract, will not discriminate on the grounds of race, color, or national origin, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Contract covers any activity, project, or ~~a~~ program set forth in Appendix B of 49 CFR Part 21.

2. **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, or sex.

3. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the County, the Colorado Department of Transportation or the Federal Highway Administration be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the County, the Colorado Department of Transportation or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

4. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this Contract, the County shall impose such contract sanctions as it, the Colorado Department of Transportation or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

    a. withholding of payments to the Contractor under the Contract until the Contractor complies, and/or
    b. cancellation, termination or suspension of the Contract, in whole or in part.

5. **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The Contractor shall take such action with respect to any subcontract. or procurement as the County, the Colorado Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the County to enter into such litigation to protect the interests of the County, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX E

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U .S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S. C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC§ 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

IN WITNESS WHEREOF, the parties have set their hands and seal the day herein first above written.

DENVER DIRT WORKS, INC:

SIGNED: _____

PRINT NAME & TITLE: _____

DATE: _____

ATTEST:

_____

TITLE: _____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____ Date
Abe Laydon, Chair

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
County Manager

ATTEST

_____
Deputy Clerk Date

DEPARTMENT OF PUBLIC WORKS ENGINEERING:

JANET HERMAN, P. E. **Date**
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

ANDREW COPLAND **Date**
Director of Finance

APPROVED AS TO LEGAL FORM:

Chris Pratt **Date**
Senior Assistant County Attorney

PROJECT MANAGER REQUIRED TO COMPLETE:

Name of Contact at Contractor's Place of Business: (example: Joe Smith, Concrete Company, Inc.): _Sean Shelbourn, Denver Dirt Works, Inc.

Email Address of Contact: sean@denverdirtworks.com

Phone # of Contact: (720) 708-6349

Address of Contact: 8330 N Sundown Trl, Parker, CO 80134

COUNTY'S PAYMENT POLICIES

The following policies have been formulated to assure timely and accurate payments by Douglas County Government to its Contractors. Invoices submitted which are not in complete accordance with these policies will be returned (mailed) without payment to the Contractor for completion.

1. Each invoice for progress payment and/or final payment must list the description and location of the work being performed. Contractor's invoice for materials being billed must also be attached.

2. All invoices are to be submitted to Douglas County Department of Public Works - Engineering Division, Philip S. Miller Building, 100 Third Street, Suite 220, Castle Rock, CO 80104; Attention: Deborah Kula, P.E.

3. Invoices must be submitted by the 25th of the month to be paid by the 25th of the following month. Under no circumstances will a Contractor be paid more than once a month. Errors will be corrected on the next pay cycle.

4. Checks will be mailed on or about the 25th of each month. When payment dates occur on Saturday or Sunday, payment will be made on the first working day following such date.

ACKNOWLEDGMENT

I have read the above procedures and understand that any deviation therefrom will cause delays in the payment of those invoices involved.

Contractor: _____

Signed by: _____

Print Name: _____

Title: _____

Date: _____

REVISION OF SECTION 107
LEGAL RELATIONS AND RESPONSIBILITY TO PUBLIC

Section 107 of the Standard Specifications is hereby revised as follows:

107.12 PROTECTION AND RESTORATION OF PROPERTY AND LANDSCAPE

In Subsection 107.12, delete the last paragraph and replace with the following:

Measures to minimize damage to existing trees have been incorporated into the design of this Project. Due to the value of existing trees located within the Project limits, removal of trees has been minimized through the extensive use of ditch adjustments, grade and alignment adjustments and other techniques.

The Contractor shall take all precautions necessary to protect all trees not designated for transplanting and/or removal on the Project. Failure of the Contractor to protect existing trees will result in assessment of liquidated damages as follows:

First occurrence of failure to protect trees - $5,000
Second occurrence of failure to protect trees - $10,000
Any Subsequent occurrence of failure to protect trees - Potential Removal of Contractor from Project plus $10,000 per occurrence

If the Contractor knowingly harms any existing tree(s), he shall immediately notify the Engineer of the tree(s) location and damage. Damage to trees that have been identified in the plans to be protected (or not identified for removal) outside the Project limits (County ROW and / or easements), or on private property, shall be subject to the above liquidated damages, and, potentially, any additional fines pursued by the owner(s) of the private property.

107.15 RESPONSIBILITY FOR DAMAGE CLAIMS, INSURANCE TYPES AND COVERAGE LIMITS

Delete the first paragraph of Subsection 107.15, prior to subparagraph (a), in its entirety and replace with the following:

The Contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damage to persons or property, either on or off the site, which occur as a result of his prosecution of the work.

The safety provisions of applicable laws and building and construction codes shall be observed, and the Contractor shall take or cause to be taken such additional safety and health measures as deemed necessary.

The Contractor shall maintain an accurate record of all cases of death, occupational disease, and injury requiring medical attention or causing loss of time from work arising out of, and in the course of, employment on the work under this Contract. The Contractor shall promptly furnish the Engineer with reports concerning these matters.

The Contractor expressly binds himself to defend, indemnify and save harmless the County, its commissioners, officials, officers, directors and employees, against all third-party suits, actions, claims, costs, fees, and expenses, including but not limited to expert fees and attorneys' fees, of any kind and nature brought, or which may be brought against the County, for or on account of any injuries or damage received or sustained by any person, firm, partnership or corporation, or persons, firms, partnerships or corporations, or by any property, in connection with or on account of the operations of the Contractor; or failure to comply with the provisions of the Contract; or on account of or in consequence of neglect of the Contractor in safeguarding the work; or because of the performance of the work under this Contract or by or in consequence of any negligence in connection with the same; or on account of the use of any improper or defective materials or workmanship; or on account of any act or omission, neglect, or misconduct of the Contractor, or a subcontractor, agents, servants or employees; or because of any claims or amounts recovered from any infringements of patent, trademark, or copyright, unless the design, device, material or process involved is specifically required by the Contract; or from any claims or amounts arising or recovered under the Worker's Compensation Act, or other law, ordinance, order or decree; or for any cause arising out of the performance of any subcontractor, agents, servants or employees relating to this Contract. If the County determines, in the reasonable exercise of its discretion, that a joint defense for the County and the Contractor creates a conflict of interest, the County shall be permitted to select its own counsel, and the Contractor shall pay all reasonable attorneys' fees, expenses (including expert fees and expenses), and costs of the County's defense. The County may, if it so desires, withhold any payment due the Contractor so long as it shall be reasonably necessary to indemnify the County on account of such injuries or damage.

Subsection 107.15 (f) is hereby revised to include the following:

(f) The certificates of insurance shall be provided to Douglas County by the Contractor's insurance agent or carrier as evidence that policies providing the required coverage, conditions, and minimum limits are in full force and effect. Insurance limits must be on each Certificate of Insurance. Each Certificate of Insurance shall be reviewed and approved by Douglas County prior to commencement of the Contract. No other form of certificate shall be used. The certificates shall identify this Contract.

Subsection 107.15 (g) is hereby revised to include the following:

(g) Any completed certificates of insurance, including renewals and amendments or modifications, shall be sent to:

Douglas County Project Engineer	Megan Datwyler
Department of Public Works Engineering	Douglas County Risk Management
100 Third Street, Suite 220	100 Third Street, 3rd Floor
Castle Rock, Colorado 80104	Castle Rock, Colorado 80104

Any notices of cancellation, termination, or material change shall be sent to the above addresses within **thirty (30) calendar days** prior to the date upon which the noticed action

(i.e., cancellation, termination or material change) is to take effect.

Add the following new Subsection 107.15(i) :

(i) Failure on the part of the Contractor to procure or maintain policies providing the required coverage, conditions and minimum limits shall constitute a material breach of contract upon which the County may immediately terminate this Contract, or, in the County's sole discretion, it may suspend the Contractor's performance and/or procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the County shall be repaid by the Contractor to the County upon demand, or the County may offset the cost of the premiums against any monies due to the Contractor from the County.

107.16 OPENING SECTIONS OF PROJECT TO TRAFFIC

Subsection 107.16 is hereby revised to include the following:

The County has the right, subject to reasonable advance notice to the Contractor, to take possession of and use any completed or partially completed portions of the work. The County has this right even though the entire work or any portions thereof may, or may not, have been completed. Such possession and use shall not be deemed an acceptance of any work until all work has been completed in accordance with the Contract. Possession taken by the County pursuant to this paragraph shall not change the period of warranty requirements pursuant to the Revision of Sections 105 and 107.

107.17 CONTRACTOR'S RESPONSIBILITY FOR WORK

Subsection 107.17 is hereby revised to include the following:

Should an excavation become flooded, by any cause, the Contractor shall remove excess water, excavate the unsuitable material to a depth satisfactory to the Engineer and replace it with other suitable material as approved by the Engineer, at the Contractor's expense.

Until final written acceptance of the Project by the County, the Contractor shall have the charge and care thereof and shall take every precaution against injury or damage to any part thereof by the action of the elements, groundwater, surface runoff, floods or from any other cause, whether arising from the execution or from the non-execution of the work. The Contractor shall rebuild, repair, restore, and make good all injuries or damages to any portion of the work occasioned by any of the above causes before final acceptance and shall bear the expense thereof.

The Contractor shall be responsible for the Project and shall take such precautions as may be necessary to construct the Project in a dry condition, provide for drainage, groundwater, underground water, surface runoff; and shall erect any necessary temporary structures or other facilities (including pumping and all other dewatering costs) at the Contractor's expense that are needed to complete the requirements for this Project.

No separate measurement and payment will be made of the work, equipment and materials, including, but not limited to, any additional shoring, rock stabilization, diversions, cofferdams, sheeting, pumping and well points required to control the surface and subsurface water in the work area throughout the duration of the Project (until the Project is completed and accepted by the Engineer). This work shall be a subsidiary obligation of the Contractor for this Project.

In an emergency affecting the safety of life or property, on or adjoining the Project site, the Contractor shall act, either at his own discretion, or as instructed by the Engineer, to prevent such threatened loss or injury. Any compensation claimed by the Contractor on account of such emergency work will be determined by the Engineer as provided in Subsections 104.03 and 109.04.

107.19 FURNISHING RIGHT OF WAY

Subsection 107.19 is hereby revised to include the following:

The Contractor shall construct this Project within the right-of-way, permanent slope easements, permanent drainage easements, permanent utility easements and temporary construction easements, or as otherwise provided in writing and as shown on the plans. The Contractor, at his expense, shall obtain any additional temporary construction easements that the Contractor wants. The Contractor shall provide the County with a written copy of all third-party agreements pertaining to this contract. Upon written approval by the Engineer, the County may agree to incorporate the adjacent additional temporary construction easements into the Project limits. The Contractor will be responsible for obtaining all applicable Federal, State and Local permits associated with the work outside the Project limits. No time extensions will be granted by the County for the Contractor to obtain these additional easements. When required, temporary fence will be constructed within the limits of the temporary construction easements.

107.25 WATER QUALITY CONTROL

Subsection 107.25 is hereby revised as follows:

Subsection 107.25(a) Definitions 1 through 4 are hereby deleted.

Subsection 107.25(b) Items 2 and 6 are hereby deleted.

Subsection 107.25(c) is hereby deleted.

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned_____, a corporation organized under the laws of the State of_____, hereinafter referred to as the "Contractor", and_____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of One Hundred Seventy-Five Thousand and No Dollars ($175,000.00), lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, tools, superintendence, and other facilities and accessories for the construction of **PINE CREEK & HWY 67 STORM CULVERT REMOVE & REPLACMENT PROJECT, DOUGLAS COUNTY PROJECT NUMBER SP2025-011**, in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this payment bond obligation is such that if the Contractor shall at all times promptly make payments of all amounts lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental machinery, tools, or equipment, used or performed in the prosecution of work provided for in the above Contract and shall indemnify and save harmless the County to the extent of any and all payments in connection with the carrying out of such Contract which the County may be required to make under the law, then this obligation shall be null and void, otherwise, it shall remain in full force and effect;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract, or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned _____, a corporation organized under the laws of the State of Colorado, hereinafter referred to as the "Contractor", and _____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of One Hundred Seventy-Five Thousand and No Dollars ($175,000.00), lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, equipment, tools, superintendence, and other facilities and accessories for the construction of **PINE CREEK & HWY 67 STORM CULVERT REMOVE & REPLACEMENT PROJECT, DOUGLAS COUNTY PROJECT NUMBER SP2025-011**, in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this performance bond is such that if the Contractor:

1. Promptly and faithfully observes, abides by and performs each and every covenant, condition and part of said Contract, including, but not limited to, its warranty provisions, in the time and manner prescribed in the Contract, and

2. Pays the County all losses, damages (liquidated or actual, including, but not limited to, damages caused by delays in the performance of the Contract), expenses, costs and attorneys' fees that the County sustains resulting from any breach or default by the Contractor under the Contract, then this bond is void; otherwise, it shall remain in full force and effect.

IN ADDITION, if said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, or any other supplies used or consumed by said Contractor or its subcontractors in its performance of the work contracted to be done or fails to pay any person who supplies rental machinery, tools, or equipment, all amounts due as the result of the use of such machinery, tools, or equipment in the prosecution of the work, the Surety shall pay the same in an amount not exceeding the amount of this obligation, together with interest as provided by law.

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

PERFORMANCE BOND
(CONTINUED)

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

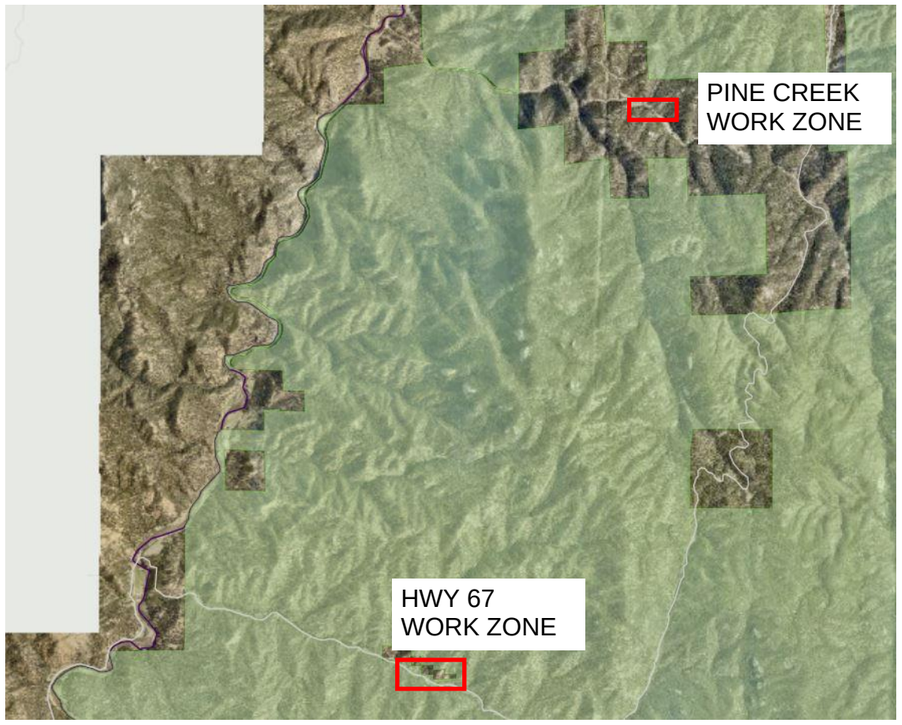
BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

EXHIBIT A

DOUGLAS COUNTY PINE CREEK & HWY 67 CULVERT REPLACEMENT PROJECT

SP2025-011



OVERALL VICINITY MAP

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DOUGLAS COUNTY COLORADO
Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

PINE CREEK & HWY 67 CULVERT REPLACEMENT PROJECT

SP2025-011

Design
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Date Created
Date Modified
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Job No.

SHEET 1 OF 6 SHEETS

481

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DOUGLAS COUNTY STANDARD NOTES:

1. THE DOUGLAS COUNTY ENGINEERING DIRECTOR SIGNATURE AFFIXED TO THIS DOCUMENT INDICATES THE ENGINEERING DIVISION HAS REVIEWED THE DOCUMENT AND FOUND IT IN GENERAL CONFORMANCE WITH THE DOUGLAS COUNTY ROADWAY DESIGN AND CONSTRUCTION STANDARDS AND THE DOUGLAS COUNTY SUBDIVISION RESOLUTION OR ACCEPTED VARIANCES TO THOSE REGULATIONS. THE DOUGLAS COUNTY ENGINEERING DOUGLAS COUNTY ROADWAY DESIGN AND CONSTRUCTION STANDARDS PAGE 3-2 DIRECTOR, THROUGH ACCEPTANCE OF THIS DOCUMENT, ASSUMES NO RESPONSIBILITY, OTHER THAN STATED ABOVE, FOR THE COMPLETENESS AND/OR ACCURACY OF THESE DOCUMENTS. THE OWNER AND ENGINEER UNDERSTAND THAT THE RESPONSIBILITY FOR THE ENGINEERING ADEQUACY OF THE FACILITIES DEPICTED IN THIS DOCUMENT LIES SOLELY WITH THE PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF COLORADO WHOSE STAMP AND SIGNATURE AFFIXED TO THIS DOCUMENT.

2. ALL CONSTRUCTION SHALL CONFORM TO DOUGLAS COUNTY STANDARDS. ANY CONSTRUCTION NOT SPECIFICALLY ADDRESSED BY THESE PLANS AND SPECIFICATIONS WILL BE BUILT IN COMPLIANCE WITH THE LATEST EDITION OF THE MOST STRINGENT OF THE FOLLOWING:
   - THE DOUGLAS COUNTY ROADWAY DESIGN AND CONSTRUCTION STANDARDS
   - THE COLORADO DEPARTMENT OF HIGHWAYS STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION
   - THE COLORADO DEPARTMENT OF TRANSPORTATION M STANDARDS

3. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION BY THE DOUGLAS COUNTY ENGINEERING DIVISION AS APPLICABLE. THE COUNTY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY SUCH MATERIALS AND WORKMANSHIP THAT DOES NOT CONFORM TO ITS STANDARDS AND SPECIFICATIONS.

4. THE CONTRACTOR SHALL NOTIFY THE DOUGLAS COUNTY ENGINEERING INSPECTION DIVISION, 303-660-7487, A MINIMUM OF 24-HOURS AND A MAXIMUM OF 72-HOURS PRIOR TO STARTING CONSTRUCTION. CONTRACTOR SHALL NOTIFY DOUGLAS COUNTY ENGINEERING INSPECTION WHEN WORKING OUTSIDE OF THE PUBLIC RIGHT-OF-WAY ON ANY FACILITY THAT WILL BE CONVEYED TO THE COUNTY, URBAN DRAINAGE & FLOOD CONTROL DISTRICT, OR OTHER SPECIAL DISTRICT FOR MAINTENANCE (STORM SEWER, ENERGY DISSIPATERS, DETENTION OUTLET STRUCTURES, OR OTHER DRAINAGE INFRASTRUCTURES). FAILURE TO NOTIFY THE ENGINEERING INSPECTION DIVISION TO ALLOW THEM TO INSPECT THE CONSTRUCTION MAY RESULT IN NON-ACCEPTANCE OF THE FACILITY/INFRASTRUCTURE BY THE COUNTY AND/OR URBAN DRAINAGE.

5. CONSTRUCTION WILL NOT BEGIN UNTIL ALL APPLICABLE PERMITS HAVE BEEN ISSUED. IF A DOUGLAS COUNTY ENGINEERING INSPECTOR IS NOT AVAILABLE AFTER PROPER NOTICE OF CONSTRUCTION ACTIVITY HAS BEEN PROVIDED, THE PERMITTEE MAY COMMENCE WORK IN THE INSPECTOR'S ABSENCE. HOWEVER, DOUGLAS COUNTY RESERVES THE RIGHT NOT TO ACCEPT THE IMPROVEMENT IF SUBSEQUENT TESTING REVEALS AN IMPROPER INSTALLATION.

6. THE LOCATION OF EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO ACTUAL CONSTRUCTION. FOR INFORMATION CONTACT: COLORADO 811, AT 1-800-922-1987 (WWW.COLORADO811.ORG).

7. THE CONTRACTOR SHALL HAVE ONE (1) COPY OF THE PLANS SIGNED BY THE DOUGLAS COUNTY ENGINEERING DIRECTOR, ONE (1) COPY OF THE ROADWAY DESIGN AND CONSTRUCTION STANDARDS, AS AMENDED, AND ALL APPLICABLE PERMITS AT THE JOB SITE AT ALL TIMES.

8. ALL PROPOSED STREET CUTS TO EXISTING PAVEMENTS FOR UTILITIES, STORM SEWER OR FOR OTHER PURPOSES ARE LISTED AND REFERENCED BELOW:
   - SHEET 3 - RIDGEGLEN WAY

9. A TRAFFIC CONTROL PLAN, IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, SHALL BE SUBMITTED TO DOUGLAS COUNTY FOR ACCEPTANCE WITH THE RIGHT-OF-WAY USE AND CONSTRUCTION PERMIT APPLICATION. A RIGHT-OF-WAY USE AND CONSTRUCTION PERMIT WILL NOT BE ISSUED WITHOUT AN ACCEPTED TRAFFIC CONTROL PLAN FOR TRAFFIC CONTROL DURING CONSTRUCTION.

10. THE CONSTRUCTION PLANS SHALL BE CONSIDERED VALID FOR THREE (3) YEARS FROM THE DATE OF COUNTY ACCEPTANCE, AFTER WHICH TIME THESE PLANS SHALL BE VOID AND WILL BE SUBJECT TO RE-REVIEW AND RE-ACCEPTANCE BY DOUGLAS COUNTY.

11. DOUGLAS COUNTY STANDARD DETAILS SHALL NOT BE MODIFIED. ANY NON-STANDARD DETAILS WILL BE CLEARLY IDENTIFIED AS SUCH.

12. PAVING, INCLUDING CONSTRUCTION OF CURB AND GUTTER (WHEN USED), SHALL NOT START UNTIL A PAVEMENT DESIGN REPORT AND SUBGRADE COMPACTION TESTS ARE ACCEPTED BY THE ENGINEERING INSPECTION DIVISION FOR ALL PUBLIC AND PRIVATE ROADS.

13. STANDARD DOUGLAS COUNTY HANDICAP RAMPS ARE TO BE CONSTRUCTED AT ALL CURB RETURNS AND AT MID-BLOCK LOCATIONS OPPOSITE OF ONE OF THE CURB RETURNS OF ALL "T" INTERSECTIONS AS IDENTIFIED ON THESE PLANS.

14. ALL STATIONING IS BASED ON CENTERLINE OF ROADWAYS UNLESS OTHERWISE NOTED.

15. ALL ELEVATIONS ARE ON UNITED STATES COAST AND GEODETIC SURVEY (USC&GS) (NAVD-88) DATUM WITH DATE. THE RANGE POINT OR MONUMENTS SHALL BE SHOWN ON CONSTRUCTION DRAWINGS.

16. ALL STORM SEWER IMPROVEMENTS (PUBLIC AND PRIVATE) INCLUDING, BUT NOT LIMITED TO, INLETS, PIPES, CULVERTS, CHANNELS, DITCHES, HYDRAULIC STRUCTURES, RIPRAP, DETENTION BASINS, FOREBAYS, MICROPOOLS, AND WATER QUALITY FACILITIES REQUIRE PERMITTING AND INSPECTIONS. PLEASE CONTACT THE DOUGLAS COUNTY ENGINEERING INSPECTIONS DIVISION AT 303- 660-7487 FOR PERMITTING REQUIREMENTS AND INSPECTIONS SCHEDULING.

17. TWO (2) MANHOLE ACCESS POINTS ARE REQUIRED ON ALL TYPE "R" CURB INLETS GREATER THAN OR EQUAL TO TEN (10) FEET IN LENGTH.

18. EPOXY COATED REBAR IS REQUIRED ON ALL DRAINAGE STRUCTURES.

19. DOUGLAS COUNTY REQUIRES CLASS D CONCRETE FOR ALL DRAINAGE STRUCTURES.

20. ALL RCP STORM SEWERS MUST USE ASTM C443 WATERTIGHT GASKETS PER THE CURRENT DOUGLAS COUNTY AND URBAN DRAINAGE DESIGN CRITERIA.

21. ALL RCP SHALL BE CLASS III STORM SEWER PIPE UNLESS OTHERWISE SPECIFIED.

22. JOINT RESTRAINTS ARE REQUIRED FOR A MINIMUM OF THE LAST TWO PIPE JOINTS AND FLARED END SECTION OF AN RCP OUTFALL.

23. PRECAST INLETS AND MANHOLE BASES ARE NOT ALLOWED.

24. TOE WALLS ARE REQUIRED ON FLARED END SECTIONS AT THE OUTLET END OF CULVERTS AND STORM SEWER OUTFALLS.

25. FILTER FABRIC IS REQUIRED UNDER ALL RIPRAP PADS.

26. THE PROFESSIONAL ENGINEER, REGISTERED IN THE STATE OF COLORADO, SIGNING THESE PLANS IS RESPONSIBLE FOR ENSURING THAT THE DETAILS INCLUDED ARE COMPATIBLE WITH THE STANDARD DOUGLAS COUNTY DETAILS CONTAINED IN THE LATEST VERSIONS OF THE CRITERIA MANUALS. THIS INCLUDES, BUT IS NOT LIMITED TO:
   - DOUGLAS COUNTY ROADWAY DESIGN AND CONSTRUCTION STANDARDS
   - DOUGLAS COUNTY STORM DRAINAGE DESIGN AND TECHNICAL CRITERIA
   - DOUGLAS COUNTY GRADING, EROSION AND SEDIMENT CONTROL CRITERIA
   - CDOT M & S STANDARDS
   - MUTCD
   - URBAN STORM DRAINAGE CRITERIA MANUAL VOLUMES 1,2 & 3

27. A TEMPORARY CONSTRUCTION ACCESS PERMIT FROM DOUGLAS COUNTY MAY BE REQUIRED FOR ANY PROJECT.

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DOUGLAS COUNTY COLORADO
Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

PINE CREEK & HWY 67 CULVERT REPLACEMENT PROJECT

SP2025-011

Design
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Checked
Date Created
Date Modified
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Job No.

SHEET 2 OF 6 SHEETS

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NOTES:

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DOUGLAS COUNTY COLORADO
Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

PINE CREEK CND15160 & 15161 CULVERT REPLACEMENT

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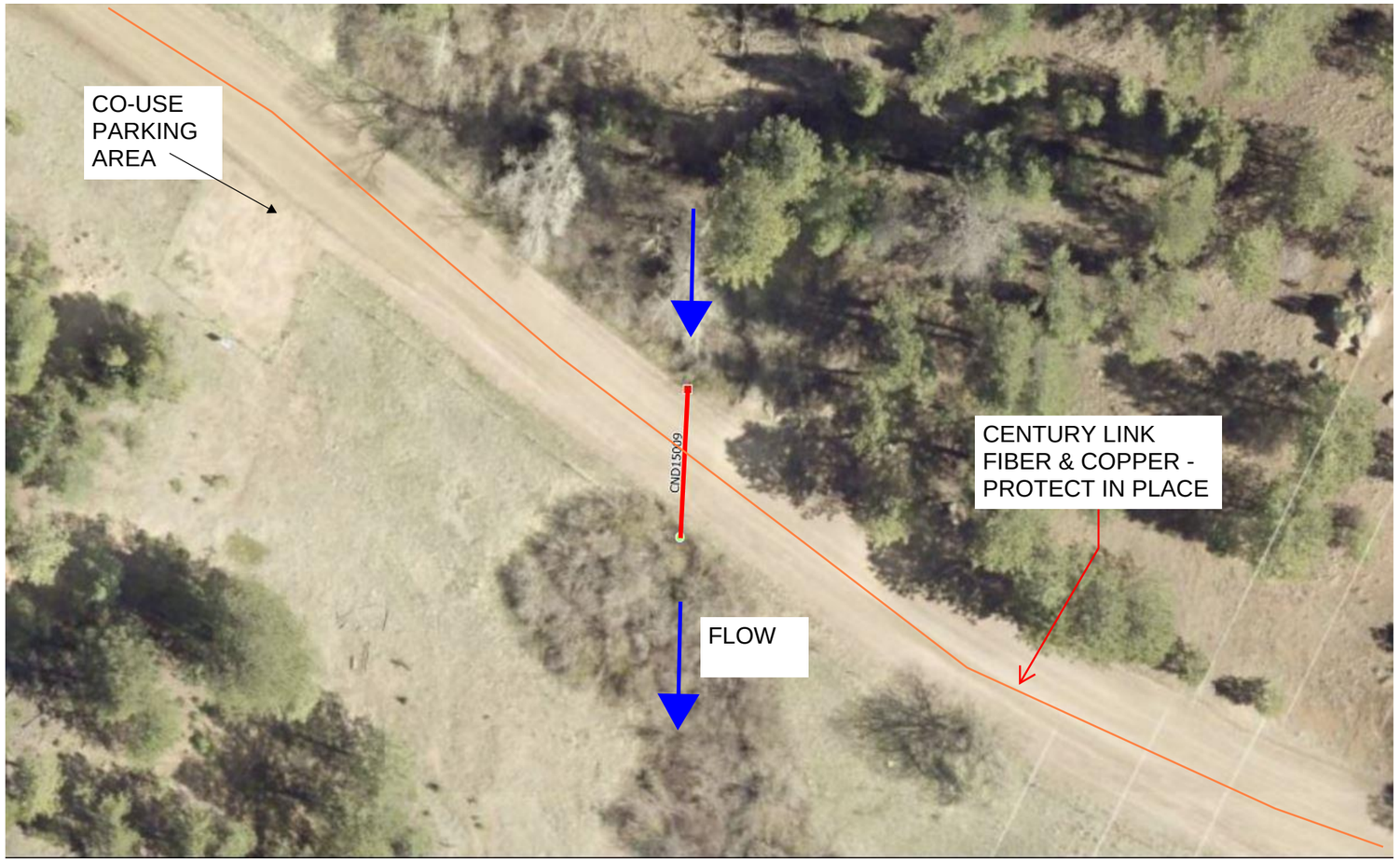

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DOUGLAS COUNTY
COLORADO
Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

HWY 67 CND15009 CULVERT REPLACEMENT

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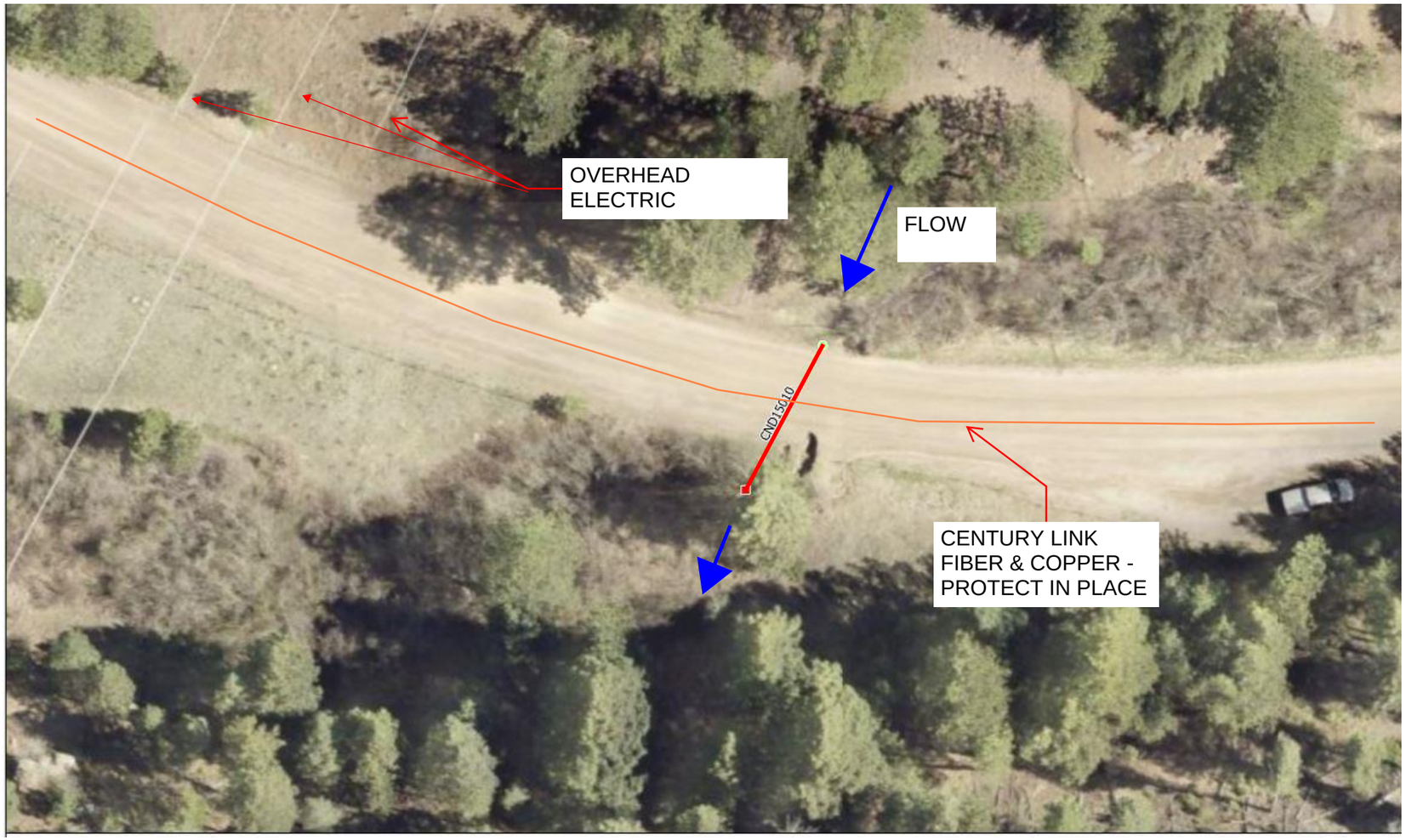

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DOUGLAS COUNTY
COLORADO
Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

HWY 67 CND15010
CULVERT REPLACEMENT

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Job No.

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Engineering Division
100 Third Street
Castle Rock, Colorado 80104
(303) 660-7490

HWY 67 CND15011 CULVERT REPLACEMENT

Design	Drawn	Checked	Date Created	Date Modified	Scale	Job No.

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MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Chuck Smith, Engineer III

DESCRIPTION: Vacation of Storm Drainage Easements from Grace Chapel for Castle View #1 - 2nd Amendment - Lots 1A & 1B. The Storm Drainage Improvements were never Constructed. Grace Chapel is the Current Owner of the Property, and The Garrett Companies are Purchasing the Property to Construct an Apartment Complex. Douglas County Project No. DV 2024-332.

SUMMARY: These Storm Drainage Easements are located on Castle View #1 - 2nd Amendment - Lots 1A & 1B. These easements encompassed future storm sewer improvements which have not been constructed. The Garrett Companies are proposing an apartment complex, and these existing drainage easements don't work with their proposed site improvements.

RECOMMENDED ACTION: Approval of the vacation of these storm drainage easements.

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

Storm Drainage Easement Vacations Castle View

VACATION OF STORM DRAINAGE EASEMENT

THIS VACATION OF STORM DRAINAGE EASEMENT is made and entered into this ____ day of _____, 2025, by and between GRACE CHAPEL, a Colorado non-profit corporation ("Grace") and THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO ("County").

RECITALS

A. Pursuant to the terms of that certain instrument titled Grant of Easement Storm Drainage recorded January 27, 2005 at Reception No. 2005016022 in the records of the Douglas County Clerk and Recorder (the "Drainage Easement"), Grace granted to the County a storm drainage easement.

B. Grace conveyed the Drainage Easement to the County for the purpose of facilitating the additional storm drainage to be created by the construction of parking lots and other improvements, plans for which have now been abandoned by Grace.

C. Upon mutual agreement, Grace, and the County desire to vacate and terminate the Drainage Easement granted to the County.

NOW, THEREFORE, in consideration of the foregoing, the parties agree as follows:

VACATION OF EASEMENT

Grace and the County hereby agree to vacate in its entirety the Drainage Easement described above. Upon recordation of this Vacation of Storm Drainage Easement, the Drainage Easement shall be deemed terminated, void and of no further force and effect. The County hereby quitclaims to Grace any and all rights that it may have pursuant to the terms of the Drainage Easement.

(Remainder of page intentionally left blank; signature pages follow)

IN WITNESS WHEREOF, the parties have executed this Vacation of Storm Drainage Easement on the date set forth above.

GRACE:

Grace Chapel,
a Colorado non-profit corporation

By: Joshua Weidmann
Name: Joshua M. Weidmann
Title: Senior Pastor

STATE OF COLORADO)
) ss.
COUNTY OF Denver)

The foregoing instrument was acknowledged before me this 6th day of August, 2025, by Joshua Weidmann as Senior Pastor of GRACE CHAPEL, a Colorado non-profit corporation.

Witness my hand and official seal.

My commission expires 11/9/2025

Kristine Gordon
Notary Public

COUNTY:

The Board of County Commissioners of the County of Douglas, State of Colorado

By: _____
Name: Abe Laydon
Title: Chair

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by Abe Laydon as Chair of THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO.

Witness my hand and official seal.

My commission expires _____

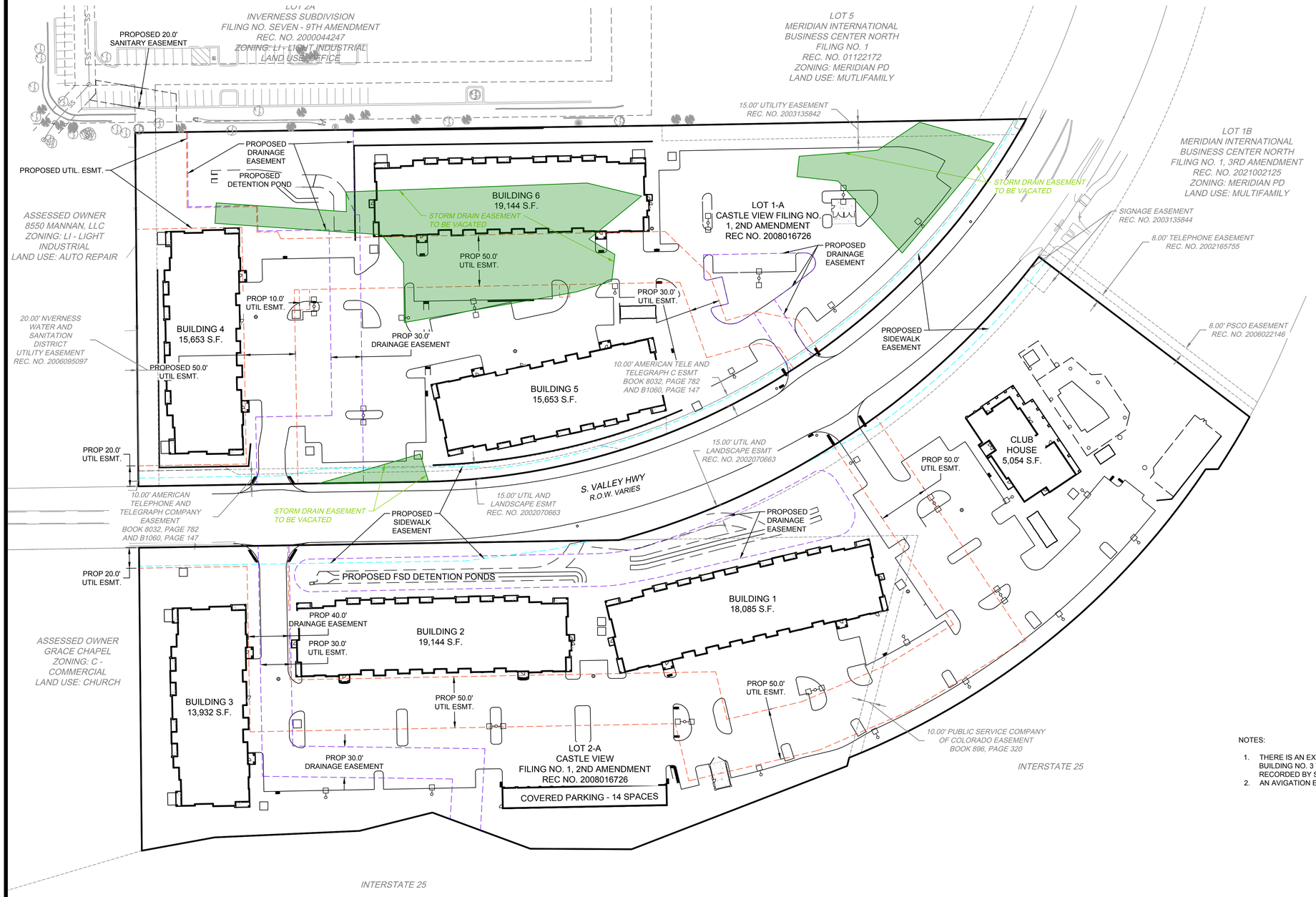
_____
Notary Public

CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, LOTS 1-A & 2-A

LOCATED IN THE EAST HALF OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST, SIXTH PRINCIPAL MERIDIAN
COUNTY OF DOUGLAS,
STATE OF COLORADO

12.603 ACRES USR PLAN EXHIBIT - US2024-009



STORM DRAINAGE EASEMENTS TO BE VACATED

NOTES:

1. THERE IS AN EXISTING, UN-PLOTABLE XCEL EASEMENT IN THE AREA OF BUILDING NO. 3 THAT IS BEING REVISED BY XCEL AND WILL BE CLARIFIED AND RECORDED BY SEPARATE DOCUMENT ONCE COMPLETE.
2. AN AVIGATION EASEMENT WILL RECORDED ON THE PROPERTY AFTER CLOSING.

N

0 25 50 100

SCALE: 1" = 50'

Approval Certificate

Planning _____ Initials/Date

Owner _____ Initials/Date

Lessee (if applicable) _____ Initials/Date

WARE MALCOMB
CIVIL ENGINEERING & SURVEYING
900 south broadway
suite 320
denver, co 80209
p 303.561.3333
waremalcomb.com

FOR AND ON BEHALF OF WARE MALCOMB

COUNTY LINE STATION
SITE IMPROVEMENT PLAN
DOUGLAS COUNTY, COLORADO

EASEMENT EXHIBIT

NO.	DATE	REMARKS
1	07/08/2024	USE BY SPECIAL REVIEW
2	08/20/2024	USE BY SPECIAL REVIEW
3	11/22/2024	USE BY SPECIAL REVIEW
4	04/01/2025	USE BY SPECIAL REVIEW
5	04/30/2025	USE BY SPECIAL REVIEW
6	05/14/2025	USE BY SPECIAL REVIEW
7	05/19/2025	USE BY SPECIAL REVIEW

JOB NO.:	DCS24-4002
PA / PM:	CS
DESIGNED:	MN
DATE:	08/20/2024
PLOT DATE:	06/05/25

SHEET 1

THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY AND COPYRIGHT OF WARE MALCOMB AND SHALL NOT BE USED ON ANY OTHER WORK EXCEPT BY AGREEMENT WITH WARE MALCOMB. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS AND SHALL BE VERIFIED ON THE JOB SITE. ANY DISCREPANCY SHALL BE BROUGHT TO THE NOTICE OF WARE MALCOMB PRIOR TO THE COMMENCEMENT OF ANY WORK
NOT FOR CONSTRUCTION

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Chuck Smith, Engineer III

DESCRIPTION: Sidewalk Easements for Castle View Filing No. 1 - 2nd Amendment - Lots 1A & 1B (Echelon at County Line Apartments). Douglas County Project No. DV 2024-332.

SUMMARY: Grace Chapel is dedicating sidewalk easements to Douglas County for the maintenance of the sidewalk system located along South Valley Highway. These easements are standard sidewalk easements that Douglas County requests when all or part of the public sidewalk is constructed outside of the dedicated public right-of-way.

RECOMMENDED ACTION: Approval of these sidewalk easements for Castle View Filing No. 1 - 2nd Amendment - Lots 1A & 1B (Echelon at County Line Apartments). Douglas County Project No. DV 2024-332.

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

Sidewalk Easement Castle View

GRANT OF EASEMENT
SIDEWALK

THIS GRANT OF EASEMENT ("Grant of Easement") is given this _____day of _____, 2025, by GRACE CHAPEL, a Colorado non-profit corporation ("Grantor"), whose address is 8505 S. Valley Highway, Englewood, CO 80112, to **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** ("Grantee"), whose address is 100 Third Street, Castle Rock, Colorado 80104.

The parties hereby covenant and agree as follows:

1. Grantor Property. Grantor is the owner of certain real property located in the County of Douglas, State of Colorado, more particularly described on **Exhibit A**, attached hereto and incorporated herein (the "Property").

2. Easement Property. Grantor desires to convey to Grantee a non-exclusive sidewalk easement over and across that part of the Property more particularly described on **Exhibit B**, attached hereto and incorporated herein (the "Easement Property"), and substantially as depicted on **Exhibit C**, attached hereto and incorporated herein.

3. Consideration. Grantor makes this Grant of Easement as a gift without consideration other than the keeping by Grantee of the covenants and agreements herein contained.

4. Grant of Easement. Grantor hereby grants to Grantee, its successors, assigns, licensees, invitees, and permittees, a non-exclusive sidewalk easement ("Easement") on, over, through and across the Easement Property for the purpose of owning, maintaining and repairing a public sidewalk and utility improvements, including, but not limited to, paving, curb, gutter, lighting and signage (collectively, the "Improvements"). Grantee shall have the right, consistent with the rules, regulations and standards of Grantee, to permit and allow use of the Easement Property by third parties, including utility providers and other governmental entities, for uses that are consistent with use of the Easement Property as a public right-of-way.

5. Maintenance and Repair. The maintenance and repair of the Improvements located on the Easement Property shall be the responsibility of Grantee. It is Grantee's responsibility to maintain and repair the Improvements in a manner consistent with the Douglas County Roadway Design and Construction Standards, as amended.

6. Retained Rights of Grantor. Grantor reserves the right of ownership, use and occupancy of the Easement Property insofar as said ownership, use and occupancy does not impair the rights granted to Grantee by this Grant of Easement. Notwithstanding the foregoing, Grantor shall obtain the written consent of Grantee prior to installing or constructing any improvements on the Easement Property. Grantee agrees it will not unreasonably withhold such consent provided all such proposed uses or improvements shall be reviewed, approved, permitted and inspected by Grantee in accordance with Grantee's criteria, standards and regulations, as amended.

7. Grant of Easement Conditioned on Sale of Grantor Property. In the event Grantor does not

convey the Property encumbered by this Easement to Garrett Acquisitions, LLC, an Indiana limited liability company ("Garrett") or Garrett's permitted assigns, on or before November 1, 2025, then at any time thereafter, Grantor may terminate all rights, title, and interest granted under this Easement by recording a notice of termination in the real property records of Douglas County, Colorado. Upon such recording, all rights granted to Grantee hereunder shall be null and void, and this Easement shall be of no further force or effect and shall be deemed released without any further action or documentation required from Grantee.

8. No Waiver of Governmental Immunity Act. The Grantor understands and agrees that Grantee, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Grant of Easement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the Grantee.

9. Annual Appropriation. The financial obligations of Grantee shall extend only to monies duly and lawfully appropriated and budgeted by Grantee and encumbered for the purpose of this Grant of Easement, pursuant to § 29-1-110, C.R.S., as amended.

10. Binding Effect. This Grant of Easement shall be recorded by Grantee with the Douglas County Clerk and Recorder and shall extend to and be binding upon and enforceable against the successors and assigns of Grantor and Grantee. The terms, covenants, agreements and conditions in this Grant of Easement shall be construed as covenants running with the land.

(Remainder of page intentionally left blank; signatures follow on next pages)

IN WITNESS WHEREOF, this Grant of Easement is made by Grantor and accepted by Grantee as of the day and year first above written.

GRANTOR:

GRACE CHAPEL,
a Colorado non-profit corporation

By: Joslin Weidmann

Name: Joshua Weidmann

Title: Senior Pastor

KRISTINE GORDON
NOTARY PUBLIC
State of Colorado
Notary ID # 20214044325
My Commission Expires 11/09/2025

STATE OF Colorado)
) ss.
COUNTY OF Denver)

The foregoing instrument was acknowledged before me this 6th day of August, 2025, by Joshua Weidmann, Senior Pastor of GRACE CHAPEL, a Colorado non-profit corporation.

My commission expires: 11/6/2025.

Witness my hand and official seal.

Notary Public

GRANTEE:

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS,
STATE OF COLORADO

By:_____

_____, Chair

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by _____ as Chair of THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO.

My commission expires:_____.

Witness my hand and official seal.

_____
Notary Public

EXHIBIT A
TO
GRANT OF EASEMENT

Grantor Property

Lots 1-A and 2-A, CASTLEVIEW FILING NO. 1, 2nd Amendment, according to the plat thereof recorded March 10, 2008 under Reception No. 2008016726, County of Douglas, State of Colorado.

EXHIBIT B
TO
GRANT OF EASEMENT

Legal Descriptions of Easement Property

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 1-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE EAST HALF OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWESTERLY CORNER OF SAID LOT 1-A, WHENCE THE NORTH LINE OF SAID LOT 1-A BEARS NORTH 89°28'27" EAST, A DISTANCE OF 345.51 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID NORTH LINE;

THENCE ALONG THE WEST LINE OF SAID LOT 1-A, SOUTH 00°54'47" EAST, A DISTANCE OF 278.12 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 685.22 FEET;

THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 60°14'26", AN ARC LENGTH OF 720.44 FEET TO THE MOST SOUTHERLY CORNER OF SAID LOT 1-A;

THENCE NON-TANGENT TO SAID CURVE ALONG THE EAST LINE OF SAID LOT 1-A, NORTH 01°02'31" WEST, A DISTANCE OF 9.25 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 677.22 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 29°14'10" EAST;

THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 53°42'30", AN ARC LENGTH OF 634.82 FEET;

THENCE NON-TANGENT TO SAID CURVE, NORTH 04°43'11" EAST, A DISTANCE OF 21.52 FEET;

THENCE NORTH 00°54'47" WEST, A DISTANCE OF 149.22 FEET;

THENCE NORTH 09°15'54" WEST, A DISTANCE OF 41.31 FEET;

THENCE NORTH 00°54'47" WEST, A DISTANCE OF 139.03 FEET TO SAID NORTH LINE OF LOT 1-A;

THENCE ALONG SAID NORTH LINE, SOUTH 89°28'27" WEST, A DISTANCE OF 8.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 8,966 SQUARE FEET OR 0.206 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 2-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 2A, WHENCE THE NORTH LINE OF SAID LOT 2A BEARS SOUTH 89°28'27" WEST, A DISTANCE OF 296.06 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID NORTH LINE;

THENCE ALONG THE EAST LINE OF SAID LOT 2-A, SOUTH 00°54'47" EAST, A DISTANCE OF 445.31 FEET;

THENCE DEPARTING SAID EAST LINE, NORTH 12°04'01" WEST, A DISTANCE OF 41.36 FEET;

THENCE NORTH 07°33'03" WEST, A DISTANCE OF 86.51 FEET;

THENCE NORTH 00°54'47" WEST, A DISTANCE OF 318.93 FEET TO SAID NORTH LINE OF LOT 2-A;

THENCE ALONG SAID NORTH LINE, NORTH 89°28'27" EAST, A DISTANCE OF 18.00 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 7,019 SQUARE FEET OR 0.161 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 2-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST EASTERLY CORNER OF SAID LOT 2A, WHENCE THE SOUTHEAST LINE OF SAID LOT 2A BEARS SOUTH 37°13'44" WEST, A DISTANCE OF 258.52 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID SOUTHEAST LINE, BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 769.22 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 37°13'39" EAST;

THENCE NORTHWESTERLY ALONG THE NORTHEASTERLY LINE OF SAID LOT 2-A AND SAID CURVE THROUGH A CENTRAL ANGLE OF 23°54'28", AN ARC LENGTH OF 320.97 FEET;

THENCE DEPARTING SAID NORTHEASTERLY LINE, NON-TANGENT TO SAID CURVE, SOUTH 27°26'35" EAST, A DISTANCE OF 93.77 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 777.22 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 54°12'29" EAST;

THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 16°58'50", AN ARC LENGTH OF 230.34 FEET TO SAID SOUTHEAST LINE OF LOT 2-A;

THENCE ALONG SAID SOUTHEAST LINE, NORTH 37°13'44" EAST, A DISTANCE OF 8.00 FEET TO THE **POINT OF BEGINNING**.

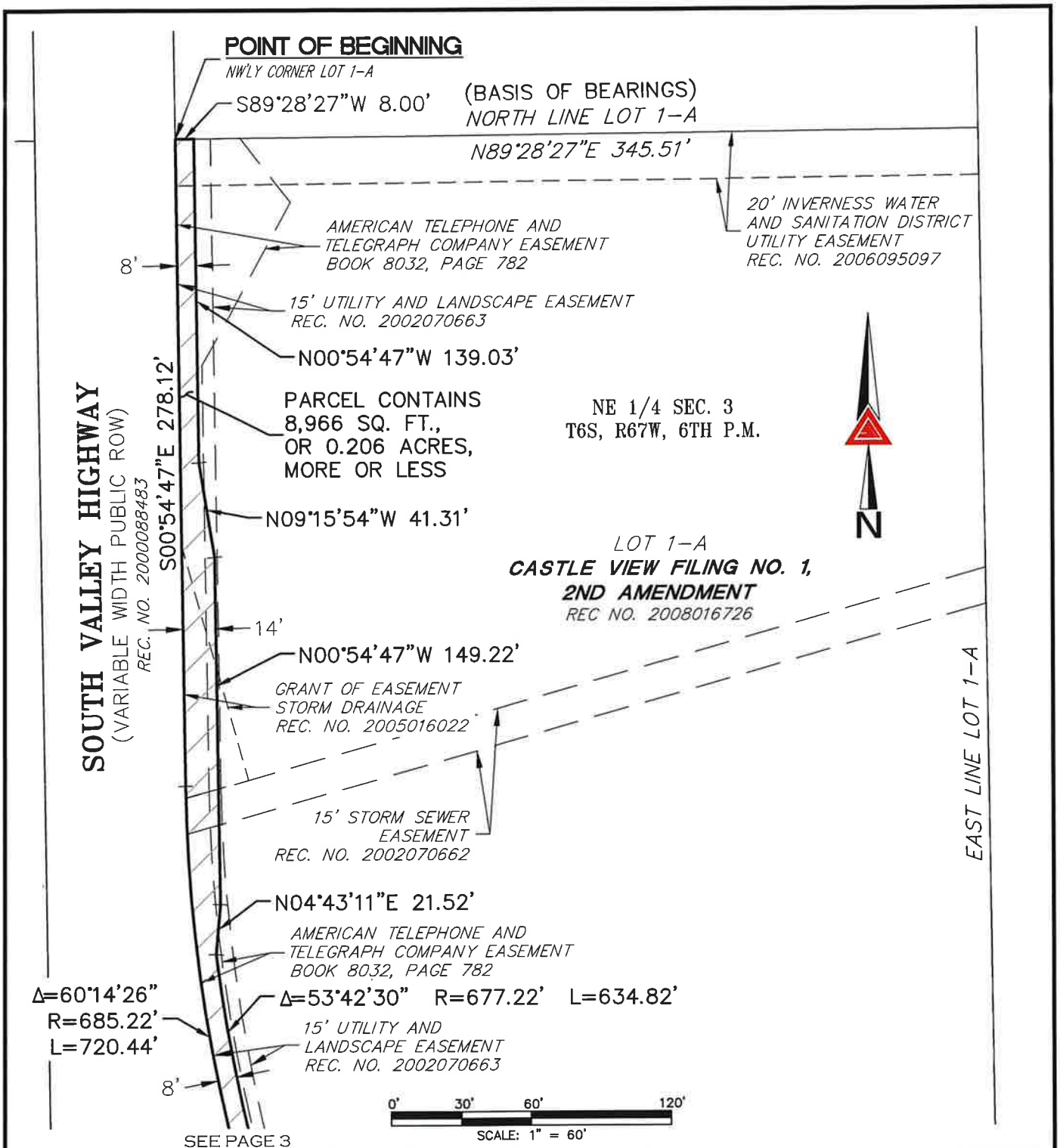
CONTAINING AN AREA OF 2,117 SQUARE FEET OR 0.049 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

EXHIBIT C
TO
GRANT OF EASEMENT

Depictions of Easement Property

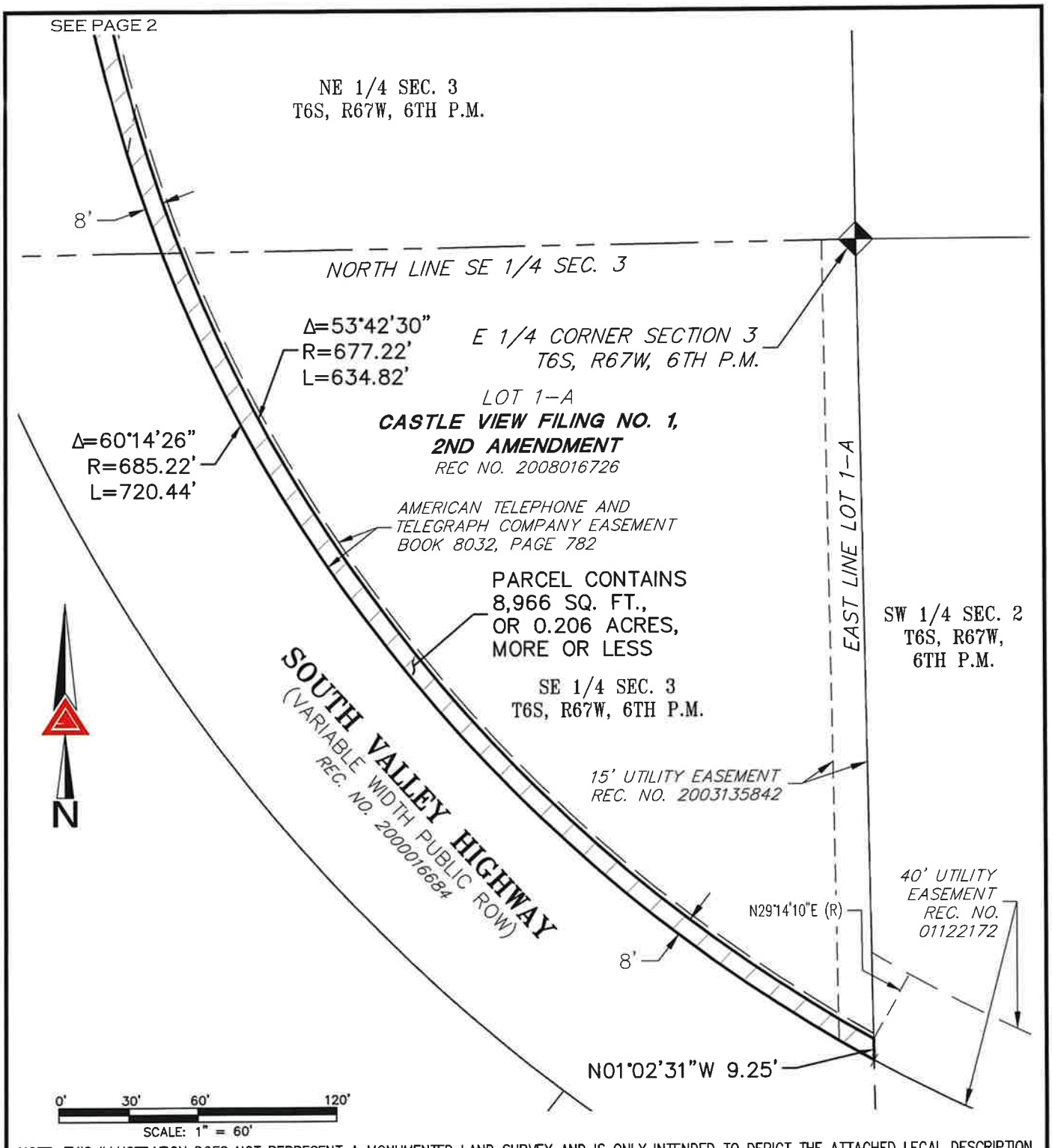


NOTE: THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

SIDEWALK EASEMENT
E 1/2 SEC. 3, T6S, R67W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-14 COUNTY LINE STATION DRAINAGE ESMT 1.DWG
JOB NUMBER: 144424-01 DATE: 07/15/2025 DWG: RDS CHK: BJM 2 OF 3 PAGES



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E 1/2 SEC. 3, T6S, R67W, 6TH P.M.
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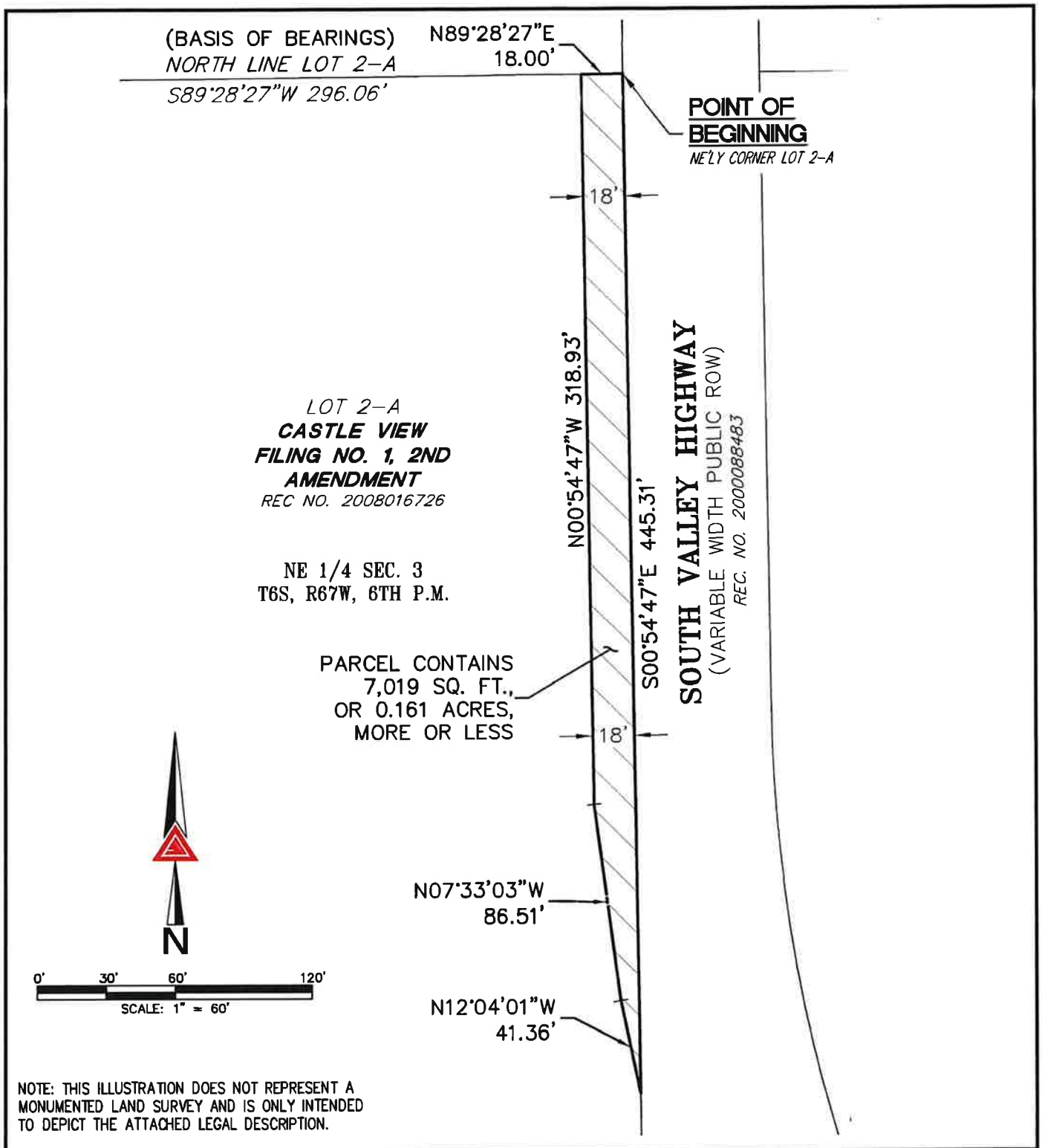
PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-14 COUNTY LINE STATION DRAINAGE ESMT 1.DWG
JOB NUMBER: 144424-01 DATE: 07/15/2025 DWG: RDS CHK: BJM 3 OF 3 PAGES



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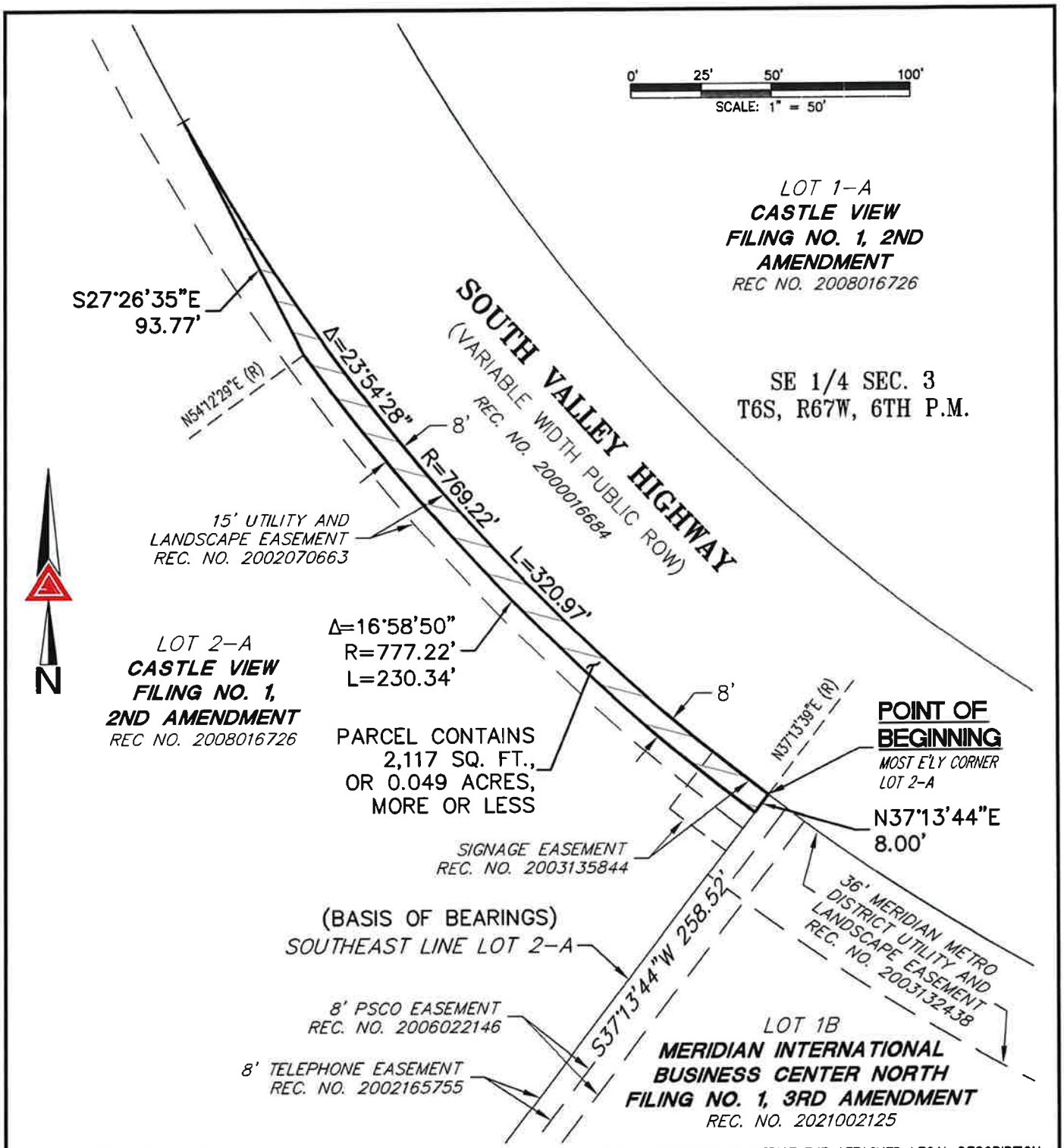
Fax: (303)713-1897
www.aztecconsultants.com

SIDEWALK EASEMENT
NE 1/4 SEC. 3, T6S, R67W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-14 COUNTY LINE STATION SIDEWALK ESMT 2.DWG
JOB NUMBER: 144424-01 DATE: 07/14/2025 DWG: RDS CHK: BJM 2 OF 2 PAGES



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SIDEWALK EASEMENT
SE 1/4 SEC. 3, T6S, R67W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

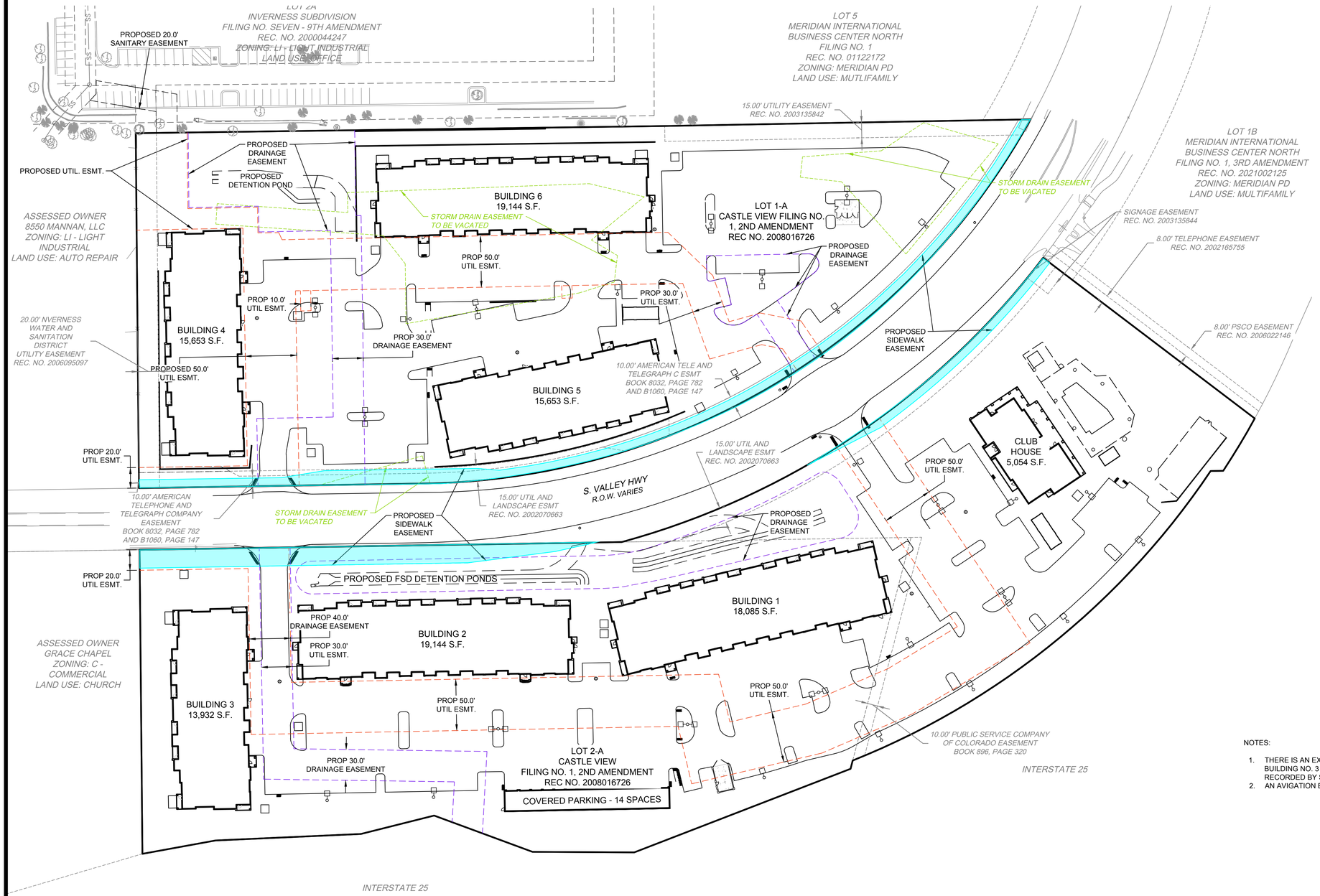
PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-28 COUNTY LINE STATION SIDEWALK ESMT 3.DWG
JOB NUMBER: 144424-01 DATE: 7/28/2025 DWG: RDS CHK: BJM 2 OF 2 PAGES

CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, LOTS 1-A & 2-A

LOCATED IN THE EAST HALF OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST, SIXTH PRINCIPAL MERIDIAN
COUNTY OF DOUGLAS,
STATE OF COLORADO

12.603 ACRES USR PLAN EXHIBIT - US2024-009



NOTES:

1. THERE IS AN EXISTING, UN-PLOTABLE XCEL EASEMENT IN THE AREA OF BUILDING NO. 3 THAT IS BEING REVISED BY XCEL AND WILL BE CLARIFIED AND RECORDED BY SEPARATE DOCUMENT ONCE COMPLETE.
2. AN AVIGATION EASEMENT WILL RECORDED ON THE PROPERTY AFTER CLOSING.

SIDEWALK EASEMENTS
TO BE RECORDED

N

0 25 50 100
SCALE: 1" = 50'

Approval Certificate

Planning _____ Initials/Date
Owner _____ Initials/Date
Lessee (if applicable) _____ Initials/Date

WARE MALCOMB
CIVIL ENGINEERING & SURVEYING
900 south broadway
suite 320
denver, co 80209
p. 303.561.3333
waremalcomb.com

FOR AND ON BEHALF OF WARE MALCOMB

COUNTY LINE STATION
SITE IMPROVEMENT PLAN
DOUGLAS COUNTY, COLORADO

EASEMENT EXHIBIT

NO.	DATE	REMARKS
1	07/08/2024	USE BY SPECIAL REVIEW
2	08/20/2024	USE BY SPECIAL REVIEW
3	11/22/2024	USE BY SPECIAL REVIEW
4	04/01/2025	USE BY SPECIAL REVIEW
5	04/30/2025	USE BY SPECIAL REVIEW
6	05/14/2025	USE BY SPECIAL REVIEW
7	05/19/2025	USE BY SPECIAL REVIEW

JOB NO.:	DCS24-4002
PA / PM:	CS
DESIGNED:	MN
DATE:	08/20/2024
PLOT DATE:	06/05/25

SHEET 1

THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY AND COPYRIGHT OF WARE MALCOMB AND SHALL NOT BE USED ON ANY OTHER WORK EXCEPT BY AGREEMENT WITH WARE MALCOMB. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS AND SHALL BE VERIFIED ON THE JOB SITE. ANY DISCREPANCY SHALL BE BROUGHT TO THE NOTICE OF WARE MALCOMB PRIOR TO THE COMMENCEMENT OF ANY WORK.
NOT FOR CONSTRUCTION

507

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Chuck Smith, Engineer III

DESCRIPTION: Acceptance of a Secondary Storm Drainage Easement from Grace Chapel for Castle View #1 - 2nd Amendment - Lots 1A & 1B (Echelon at County Line Apartments) to Provide Access to the Private Stormwater System to Perform Maintenance in the Event the Owner Fails to Adequately Maintain said Facilities, Douglas County Project No. DV 2024-332.

SUMMARY: This Storm Drainage Easement is located on Castle View #1 - 2nd Amendment - Lots 1A & 1B (Echelon at County Line Apartments) and encompasses swales, pipes, and detention/water quality ponds. The stormwater infrastructure serves the site improvements. This Storm Drainage Easements will provide Douglas County with access to the private stormwater system to perform maintenance in the event the owner fails to adequately maintain said facilities.

RECOMMENDED ACTION: Approval of the Storm Drainage Easement

REVIEW:

Kristina Mann	Approve	8/26/2025
Jeff Garcia	Escalated	9/2/2025
Amy Williams	Approve	9/3/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

Secondary Storm Drainage Easement Castle View

GRANT OF EASEMENT
STORM DRAINAGE

THIS GRANT OF EASEMENT ("Grant of Easement") is given this _____ day of _____, 2025, by GRACE CHAPEL, a Colorado non-profit corporation ("Grantor"), whose address is 8505 S. Valley Highway, Englewood, Colorado 80112, to **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** ("Grantee"), whose address is 100 Third Street, Castle Rock, Colorado, 80104.

The parties hereby covenant and agree as follows:

1. Grantor Property. Grantor is the owner of certain real property located in the County of Douglas, State of Colorado (the "Property"), more particularly described on **Exhibit A**, attached hereto and incorporated herein.

2. Easement Property. The "Easement Property" shall mean the real property owned by Grantor and located in the County of Douglas, State of Colorado, more particularly described on **Exhibit B**, attached hereto and incorporated herein, and substantially as depicted on **Exhibit C**, attached hereto and incorporated herein.

2. Consideration. Grantor makes this Grant of Easement as a gift without consideration other than the keeping by Grantee of the covenants and agreements herein contained.

3. Grant of Easement. Grantor hereby grants to Grantee, its successors and assigns, a non-exclusive easement ("Easement") on, over, under, through and across the Easement Property for the purpose of accessing, maintaining, and repairing storm water management improvements, including, but not limited to, inlets, pipes, culverts, channels, ditches, hydraulic structures, riprap, detention basins, forebays, micro-pools, and water quality facilities (collectively, the "Facilities") in the event Grantor fails to satisfactorily maintain or repair said Facilities.

4. Maintenance and Repair. The maintenance and repair of the Facilities located on the Easement Property shall be the responsibility of Grantor. In the event such maintenance and repair are not performed by Grantor to the satisfaction of Grantee, then Grantee shall have the right, but not the obligation, to enter said Easement Property after ten (10) days prior written notice to Grantor, unless there is an emergency, in which case Grantee shall give notice as soon as practicable, to perform all necessary work, the cost of which shall be paid by Grantor upon billing. In the event Grantor fails to reimburse Grantee within thirty (30) days after submission of the bill for the costs incurred, Grantee shall have the right to enforce such obligation by appropriate legal action. It is Grantor's responsibility to construct, maintain and repair the Facilities in a manner consistent with all applicable plans approved or accepted by Grantee.

5. Retained Rights of Grantor. Grantor reserves the right of ownership, use and occupancy of the Easement Property insofar as said ownership, use and occupancy does not impair the rights granted to Grantee in this Grant of Easement. Grantee's rights hereunder are non-exclusive, and Grantor shall have the full right and authority to grant other easements or rights to use the Easement Property. It is also understood by Grantee that Grantor may in the future desire

to modify and/or eliminate the Facilities. Such a modification and/or elimination shall not be realized until written approval is obtained for said modifications and/or elimination from Grantee. Upon such approval, both the Grantee and Grantor agree to vacate this Easement.

6. Grant of Easement Conditioned on the Sale of Grantor Property. In the event Grantor does not convey the Property encumbered by this Easement to Garrett Acquisitions, LLC, an Indiana limited liability company ("Garrett") or Garrett's permitted assignee, on or before November 1, 2025, then at any time thereafter, Grantor may terminate all rights, title, and interest granted under this Easement by recording a notice of termination in the real property records of Douglas County, Colorado. Upon such recording, all rights granted to Grantee hereunder shall be null and void, and this Easement shall be of no further force or effect and shall be deemed released without any further action or documentation required from Grantee.

7. Binding Effect. This Grant of Easement shall extend to and be binding upon the successors and assigns of the respective parties hereto. The terms, covenants, agreements and conditions in this Grant of Easement shall be construed as covenants running with the land.

(Remainder of page intentionally left blank; signatures follow on next pages)

IN WITNESS WHEREOF, the parties hereto have executed this Grant of Easement the day and year first above written.

GRANTOR:

GRACE CHAPEL, a Colorado non-profit corporation

By: Joshua Weidmann
Name: Joshua Weidmann
Title: Senior Pastor

STATE OF COLORADO)
) ss.
COUNTY Denver)

The foregoing instrument was acknowledged before me this 6 day of August, 2025, by Joshua Weidmann as Senior Pastor of GRACE CHAPEL, a Colorado non-profit corporation.

My commission expires: 11/09/2025.

KRISTINE GORDON
NOTARY PUBLIC
State of Colorado
Notary ID # 20214044325
My Commission Expires 11/09/2025

Witness my hand and official seal.

Kristine Gordon
Notary Public

GRANTEE:

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS,
STATE OF COLORADO

By:_____
_____, Chair

STATE OF COLORADO)
) ss.
COUNTY OF DOUGLAS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025 by _____ as Chair of THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO.

My commission expires: _____.

Witness my hand and official seal.

_____
Notary Public

EXHIBIT A
TO
GRANT OF EASEMENT

Grantor Property

Lots 1-A and 2-A, CASTLEVIEW FILING NO. 1, 2nd Amendment, according to the plat thereof recorded March 10, 2008 under Reception No. 2008016726, County of Douglas, State of Colorado.

EXHIBIT B
TO
GRANT OF EASEMENT

Legal Descriptions of Easement Property

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 1-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHERLY CORNER OF SAID LOT 1A, WHENCE THE EAST LINE OF SAID LOT 1A BEARS NORTH 01°02'31" WEST, A DISTANCE OF 356.01 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID EAST LINE, BEING THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 685.22 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 28°50"48" EAST;

THENCE NORTHWESTERLY ALONG THE SOUTHWEST LINE OF SAID LOT 1-A AND SAID CURVE THROUGH A CENTRAL ANGLE OF 26°24'38" AN ARC LENGTH OF 315.85 FEET TO THE **POINT OF BEGINNING**;

THENCE CONTINUING ALONG SAID SOUTHWEST LINE AND SAID CURVE THROUGH A CENTRAL ANGLE OF 02°00'25", AN ARC LENGTH OF 24.00 FEET;

THENCE DEPARTING SAID SOUTHWEST LINE, NON-TANGENT TO SAID CURVE, NORTH 56°56'56" EAST, A DISTANCE OF 67.00 FEET TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 619.73 FEET, THE RADIUS POINT OF SAID CURVE BEARS NORTH 57°17'52" EAST;

THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 01°21'55", AN ARC LENGTH OF 14.77 FEET TO THE BEGINNING OF A COMPOUND CURVE CONCAVE EASTERLY HAVING A RADIUS OF 20.00 FEET;

THENCE NORTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 99°06'40", AN ARC LENGTH OF 34.60 FEET TO THE BEGINNING OF A COMPOUND CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 3.00 FEET;

THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 99°05'42", AN ARC LENGTH OF 5.19 FEET;

THENCE TANGENT TO SAID CURVE, SOUTH 13°07'52" EAST, A DISTANCE OF 14.82 FEET;

THENCE NORTH 76°52'08" EAST, A DISTANCE OF 27.00 FEET;

THENCE NORTH 13°07'52" WEST, A DISTANCE OF 14.35 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE SOUTHEASTERLY HAVING A RADIUS OF 3.00 FEET;

THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 101°55'05", AN ARC LENGTH OF 5.34 FEET;

THENCE TANGENT TO SAID CURVE, NORTH 88°47'13" EAST, A DISTANCE OF 21.87 FEET;

THENCE SOUTH 01°05'24" EAST, A DISTANCE OF 99.23 FEET TO THE BEGINNING OF A TANGENT CURVE CONCAVE NORTHERLY HAVING A RADIUS OF 10.00 FEET;

THENCE WESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 141°53'15", AN ARC LENGTH OF 24.76 FEET TO THE BEGINNING OF A COMPOUND CURVE CONCAVE NORTHEASTERLY HAVING A RADIUS OF 618.18 FEET;

THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 04°15'14", AN ARC LENGTH OF 45.90 FEET;

THENCE NON-TANGENT TO SAID CURVE, SOUTH 56°56'56" WEST, A DISTANCE OF 67.01 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 6,303 SQUARE FEET 0.145 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 1-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWESTERLY CORNER OF SAID LOT 1A, WHENCE THE NORTH LINE OF SAID LOT 1A BEARS NORTH 89°28'27" EAST, A DISTANCE OF 345.51 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID NORTH LINE;

THENCE ALONG THE WEST LINE OF SAID LOT 1-A, SOUTH 00°54'47" EAST, A DISTANCE OF 115.80 FEET TO THE **POINT OF BEGINNING**;

THENCE CONTINUING ALONG SAID WEST LINE, SOUTH 00°54'47" EAST, A DISTANCE OF 104.12 FEET;

THENCE DEPARTING SAID WEST LINE, NORTH 89°09'25" EAST, A DISTANCE OF 261.81 FEET;

THENCE NORTH 00°47'05" WEST, A DISTANCE OF 5.00 FEET;

THENCE NORTH 89°09'25" EAST, A DISTANCE OF 83.18 FEET TO THE EAST LINE OF SAID LOT 1-A;

THENCE ALONG SAID EAST LINE, NORTH 00°46'46" WEST, A DISTANCE OF 162.01 FEET;

THENCE DEPARTING SAID EAST LINE, SOUTH 89°28'27" WEST, A DISTANCE OF 73.12 FEET;

THENCE SOUTH 01°05'25" EAST, A DISTANCE OF 67.75 FEET;

THENCE SOUTH 88°55'02" WEST, A DISTANCE OF 25.00 FEET;

THENCE SOUTH 01°05'24" EAST, A DISTANCE OF 69.56 FEET;

THENCE SOUTH 89°09'25" WEST, A DISTANCE OF 181.58 FEET;

THENCE NORTH 01°05'24" WEST, A DISTANCE OF 74.41 FEET;

THENCE SOUTH 88°54'36" WEST, A DISTANCE OF 65.88 FEET TO THE **POINT OF BEGINNING**.

CONTAINING AN AREA OF 26,558 SQUARE FEET OR 0.610 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

LEGAL DESCRIPTION

A PARCEL OF LAND BEING THAT CERTAIN PORTION OF LOT 2-A, CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, IN THE COUNTY OF DOUGLAS, STATE OF COLORADO PER PLAT RECORDED MARCH 10, 2008, AT RECEPTION NO. 2008016726 IN THE OFFICIAL RECORDS OF SAID COUNTY, SITUATED IN THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEASTERLY CORNER OF SAID LOT 2A, WHENCE THE NORTH LINE OF SAID LOT 2A BEARS SOUTH 89°28'27" WEST, A DISTANCE OF 296.06 FEET, WITH ALL BEARINGS HEREIN BEING REFERENCED TO SAID NORTH LINE;

THENCE ALONG THE EAST LINE OF SAID LOT 2-A, SOUTH 00°54'47" EAST, A DISTANCE OF 116.39 FEET TO THE **POINT OF BEGINNING**;

THENCE CONTINUING ALONG SAID EAST LINE, SOUTH 00°54'47" EAST, A DISTANCE OF 30.00 FEET;

THENCE DEPARTING SAID EAST LINE, SOUTH 88°54'36" WEST, A DISTANCE OF 196.12 FEET;

THENCE SOUTH 00°48'29" WEST, A DISTANCE OF 187.86 FEET;

THENCE NORTH 86°49'47" WEST, A DISTANCE OF 79.83 FEET TO THE WEST LINE OF SAID LOT 2-A;

THENCE ALONG SAID WEST LINE. NORTH 20°14'18" EAST, A DISTANCE OF 31.38 FEET;

THENCE DEPARTING SAID WEST LINE, SOUTH 86°49'47" EAST, A DISTANCE OF 39.36 FEET;

THENCE NORTH 00°48'29" EAST, A DISTANCE OF 185.62 FEET;

THENCE NORTH 88°54'36" EAST, A DISTANCE OF 225.24 FEET TO THE **POINT OF BEGINNING**.

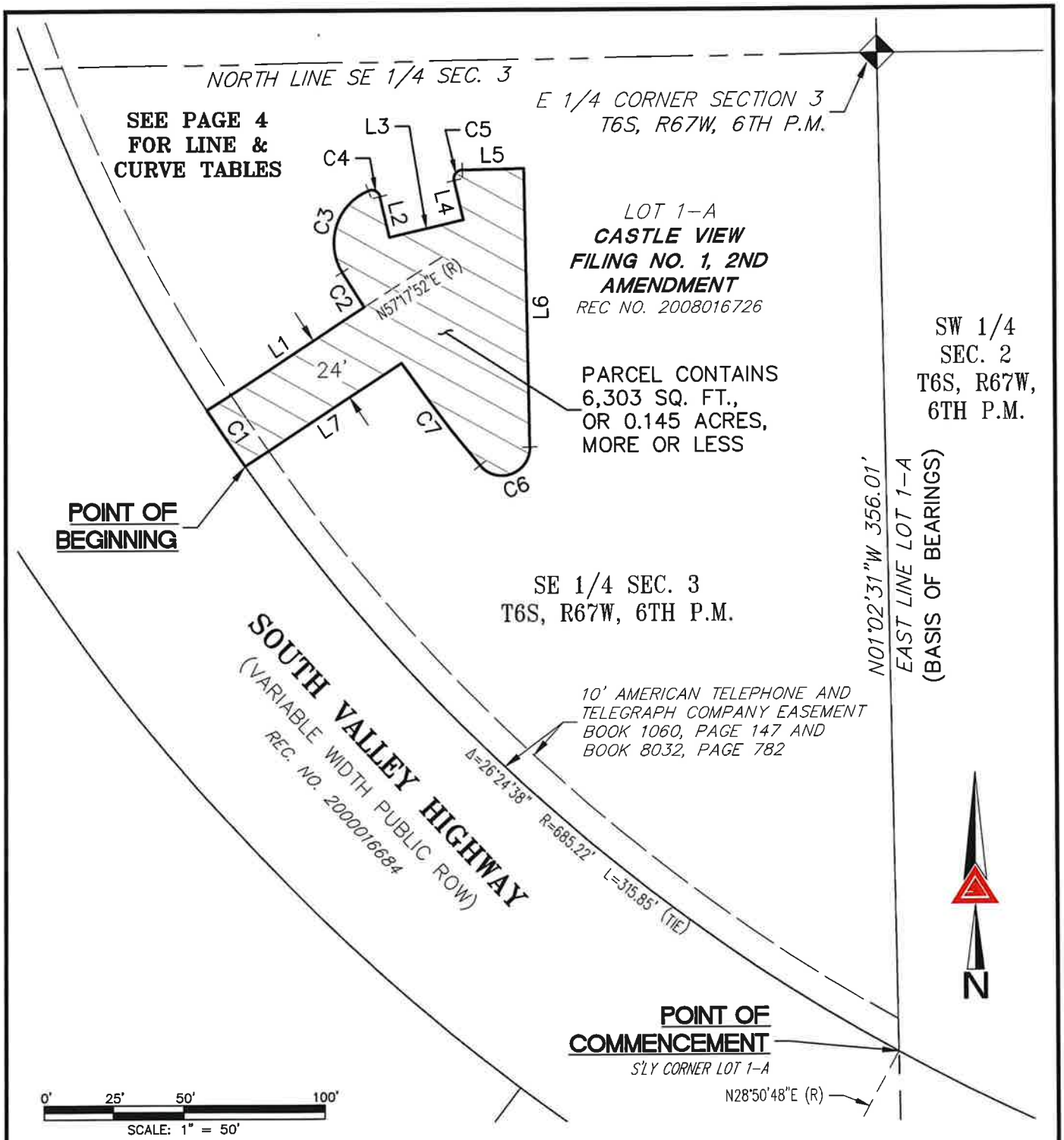
CONTAINING AN AREA OF 13,711 SQUARE FEET OR 0.315 ACRES, MORE OR LESS.

ILLUSTRATION ATTACHED AND MADE A PART HEREOF.

BRADY J. MOORHEAD, COLORADO PLS NO. 38668
FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC.
300 E MINERAL AVENUE, SUITE 1
LITTLETON, COLORADO 80122

EXHIBIT C
TO
GRANT OF EASEMENT

Depictions of Easement Property



NOTE: THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

AZTEC CONSULTANTS, INC.
300 East Mineral Ave, Suite 1
Littleton, Colorado 80122
Phone: (303)713-1898
Fax: (303)713-1897
www.aztecconsultants.com

STORM DRAINAGE EASEMENT
SE 1/4 SEC. 3, T6S, R67W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-28 COUNTY LINE STATION STORM ESMT 1.DWG
JOB NUMBER: 144424-01 DATE: 7/28/2025 DWG: RDS CHK: BJM 3 OF 4 PAGES

LINE TABLE		
LINE	BEARING	LENGTH
L1	N56°56'56"E	67.00'
L2	S13°07'52"E	14.82'
L3	N76°52'08"E	27.00'
L4	N13°07'52"W	14.35'
L5	N88°47'13"E	21.87'
L6	S01°05'24"E	99.23'
L7	S56°56'56"W	67.01'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	2°00'25"	685.22'	24.00'
C2	1°21'55"	619.73'	14.77'
C3	99°06'40"	20.00'	34.60'
C4	99°05'42"	3.00'	5.19'
C5	101°55'05"	3.00'	5.34'
C6	141°53'15"	10.00'	24.76'
C7	4°15'14"	618.18'	45.90'

NOTE: THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

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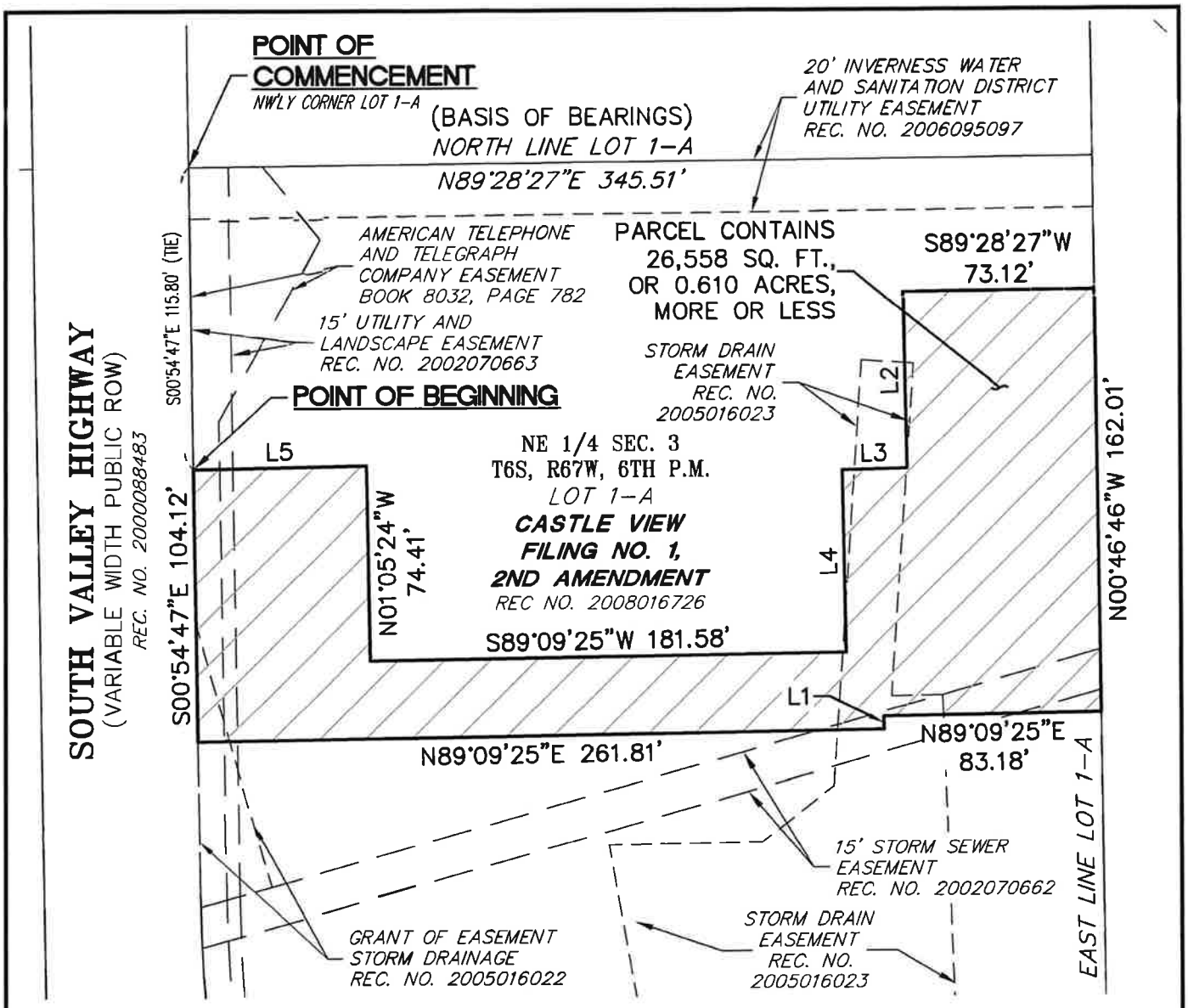

LINE TABLE		
LINE	BEARING	LENGTH
L1	N00°47'05"W	5.00'
L2	S01°05'25"E	67.75'
L3	S88°55'02"W	25.00'
L4	S01°05'24"E	69.56'
L5	S88°54'36"W	65.88'

NOTE: THIS ILLUSTRATION DOES NOT REPRESENT A MONUMENTED LAND SURVEY AND IS ONLY INTENDED TO DEPICT THE ATTACHED LEGAL DESCRIPTION.

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STORM DRAINAGE EASEMENT
SE 1/4 SEC. 3, T6S, R67W, 6TH P.M.
DOUGLAS COUNTY, COLORADO

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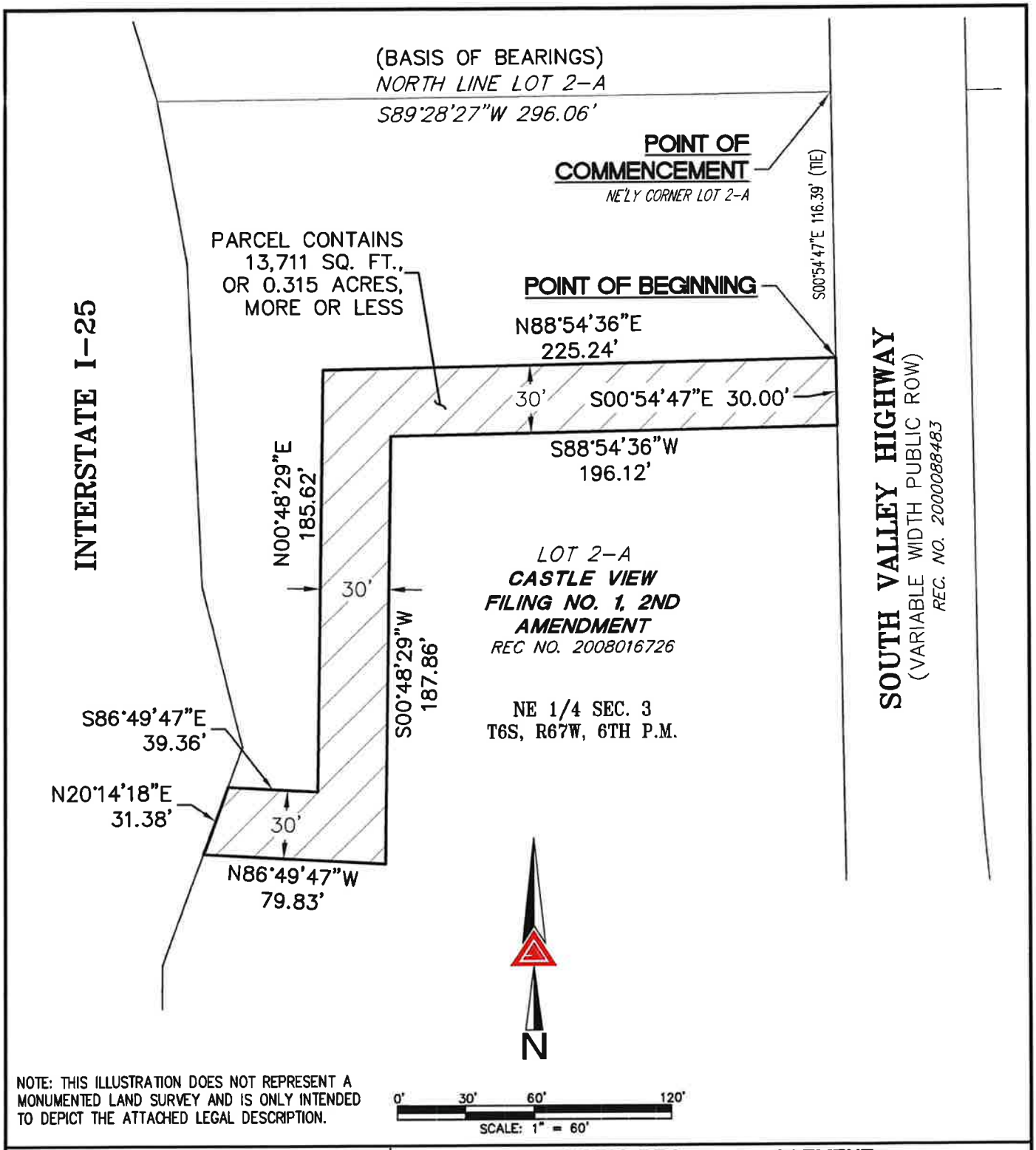

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DOUGLAS COUNTY, COLORADO

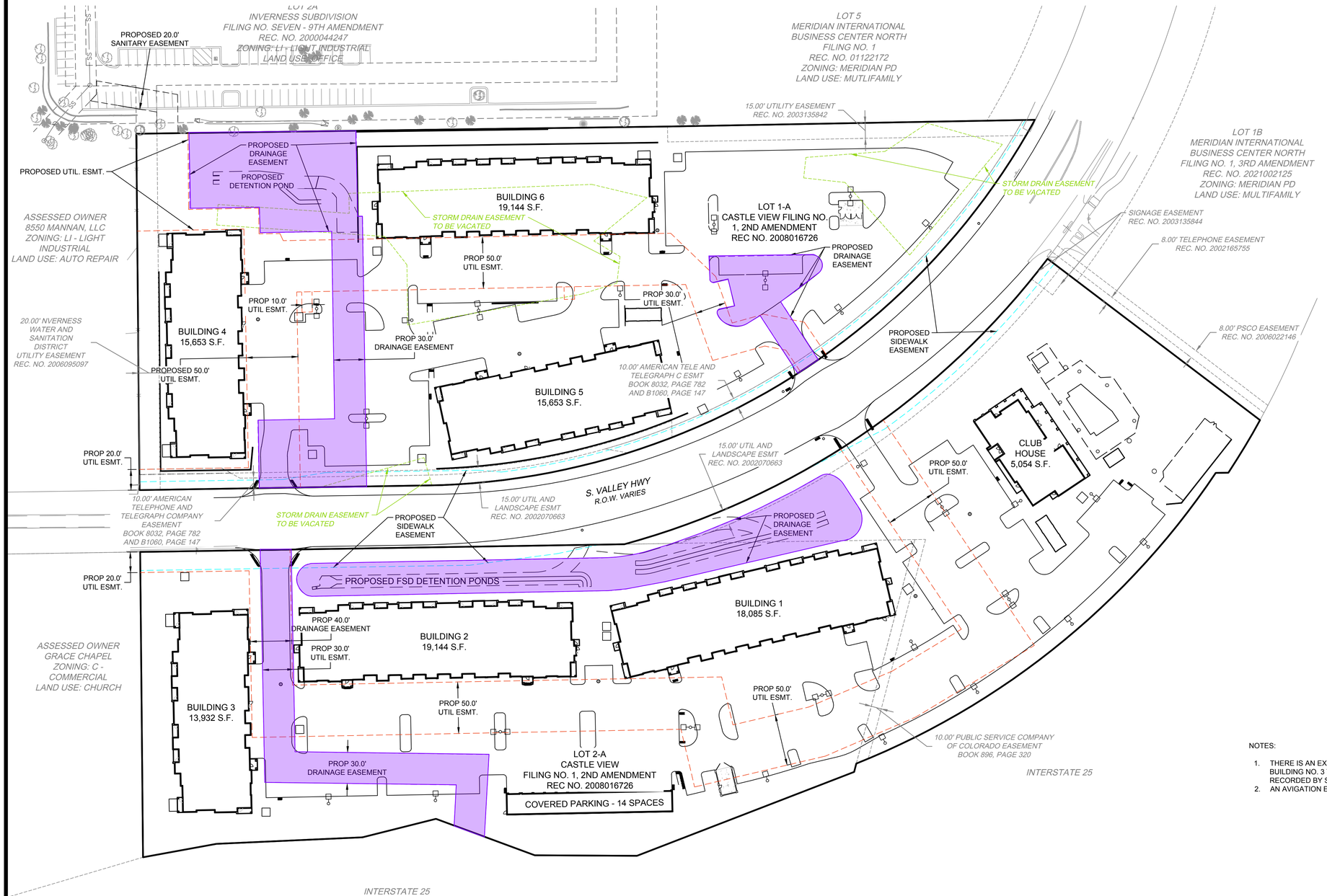
PATH: Q:\144424-01 - COUNTY LINE STATION ALTA\DWG\EXHIBITS\2025-07-28 COUNTY LINE STATION STORM ESMT 3.DWG
JOB NUMBER: 144424-01 DATE: 07/14/2025 DWG: RDS CHK: BJM 2 OF 2 PAGES

CAUTION: IF THIS SHEET IS NOT 24"x36" IT IS A REDUCED PRINT

CASTLE VIEW FILING NO. 1, 2ND AMENDMENT, LOTS 1-A & 2-A

LOCATED IN THE EAST HALF OF SECTION 3, TOWNSHIP 6 SOUTH, RANGE 67 WEST, SIXTH PRINCIPAL MERIDIAN
COUNTY OF DOUGLAS,
STATE OF COLORADO

12.603 ACRES USR PLAN EXHIBIT - US2024-009



NOTES:

1. THERE IS AN EXISTING, UN-PLOTABLE XCEL EASEMENT IN THE AREA OF BUILDING NO. 3 THAT IS BEING REVISED BY XCEL AND WILL BE CLARIFIED AND RECORDED BY SEPARATE DOCUMENT ONCE COMPLETE.
2. AN AVIGATION EASEMENT WILL RECORDED ON THE PROPERTY AFTER CLOSING.

STORM DRAINAGE EASEMENTS TO BE RECORDED

N

0 25 50 100

SCALE: 1" = 50'

Approval Certificate

Planning	Initials/Date
Owner	Initials/Date
Lessee (if applicable)	Initials/Date

WARE MALCOMB
CIVIL ENGINEERING & SURVEYING
900 south broadway
suite 320
denver, co 80209
p. 303.561.3333
waremalcomb.com

FOR AND ON BEHALF OF WARE MALCOMB

COUNTY LINE STATION
SITE IMPROVEMENT PLAN
DOUGLAS COUNTY, COLORADO

EASEMENT EXHIBIT

NO.	DATE	REMARKS
1	07/08/2024	USE BY SPECIAL REVIEW
2	08/20/2024	USE BY SPECIAL REVIEW
3	11/22/2024	USE BY SPECIAL REVIEW
4	04/01/2025	USE BY SPECIAL REVIEW
5	04/30/2025	USE BY SPECIAL REVIEW
6	05/14/2025	USE BY SPECIAL REVIEW
7	05/19/2025	USE BY SPECIAL REVIEW

JOB NO.:	DCS24-4002
PA / PM:	CS
DESIGNED:	MN
DATE:	08/20/2024
PLOT DATE:	06/05/25

SHEET 1

THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY AND COPYRIGHT OF WARE MALCOMB AND SHALL NOT BE USED ON ANY OTHER WORK EXCEPT BY AGREEMENT WITH WARE MALCOMB. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS AND SHALL BE VERIFIED ON THE JOB SITE. ANY DISCREPANCY SHALL BE BROUGHT TO THE NOTICE OF WARE MALCOMB PRIOR TO THE COMMENCEMENT OF ANY WORK.
NOT FOR CONSTRUCTION

524

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Ryan J. Arthur, Community Programs Coordinator

DESCRIPTION: Subgrantee Agreement for Transit Services and Call Center Operation Between Douglas County and Aging Resources of Douglas County in the Amount of $209,120.00.

SUMMARY: The request is for approval of the 2025 Subgrantee Agreement (Agreement) for transportation services and call center operation between Aging Resources of Douglas County (ARDC) and Douglas County in the amount of $209,120. This Agreement will provide approximately 5,216 one-way trips to enhance the mobility of older adults and people with disabilities as well as support operation of the county's call center, First Call.

RECOMMENDED ACTION: Staff recommends the Agreement for transportation services and call center operation between Douglas County and ARDC in the amount of $209,120 be approved by the BCC as it complies with all federal, state, and County approval standards and polices.

REVIEW:

Jennifer Eby	Approve	9/2/2025
Jeff Garcia	Approve	9/4/2025
Andrew Copland	Escalated	9/4/2025
Christie Guthrie	Approve	9/5/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Jennifer Eby - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

2025 ARDC DRCOG 5310 Contract Staff Report

DOUGLAS COUNTY
COLORADO

Grant Agreement Staff Report

Date:	August 20, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Ryan J. Arthur, Community Programs Coordinator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**Subgrantee Agreement for Transit Services and Call Center Operation Between Douglas County and Aging Resources of Douglas County in the Amount of $209,120.**

Board of County Commissioners' Business Meeting **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for approval of the 2025 Subgrantee Agreement (Agreement) for transportation services and call center operation between Aging Resources of Douglas County (ARDC) and Douglas County in the amount of $209,120. This Agreement will provide approximately 5,216 one-way trips to enhance the mobility of older adults and people with disabilities as well as support operation of the county's call center, First Call.

II. REQUEST

Staff requests approval of the Subgrantee Agreement for transportation services and call center operation between Douglas County and ARDC in the amount of $209,120.

III. BACKGROUND

At the Business Meeting on July 22, 2025, the Board of County Commissioners (BCC) approved the 2025-2026 Denver Regional Council of Governments (DRCOG) Federal Transit Administration (FTA) 5310 contract EX25019 for mobility management. This funding is intended for use in the Denver-Aurora Urbanized Area (UZA). Subgrantee agreements are executed with local community-based organizations to provide transportation services and operate Douglas County First Call, the County's call center.

IV. DISCUSSION

The Agreement with ARDC will provide funding for approximately 5,216 one-way trips to enhance the mobility of Douglas County adults with disabilities and residents aged 60 and older. Services are available to residents who reside in the northern region of the county within the UZA.

Douglas County First Call, operated by ARDC, is utilized to provide transit coordination for residents seeking assistance in meeting their mobility needs. ARDC responds to an average of 456 First Call requests per month.

The period of performance will be from August 12, 2025, through June 30, 2026. Funding for this Agreement will be allocated in the following manner:

Sub Grantee	Service	Amount
ARDC	5,216 one-way trips	$ 193,000
ARDC	First Call	$ 16,120
	Total	**$ 209,120**

V. RECOMMENDED ACTION

Staff recommends the Agreement for transportation services and call center operation between Douglas County and ARDC in the amount of $209,120 be approved by the BCC as it complies with all federal, state, and County approval standards and polices.

ATTACHMENTS **PAGE**

2025-2026 ARDC DRCOG FTA 5310 Subgrantee Agreement 3

SUBGRANTEE AGREEMENT
ARDC TRANSIT SERVICES AND CALL CENTER

Project Title ARDC Transit Services and Call Center	**Agreement Number** EX25019
Grantee Aging Resource of Douglas County (ARDC)	**Agreement Performance Beginning Date** August 12, 2025
Grantee Unique Entity ID: W86NEMNZS9K9	**Agreement Performance Expiration Date** June 30, 2026
Grant Maximum Amount: $209,120.00	**CFDA Number:** N/A

Agreement Purpose

The purpose of this agreement is to improve chore and assisted transportation options for vulnerable seniors age 60 and older in all parts of Douglas County.

Exhibits and Order of Precedence

The following Exhibits and attachments are included with this Agreement:

1. Exhibit 1, Scope of Work and Conditions
2. Exhibit 2, Amended Contract EX25019
3. Exhibit 3, Release of Information
4. Exhibit 4, Generic Confidentiality Agreement
5. Exhibit 5, Data Security Procedures

In the event of a conflict or inconsistency between this Agreement and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:

1. The provisions of the other sections of the main body of this Agreement
2. Exhibit 1, Scope of Work and Conditions
3. Executed Option Letters (if any)

Principal Representatives:

For Douglas County:	**For Grantee:**
Ryan J. Arthur	Karie Erickson
100 Third Street	104 Fourth Street
Castle Rock, CO 80104	Castle Rock, CO 80109
CRSgrants@douglas.co.us	kerickson@douglas.co.us

SUB GRANTEE GRANT AGREEMENT
Transit Services and Call Center

THIS SUB GRANTEE AGREEMENT ("Agreement") is made and entered into this _____day of _____, 2025, by and between **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** ("County") and **AGING RESOURCES OF DOUGLAS COUNTY** ("Sub Grantee"), each acting by and through its duly authorized officers. The County and the Sub Grantee hereinafter collectively referred to as the "Parties" and individually as the "Party."

WHEREAS:

1. The County, acting in its role as grantee for a Federal Transit Administration (FTA) 5310 grant awarded by the Denver Regional Council of Governments ("DRCOG"), is able to receive and dispense federal funds upon reimbursement from DRCOG.
2. Consistent with the requirements of 49 U.S.C. § 5310 and the local processes, the County submitted an application for local assistance, which included the Sub Grantee project described herein.
3. The County received a grant award of $270,747 ("DRCOG 5310 Grant Funds") on behalf of the Sub Grantee's and other recipients' request from DRCOG, pursuant to Contract Number EX25019, Project Number 402025.
4. This Agreement is intended to memorialize the terms under which the Sub Grantee is to receive a portion of the DRCOG 5310 Grant Funds.

NOW, THEREFORE, the County and the Sub Grantee agree as follows:

I. SCOPE OF WORK; APPROVED BUDGET; AND PROVISIONS

1.01 Scope of Work. Sub Grantee agrees to perform and complete the Scope of Work and Conditions specified in **Exhibit 1** ("Scope of Work"), attached hereto and incorporated herein, in accordance with the terms and conditions of this Agreement and in accordance with all the terms and conditions contained in **Exhibit 2,** the Agreement by and Between the Denver Regional Council of Governments and Douglas County Government attached hereto and incorporated herein. The Scope of Work describes the activities to be completed by the Sub Grantee and includes milestones and completion dates. All Scope of Work activities must be consistent with the approved Scope of Work, including the budget. Any proposed change in the Scope of Work must be submitted to the County's Project Manager, as defined in Section 6.02 below,") for written approval. A change in the Scope of Work is not effective until the Sub Grantee receives written approval from the County.

1.02 Approved Budget. Sub Grantee agrees to complete the Scope of Work in accordance with the approved budget in **Exhibit 1**.

1.03 Provisions. Sub Grantee agrees to comply with all provisions in this Agreement, including all exhibits to the Agreement and any further exhibits contained therein, all of which are expressly incorporated herein by reference.

1.04 Applicability of Federal Requirements. Sub Grantee understands and agrees that its receipt of DRCOG 5310 Grant Funds is contingent and conditioned on its compliance with the terms and conditions of the federal award as set forth in the FTA Master Agreement, as amended from time to time. The current version of the FTA Master Agreement is available at: https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements. The terms and conditions of the FTA Master Agreement are hereby adopted and incorporated as if fully set forth herein. By signing this Agreement, Sub Grantee certifies that it has received and reviewed the FTA Master Agreement and agrees to comply with all requirements set forth therein. Any violation of a Federal requirement by the Sub Grantee can result in an enforcement action undertaken by FTA and termination of this Agreement by the County, DRCOG and/or FTA.

II. AUTHORIZED USE OF GRANT FUNDS; ELIGIBILITY OF COSTS

2.01 Authorized Use of Grant Funds. The Sub Grantee is only authorized to use the grant funds awarded under this Agreement for costs directly incurred for the Scope of Work activities during the Project Activity Period as specified in **Exhibit 1**.

2.02 Eligibility of Costs. All expenses are subject to DRCOG requirements including, but not limited to:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards***, 2 CFR §§ 200.402 through 200.475 and 2 CFR § 200.102
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions***, FTA Circular 9070.1G

All expenses are also subject to the provisions outlined in the FTA Master Agreement and **Exhibit 2**.

III. AWARD AMOUNT, MATCH, AND PAYMENT

3.01 Estimated Project Amount. The total estimated budget of this Scope of Work is **$209,120.**

3.02 Maximum Grant Amount. The County awards to Sub Grantee a grant of up to **$193,000** to complete approximately **5,216 one-way trips** and up to **$16,120** to operate the **Douglas County First Call** call center as outlined in the Scope of Work for a Maximum Grant Amount ("Maximum Grant Amount") of **$209,120.** In no event will the County's obligation under this Agreement be more than the Maximum Grant Amount. **The County shall bear no responsibility for cost overruns that may be incurred by Sub Grantee in performance of the Scope of Work.**

3.03 Local Match. No local match is required for this grant.

3.04 Reimbursement. Expenses will be reimbursed by the County for 100 percent of all allowable costs, as provided in Section 4.3 of Exhibit 2 hereto, which have been paid to the County by DRCOG. Invoiced expenditures with all required documentation

plus local match documentation (if required) must be submitted to the County's Project Manager **no later than the fifth day of the following month** in order to be reimbursed for expenses from the previous month. Sub Grantee must use the approved forms and submit all required documentation in the format specified by the County's Project Manager.

Sub Grantee shall submit any additional data or other information requested by the County to support the Sub Grantee's reimbursement request and shall submit any additional data or information that may be required by DRCOG or FTA.

Following the County's review and approval of the Sub Grantee's reimbursement request, and DRCOG's payment to the County, the County will distribute to the Sub Grantee the approved reimbursement amount. The County may deny part or all of any reimbursement request if the County believes that it is not a supportable Scope of Work expense. No reimbursement will be made which would cause the distribution of grant funds to exceed, cumulatively, the Maximum Grant Amount set out in Section 3.02. **The County may withhold payment if the Sub Grantee is not current in its reporting requirements under Article IV.** Distribution of any funds or approval of any report is not to be construed as a County waiver of any Sub Grantee noncompliance with this Agreement.

3.05 Repayment of Unauthorized Use of Grant Funds. Upon a finding by the County that the Sub Grantee has made an unauthorized or undocumented use of grant funds, and upon a demand for repayment issued by the County, the Sub Grantee agrees to promptly repay such amounts to the County.

3.06 Reversion of Unexpended Grant Funds. All funds granted by the County under this Agreement that have not been expended for Scope of Work activities taking place during the Project Activity Period shall revert back to DRCOG and/or the County, as applicable.

3.07 Grant and Reimbursement Contingent upon Funding. This Agreement is subject to and contingent upon the continuing availability of grant funds for the purposes thereof. The parties hereto expressly recognize that the Sub Grantee is to be paid, reimbursed, or otherwise compensated with grant funds provided to the County by DRCOG. DRCOG receives funds from federal and state programs, including FTA funds under Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, and therefore, Sub Grantee expressly understands and agrees that all its right, demands, and claims to compensation arising under this Agreement are contingent upon receipt of such funds from DRCOG. If such funds or any part thereof are not received from DRCOG, the County may, in its sole discretion, immediately terminate this Agreement without liability, including liability for termination costs. If the County does not elect to terminate the Agreement, the County is only required to reimburse Sub Grantee from such funds or any part thereof that are received from DRCOG.

IV. ACCOUNTING AND RECORDKEEPING REQUIREMENTS

4.01 Documentation of Scope of Work Costs. All Scope of Work expenses must be

supported by proper documentation, including properly executed payrolls, effort reporting or time records, invoices, contracts, receipts for expenses, or vouchers, evidencing in detail the nature and propriety of the charges.

4.02 Establishment and Maintenance of Scope of Work Information. Sub Grantee agrees to establish and maintain accurate, detailed, and complete separate books, accounts, financial records, documentation, and other evidence relating to (a) Sub Grantee's performance under this Agreement, and (b) the receipt and expenditure of all grant funds and the Sub Grantee's match documentation (if required) under this Agreement. These documents shall include the property records required by Article VII of this Agreement. The Sub Grantee shall establish and maintain all such information in accordance with generally accepted accounting principles and practices and shall keep intact all Scope of Work information until the latest of:

A. Six (6) years following the term of this Agreement; or
B. If any litigation, claim, or audit is commenced during either such period, when all such litigation claims or audits have been resolved.

4.03 Compliance with HB 18-1128. Sub Grantee shall comply with the applicable provisions of House Bill 18-1128 Protections for Consumer Data Privacy, including any updates or amendments thereto. Compliance shall include, without limitation, compliance with all required procedures set forth in subpart F of the Scope of Work attached hereto as **Exhibit 1**.

4.04 Audit Requirements. The Sub Grantee agrees to have financial and compliance audits performed as required by the Single Audit Act Amendments of 1996, 31 U.S.C. §§ 7501, *et seq*. These financial and compliance audits must comply with the provisions of 2 CFR part 200, and any amendments thereto. The Sub Grantee also agrees to obtain any other audits required by the County, DRCOG or the State of Colorado. The Sub Grantee agrees that these audits will be conducted in accordance with U.S. Government Accountability Office, (U.S. GAO) "Government Auditing Standards." Sub Grantee agrees to provide the County's Project Manager with a report of all audits performed. Sub Grantee agrees that project closeout will not alter the Sub Grantee's audit responsibilities.

4.05 Audit Costs. Audit costs for project administration and management are allowable to the extent authorized by 2 CFR part 200, or the FAR at 48 C.F.R. Chapter I, Subpart 31.2, whichever is applicable.

4.06 Contents of Reports; Copies. The Sub Grantee agrees to report completely in accordance with the requirements of the Scope of Work and to provide the County with any additional or follow up information as may be requested by the County.

4.07 Inspections and Other Monitoring Activities. Sub Grantee agrees to permit the County and DRCOG to have access to the sites of performance of the Scope of Work and to make site visits as needed to ensure compliance with applicable federal requirements and regulations and this Agreement. Sub Grantee agrees to attend Sub Grantee meetings. The Sub Grantee agrees to submit to the County a copy of any promotional information regarding the Scope of Work disseminated by Sub Grantee during the term of this Agreement.

4.08 FTA Access to Records and Sites of Performance. Sub Grantee agrees to provide: (1) the U.S. Secretary of Transportation and the Comptroller General of the United States, the state, or their duly authorized representatives, access to all Agreement-related records as required under 49 U.S.C. § 5325(g); and (2) sufficient access to Agreement-related records as needed for compliance with applicable federal laws, regulations, and requirements or to assure proper management of the grant as determined by FTA. Sub Grantee further agrees to permit FTA access to the sites of performance of the Scope of Work and to Sub Grantee and to make site visits as needed in compliance with applicable federal requestions.

4.09 Changed Conditions. Sub Grantee shall use due diligence to achieve the milestones set forth in the Scope of Work. Sub Grantee agrees to notify the County immediately of any development that has or will have a significant impact on performance of the Scope of Work, including, but not limited to, any problems, delays, or adverse conditions that materially impair the ability to meet the objectives of the Scope of Work in accordance with the terms of this Agreement. The notice shall include a statement of action taken or contemplated and any assistance needed to resolve the situation.

4.10 Special Reporting Requirements. Sub Grantee agrees to provide the County with any additional follow up information reasonably requested by the County in order to meet the County's reporting requirements.

V. PROJECT ACTIVITY PERIOD; TERM; TERMINATION

5.01 Project Activity Period. This Project Activity Period will expire when DRCOG reimburses the County's final submitted invoice, within the limits of Section D, *Reimbursement Eligibility*, in the Scope of Work (**Exhibit 1**). The Project Activity Period may be extended by an amendment agreed to in writing by the County and DRCOG.

5.02 Term. The term of this Agreement shall extend from **August 12, 2025** to a date sixty (60) calendar days following the end of the Project Activity Period defined in Section 5.01 to permit close out of this Agreement. No work shall commence, and no costs shall be incurred, prior to August 12, 2025.

5.03 Termination by County for Convenience. The County may terminate this Agreement at any time and for any reason by providing the Sub Grantee written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, the Sub Grantee shall be entitled to compensation for Scope of Work activities in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the Maximum Grant Amount, in Section 3.02.

5.04 Termination for Noncompliance. If there has been a material failure to comply with the provisions of this Agreement by either party (a "breach"), the other party may terminate this Agreement after seven (7) calendar days' written notice to the party in breach if such breach is not cured within the seven (7) day period. A material failure of the Sub Grantee to make reasonable progress toward completion of the Scope of

Work without good cause and without providing the notice required by Section 4.09 constitutes a breach. At the County's option, the County may withhold payment of invoices during any period in which the Sub Grantee is noncompliant with this Agreement. If the County finds that the Sub Grantee's noncompliance is willful and unreasonable, the County may terminate or rescind this Agreement and require the Sub Grantee to repay the grant funds in full or in a portion determined by the County, except that Sub Grantee shall not be required to repay funds that the County has reviewed, approved, and distributed except as provided for in Sections 3.05 and 3.06.

5.05 Effect of Scope of Work Closeout or Termination. Sub Grantee agrees that Scope of Work closeout or termination of this Agreement does not invalidate continuing obligations imposed on the Sub Grantee by this Agreement. Project closeout or termination of this Agreement does not alter the County's authority to disallow costs and recover funds on the basis of a later audit or other review, and does not alter the Sub Grantee's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

VI. CONTACT PERSONS; PROJECT MANAGER

6.01 Contact Persons. The authorized persons for receipt notices, reports, invoices, and approvals under this Agreement are the following:

The County:

Name:	Ryan Arthur
Title:	Community Programs Coordinator
Mailing Address:	100 Third Street Castle Rock, Colorado 80104
Phone:	303-814-4326
Email:	transit@douglas.co.us

The Sub Grantee:

Name:	Karie Erickson
Title:	Executive Director
Mailing Address:	104 Fourth Street, Castle Rock, CO 80104
Phone:	303-814-4300
Email:	Kerickson@douglas.co.us

or such other person as may be designated in writing for itself by either party.

6.02 County's Project Manager. The County's Project Manager for purposes of administration of this Agreement is the person listed for the County in Section 6.01, or such other person as may be designated in writing by the County. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on behalf of the County.

6.03 Sub Grantee Project Manager. The Sub Grantee's Project Manager for purposes of administration of this Agreement is the person listed for the Sub Grantee in

Section 6.01, or such person as may be designated in writing by the Sub Grantee. However, nothing in this Agreement will be deemed to authorize the Project Manager to execute amendments to this Agreement on the behalf of the Sub Grantee unless otherwise noted.

6.04 Notice. Notice to any party under this Agreement shall be made in writing, addressed as set forth above, and shall be delivered personally during normal business hours, or by prepaid first-class U.S. mail, e-mail or such other method authorized in writing by the party's Project Manager. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. Email notices shall be effective upon receipt. The parties may from time to time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

VII. GRANT PROPERTY

The title, acquisition, use, management, and disposition of all property acquired or construed with grant funds under this Agreement shall be governed by applicable federal law, rule, and guidance including, without limitation, the provisions of:

- ***Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*****,** 2 C.F.R §§ 200.310-200.316, 1201.313, 1201.317.
- ***Enhanced Mobility of Seniors and Individuals with Disabilities Program Guidance and Application Instructions***, FTA Circular 9070.1G

The foregoing are incorporated by reference into this Agreement. Sub Grantee acknowledges that the federal requirements in these Articles and throughout this Agreement are subject to change and agrees that the most recent of these requirements shall govern this Agreement at any particular time except to the extent that DRCOG, the State of Colorado or the County determines in writing.

VIII.GENERAL CONDITIONS

8.01 Amendments. The terms of this Agreement may be changed only by mutual agreement of both parties. Such changes shall be effective only upon the execution of written amendments signed by authorized officers of the parties to this Agreement.

8.02 Assignment and Sub Grants. The Sub Grantee shall not assign, sub grant, sublet, or transfer any Scope of Work activities without receiving express written consent of the County. Any attempt at assignment, subgranting, subletting, or transferring without such consent shall be void. Any authorized assignment, subgrant, sublet, or transfer by the Sub Grantee shall be subject to compliance with all terms and conditions of this Agreement including the FTA Master Agreement and Exhibits 1 and 2 hereto. Sub Grantee shall be responsible for ensuring that any authorized assignee, sub grantee, sub lease, or transferee adheres to all terms and conditions of this Agreement.

8.03 Liability. The parties expressly agree that the County does not contractually waive any limitations on liability or other immunities or defenses available to it by statute or common law, or activities undertaken pursuant to this Agreement. The parties understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 through 120, or otherwise available to the County.

8.04 Background Check. If the County and its employees are required by law, regulation, or the terms of the FTA Master Agreement or Exhibit 2, including its exhibits, to pass a criminal background check, Sub Grantee must likewise meet the requirement and such documentation must be provided to the County as a condition of this Agreement.

8.05 Relationship of the Parties. Nothing in this Agreement is intended or should be construed in any matter as creating or establishing the relationship of co-partners or a joint venture between the Sub Grantee and the County. Sub Grantee shall perform its duties hereunder as an independent contractor and not as an employee. **Sub Grantee and its employees, volunteers and agents are not entitled to unemployment insurance or workers compensation benefits through the County and the County shall not pay for or otherwise provide such coverage for Sub Grantee or any of its employees, volunteers, and agents. Sub Grantee shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Agreement. Sub Grantee shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law; (ii) provide proof thereof when requested by the County; and (iii) be solely responsible for its acts and those of its employees, volunteers and agents.**

8.06 No Third-Party Beneficiaries. Nothing in this Agreement is intended or should be construed as creating third party beneficiary rights against the County or Sub Grantee, including but not limited to, Sub Grantee's contractors or subcontractors.

8.07 FTA Interest in Disputes; Notice Requirements. FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Agreement including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise. If a current or prospective legal matter that may affect the Federal Government emerges, Sub Grantee must promptly notify the FTA Chief Counsel, FTA Regional Counsel for the Region in which Sub Grantee is located, and the County. Sub Grantee must include a similar notification requirement in its subcontracts and must require each subcontractor to include an equivalent provision in its subcontracts at every tier, for any agreement that is a "covered transaction" according to 2 C.F.R. §§ 180.220 and 1200.220. The types of legal matters that require notification include, but are not limited to, a major dispute, breach, default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason. Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Grant or the Agreement, or the Federal

Government's administration or enforcement of federal laws, regulations, and requirements.

8.08 Indemnification. Sub Grantee assumes liability for and agrees to defend, indemnify, and hold harmless the County and DRCOG, as well as their officers, employees, agents, subcontractors, assignees, residents, and tax payers from and against all loses, damages, expenses, liability, claims, suits, or demands, including, without limitation, attorney's fees, arising out of, resulting from, or relating to the performance of this Agreement, including any aspect of performance of the Scope of Work, by the Sub Grantee or its employees, agents, volunteers, contractors, subcontractors or assignees.

8.09 Insurance. Sub Grantee shall comply with all insurance requirements set forth in Section 5 of the Agreement by and Between the Denver Regional Council of Governments and Douglas County, Colorado, incorporated herein as Exhibit 2. The County, its elected officials and employees shall be named as an additional insured for Sub Grantee's General and Automobile Liability policy. Sub Grantee shall provide to the County certificates showing adequate insurance coverage as required in Section 5 of Exhibit 2 along with this signed Agreement.

8.10 Acknowledgement. Sub Grantee shall appropriately acknowledge the grant assistance made by the County and DRCOG under this Agreement in any promotional materials, reports, and publications relating to the Scope of Work, subject to the provisions of Section 8.17 set forth below.

8.11 Assurances. In addition to all other obligations contained herein, the Sub Grantee agrees: (a) to perform its obligations under this Agreement with the highest standards of care, skill, and diligence in the industry, trades, or profession and as set forth in this Agreement, including but not limited to those set forth in the FTA Master Agreement and Exhibit 2 hereto; (b) that it warrants it possesses and will maintain, at its sole expense, all necessary licenses, certifications, approvals, permits, and other authorization required by law to perform its obligations under this Agreement, including but not limited to all obligations set forth in the FTA Master Agreement and Exhibit 2 hereto; (c) not to engage in any practices that would create or raise a conflict of interest with its performance under this Agreement; and (d) to comply, at its own expense, with the provisions of all state, local and federal laws, regulations, ordinances, requirements and codes which are applicable to the performance of the Scope of Work hereunder or to Sub Grantee as an employer.

8.12 E-Verify Federal Contractor Rule Employment Eligibility Verification. This Agreement specifically adopts and incorporates, as if fully set forth herein, Exhibit C of Exhibit 2 hereto, entitled "E-Verify federal contractor rule employment eligibility verification." If the Maximum Grant Amount for this Agreement is more than $3,000, Sub Grantee must also comply with the E-Verify Federal Contractor Rule explained in Exhibit C of Exhibit 2 hereto, adopted and incorporated herein, which requires Sub Grantee to use the E-Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires.

8.13 Jurisdiction, Venue, and Applicable Law. Venue for all legal proceedings arising

out of this Agreement, or breach of this Agreement, shall be in state or federal court with competent jurisdiction in Douglas County, Colorado. All matters relating to the performance of this Agreement shall be controlled by and determined in accordance with the laws of the State of Colorado.

8.14 Conflict. In the event that any provisions contained herein conflict with those in Exhibit 2, the provisions in Exhibit 2 shall prevail. In the event that any provisions contained herein or in Exhibit 2 conflict with the in the FTA Master Agreement, the FTA Master Agreement shall prevail.

8.15 Extension of Provisions. All provisions herein contained, including the benefits and burdens, shall extend to and be binding upon the Sub Grantee, its heirs, legal representations, successors, and assigns.

8.16 Complete Integration. This Agreement represents the complete integration of all understandings between the parties and all prior representations and understandings, oral or written, are merged herein.

8.17 Advertising, Marketing and Promotional Materials. The Sub Grantee shall not include any reference to this Agreement or services performed under this Agreement in any of Sub Grantee's advertising or public relations materials without first obtaining the written approval of the County's Project Manager

IX. REPRESENTATIONS AND ASSURANCES.

9.01 Incorporation of Specific Federal Requirements. Sub Grantee understands and agrees that its receipt of DRCOG 5310 Grant Funds is contingent and conditioned on its compliance with all applicable federal and state laws and their implementing regulations, as they currently exist and may hereafter be amended, which are incorporated herein by this reference as terms and conditions of this Agreement. Without limiting the foregoing, Sub Grantee agrees to comply with all applicable laws set forth in Exhibit B of Exhibit 2 hereto.

9.02 Incorporation of DRCOG Requirements. The Sub Grantee agrees to comply with all DRCOG requirements of the Contractor set forth in Exhibit 2. By signing this Agreement, the Sub Grantee certifies that it has received and reviewed Exhibit 2 hereto and all of its attached exhibits and agrees to comply with all provisions set forth therein.

9.03 Assurance of Non-Discrimination on Basis of Disability. The Sub Grantee shall provide express written assurances that it will comply with Section 504 of the Rehabilitation Act of 1973 and that it will not discriminate on the basis of disability by executing the certification set forth in **Exhibit 3** hereto as a condition precedent to the issuance of any Grant Funds hereunder.

9.04 Assurance Regarding Trafficking in Persons. Sub Grantee agrees that it and its employees that participate in the Agreement may not engage in severe forms of trafficking in persons during the period of time that the Agreement is in effect, procure a commercial sex act during the period of time that the Agreement is in effect, or use forced labor in the performance of the Agreement or Sub Agreements thereunder.

9.05 Nondiscrimination and DBE Assurances. (A) Sub Grantee and each subcontractor must not discriminate based on race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subcontract, as applicable, and the administration of its DBE program or the requirements of 49 CFR Part 26; (B) Sub Grantee and each subcontractor must take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted subcontracts; (C) Failure by Sub Grantee or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Agreement or any subcontract, as applicable; and (D) The following remedies, or such other remedy as DRCOG and/or the County deem appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying Sub Grantee or subcontractor from future bidding as non-responsible.

9.06 Assurances Regarding 5310 Funding Conditions. Sub Grantee agrees to and assures it will comply with all Terms and Conditions for Section 5310 Funding set forth in Exhibit B of Exhibit 2 hereto (hereinafter referred to in its entirety as the "5310 Funding Conditions"), all of which are adopted and incorporated by reference as if fully set forth herein. Without limiting the foregoing, Sub Grantee specifically represents and warrants that its assurances of compliance extend to:

(a) All provisions, including all subparts, regarding trafficking in persons, set forth in subsection (c) in Article 1 of the 5310 Funding Conditions;
(b) All provisions, including all subparts, regarding federal tax liability and recent felony convictions, set forth in subsection (d) in Article 1 of the 5310 Funding Conditions;
(c) All provisions, including all subparts, regarding debarment and suspension, set forth in subsection (e) in Article 1 of the 5310 Funding Conditions;
(d) All provisions, including all subparts, regarding access to records set forth in subsection (a) in Article 2 of the 5310 Funding Conditions;
(e) All provisions regarding access to the sites of performance set forth in subsection (b) in Article 2 of the 5310 Funding Conditions
(f) All provisions, including all subparts, regarding nondiscrimination in federal public transportation programs, set forth in subsection (b) in Article 3 of the 5310 Funding Conditions;
(g) All provisions, including all subparts, regarding nondiscrimination under Title VI of the Civil Rights Act, set forth in subsection (c) in Article 3 of the 5310 Funding Conditions;
(h) All provisions, including all subparts, regarding equal employment opportunity, set forth in subsection (d) in Article 3 of the 5310 Funding Conditions;
(i) All provisions, including all subparts, regarding disadvantaged business enterprise, set forth in subsection (e) in Article 3 of the 5310 Funding Conditions;
(j) All provisions, including all subparts, regarding awards involving construction, set forth in subsection (b) in Article 4 of the 5310 Funding Conditions;
(k) All provisions, including all subparts, regarding awards not involving construction, set forth in subsection (c) in Article 4 of the 5310 Funding Conditions;
(l) All provisions, including all subparts, regarding awards involving commerce, set forth in subsection (d) in Article 4 of the 5310 Funding Conditions;

(m) All provisions, including all subparts, regarding public transportation employee protective arrangements, set forth in subsection (e) in Article 4 of the 5310 Funding Conditions;
(n) All provisions regarding general compliance with environmental and resource use laws, set forth in subsection (a) in Article 5 of the 5310 Funding Conditions;
(o) All provisions, including all subparts, regarding the National Environmental Policy Act, set forth in subsection (b) in Article 5 of the 5310 Funding Conditions;
(p) All provisions, including all subparts, regarding environmental justice, set forth in subsection (c) in Article 5 of the 5310 Funding Conditions;
(q) All provisions regarding other environmental federal laws, set forth in subsection (d) in Article 5 of the 5310 Funding Conditions;
(r) All provisions regarding use of certain public lands, set forth in subsection (e) in Article 5 of the 5310 Funding Conditions;
(s) All provisions, including all subsections, regarding charter service and motor carrier safety, set forth in Article 7 of the 5310 Funding Conditions; and
(t) All provisions, including all subparts, regarding the special provision for promoting Covid-19 safety and compliance with the CDC Mask Order, set forth in subsection (f) in Article 9 of the 5310 Funding Conditions.

9.07 Representations Regarding Debarment, Suspension. By signing this Agreement, Sub Grantee represents and warrants that its organization and its principals and employees are not suspended or debarred from receiving federal funds and there are no pending proceedings for suspension or debarment. Further, Sub Grantee represents and warrants that it is not listed on the government-wise exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), "Debarment and Suspension." Sub Grantee agrees to, and will include a similar provision in each lower tier subcontract ensuring that each lower tier subcontractor will: (comply with federal debarment and suspension requirements; and (ii) review the SAM at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

9.08 Assurance Regarding Tax Liability and Felony Convictions. Sub Grantee hereby agrees and certifies it has no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. Sub Grantee further agrees and certifies that it was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.

9.09 Effect of Erroneous Assurance, Certification or Representation. The assurances, certifications and representations contained in this Article IX are each material representations of fact upon which the County relies in entering this Agreement. If it is later determined that Sub Grantee knowingly rendered an erroneous assurance, certification, or representation, in addition to other remedies available to the federal government, CDOT and/or the County may pursue available remedies, including suspension and/or debarment. Sub Grantee shall provide to the County immediate written notice if at any time Sub Grantee learns that any of its

assurances, certifications or representations were erroneous when submitted or have become erroneous by reason of changed circumstances.

9.10 No Federal Obligation. This grant is financed by state and/or federal funds administered by DRCOG. However, payments to the Sub Grantee will be made by the County. Neither the United States, nor the State of Colorado is party to this Agreement. No reference in this Agreement to any representative of the State or federal government makes the United States or the State of Colorado a party to this Agreement. The Sub Grantee shall include this clause in any contracts or agreements under this Agreement.

In witness whereof, the parties have caused this Agreement to be executed by their duly authorized officers on the dates set forth below. This Agreement is effective upon final execution by both parties.

_____
Abe Laydon
Chair, Board of County Commissioners

Date: _____

APPROVED AS TO CONTENT:

_____
Jennifer L. Eby
Assistant Director of Community Services

Date: _____

_____
Douglas J. DeBord
County Manager

Date: _____

_____
Hayley Hall
Clerk to the Board

APPROVED AS TO LEGAL FORM:

_____
Arielle Denis
Assistant County Attorney

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date: _____

AGING RESOURCES OF DOUGLAS COUNTY
Sub Grantee

_____
By (Signature)

_____
Title

_____
Address

_____
City, State, Zip Code

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

_____ by _____.
(name of signatory)

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

EXHIBIT 1—SCOPE OF WORK AND CONDITIONS
AGING RESOURCES OF DOUGLAS COUNTY ("Sub Grantee"), DRCOG 5310 Grant Program – Douglas County Transit Services

Grant Year	August 12, 2025 – June 30, 2026
Title of Project	DRCOG 5310 Grant Program
Project Description	Provision of Contracted Transportation Services for Enhanced Mobility of Seniors and Individuals with Disabilities
Federal Awarding Agency	Federal Transit Administration (FTA)
CFDA Number	20.513

A. Program Description

Douglas County First Call and Douglas County transportation services provide transportation services for seniors and persons with disabilities who need access to transportation. Douglas County's Project Manager will serve as the administrator of this program. Through this program, Douglas County will coordinate transit, advocate for improved services in the urban and rural areas and provide information and referral services. It will also work with other jurisdictions to expand regional transit services.

B. Project Description

This project accomplishes goals toward improving coordination and facilitation of transportation in Douglas County through better coordination of current services available, an increase in transportation opportunities, and providing a single point of contact for information and assistance on a variety of Douglas County programs and services including transportation.

Sub Grantee will provide transit services for aging and disabled residents through on-demand transportation and will provide an increase in transit services through the coordination of services with Douglas County First Call and other transit providers serving Douglas County. Douglas County First Call provides increased coordination and program efficiencies by pairing eligible residents with services to meet their needs. Services include transit, housing, nutrition, health and medical resources, and employment transportation.

The increase in transportation opportunities will be achieved through coordination of transit services, leveraging existing programs and services, and through the use of the agency's wheelchair accessible vehicles.

C. Project Budget

1. The net cost for this project is estimated to be and will be allocated as follows:

Net Project Costs (August 12, 2025 – June 30, 2026):	**$193,000.00**
Estimated Number of One-Way Trips to be Performed:	**5,216**

Net Project Costs (August 12, 2025 – June 30, 2026):	**$ 16,120.00**
Call Center Cost for August 2025	**$ 977.00**
Call Center Cost per month September – June):	**$ 1,514.30**

2. Project costs must not exceed the Maximum Grant Amount of **$209,120.**

3. Sub Grantee is solely responsible for all costs this project incurs above the amount Douglas County reimburses Sub Grantee from DRCOG funds for eligible, actual costs. If the final, actual project cost is less than the Maximum Grant Amount of **$193,000 for transportation trips** and **$16,120 for Douglas County First Call**, the County is not obligated to provide any more of the eligible, actual operational costs.

4. Funds from this grant for transportation trips will pay for on-demand transportation services (e.g., mileage reimbursement, training, background and motor vehicle checks, and other miscellaneous expenses) for persons with various accessibility needs. Sub Grantee provides these services.

5. Funds from this grant for Douglas County First Call will pay for call center services (e.g., call handling and tracking, referral services, information and assistance provision, inter-agency coordination and other miscellaneous call center requirements and expenses).

6. Sub Grantee is responsible for providing monthly reporting on trips provided to qualified Douglas County residents under the guidelines of this project. Monthly reports are due to Douglas County **no later than the 5th day of each month**. If either day falls on a weekend or holiday, the monthly report will be due on the next business day.

D. Reimbursement Eligibility

1. Sub Grantee shall submit monthly reimbursement requests, including all related documentation to Douglas County. Requests must be within the limits of Sections C, E and F of this Exhibit 1.

2. Transportation services reimbursements will be based upon eligible trips at the agreed upon rate of $37.00 per one-way trip, minus donations as reported by the Sub Grantee each month.

E. Project Performance

1. Sub Grantee is responsible for tracking and reporting the number of total passengers and other users of these services.

2. Sub Grantee is responsible for tracking and reporting the number of total calls received, caller data, location of the call, services or referrals given and other activities of the call center.

3. If there is more than a ten percent deviation from the numbers listed below, an explanation for the deviation is required on the monthly progress report(s). Sub Grantee should evaluate and report on the progress and change over time.

One-Way Trip Timeframe:	**August 12, 2025 – June 30, 2026**
Approximate Trips to be Provided:	**5,216**

Reporting Timeframe:	**August 12, 2025 – June 30, 2026**
Estimated Calls Per Month	**280**

4. As a performance standard, the Federal Transit Administration *requires* that increases or enhancements related to geographic coverage, service quality, and/or service times that will affect the availability of transportation services because of this proposed project be identified. With this project, Douglas County will enhance current transit services by

providing more trips. This funding will enable more seniors and persons with disabilities to utilize transportation services provided by Sub Grantee.

F. Project Service Area

1. Service recipients are restricted to those with a home address within the Denver-Aurora Urbanized Area (Denver-Aurora UZA). Travel to areas outside the Denver-Aurora UZA is allowable as long as person requesting the trip has a home address within the UZA. Douglas County First Call reimbursement is available only for calls from persons with home addresses within the Denver-Aurora UZA.

G. Data Reporting, Sharing and Confidentiality

1. The County will provide to the Sub Grantee access to its EmpowOR data system, through which the Sub Grantee shall capture and report data for all services provided under this Sub Grantee Agreement. For transportation services, the Sub Grantee shall record and report: (i) participant information; (ii) Household information; (iii) Program data; (iv) Service records; and (v) Funding and expenditure records. Be sure to include trip counts, trip costs, demographic information, information from surveys, narrative program questions and Douglas County approved copies of marketing materials related to the grant program with your monthly reporting.

2. For Douglas County First Call, the County will provide to the Sub Grantee access to its EmpowOR data system, through which the Sub Grantee shall capture and report data for all services provided under this Sub Grantee Agreement. The Sub Grantee shall record and report: (i) total calls received; (ii) caller data; (iii) location of the call; (iv) services or referrals given; and (v) Funding and expenditure records.

3. The County and Sub Grantee agree that sharing client data is necessary to meet client needs. Accordingly, the County and the Sub Grantee agree that client data may be shared between the parties, provided, however, that each party shall protect confidential client information as required by state and federal law and this Sub Grantee Agreement. Prior to sharing any client information, the Sub Grantee shall obtain an Authorization for Release of Information ("ROI"), in the form included as **Exhibit 4** to this Agreement, or as otherwise approved in writing by the County's Project Manager, executed by the client which allows the Sub Grantee to share the client's information with the County and any other sub grantees specified in the ROI form.

4. The Sub Grantee must comply with all obligations of a "Third-Party Service Provider" as defined in C.R.S. § 24-73-103(1)(i), including all applicable provisions of HB 18-1128 regarding "Personal Identifying Information" as defined in C.R.S. § 6-1-713(2)(b) and C.R.S. § 24-73-101(4)(b) and to "Personal Information" as defined in C.R.S. § 24-73-103(1)(g). Personal Identifying Information and Personal Information are referred to collectively herein as "Personal Data." Compliance shall include, without limitation:

    i. Adopting and enforcing a written policy governing the destruction of electronic and paper documents containing Personal Data. The written policy must, as a minimum, require that when electronic or paper documents containing Personal Data are no longer needed, such documents will be destroyed by shredding, erasing or otherwise modifying the Personal Data so as to make it unreadable or indecipherable through any means'
    ii. Implementing and maintaining reasonable security procedures designed to protect Personal Data from unauthorized access, use, modification, disclosure

or destruction. Such procedures must be appropriate in light of the nature and size of the partner's business and operations;

iii. Providing immediate written notification to the County's Project Manager transit@douglas.co.us, in the event the partner becomes aware that an unauthorized acquisition of Personal Data compromising the security, confidentiality or integrity of the Personal Data (hereinafter, a "Security Breach") has or may have occurred. The partner shall promptly and in good faith conduct an investigation to determine the likelihood that Personal Data has been or will be misused and shall coordinate with and promptly report the results of such investigations to the County's Project Manager transit@douglas.co.us, as requested;

iv. Providing prompt written notification to affected Colorado residents, but in no event later than thirty (30) days after the date of determination that a Security Breach occurred, in accordance with the provisions of House Bill 18-1128; and

v. To the extent applicable, requiring any third-party service providers, as defined in C.R.S. § 6-1-716(i) and C.R.S. § 24-73-103, to implement and maintain reasonable security procedures and practices appropriate to the nature of the Personal Data disclosed to the third-party service provider and reasonably designed to help protect the Personal Data from unauthorized access, use, modification, disclosure or destruction.

5. In order to help protect client Personal Data from unauthorized access, use, modification, disclosure or destruction, the Sub Grantee shall: (i) have and enforce a written policy outlining how Personal Data will be collected, maintained, and protected from inadvertent release; (ii) require and provide training on the protection of Personal Data to anyone with access to client Personal Data and/or the County's EmpowOR data system, including but not limited to employees and volunteers; (iii) require anyone with access to Personal Data and/or the County's EmpowOR data system to execute an acknowledgement, in the form included as **Exhibit 5** or as otherwise approved in writing by the County's Project Manager, of their obligation to maintain the confidentiality of client Personal Data; and (iv) maintain a secure environment that ensures the confidentiality of Personal Data. Attached as **Exhibit 6** are recommendations for best practices to implement and maintain reasonable security procedures designed to protect Personal Data from unauthorized access, use, modification, disclosure, or destruction.

6. The County and the Sub Grantee may maintain a copy of all data obtained in the course of providing any services under this Sub Grantee Agreement.

H. Objectives and Milestones

To the extent possible and practicable, provide details and information, data, explanations, descriptions, copies and sample documents of milestone activities.

Begin services within 30 days of receiving an executed Agreement.
Provide an average of 521 trips per month from August 12, 2025 – June 30, 2026.

Begin services within 30 days of receiving an executed Agreement.
Provide an average of 280 calls per month from August 12, 2025 – June 30, 2026.

I. Special Conditions

1. Sub Grantee must obtain County and DRCOG approval if DRCOG 5310 Grant Funds are intended to be used for payment of a lease or for any third-party contracts.

2. Sub Grantee may not seek reimbursement for any billable work under this Agreement until the Agreement is fully executed.

3. Sub Grantee must maintain safety records, if applicable. These records must be submitted to the County or DRCOG if the County or DRCOG requests them. The records may include the number of vehicle accidents within certain time frames as requested by the County or DRCOG, the number and extent of passenger injuries and claims, and the number and extent of employee accidents, injuries, and incidents.

4. Sub Grantee must demonstrate a good faith effort to provide, and certify as applicable, safety-related training for drivers and other appropriate personnel.

EXHIBIT 2 – DRCOG 5310 CONTRACT EX25019 WITH DOUGLAS COUNTY

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Contract by and between the

Denver Regional Council of Governments

1001 17th Street, Suite 700
Denver, Colorado 80202
("DRCOG")

and

DOUGLAS COUNTY GOVERNMENT

100 Third Street
Castle Rock, Colorado 80104
("CONTRACTOR")

for

Services

Project Number 402025 **Contract Number: EX25019**

Recitals:

A. DRCOG is a designated recipient of Federal Transit Administration (FTA) funds under Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, which aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.
B. Contractor has submitted a proposal requesting Section 5310 funds to perform the tasks and activities described in ***Exhibit A***.
C. DRCOG is willing to make Section 5310 funds available to Contractor in accordance with the terms and conditions of this Contract.

NOW THEREFORE, the parties hereto mutually agree as follows:

1. Scope of work

1.1 Performance of work

Contractor agrees to perform for DRCOG all of the tasks and activities set forth in ***Exhibit A*** attached hereto and incorporated herein by reference (hereinafter the "Work").

1.2 Assurances

In addition to all other obligations contained herein, Contractor agrees: (a) to accurately proceed with diligence and promptness and to perform the Work in accordance with the highest professional workmanship and service standards in the field to the satisfaction of DRCOG; (b) to produce Work that is free from any material errors or omissions; and (c) to comply, at its own expense, with the provisions of all state, local and federal laws, regulations, ordinances,

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requirements and codes which are applicable to the performance of the Work hereunder or to Contractor as an employer.

2. Application of federal requirements

2.1 FTA Master agreement

FTA Master Agreement. Contractor understands and agrees that its receipt of Section 5310 funds is contingent and conditioned on its compliance with the terms and conditions of the federal award as set forth in the FTA Master Agreement, as amended from time to time. The terms and conditions of the FTA Master Agreement are hereby incorporated herein and made a part hereof for all purposes as if fully set out. Any conflict between this agreement and the FTA Master Agreement shall be resolved in favor of the FTA Master Agreement. Any violation of a Federal requirement by the Contractor can result in an enforcement action undertaken by FTA and termination of this Contract by DRCOG and/or FTA. The current version of the FTA Master Agreement is available at: https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements

2.2 Compliance

Contractor shall at all times during the term of this Contract strictly adhere to, and comply with, all applicable federal and state laws and their implementing regulations, as they currently exist and may hereafter be amended, which are incorporated herein by this reference as terms and conditions of this Contract. Contractor shall also require compliance with these statutes and regulations in subcontracts. Without limiting the foregoing, Contractor shall comply with all applicable laws set forth in ***Exhibit B***, attached hereto and incorporated herein by reference.

2.3 Funding contingency

Contractor understands and agrees that should the FTA disapprove this Contract or refuse or fail to make the grant to DRCOG as contemplated by this Contract, then this Contract shall be void and shall not be binding on any parties hereto. DRCOG is not responsible for providing any funding to substitute for the federal funds in the event the grant is withdrawn or not provided for any reason.

3. Time of performance

The term of this Agreement shall commence upon execution and shall end June 30, 2026. No work shall commence and no reimbursable costs shall be incurred prior to the execution of this Agreement, as reflected by the execution date herein.

4. Payment terms

4.1 Maximum amount

The total cost of the Agreement shall not exceed Two Hundred Seventy Thousand Seven Hundred Forty-Seven Dollars ($270,747.00). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Contractor's efforts, including but not limited to salaries, benefits, overhead, administration, profits, and expenses.

4.2 Local match

Contractor is responsible for providing local matching funds in the amount of Sixty-Seven Thousand Six Hundred Eighty-Seven ($67,687.00).

4.3 Allowable costs

Contractor shall only be reimbursed for costs incurred for the performance of this Contract which are determined by DRCOG to be allowable, allocable, and reasonable in accordance with the following cost principles:

(a) Be in conformance with the Scope of Work, the approved budget and all other terms of this Agreement;

(b) Be necessary to accomplish the Work;

(c) Be reasonable for the goods or services purchased;

(d) Be the actual net costs to the Contractor;

(e) Be incurred for Work performed after the effective date of this Contract;

(f) Be satisfactorily documented;

(g) Be eligible for federal participation under federal laws, regulations or directives;

(h) Be consistent with federally approved accounting principles and procedures, including requirements for indirect costs, in compliance, consistent with U.S. Department of Transportation regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200; and

(i) Be in compliance with the Master Agreement and any amendments thereto.

4.4 Erroneous payments

Incorrect payments to the Contractor due to omission, error, fraud, or defalcation shall be recovered from the Contractor by deduction from subsequent payments under this Contract or other contracts between DRCOG and Contractor, to the extent permitted by federal and state law, or shall be reimbursement by Contractor to DRCOG upon demand.

5. Insurance and indemnification

5.1 Coverage amounts

Contractor shall procure and maintain, and shall cause each subcontractor of Contractor to procure and maintain the minimum insurance coverages listed below. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Contract. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured by Contractor to maintain such continuous coverage.

(a) Workers' Compensation in statutory limits.

(b) Employer's Liability Insurance: $100,000/each accident, $500,000/ disease - policy limit, and $100,000/disease - each employee.

(c) Commercial General Liability Insurance: $1,000,000/Occurrence.

(d) Automobile Liability or Hired & Non-Owned Vehicle Liability Insurance: $1,000,000/each accident.

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5.2 Additional insured

DRCOG, its officers and employees shall be named as additional insured for the Contractor's General and Automobile Liability policy under sections Certificate Holder and Description of Operations. In addition, the term of the Contract and the Contract number must be outlined under the Description of Operations.

5.3 Coverage requirements

All coverages shall be continuously maintained from the date of commencement of services hereunder, and in the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured by Contractor so as to maintain such continuous coverage. Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Contract by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. All insurance policies required hereunder shall include clauses stating that each carrier shall waive all rights of recovery, under subrogation or otherwise, against DRCOG, its officers, agents, employees and volunteers.

5.4 Cancellation

The insurance shall include provisions preventing cancellation without 30 days prior notice to DRCOG by certified mail.

5.5 Certificates of insurance

Contractor shall provide certificates showing adequate insurance coverage as required by this Section to DRCOG with the signed Contract. No later than 15 days prior to the expiration date of any such coverage, Contractor shall deliver to DRCOG certificates of insurance evidencing renewals thereof. Upon request by DRCOG at any other time during the term of this Contract, Contractor shall within 10 days of such request supply to DRCOG evidence satisfactory to DRCOG of compliance with the provisions of this Section. Contractor shall provide certificates for its subcontractors immediately upon request by DRCOG.

5.6 Indemnification

To the extent permitted by law, Contractor expressly agrees to indemnify and hold harmless DRCOG, its officers and employees from any and all claims, damages, liability, or court awards including attorney's fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by anyone, including, but not limited to, any person, firm, partnership, or corporation, to the extent caused by the negligent acts, errors or omissions of Contractor or any of their employees, subcontractors or agents in performing work pursuant to this Agreement. In the event that any such suit or action is brought against DRCOG, DRCOG will give notice within ten (10) days thereof to Contractor. Nothing herein shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions for the parties, of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq*.

6. Records; Inspection and audit

6.1 Records

Contractor shall maintain a complete file of all records, documents, communications, and other written materials which pertain to the Work, and shall maintain such records for a period of three

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(3) years after the date of termination of this Contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending.

6.2 Audit by DRCOG

DRCOG reserves the right to audit the Contractor's books and records for a period of three years after the expiration or termination of this Contract in order to validate the allowability of amounts paid under this Contract. Any amounts not allowed under Federal rules shall be reimbursed by the Contractor or offset against current obligations due by DRCOG to the Contractor as permitted, to the extent permitted by federal law, at DRCOG's election. In the event this Contract is terminated, final payment to the Contractor may be withheld at the discretion of DRCOG until completion of a final audit.

6.3 Inspection

During the Contract term, the retention period and as long thereafter as the records are maintained, at any time during normal business hours, Contractor shall make available to DRCOG or its authorized representatives, any books, documents, papers or other records of the Contractor with respect to all matters covered by this Contract in order to make audit, examination, excerpts, and transcripts. Failure to make records available for inspection within 72 hours of notice shall be deemed a violation of the Contract. Contractor agrees to permit, and to require its subcontractors, to permit DRCOG to have access to the sites of performance of the Work and to make site visits as needed to ensure compliance with applicable federal regulations and this Contract.

6.4 Contractor Audit

Contractor shall ensure that an annual independent audit is conducted of the Contractor's financial records in accordance with the requirements of the Single Audit Act Amendments of 1996, 31 U.S.C. § 7501, et seq., and applicable U.S. DOT "Single Audit" requirements of 2 CFR Part 1201, which incorporate by reference 2 CFR Part 200. Contractor shall, upon request, make a copy of the audit available for review by DRCOG. Should an audit or other financial review disallow any reimbursed costs, the disallowed funds shall be returned to DRCOG or, in DRCOG's discretion and to the extent permitted by federal and state law and regulations, offset against current or future payments to Contractor. Failure to fulfill these audit obligations is a breach of this Contract and will subject Contractor to all remedies available herein and at law.

7. Debarment, suspension

By signing this Contract, the Contractor represents that its organization and its principals and employees are not suspended or debarred from receiving federal funds and there are no pending proceedings for suspension or debarment. Further, Contractor represents that it is not listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370,) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), "Debarment and Suspension. Contractor agrees to include, a similar provision in each lower tier subcontract, ensuring that each lower tier subcontractor (i) complies with federal debarment and suspension requirements; and (ii) reviews the SAM at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

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8. Termination breach

8.1 Termination for cause

If the Contractor fails to meet performance measures set by DRCOG, fails to fulfill in a timely and proper manner its obligations under this Contract, or violates any of the covenants, agreements, or stipulations of this Contract, DRCOG shall have the right to terminate this Contract by giving written notice to the Contractor of such termination, the reasons for such termination, and specifying the effective date thereof, at least 5 days before the effective date of such termination, unless a shorter time is set forth herein for any failure to fulfill Contractor's obligations.

8.2 Termination due to loss of funding

Contractor understands and agrees that it is to be paid, reimbursed, or otherwise compensated with funds provided to DRCOG under a federal grant and that all its rights, demands, and claims to compensation arising under this Contract are contingent upon receipt of such funds by DRCOG. In the event that such funds or any part thereof are not received by DRCOG, DRCOG may immediately terminate this Contract without liability, including costs for termination.

8.3 Termination for the convenience of DRCOG

DRCOG may terminate this Contract at any time by giving written notice to the Contractor of such termination, which shall be effective upon receipt of the written notice. If the Contract is terminated by DRCOG as provided herein, the Contractor shall be entitled to receive compensation for Work performed prior to the effective date of such termination, subject to such services being completed to the satisfaction of DRCOG.

8.4 Liability

Contractor shall not be relieved of liability to DRCOG for damages sustained by DRCOG due to any breach of the Contract by the Contractor, and DRCOG may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due DRCOG from the Contractor is determined.

8.5 Remedies

If the Contractor violates or breaches terms of this Contract, DRCOG, at its discretion, may institute such administrative, contractual or legal remedies available to DRCOG as may be appropriate. DRCOG may take one or more of the following actions, as appropriate in the circumstances:

- 8.5.1 Temporarily withhold payments pending correction of deficiency by the Contractor.
- 8.5.2 Disallow all or part of the cost of the activity or action not in compliance.
- 8.5.3 Wholly or partly suspend or terminate the Contract, including suspending the Contract and services provided under the Contract pending any audit or other investigation.
- 8.5.4 Withhold further Contracts with Contractor.
- 8.5.5 Take any other remedies that may be legally available.

8.6 Correction action

If the Contractor fails to fully expend the contracted funds in a timely manner or fails to conform to the terms and conditions of this Contract, then DRCOG may, in its sole discretion and in

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addition to any other remedies it may have, require that a corrective action plan be prepared by a date specified by DRCOG and suspend payments under the Contract until Contractor prepares a corrective action plan satisfactory to DRCOG. Further, DRCOG shall have the right, upon issuance of notice to the Contractor and without necessity of an amendment, to retain and reallocate any of the funds remaining under this Contract in the event of any termination or any failure of the Contractor to provide the Work in accordance with this Contract or a corrective action plan. Nothing in this subsection shall require that DRCOG accept a corrective action plan in lieu of exercising its rights to terminate this Contract

8.7 Project material

In the event of termination, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Contractor under this Contract shall, at the option of DRCOG, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

9. Miscellaneous terms

9.1 Subcontractors

Contractor may utilize subcontractors to assist with non-specialized services as necessary to complete the Work provided that it first submits any proposed subcontractor and the description of their services to DRCOG for its written approval. DRCOG will not work directly with the subcontractors. The terms and conditions of this Contract shall flow down to all tiers of subcontractors. Contractor is responsible for ensuring its subcontractors adhere to the terms of conditions of this Contract.

9.2 Independent contractor

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of DRCOG. Contractor shall not have authorization, express or implied, to bind DRCOG to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through DRCOG and DRCOG shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by DRCOG, and (iii) be solely responsible for its acts and those of its employees and agents.**

9.3 Safeguarding personally identifiable information

If Contractor will or may receive personally identifiable information (PII) under this Contract, Contractor shall comply with the obligations of a “Third-Party Service Provider” as defined in C.R.S. § 24-73-103(1)(i), including but not limited to: (a) implementation and maintenance of reasonable security procedures and practices that are appropriate to the nature of the PII disclosed to Contractor and reasonably designed to help protect PII from unauthorized access, use, modification, disclosure, or destruction; and (b) complying with the statutory duty to notify and cooperate with DRCOG in the event of a security breach that compromises personal

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information in the most expedient time and without unreasonable delay. For purpose of this Contract, "PII" shall be as defined in C.R.S. § 24-73-103(1)(g).

9.4 Litigation reporting

If Contractor is served with a pleading or other document in connection with an action before a court or other administrative decision making body, and such pleading or document relates to this Contract or may affect Contractor's ability to perform its obligations under this Contract, Contractor shall, within 5 days after being served, notify DRCOG of such action and deliver copies of such pleading or document to DRCOG.

9.5 No third party beneficiaries

It is expressly understood and agreed that enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to DRCOG and Contractor, and nothing contained in this Contract shall give or allow any such claim or right of action by any other third party on such Agreement.

9.6 Assignment

This Contract shall not be assigned by Contractor without the prior written consent of DRCOG.

9.7 Choice of law, venue, jurisdiction

Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Contract shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.

9.8 E-Verify employment eligibility

Exhibit C, attached hereto and incorporated herein by reference, which requires the Contactor to use the E-Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires. If Contractor uses one or more subcontractors to provide services under the Agreement, Contractor shall include the language set forth in ***Exhibit C*** in any subcontract that is: (1) for commercial or noncommercial services or construction; (2) has a value of more than $3,000; and (3) includes work performed in the United States.

9.9 CORA disclosure

To the extent not prohibited by federal or state law, this Contract and the Work are subject to public release through the Colorado Open Records Act, CRS § 24-72-200.1, *et seq.*, as may be updated from time to time.

9.10 Colorado law for persons with disabilities

To the full extent possible, Contractor shall comply with and the Work Product provided under this Contract shall be in compliance with all applicable provisions of §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability, as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S. Contractor shall also comply with all State of Colorado technology standards related to technology accessibility and with Level A and Level AA of the most current version of the Web Content Accessibility Guidelines (WCAG), incorporated in the State of Colorado technology standards.

The State may require Contractor's compliance to the State's Accessibility Standards to be determined by a third party selected by the State to attest to Contractor's Work Product and software is in compliance with §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S.

Contractor shall indemnify, save, and hold harmless the Indemnified Parties, against any and all costs, expenses, claims, damages, liabilities, court awards and other amounts (including attorneys' fees and related costs) incurred by any of the Indemnified Parties in relation to Contractor's failure to comply with §§24-85-101, et seq., C.R.S., or the Accessibility Standards for Individuals with a Disability as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S.

9.11 Exhibits

The parties agree that this Contract is also subject to the provisions set forth in ***Exhibits A, B, and C,*** attached hereto and incorporated herein by reference

9.12 Authority

The undersigned signatories of Contractor represent that they have been duly authorized to execute this Contract and have full power and authority to bind Contractor to the terms and conditions hereof, and certify that their signatures below, whether handwritten, electronic, or digital or submitted by facsimile or electronic mail are their own. Contractor further understands and agrees that no further certification authority or third-party verification is necessary to validate any signature hereto and that the lack of such certification or verification will not in any way affect the enforceability of the Contract.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the 12 day of August, 2025.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

By: DocuSigned by: 55A3FD729AA74AA...
Douglas W. Rex
Executive Director

ATTEST:

By: Signed by: Jenny Hunnings 40844422F3504B1...
Jenny Hunnings
Director, Administration and Finance

DOUGLAS COUNTY GOVERNMENT

By: Signed by: 2322EA9EBA95429...
Abe Laydon

Douglas County Commissioners

ATTEST:

Signed by:

By: DocuSigned by: Hayley Hall 166E3E33F002498...
Hayley Hall

Clerk to the Board

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Exhibit A: Scope of work

Agency Information

Organization Name: Douglas County Government

Doing Business As: Department of Community Development

Address: 100 Third Street Castle Rock, CO 80104

Phone: 303-814-4374

Unique Entity ID: LXE5XEA44AH6

Organization URL: https://www.douglas.co.us/

Agency Director: George Teal

Agency Director Phone: (303) 660-7401

Agency Director Email: BOCC@douglas.co.us

Approved Indirect Rate w/Base: Not Applicable

Agency Description: Douglas County's goal is quality of life for all citizens. This includes keeping people safe, ensuring access to resources and services, and supporting the most vulnerable County residents.

Project Term Date: July 1, 2025 – June 30, 2026

Primary Contact

Primary Contact Name: Allison Cutting
Primary Contact Email: acutting@douglas.co.us
Primary Contact Phone: 303-814-4374

Grant General Information

Title of Proposal: Douglas County DRCOG 5310 Mobility Management 2025-2026

Purpose

The Denver Regional Council of Governments is contracting with the provider for the services identified in this scope of work. The scope of work is generated from the proposal submitted to DRCOG the notice of funding opportunity that was issued for Federal Transit Administration Section 5310. Contractor must adhere to the information contained within the proposal that was submitted and the detailed budgets provided in DRCOG's grant management system.

Total Project Budget

Revenue Source	Amount
Total Contracted Funds	$270,747.00
Total Cash Match	$67,687.00
Total In-kind Match	$ 0.00
Total State Part E Match	$ 0.00
Total Estimated Program Income	$ 0.00
Total Revenue (Less Program Income)	**$338,434.00**

Appropriations

Service	Project Number	CFDA	Description	Amount
Mobility Management	402025	20.513	Federal Transit Administration – Section 5310	$270,747.00

Service: Mobility Management

Service Description

Douglas County uses a multifaceted approach to increase transportation options for older adults and individuals with disabilities through a strategic and collaborative program. Douglas County transportation includes a broad range of service options designed to meet the needs of older adults and people with disabilities who require various transportation services to ensure quality of life and access to employment. This program supports transportation services to meet the special needs of older adults and disabled populations in the regions of Douglas County within the Denver-Aurora UZA.

Service Budget

Revenue

Funding Source	Amount
Contracted Funds	$270,747.00
Cash Match	$67,687.00
In-kind Match	$0.00
State Part E Match	$0.00
Estimated Program Income	$0.00
Total Revenue (Less Program Income)	**$338,434.00**

Expenses

Expense Category	Amount
Personnel	$77,034.00
Travel	$0.00
Equipment	$0.00
Contractual Services	$261,400.00
Supplies	$0.00
Indirect	$0.00
Other Expenses	$0.00
Total Expenses	**$338,434.00**

Milestones

Service	Milestones	Estimated Date of Completion
Mobility Management	Service Start Date	7/1/2025
Mobility Management	Service End Date	6/30/2026
Mobility Management	Submit final Program Report	7/15/2026
Mobility Management	Submit Final Reimbursement Request	7/15/2026

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Exhibit B: Terms and conditions for Section 5310 funding

The provisions of this Exhibit are required because this Contract is funded in whole or in part by the United States Department of Transportation (USDOT), Federal Transit Administration (FTA). The requirements in this Exhibit are in addition to and, unless inconsistent and irreconcilable, do not supplant requirements found elsewhere in this Contract. If any requirement of this Exhibit is inconsistent with a provision found elsewhere in this Contract and is irreconcilable with such provision, the requirement in this Exhibit shall prevail.

Article 1 - Ethics, political activity, disqualification, and criminal activity

(a) Standards of Conduct. Contractor agrees that it will establish and maintain written Standards of Conduct covering conflicts of interest that:
   (1) Apply to the following individuals who have a present or potential financial interest, or other significant interest, such as a present or potential employment interest in the selection, award, or administration of a third party contract or subcontract: (i) Contractor's officers, employees, board members, or agents engaged in the selection, award, or administration of any subcontract; (ii) The immediate family members or partners of those listed above; and (iii) An entity or organization that employs or is about to employ any person that has a relationship with any of the individuals listed above.
   (2) Prohibit those individuals listed above from: (i) Engaging in any activities involving the Contractor's present or potential subcontractors at any tier, including selection, award, or administration of a subcontract in which the individual has a present or potential financial or other significant interest; and (ii) Accepting a gratuity, favor, or anything of monetary value from a present or potential subcontractor, unless the gift is unsolicited and has an insubstantial financial or nominal intrinsic value; and
   (3) Establish penalties, sanctions, or other disciplinary actions for violations, as permitted by state or local law or regulations, that apply to those individuals listed above.

(b) Lobbying Restrictions. Contractor agrees that it will not use federal assistance to influence any officer or employee of a federal agency, member of Congress or an employee of a member of Congress, or officer or employee of Congress on matters that involve the Contract, including any extension or modification, according to the following:
   (1) Laws, Regulations, Requirements, and Guidance. This includes: (i) The Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352, as amended; (ii) U.S. DOT regulations, "New Restrictions on Lobbying," 49 CFR Part 20, to the extent consistent with 31 U.S.C. § 1352, as amended; and (iii) Other applicable federal laws, regulations, requirements, and guidance prohibiting the use of federal assistance for any activity concerning legislation or appropriations designed to influence the U.S. Congress or a state legislature; and
   (2) Exception. If permitted by applicable federal law, regulations, requirements, or guidance, such lobbying activities described above may be undertaken through the Contractor's proper official channels.

(c) Trafficking in Persons.
   (1) Legal Authorities. Contractor agrees to comply with federal requirements and guidance, including: (i) Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended, 22 U.S.C. § 7104(g); and (ii) The terms of this section 4(f), which have been derived from U.S. OMB regulatory guidance, "Award Term for Trafficking in Persons," 2 CFR Part 175, per U.S. OMB's direction
   (2) Provisions Applicable to Contractor. Contractor agrees to, and assures that it will: (i) Provide Information. Inform FTA immediately of any information it receives from any source alleging

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a violation of the prohibitions listed in in this Section; and (ii) Include the following provision in any subagreement it enters into with a private entity as defined above: "XXX agrees that it and its employees that participate in the Contract, may not: engage in severe forms of trafficking in persons during the period of time that the Contract is in effect, procure a commercial sex act during the period of time that the Contract is in effect, or use forced labor in the performance of the Contract or subagreements thereunder."

(d) Federal Tax Liability and Recent Felony Convictions.
   (1) Transactions Prohibited. (i) Contractor hereby agrees and certifies that it: (A) Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and (B) Was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.
   (2) Flow-Down. Contractor shall flow this requirement down to participants at all lower tiers, without regard to the value of any subagreement.

(e) Debarment and Suspension. Contractor agrees to the following:
   (1) It will comply with the following requirements of 2 CFR Part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 CFR Part 1200.
   (2) It will not enter into any "covered transaction" (as that phrase is defined at 2 CFR §§ 180.220 and 1200.220) with any subcontractor that is, or whose principal is, suspended, debarred, or otherwise excluded from participating in covered transactions, except as authorized by— (i) U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR Part 1200; (ii) U.S. OMB regulatory guidance, "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR Part 180; and (iii) Other applicable federal laws, regulations, or requirements regarding participation with debarred or suspended contractors.
   (3) It will review the U.S. GSA "System for Award Management – Lists of Parties Excluded from Federal Procurement and Nonprocurement Programs," if required by U.S. DOT regulations, 2 CFR Part 1200.
   (4) It will ensure that its subcontracts contain provisions necessary to flow down these suspension and debarment provisions to all lower tier covered transactions.
   (5) Contractor must not enter into a subcontract with any party listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370,) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. As such, Contractor shall: (i) comply with federal debarment and suspension requirements; and (ii) reviews the SAM at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

Article 2 - Payment, audits and records

(a) Access to Records. Contractor agrees that it will and will require each of its subcontractors to provide: (1) The U.S. Secretary of Transportation and the Comptroller General of the United States, the state, or their duly authorized representatives, access to all third party contract records (at any tier) as required under 49 U.S.C. § 5325(g); and (2) Sufficient access to all third party contract records (at any tier) as needed for compliance with applicable federal laws,

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regulations, and requirements or to assure proper management of the grant as determined by FTA.

(b) Access to the Sites of Performance. Contractor agrees to permit, and to require its subcontractors, to permit FTA to have access to the sites of performance of the Work, the Contractor and to make site visits as needed in compliance with applicable federal regulations.

(c) Completion, Audit, Settlement, and Closeout.

(1) Completion. Within ninety (90) calendar days after completion or termination of the Work (or an earlier date as agreed upon by DRCOG and Contractor, the Contractor agrees to submit to DRCOG: (i) Its final Federal Financial Report, either electronically or on Federal Financial Report Standard Form 425 (SF-425); (ii) A certification of expenses incurred that implement the Contract; and (iii) The necessary audit reports of its Contract.

Article 3 – Civil rights

(a) Civil Rights Requirements Contractor agrees that it must comply with applicable federal civil rights laws, regulations, and requirements, and follow applicable federal guidance.

(b) Nondiscrimination in Federal Public Transportation Programs. Contractor agrees to, and assures that it and each subcontractor will:

(1) Prohibit discrimination based on race, color, religion, national origin, sex (including gender identity), disability, or age.

(2) Prohibit the: (i) Exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332; (ii) Denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332; or (iii) Discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in 49 U.S.C. § 5332.

(3) Follow: (i) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance; but (ii) FTA does not require an Indian Tribe to comply with FTA program specific guidelines for Title VI when administering its Underlying Agreement supported with federal assistance under the Tribal Transit Program.

(c) Nondiscrimination – Title VI of the Civil Rights Act. The Contractor agrees to, and assures that each subcontractor will:

(1) Prohibit discrimination based on race, color, or national origin,

(2) Comply with: (i) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq.; (ii) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR Part 21; and (iii) Federal transit law, specifically 49 U.S.C. § 5332; and

(3) Follow: (i) The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable federal laws, regulations, requirements, and guidance; (ii) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3; and (iii) All other applicable federal guidance that may be issued.

(d) Equal Employment Opportunity.

(1) Federal Requirements and Guidance. The Contractor agrees to, and assures that each subcontractor will, prohibit discrimination based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and: (i) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et seq.; (ii) Facilitate compliance with

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Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965 (42 U.S.C. § 2000e note), as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs; (iii) Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement; (iv) FTA Circular 4704.1 "Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients;" and (v) Follow other federal guidance pertaining to EEO laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability.

(2) Specifics. Contractor agrees to, and assures that each subcontractor will: (i) Affirmative Action. If required to do so by U.S. DOT regulations (49 CFR Part 21) or U.S. Department of Labor regulations (41 C.F.R. chapter 60), take affirmative action that includes, but is not limited to: (A) Recruitment advertising, recruitment, and employment; (B) Rates of pay and other forms of compensation; (C) Selection for training, including apprenticeship, and upgrading; and (D) Transfers, demotions, layoffs, and terminations; but (ii) Recognize that Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer;" and

(3) Equal Employment Opportunity Requirements for Construction Activities. Comply, when undertaking "construction" as recognized by the U.S. Department of Labor (U.S. DOL), with: (i) U.S. DOL regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60; and (ii) Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note (30 Fed. Reg. 12319, 12935), as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note.

(e) Disadvantaged Business Enterprise. Contractor will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as "Disadvantaged Business Enterprises" (DBEs) as follows:

(1) Contractor agrees and agrees to obtain the agreement of each of its subcontractors to include the following assurance in every subcontract it signs: (A) Contractor and each subcontractor must not discriminate based on race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subcontract, as applicable, and the administration of its DBE program or the requirements of 49 CFR Part 26; (B) Contractor and each subcontractor must take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted subcontracts; (C) Failure by Contractor or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Contract or any subcontract, as applicable; and (D) The following remedies, or such other remedy as DRCOG deems appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying the Contractor or subcontractor from future bidding as non-responsible

(f) Nondiscrimination on the Basis of Sex. Contractor agrees to comply with federal prohibitions against discrimination based on sex, including: (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681, et seq.; (2) U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 CFR Part 25; and (3) Federal transit law, specifically 49 U.S.C. § 5332.

(g) Nondiscrimination on the Basis of Age. Contractor agrees to comply with federal prohibitions against discrimination based on age, including: (1) The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 – 634, which prohibits discrimination based on age; (2) U.S. Equal

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Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 CFR Part 1625; (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101, et seq., which prohibits discrimination against individuals based on age in the administration of Programs, Projects, and related activities receiving federal assistance; (4) U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 CFR Part 90; and (5) Federal transit law, specifically 49 U.S.C. § 5332.

(h) Nondiscrimination on the Basis of Disability. Contractor agrees to comply with the following federal prohibitions against discrimination based on disability:
   (1) Federal laws, including: (i) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination based on disability in the administration of federally assisted Programs, Projects, or activities; (ii) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101, et seq., which requires that accessible facilities and services be made available to individuals with disabilities: (A) For FTA Recipients generally, Titles I, II, and III of the ADA apply; but (B) For Indian Tribes, Titles II and III of the ADA apply, but Title I of the ADA does not apply because it exempts Indian Tribes from the definition of "employer;" (iii) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151, et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; (iv) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination; and (v) Other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities.
   (2) Federal regulations and guidance, including: (i) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR Part 37; (ii) U.S. DOT regulations, "Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR Part 27; (iii) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, "Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 CFR Part 1192 and 49 CFR Part 38; (iv) U.S. DOT regulations, "Transportation for Individuals with Disabilities: Passenger Vessels," 49 CFR Part 39; (v) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 CFR Part 35; (vi) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities," 28 CFR Part 36; (vii) U.S. EEOC, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 CFR Part 1630; (viii) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities," 47 CFR Part 64, subpart F; 58 (ix) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 CFR Part 1194; (x) FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 CFR Part 609; (xi) FTA Circular 4710.1, "Americans with Disabilities Act: Guidance;" and (xii) Other applicable federal civil rights and nondiscrimination regulations and guidance.

Article 4 – Employee protections

(a) Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701 – 3708). For contracts in excess of $100,000 that involve the employment of mechanics or laborers, Contractor shall comply with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to

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compute the wages of every mechanic and laborer based on a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(b) Awards Involving Construction. The Contractor agrees to comply and assures that each subcontractor with all federal laws, regulations, and requirements providing protections for construction employees involved in each project or related activities with federal assistance, including the:

(1) Prevailing Wage Requirements of: (i) Federal transit laws, specifically 49 U.S.C. § 5333(a), (FTA's "Davis Bacon Related Act"); (ii) The Davis-Bacon Act, 40 U.S.C. §§ 3141 – 3144, 3146, and 3147; and (iii) U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(2) Wage and Hour Requirements of: (i) Section 102 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3702, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq.; and (ii) U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(3) "Anti-Kickback" Prohibitions of: (i) Section 1 of the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. § 874; (ii) Section 2 of the Copeland "Anti-Kickback" Act, as amended, 40 U.S.C. § 3145; and (iii) U.S. DOL regulations, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States," 29 CFR Part 3. 81

(4) Construction Site Safety of: (i) Section 107 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3704, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq.; and (ii) U.S. DOL regulations, "Recording and Reporting Occupational Injuries and Illnesses," 29 CFR Part 1904; "Occupational Safety and Health Standards," 29 CFR Part 1910; and "Safety and Health Regulations for Construction," 29 CFR Part 1926.

(c) Awards Not Involving Construction. The Contractor agrees to comply and assures that each subcontractor will comply with all federal laws, regulations, and requirements providing wage and hour protections for nonconstruction employees, including Section 102 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3702, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq., and U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(d) Awards Involving Commerce. The Contractor agrees to comply and assures that each subcontractor will comply with the Fair Labor Standards Act (FLSA), 29 U.S.C. § 201, et seq. to the extent that the FLSA applies to employees performing work with federal assistance provided

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through the Contract involving commerce, and as the Federal Government otherwise determines applicable.

(e) Public Transportation Employee Protective Arrangements. As a condition of award of federal assistance appropriated or made available for FTA programs involving public transportation operations, the Contractor agrees to comply and assures that each subcontractor will comply with the following employee protective arrangements of 49 U.S.C. § 5333(b):
   (1) Special Arrangements for Underlying Agreements for Federal Assistance Authorized under 49 U.S.C. § 5310. The Contractor agrees, and assures that any subcontractor providing public transportation operations will agree, that although pursuant to 49 U.S.C. § 5310, and former 49 U.S.C. §§ 5310 or 5317, FTA has determined that it was not "necessary or appropriate" to apply the conditions of 49 U.S.C. § 5333(b) to any Contractor participating in the program to provide public transportation for seniors (elderly individuals) and individuals with disabilities, FTA reserves the right to make case-by-case determinations of the applicability of 49 U.S.C. § 5333(b) for all transfers of funding authorized under title 23, United States Code (flex funds), and make other exceptions as it deems appropriate.

Article 5 – Environmental protections

(a) General. The Contractor agrees to, and assures that its subcontractors will, comply with all applicable environmental and resource use laws, regulations, and requirements, and follow applicable guidance, now in effect or that may become effective in the future, including state and local laws, ordinances, regulations, and requirements and follow applicable guidance.

(b) National Environmental Policy Act. The Contractor agrees to, and assures that its subcontractors will:
   (1) Comply and facilitate compliance with federal laws, regulations, and requirements, including, but not limited to: (i) Federal transit laws, such as 49 U.S.C. § 5323(c)(2), and 23 U.S.C. § 139; (ii) The National Environmental Policy Act of 1969 (NEPA), as amended, 42 U.S.C. §§ 4321, et seq., as limited by 42 U.S.C. § 5159, and CEQ's implementing regulations 40 CFR Part 1500 – 1508; (iii) Joint FHWA and FTA regulations, "Environmental Impact and Related Procedures," 23 CFR Part 771 and 49 CFR Part 622; (iv) Executive Order No. 11514, as amended, "Protection and Enhancement of Environmental Quality," March 5, 1970, 42 U.S.C. § 4321 note (35 Fed. Reg. 4247); and (v) Other federal environmental protection laws, regulations, and requirements applicable to DRCOG or the Grant.
   (2) Follow the federal guidance identified herein to the extent that the guidance is consistent with applicable authorizing legislation: (i) Joint FHWA and FTA final guidance, "Interim Guidance on MAP-21 Section 1319, Accelerated Decision making in Environmental Reviews," January 14, 2013; (ii) Joint FHWA and FTA final guidance, "SAFETEA-LU Environmental Review Process (Public Law 109-59)," 71 Fed. Reg. 66576, November 15, 2006; and (iii) Other federal environmental guidance applicable to the DRCOG or the Grant.

(c) Environmental Justice. The Contractor agrees to, and assures that its subcontractors will, promote environmental justice by following:
   (1) U.S. DOT Order 5610.2(a), "Department of Transportation Updated Environmental Justice Order," 77 Fed. Reg. 27534, May 10, 2012; and
   (2) The most recent edition of FTA Circular 4703.1, "Environmental Justice Policy Guidance for Federal Transit Administration Recipients," August 15, 2012, to the extent consistent with applicable federal laws, regulations, requirements, and guidance.

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(d) Other Environmental Federal Laws. The Contractor agrees to comply or facilitate compliance, and assures that its subcontractors will comply or facilitate compliance, with all applicable federal laws, regulations, and requirements, and will follow applicable guidance, including, but not limited to, the Clean Air Act, Clean Water Act, Wild and Scenic Rivers Act of 1968, Coastal Zone Management Act of 1972, the Endangered Species Act of 1973, Magnuson Stevens Fishery Conservation and Management Act, Resource Conservation and Recovery Act, Comprehensive Environmental Response, Compensation, and Liability Act, Executive Order No. 11990 relating to "Protection of Wetlands," and Executive Order No. 11988, as amended, "Floodplain Management."

(e) Use of Certain Public Lands. The Contractor agrees to comply, and assures that its subcontractors will comply, with U.S. DOT laws, specifically 49 U.S.C. § 303 (often referred to as "section 4(f)"), and joint FHWA and FTA regulations, "Parks, Recreation Areas, Wildlife and Waterfowl Refuges, and Historic Sites," 23 CFR Part 774, and referenced in 49 CFR Part 622.

(f) Clean Air Act (42 U.S.C. §§ 7401 – 7671q.) and the Federal Water Pollution Control Act (33 U.S.C. §§ 1251 – 1388), as amended. For contracts in excess of $150,000, Contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401 – 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251 – 1388). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(g) Solid Wastes. Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Article 6 - Procurement, property and equipment standards

(a) Procurement. All procurement transactions for supplies, equipment and services shall be conducted in a manner to provide, to the maximum extent practicable, open and free competition as provided in 49 U.S.C. § 5325(a) and as determined by FTA.

(b) Use of Real Property, Equipment, and Supplies.

(1) Federal Interest. Contractor agrees that the Federal Government retains a federal interest in all real property, equipment, and supplies acquired or improved for use in connection with the Work (Project property) until, and to the extent that, the Federal Government removes its federal interest.

(2) FTA Requirements and Guidance for Use of Project Property. Contractor agrees that: (i) Satisfactory Continuing Control. It will maintain continuing control of the use of its Project property as satisfactory to FTA, which is defined as the legal assurance that Project property will remain available to be used for its originally authorized purpose throughout its useful life or until disposition. (ii) Appropriate Use. It will use its Project property for appropriate purposes (including joint development purposes as well as uses that provide program income to support public transportation) for the duration of the useful life of its Project property, which may extend beyond the duration of the Contract, and consistent with other requirements FTA may impose. (iii) Delay or Failure to Use Project Property. The Federal

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Government may require it to return the entire amount of federal assistance spent on its Project property if, during the useful life of its Project property, it has unreasonably delayed using its Project property, or failed to use its Project property. (iv) Notification. It will notify DRCOG and FTA immediately when it uses any of its Project property in a manner substantially different from the representations in its Scope of Work or other documents submitted in support of the Contract, or the requirements of the Contract, or it withdraws any of its Project property from appropriate use. (v) FTA Guidance. It will consult FTA guidance through its circulars or other written documents for ways in which FTA property requirements should be implemented. FTA guidance will apply unless FTA determines otherwise in writing.

(3) General Federal Requirements. Contractor agrees to comply with the applicable U.S. DOT property management provisions as provided in applicable U.S. DOT regulations. Contractor also agrees to follow FTA's reimbursement provisions pertaining to premature dispositions of certain equipment, as provided in the Master Agreement and FTA guidance.

(4) Maintenance. As provided in federal laws, regulations, requirements, and guidance, the Contractor agrees to maintain its Project property in good operating order, and comply with FTA regulations, "Transit Asset Management" and "National Transit Database," 49 CFR Parts 625 and 630.

(5) Property Records. Contractor agrees to keep satisfactory records of its use of its Project property, and, upon request, it will provide FTA the necessary information required to assure compliance with the Master Agreement.

(6) Incidental Use. (i) Contractor agrees that any incidental use of Project property will not exceed what is permitted under applicable federal requirements and federal guidance. (ii) As provided in 49 U.S.C. § 5323(p), it may permit nontransit public entities and private entities to have incidental use of its federally assisted alternative fueling facilities and equipment, only if: (a) The incidental use does not interfere with public transportation operations or violate the provisions of the Contract; (b) It fully recaptures all the costs related to the incidental use from any nontransit public entity or private entity that uses the alternative fueling facilities or equipment; (c) It uses revenues it receives from the incidental use in excess of costs for planning, capital, and operating expenses that are incurred in providing public transportation; and (d) Private entities pay all applicable excise taxes on fuel.

(7) Encumbrance of Project Property. Absent the express consent of the Federal Government in writing, Contractor agrees to preserve the federal interest in its Project property, and to maintain satisfactory continuing control of its Project property as follows: (i) Written Transactions. Contractor agrees that it will not execute any documents that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property including, but not limited to, lease, transfer of title, lien, pledge, mortgage, encumbrance, third party contract, subagreement, grant anticipation note, alienation, innovative finance arrangements, such as a cross-border or leveraged lease, or other types of innovative financing arrangements, or any restriction, constraint, or commitment that may apply to the Project property. Upon request, the Contractor will provide a copy of any document described above to FTA. (ii) Oral Transactions. Contractor agrees it will not obligate itself in any way through an oral statement to any third party with respect to its Project property that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property. (iii) Other Actions. Contractor agrees that it will not take any other action that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property.

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(8) Useful Life of Project Property. Contractor agrees that: (i) Determining the Useful Life. FTA may establish the useful life of Project property; (ii) Required Use. It will use its Project property continuously and appropriately throughout the useful life of that property; (iii) Expired Useful Life. When the useful life of its Project property has expired, it will comply with FTA's disposition requirements; and (iv) Premature Withdrawal. The Federal Government retains a federal interest in the fair market value of Project property or remaining useful life in Project property calculated based on straight line depreciation (including Project equipment acquired by a state). Therefore, if the Contractor withdraws that property from public transportation use prematurely, it will notify FTA immediately when any of its Project property is prematurely withdrawn from appropriate use, whether by planned withdrawal, misuse, or casualty loss. (a) Amount of Federal Interest. The federal interest in the Contractor's or any of its subcontractors' Project property will be determined based on the ratio of the federal assistance provided for that property to the actual cost of that property. (b) Financial Commitments to the Federal Government. Except as otherwise approved in writing by the Federal Government, the Contractor agrees that if its Project property is prematurely withdrawn from appropriate use: (A) It will return an amount equal to the remaining federal interest in the withdrawn property to the Federal Government; or (B) With FTA approval, it will invest an amount equal to the remaining federal interest in the withdrawn property in other transit property eligible for federal assistance provided through the Underlying Agreement.

Article 7 – Charter service, motor carrier safety

(a) Prohibitions. The Contractor agrees that neither it nor any subcontractor will engage in charter service, except as permitted under federal transit laws, specifically 49 U.S.C. § 5323(d), (g), and (r), FTA regulations, "Charter Service," 49 CFR Part 604, any other federal Charter Service regulations, federal requirements, or federal guidance.

(b) Exceptions. Apart from exceptions to the Charter Service restrictions in FTA's Charter Service regulations, FTA has established the following additional exceptions to those restrictions:

(1) FTA's Charter Service restrictions do not apply to equipment or facilities supported with the federal assistance appropriated or made available for 49 U.S.C. § 5310 to support a New Freedom-type Project or related activities that would have been eligible for federal assistance under repealed 49 U.S.C. § 5317 in effect in Fiscal Year 2012 or a previous fiscal year, provided the Contractor uses that federal assistance for FTA program purposes only.

(c) Violations. If Contractor or any subcontractor engages in a pattern of violations of FTA's Charter Service regulations, FTA may require corrective measures and remedies, including withholding an amount of federal assistance as provided in FTA's Charter Service regulations, 49 CFR Part 604, appendix D, or barring it or a subcontractor from receiving federal assistance provided in 49 U.S.C. chapter 53, 23 U.S.C. § 133, or 23 U.S.C. § 142.

(d) Financial Responsibility. The Contractor agrees to comply and assures that its subcontractor will comply with the economic and insurance registration requirements of the:

(1) U.S. Federal Motor Carrier Safety Administration (U.S. FMCSA) regulations, "Minimum Levels of Financial Responsibility for Motor Carriers," 49 CFR Part 387, if it is engaged in operations requiring compliance with 49 CFR Part 387, it is engaged in interstate commerce, and it is not within a defined commercial zone; and

(2) The provisions of 49 U.S.C. § 31138(e)(4), which supersede inconsistent provisions of 49 CFR Part 387, and reduce the amount of insurance the Contractor must obtain to the highest amount required by any state in which the public transportation provider operates, if

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it operates within a public transportation service area located in more than one state, and receives federal assistance under 49 U.S.C. §§ 5307, 5310, and 5311.

(e) U.S. FMCSA Requirements. The Contractor agrees to comply and assures that its subcontractors will comply with: (1) The safety requirements of U.S. FMCSA regulations, "Federal Motor Carrier Safety Regulations," 49 CFR Parts 390 – 397, to the extent applicable; and (2) The driver's license requirements of U.S. FMCSA regulations, "Commercial Driver's License Standards, Requirements, and Penalties," 49 CFR Part 383, 90 and "State Compliance with Commercial Driver's License," 49 CFR Part 384, to the extent applicable, with the substance abuse requirements and guidance of U.S. FMCSA's regulations, "Controlled Substances and Alcohol Use and Testing," 49 CFR Part 382, and implementing federal guidance, to the extent applicable.

(f) Alcohol Misuse and Prohibited Drug Use.

(1) Requirements. The Contractor agrees to comply and assures that its subcontractors will comply with: (i) Federal transit laws, specifically 49 U.S.C. § 5331; (ii) FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR Part 655; and (iii) Applicable provisions of U.S. DOT regulations, "Procedures for Transportation Workplace Drug and Alcohol Testing Programs," 49 CFR Part 40.

(2) Remedies for Non-Compliance. If FTA determines that the Contractor or subcontractor receiving federal assistance under 49 U.S.C. chapter 53 is not in compliance with 49 CFR Part 655, the Federal Transit Administrator may bar that Contractor or subcontractor from receiving all or a portion of the federal transit assistance for public transportation it would otherwise receive.

Article 8 – Disputes, breaches, defaults, and litigation

(a) FTA Interest. FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Contract including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise.

(b) Notification to FTA; Flow Down Requirement. If a current or prospective legal matter that may affect the Federal Government emerges, the Contractor must promptly notify the FTA Chief Counsel and FTA Regional Counsel for the Region in which the Contractor is located. The Contractor must include a similar notification requirement in its subcontracts and must require each subcontractor to include an equivalent provision in its subcontracts at every tier, for any agreement that is a "covered transaction" according to 2 C.F.R. §§ 180.220 and 1200.220.

(1) The types of legal matters that require notification include, but are not limited to, a major dispute, breach, default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason.

(2) Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Grant or the Contract, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

Article 9 – Miscellaneous

(a) Rights to Inventions Made Under a Contract or Agreement. If the Contract involves the performance of experimental, developmental, or research work and the Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the

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substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Contractor must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(b) Architectural Engineering and Related Services. If the Contract involves architectural engineering or related services, the Contractor agrees to comply and assures that each of its subcontractors will comply with 49 U.S.C. § 5325(b).

(c) Veterans Preference. As provided in 49 U.S.C. § 5325(k), to the extent practicable, the Contractor: (1) Will give a hiring preference to veterans, as defined in 5 U.S.C. § 2108, who have the skills and abilities required to perform construction work required under a third party contract in connection with a Capital Project supported with federal assistance appropriated or made available for 49 U.S.C. chapter 53; and (2) Will not require an employer to give a preference to any veteran over any equally qualified applicant who is a member of any racial or ethnic minority, female, an individual with a disability, or a former employee.

(d) Patent Rights. Contractor agrees that: (1) Its rights and responsibilities in any federally assisted invention, improvement, or discovery will be determined as provided in applicable federal laws, regulations, requirements, and guidance, including any waiver thereof; and (2) Unless the Federal Government determines otherwise in writing, irrespective of its status or the status of the Contractor as a large business, small business, state government, state instrumentality, local government, Indian tribe, nonprofit organization, institution of higher education, or individual, the Contractor will transmit the Federal Government's patent rights to FTA, as specified in 35 U.S.C. § 200, et seq., and U.S. Department of Commerce regulations, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," 37 CFR Part 401.

(e) Rights in Data and Copyrights.

(1) Definition of "Subject Data." As used in this section, "subject data" means recorded information, whether or not copyrighted, that is delivered or specified to be delivered as required by the Contract. Examples of subject data include, but are not limited to computer software, standards, specifications, engineering drawings and associated lists, process sheets, manuals, technical reports, catalog item identifications, and related information, but do not include financial reports, cost analyses, or other similar information used for performance or administration of the Underlying Agreement.

(2) General Federal Restrictions. The following restrictions apply to all subject data first produced in the performance of the Contract: (i) Prohibitions. Contractor may not publish or reproduce any subject data, in whole, in part, or in any manner or form, or permit others to do so. (ii) Exceptions. The prohibitions do not apply to publications or reproductions for Contractor's own internal use, an institution of higher learning, the portion of subject data that the Federal Government has previously released or approved for release to the public, or the portion of data that has the Federal Government's prior written consent for release.

(3) Federal Rights in Data and Copyrights. Contractor agrees that: (i) General. It must provide a license to its subject data to the Federal Government that is royalty-free, non-exclusive, and irrevocable. The Federal Government's license must permit the Federal Government to reproduce, publish, or otherwise use the subject data or permit other entities or individuals to use the subject data provided those actions are taken for Federal Government purposes; and (ii) U.S. DOT Public Access Plan – Copyright License. Contractor grants to U.S. DOT a worldwide, non-exclusive, non-transferable, paid-up, royalty-free copyright license, including

all rights under copyright, to any and all Publications and Digital Data Sets as such terms are defined in the U.S. DOT Public Access plan, resulting from scientific research funded either fully or partially by this funding agreement. Contractor herein acknowledges that the above copyright license grant is first in time to any and all other grants of a copyright license to such Publications and/or Digital Data Sets, and that U.S. DOT shall have priority over any other claim of exclusive copyright to the same.

(f) Special Provision for Promoting Covid-19 Safety; Compliance with CDC Mask Order. (1) The Contractor agrees that it will comply, and will require all subcontractors to comply with the Centers for Disease Control and Prevention ("CDC") Order of January 29, 2021, titled Requirement for Persons to Wear Masks While on Conveyances and at Transportation Hubs ("CDC Mask Order"). One of the objectives of the CDC Mask Order is "[m]aintaining a safe and operating transportation system." Contractor agrees that it will comply, and will require all subcontractors to comply, with the CDC Mask Order. (2) Enforcement for non-compliance. The Contractor agrees that FTA may take enforcement action for non-compliance with the CDC Mask Order, including: (i) Enforcement actions authorized by 49 U.S.C. § 5329(g); (ii) Referring the Contractor to the CDC or other Federal authority for enforcement action; (iii) Enforcement actions authorized by 2 CFR §§ 200.339 – .340; and (iv) Any other enforcement action authorized by Federal law or regulation.

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Exhibit C: E-Verify federal contractor rule employment eligibility verification

(a) Definitions. As used in this clause—

Commercially available off-the-shelf (COTS) item—

(1) Means any item of supply that is—
   i. A commercial item (as defined in paragraph (1) of the definition at 2.101);
   ii. Sold in substantial quantities in the commercial marketplace; and
   iii. Offered to the Government, without modification, in the same form in which it is sold in the commercial marketplace; and

(2) Does not include bulk cargo, as defined in section 3 of the Shipping Act of 1984 (46 U.S.C. App. 1702), such as agricultural products and petroleum products. Per 46 CFR 525.1(c)(2), "bulk cargo" means cargo that is loaded and carried in bulk onboard ship without mark or count, in a loose unpackaged form, having homogenous characteristics. Bulk cargo loaded into intermodal equipment, except LASH or Seabee barges, is subject to mark and count and, therefore, ceases to be bulk cargo.

Employee assigned to the contract means an employee who was hired after November 6, 1986, who is directly performing work, in the United States, under a contract that is required to include the clause prescribed at 22.1803. An employee is not considered to be directly performing work under a contract if the employee—

(1) Normally performs support work, such as indirect or overhead functions; and
(2) Does not perform any substantial duties applicable to the contract.

Subcontract means any contract, as defined in 2.101, entered into by a subcontractor to furnish supplies or services for performance of a prime contract or a subcontract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

Subcontractor means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime Contractor or another subcontractor.

United States, as defined in 8 U.S.C. 1101(a)(38), means the 50 States, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands.

(b) Enrollment and verification requirements.

(1) If the Contractor is not enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall—
   i. Enroll. Enroll as a Federal Contractor in the E-Verify program within 30 calendar days of contract award;
   ii. Verify all new employees. Within 90 calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); and
   iii. Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within 90 calendar days after date of enrollment or within 30 calendar

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days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(2) If the Contractor is enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall use E-Verify to initiate verification of employment eligibility of—

i. All new employees.

(A) Enrolled 90 calendar days or more. The Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

(B) Enrolled less than 90 calendar days. Within 90 calendar days after enrollment as a Federal Contractor in E-Verify, the Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

ii. Employees assigned to the contract. For each employee assigned to the contract, the Contractor shall initiate verification within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(3) If the Contractor is an institution of higher education (as defined at 20 U.S.C. 1001(a)); a State or local government or the government of a Federally recognized Indian tribe; or a surety performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond, the Contractor may choose to verify only employees assigned to the contract, whether existing employees or new hires. The Contractor shall follow the applicable verification requirements at (b)(1) or (b)(2), respectively, except that any requirement for verification of new employees applies only to new employees assigned to the contract.

(4) Option to verify employment eligibility of all employees. The Contractor may elect to verify all existing employees hired after November 6, 1986, rather than just those employees assigned to the contract. The Contractor shall initiate verification for each existing employee working in the United States who was hired after November 6, 1986, within 180 calendar days of—

i. Enrollment in the E-Verify program; or

ii. Notification to E-Verify Operations of the Contractor's decision to exercise this option, using the contact information provided in the E-Verify program Memorandum of Understanding (MOU).

(5) The Contractor shall comply, for the period of performance of this contract, with the requirements of the E-Verify program MOU.

i. The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Contractor's MOU and deny access to the E-Verify system in accordance with the terms of the MOU. In such case, the Contractor will be referred to a suspension or debarment official.

ii. During the period between termination of the MOU and a decision by the suspension or debarment official whether to suspend or debar, the Contractor is excused from its obligations under paragraph (b) of this clause. If the suspension or debarment official determines not to suspend or debar the Contractor, then the Contractor must reenroll in E-Verify.

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(c) Web site. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: http://www.dhs.gov/E-Verify.

(d) Individuals previously verified. The Contractor is not required by this clause to perform additional employment verification using E-Verify for any employee—

(1) Whose employment eligibility was previously verified by the Contractor through the E-Verify program;
(2) Who has been granted and holds an active U.S. Government security clearance for access to confidential, secret, or top secret information in accordance with the National Industrial Security Program Operating Manual; or
(3) Who has undergone a completed background investigation and been issued credentials pursuant to Homeland Security Presidential Directive (HSPD)-12, Policy for a Common Identification Standard for Federal Employees and Contractors.

(e) Subcontracts. The Contractor shall include the requirements of this clause, including this paragraph (e) (appropriately modified for identification of the parties), in each subcontract that—

(1) Is for—(i) Commercial or noncommercial services (except for commercial services that are part of the purchase of a COTS item (or an item that would be a COTS item, but for minor modifications), performed by the COTS provider, and are normally provided for that COTS item); or (ii) Construction;
(2) Has a value of more than $3,000; and
(3) Includes work performed in the United States.

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Certificate Of Completion

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Jennifer Eby jeby@douglas.co.us Assistant Director of Community Services Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**Completed** Using IP Address: 67.135.162.224	Sent: 7/16/2025 2:39:45 PM Viewed: 7/16/2025 2:40:38 PM Signed: 7/16/2025 2:41:22 PM
Arielle Denis adenis@douglas.co.us Assistant County Attorney Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**Completed** Using IP Address: 67.135.162.224	Sent: 7/16/2025 2:41:24 PM Viewed: 7/16/2025 3:20:04 PM Signed: 7/16/2025 3:20:12 PM
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Craig Kronhart ckronhart@douglas.co.us Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**Completed** Using IP Address: 67.135.162.224	Sent: 7/16/2025 3:21:34 PM Resent: 7/16/2025 3:45:51 PM Viewed: 7/16/2025 3:54:35 PM Signed: 7/16/2025 4:07:11 PM

Signer Events	Signature	Timestamp
Andrew Copland ACopland@douglas.co.us Director of Finance Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**Completed** Using IP Address: 67.135.162.252	Sent: 7/16/2025 4:07:13 PM Viewed: 7/17/2025 12:10:54 PM Signed: 7/17/2025 12:13:05 PM
Douglas DeBord ddebord@douglas.co.us County Manager Douglas County Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 7/17/2025 12:14:00 PM ID: b81fd3c4-ee17-4000-8bb5-55f019ed1be3	**Completed** Using IP Address: 67.135.162.224	Sent: 7/17/2025 12:13:08 PM Viewed: 7/17/2025 12:14:00 PM Signed: 7/17/2025 12:14:06 PM
Amy Williams awilliam@douglas.co.us Paralegal Douglas County Colorado Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	**Completed** Using IP Address: 67.135.162.224	Sent: 7/17/2025 12:14:09 PM Viewed: 7/17/2025 12:15:38 PM Signed: 7/23/2025 11:19:45 AM
Abe Laydon alaydon@douglas.co.us Douglas County Commissioners Douglas County Government Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 7/26/2025 1:41:04 PM ID: 86b49704-0653-4943-a351-d8a2edf4dbff	Signed by: 2322EA9EBA95429... Signature Adoption: Uploaded Signature Image Using IP Address: 204.148.153.42 Signed using mobile	Sent: 7/23/2025 11:19:46 AM Resent: 7/24/2025 1:35:12 PM Viewed: 7/26/2025 1:41:04 PM Signed: 7/26/2025 1:41:16 PM
Hayley Hall hhall@douglas.co.us Clerk to the Board Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	DocuSigned by: Hayley Hall 166E3E33F00249B... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.226	Sent: 7/26/2025 1:41:18 PM Viewed: 7/28/2025 8:11:12 AM Signed: 7/28/2025 8:11:19 AM
Amy Williams awilliam@douglas.co.us Paralegal Douglas County Colorado Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		Sent: 7/28/2025 8:11:21 AM Viewed: 7/29/2025 2:29:34 PM

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Allison Cutting acutting@douglas.co.us Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Ryan Arthur rarthur@douglas.co.us Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/16/2025 2:24:08 PM
Envelope Updated	Security Checked	7/16/2025 2:39:18 PM
Envelope Updated	Security Checked	7/16/2025 3:45:50 PM
Envelope Updated	Security Checked	7/16/2025 3:45:50 PM
Envelope Updated	Security Checked	7/17/2025 12:21:41 PM
Envelope Updated	Security Checked	7/17/2025 12:21:41 PM
Envelope Updated	Security Checked	7/17/2025 12:21:41 PM
Envelope Updated	Security Checked	7/24/2025 1:39:38 PM
Certified Delivered	Security Checked	7/29/2025 2:29:34 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO County of Douglas, CO (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO County of Douglas, CO:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: joleson@douglas.co.us

To advise Carahsoft OBO County of Douglas, CO of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at joleson@douglas.co.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO County of Douglas, CO

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to joleson@douglas.co.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO County of Douglas, CO

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to joleson@douglas.co.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO County of Douglas, CO as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO County of Douglas, CO during the course of your relationship with Carahsoft OBO County of Douglas, CO.

EXHIBIT 3 – WRITTEN ASSURANCE OF COMPLIANCE WITH SECTION 504 AND NON-DISCRIMINATION ON THE BASIS OF DISABILITY

Sub Grantee hereby represents and warrants that it will comply with Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, and that it will not discriminate against any person on the basis of disability.

AGING RESOURCES OF DOUGLAS COUNTY
Sub Grantee

_____
By (Signature)

_____
Title

_____
Address

_____
City, State, Zip Code

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____,

_____ by _____.
(Name of Signatory)

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

EXHIBIT 4 – DOUGLAS COUNTY COMMUNITY SERVICES OF CARE AUTHORIZATION FOR RELEASE OF INFORMATION

Authorization for Release of Information to DOUGLAS COUNTY

Applicant Name (printed): _____

In an effort to better serve applicants requesting our services, we are requesting your consent to disclose certain information you provide to us, which may include personally identifying information or protected health information. Your consent to the disclosure and use of any such protected information is voluntary, and you are not required to consent to the use or disclosure of such information. If you choose not to consent to the disclosure and use of your information, you may still be eligible for certain services but Douglas County may not be able to provide grant funds to assist you in paying for those services.

What Disclosure You Are Authorizing

Federal and/or state law may prohibit the disclosure of protected information you have provided absent express written consent. By signing this Authorization for Release of Information, you are providing express written consent to the disclosure of your information as described in this form.

By signing this form, you consent to the disclosure of your information to Douglas County and any agencies to whom Douglas County is obligated to provide such information for purposes of reporting activity to funding agencies. You agree to the release of information such as name; date of birth; partial social security number; address and contact information; gender; income; prescription history; and the fact of certain medical and/or mental health conditions. We DO NOT track or disclose information regarding your HIV or STD status or patient records regarding substance use.

Important Information About Your Consent

Please be aware that the information disclosed based on this authorization may be redisclosed by a recipient and no longer protected by federal or state privacy laws. Not all persons or entities are required to comply with these laws. By signing this form, you release Douglas County from any, and all, liability arising out of or related to the disclosure of information permitted in this form.

Termination of Consent

This consent may be terminated at any time by providing written notice to ***[insert agency name]*** by email at ***[insert agency email address]*** or by delivering a written termination of consent to ***[insert agency address]***. This consent will automatically expire 90 days after assistance or services cease if consent was not previously terminated. Upon receipt of a written termination or expiration of this consent, information may continue to be used and disclosed only to the extent required for reporting purposes for any previously administered services for up to _____ days.

Acknowledgment: By signing this form, I acknowledge that I have read this form and voluntarily agree to its terms.

Printed Name: _____

Signature: _____ Date: _____

Name of agency collecting this Authorization:

_____

EXHIBIT 5 – DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE USER CONFIDENTIALITY AGREEMENT

DOUGLAS COUNTY COMMUNITY SERVICES SYSTEM OF CARE
User Confidentiality Agreement

In an effort to hold a high standard of data stewardship, I, the undersigned user of the Douglas County Community Services System of Care Data System, herein referred to as "the System," acknowledge that I have been informed and am aware of the confidential nature of the information provided and accessible to me through my use of the System.

I am advised and aware that:

1. Any information received directly from a resident, though a reports and/or stored record shall be confidential.
2. Information may only be shared with an agency, organization or individual for whom consent has been obtained through a signed Authorization for Release of Information by the resident.
3. Nothing in this agreement shall prevent me from commenting publicly about general trends, concerns or aggregate de-identifiable data.
4. Exceptions to this confidentiality agreement will be made as required by state law as it pertains to the mandatory reporting of abuse and neglect of children and at-risk adults.
5. Douglas County will not indemnify me, defend me, or contribute financially to my defense should civil or criminal claims be made against me if I choose to speak publicly concerning information obtained through the System.
6. Any breach of this agreement, including the unauthorized release of confidential information, may be punishable by law, subject me to discipline by my employer and/or result in my removal from future participation in the System.

_____ _____
Printed Name Date

_____
Signature

_____
Agency

EXHIBIT 6 – RECOMMENDED PRACTICES FOR PROTECTING PERSONAL DATA

Security Best Practices

The Douglas County Cyber Security Team advises all users of the System to practice the following procedures to the best of their organization's ability.

Personal

- Only authorized users will be permitted access to the Douglas County Community Services System (System).
- All authorized users will be required to sign a confidentiality agreement.
- No data accessed from the System will be shared with non-authorized personnel, including physical copies.
- Keep aware of new cyber security threats and devise education and training to defend against them.
- Be wary and report any attempts to gather data by non-authorized parties, either through social engineering, phishing emails, or other means, to Community Services program staff contact.
- Report any additional incidents to Douglas County program staff.

Technical

- Computers and other devices used to access the System at the agency or by the agency authorized users will have anti-virus and/or advanced malware detection which is run at regular intervals.
- Keep all systems up-to-date with current software patching (Windows Updates, application patches, appliance firmware, drivers, etc).
- Do not save any sensitive, private, or personal data locally outside of the application.
- Control physical access to computers that have authorized access to the System.
- Never share a password with any person or save a password locally; and if a password needs reset, the user will contact the designated Douglas County employee for assistance.

Roles and Access

Each organization should create an internal policy that defines what personnel roles will have access to the System, who participates in those roles and periodically audit these roles.

Incident Reporting

In the event of an incident, all relevant information must be relayed as early as possible to the Douglas County Department of Community Development. Douglas County has an obligation to report data breaches within a statutory deadline.

The following are examples (but not an exhaustive list) of incidents:

- Unauthorized user accesses the system
- Computer that accesses constituent data is compromised by ransomware or virus
- Repeated phishing attempts at authorized personnel
- Social engineering or impersonation attempt to gain access to the system
- Unknown external media (usb, etc) is used on computers that accesses the System
- Computer previously used to access the system is removed through theft or unknown loss
- Unknown performance problems on any computer used to access the System

Partners should feel confident to contact CRSgrants@douglas.co.us to leverage Douglas County cyber security professional expertise in the identification of potential incidents are other educational correspondence.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Mike Wise, Sr. Manager Application Services

DESCRIPTION: OpenGov Cartegraph 2025-2026 Renewal in the Amount of $221,157.51

SUMMARY: Annual renewal of the software and maintenance agreement for the Cartegraph Asset Management application. The application is currently used by Traffic, Public Works Operations, Engineering, and the Parks departments. The total cost is $221,157.51, and is budgeted from the IT Maintenance Fund, 18900.

RECOMMENDED ACTION: Approval of OpenGov Cartegraph 2025-2026 Renewal in the Amount of $221,157.51

REVIEW:

John Huber	Approve	8/26/2025
Jeff Garcia	Escalated	9/1/2025
Amy Williams	Approve	9/2/2025
Andrew Copland	Escalated	9/3/2025
Christie Guthrie	Escalated	9/4/2025
Jill Janz	Approve	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Suzi Woodruff - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

OpenGov SOSA 2025-08 Cartegraph 2025 last

EXHIBIT A
SCOPE OF SERVICES AGREEMENT YEAR - 2025-08
OpenGov Inc.,

THIS SCOPE OF SERVICES AGREEMENT ("SOSA 08") is made and entered into is made and entered into this _____ day of _____ 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and OpenGov, Inc., authorized to do business in Colorado (the "Consultant"). The County and Consultant are sometimes collectively referred to herein as the "Parties".

WHEREAS, the County has an active Master Services Agreement, (the "MSA") with the Consultant to perform services for the County governed and executed through Scope of Services Agreements (SOSA); and

WHEREAS, the County would like to establish a renewal of cloud hosted software and related documentation for use during the subscription terms (the "Software Services") as executed through this SOSA 08; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in this SOSA.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. **MASTER SERVICES AGREEMENT:** This SOSA is subject and subordinate to the terms and conditions specified in the MSA, executed between the County and Consultant on July 19, 2023, as amended.

2. **SCOPE OF WORK:** All services described in Exhibit 1, attached hereto and incorporated herein, shall be performed by Consultant.

3. **MAXIMUM CONTRACT LIABILITY:** Any other provisions of this SOSA notwithstanding, in no event shall the County be liable for payment under this for any amount in excess of **Two Hundred Twenty-One Thousand One Hundred Fifty-Seven Dollars and Fifty-One Cents ($221,157.51)**. The County is not under obligation to make any future apportionment or allocation to this SOSA. Any potential expenditure for this SOSA outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

4. **TERM:** It is mutually agreed by the parties that the term of this SOSA shall commence as of 12:01 a.m. on the 1st day of September 2025 and terminate at 11:59 p.m. on the 31st day of August 2026. This SOSA and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made

available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

5. **COUNTY EXECUTION OF AGREEMENT**: This SOSA is expressly subject to and shall not be or become effective or binding on the County, until execution by all signatories of the County.

EXHIBIT 1

Software Services

Ownership to Consultant's Software Services is not transferred as part of this Agreement. County may not use the Software Services in any manner or for any purpose other than as expressly permitted by MSA Section 13 or Section 33 (RESTRICTIONS).

The County shall be invoiced at least 60 days in advance of the subscription anniversary date for each annual term and payments shall be made for that annual term as specified in the table below (this assumes the appropriation of future funds Sections 3 and 4 of the SOSA 08 above and termination of this SOSA 08 has not occurred per Section 5 of the SOSA above or per Section 14 of the MSA).

The associated pricing for this term is captured in the tables below.

Term 3: 09/1/2025 - 08/31/2026

No	Product	Quantity	Price
01	Enterprise Asset Management	1	$110,305.13
02	Scenario Builder	1	$27,576.28
03	Asset Builder	1	$5,512.50
04	Parks Domain	1	$14,670.58
05	Signals Domain	1	$14,670.58
06	Transportation Domain	1	$22,005.07
07	Walkability Domain	1	$10,269.41
08	Stormwater Domain	1	$8,797.95
Term 3 Subscription Total		$213,807.51	

Table 1: EAM Application Subscription

Term 3: 09/1/2025 - 08/31/2026

No	Product	Quantity	Price
01	Expert Services (Small)	1	$7,350.00
Term 3 Subscription Total		$7,350.00	

Table 2: Expert Services Subscription

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Brandon Lenderink, Emergency Management Deputy Director

DESCRIPTION: Resolution Approving the Douglas County Emergency Operations Plan (EOP).

SUMMARY: The Douglas County Emergency Operations Plan (EOP) is updated every 5 years. The purpose of the update is to incorporate necessary changes, integrate lessons learned from real-world incidents in Douglas County and beyond, and align with evolving best practices in emergency management. These regular updates ensure that the plan remains relevant and effective.

The EOP is a core document which delineates roles, responsibilities and actions for responders, policy makers and the Emergency Operations Center during a disaster.

The Resolution will repeal the prior Resolution R-021-098, Establishing Emergency and Disaster Authorizations and Approving the Douglas County Emergency Operations Plan adopted on September 14, 2021, and replace it with the authorizations and authorities of this Resolution

RECOMMENDED ACTION: Adoption of the EOP.

REVIEW:

Jeff Garcia	Approve	9/3/2025
Christie Guthrie	Approve	9/3/2025
Doug DeBord	Approve	9/4/2025

ATTACHMENTS:

2025 EOP Resolution
8.27.2025 Final EOP Update Signed

RESOLUTION No. R-025-
THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

A RESOLUTION APPROVING THE
DOUGLAS COUNTY EMERGENCY OPERATIONS PLAN

WHEREAS, the Board of County Commissioners on December 13, 2005 via Resolution R-005-175 established the Office of Emergency Management and authorized the preparation of a Local or interjurisdictional disaster emergency plan;

WHEREAS, the Board of County Commissioners on August 23, 2011, via Resolution R-011-114 approving the Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Resources Assistance in and among the Douglas County Partnership of Government members;

WHEREAS, the Board of County Commissioners on November 10, 2015 via Resolution R-015-134 adopted revisions to the Board of County Commissioners Policy Manual which sets forth personal and public safety goals stating that, "community resources and planning are designed to mitigate, prepare for, respond to, and recover from disasters and incidents, both man-made and environmental and supporting effective first response and emergency management services";

WHEREAS, the Board of County Commissioners on September 27, 2016, via Resolution R-016-096 adopted the revised Emergency and Disaster Authorizations (EDAR) and Emergency Operations Plan (EOP) which are key documents in the County's plans to prepare for, prevent, mitigate and recover from emergency and disaster conditions.

WHEREAS, the Board of County Commissioners on September 14, 2021, via Resolution R-021-098 adopted the revised Emergency and Disaster Authorizations (EDAR) and Emergency Operations Plan (EOP) which are key documents in the County's plans to prepare for, prevent, mitigate and recover from emergency and disaster conditions

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners:

I. In an ongoing effort to improve its emergency and disaster operations to better protect the health, safety, and/or the welfare of its citizens, residents and business community hereby adopts the Emergency Operations Plan (EOP) dated September 14, 2025. This updated and revised EOP replaces prior versions of the EOP as the County's plan for local and interjurisdictional emergency and disaster operations;

PASSED AND ADOPTED this 9th day of September 2025 in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY: _____
ABE LAYDON, Chair

ATTEST: _____
HAYLEY HALL, Clerk to the Board

Douglas County Emergency Operations Plan (EOP)

Emergency Operations Base Plan

Douglas County Comprehensive Emergency Management Plan

2025 – Final Version

Adopted by the Douglas County Board of Commissioners September, 9, 2025

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1. PROMULGATION

The Douglas County Emergency Operations Plan (EOP), is officially in force as of September, 9, 2025 through the "Resolution Approving the Douglas County Emergency Operations Plan (R-025-XXX) signed by the Douglas County Board of County Commissioners (BOCC).

This current EOP replaces the previous version (R-012-098), which was approved on September 24, 2021. It offers a versatile structure for managing emergency operations within Douglas County.

The EOP, along with all its accompanying annexes and appendices, establishes a complete framework for emergency management across the entire system. It outlines the roles and responsibilities of emergency management and response agencies in Douglas County, as well as those of partner agencies. Furthermore, it connects to federal, state, local, territorial, tribal, and private organizations and resources that might be requested to help and take part in responding to incidents anywhere in the County.

This EOP was developed in accordance with recognized State and Federal guidelines, including:

- The Federal Emergency Management Agency (FEMA) Target Capabilities List
- FEMA Core Capabilities
- The National Preparedness Framework
- The National Incident Management System (NIMS)
- FEMA's Comprehensive Preparedness Guide (CPG) 101
- FEMA CPG 201
- The Colorado Emergency Management Program Guide
- Relevant laws and authorities concerning emergency management.

The EOP aims to minimize disruption to each agency's specific mission by creating a collaborative system during crises. To achieve this, it is crucial that all County agencies, partner agencies, and stakeholder agencies, along with their personnel,

prepare for, train on, exercise, equip themselves for, and carry out their designated roles and responsibilities as outlined in this EOP.

2. APPROVAL AND IMPLEMENTATION

2.1 INTRODUCTION

The Douglas County Emergency Operations Plan (EOP) was created to meet the local emergency planning requirements outlined in the State of Colorado Disaster Emergency Act of 1992. It also aligns with the National Response Framework (NRF) and the National Incident Management System (NIMS) and fulfills the requirements of other State and Federal guidelines for local emergency management plans and programs. The Douglas County EOP provides the organizational framework for a coordinated response to various natural, technological, and man-made emergencies, disasters, or terrorist attacks.

This EOP provides an overview of how Douglas County's public safety partners collaborate, plan, and prepare for hazardous incidents that pose a threat to lives, property, and natural resources. The Plan outlines the policies, planning assumptions, operational concepts, and response strategies for situations where a disaster or emergency exceeds the local government's response capabilities. While some recovery responsibilities are handled during the immediate response phase, a more detailed and separate Recovery Plan exists. This Recovery Plan is a component of the broader Douglas County Comprehensive Emergency Management Plan (CEMP) and specifies the recovery duties of Douglas County Government and other agencies with significant roles in disaster recovery.

As stipulated by the Emergency Delegation of Authority Resolution (EDAR, found in the REFERENCES section), Douglas County Emergency Services (DCES) operates under the direction of the Office of Emergency Management (OEM) with support from Facilities, Fleet and Emergency Support Services (FFESS) staff. DCES is defined as a collaborative, cross-functional group. It comprises representatives from all Elected Official Offices, Departments, and Divisions within Douglas County Government that are involved in or have a role in emergency management and preparedness. The DCES is tasked with collaboratively revising this EOP. The DCES group also ensures that all County elected officials are notified of Emergency Operations Center (EOC) activations and are kept informed of the situation before, during, and after an incident. They will also provide occasional status updates on potential hazards or emergencies that could affect Douglas County.

The Douglas County Office of Emergency Management (DCOEM) is responsible for making the necessary periodic updates and revisions to this EOP. The DCOEM will also create training and exercise programs to ensure that City and County personnel, emergency officials, volunteer organizations, and other relevant private sector organizations are familiar with the EOP's provisions. Additionally, DCOEM is responsible for distributing emergency planning and response information to the citizens of Douglas County.

The EOP is a living document that will evolve based on lessons learned from exercises and actual incidents. It will be reviewed by all Emergency Management partners and updated periodically. This document serves as one of many tools aimed at improving coordination among all Emergency Management partners, including those at the Federal, State, and Local government levels, as well as voluntary disaster relief organizations and the private sector. The shared mission of these collaborating agencies is to enhance public safety, protect lives, property, and the environment, and to help affected communities recover quickly and efficiently after a disaster. All participating agencies, departments, and enterprises must understand their specific roles as defined in the Douglas County EOP.

The EOP is organized into three main parts:

1. **The Base Plan:** This section introduces the EOP, establishes its authority, outlines the general planning concept, details standard agency responsibilities at the county level, and identifies legal authorities and references. The EOP is generally considered a public document, though specific details like phone numbers or names may be removed before public distribution.

2. **Appendices:** This section includes:

    - **Emergency Support Function (ESF) Annexes:** Each annex describes a specific function, details its major response and recovery responsibilities, and identifies the primary and support agencies involved. These are planning documents, not procedural ones, and are typically available for public viewing. Lead agencies may reference other plans or procedures that support the execution of their ESF; these related documents might have different rules regarding public availability.
    - **Hazard-Specific Annexes:** These documents gather information related to the unique responsibilities and resource requirements for the types of disasters most likely to occur in Douglas County. This information is based on the 2021 Local Hazard Mitigation Plan (LHMP). While most of these annexes are usually accessible to the public, some may contain sensitive

information and might be withheld or have such information removed before public release.

- **Signatures:** Signatures of individuals representing the local governments, agencies and partners who are signatories to this EOP.
- **Policies and References**: references and copies of policies, resolutions and references itemizing authorities for the EOP.
- **Glossary and Acronyms**: a list of terms and acronyms used in or pertinent to the EOP.

3. **Attachments:** These documents may offer specific information or tools such as maps, sample or actual contracts and agreements, phone lists, specialized county programs or policies, or diagrams. Attachments supplement the EOP. While some attachments might be publicly viewable, most are not due to the sensitive nature of their content and are not considered public documents. This section of the EOP is updated more frequently than other parts to reflect changes in best practices and standard operating procedures. Attachments may be added or subtracted from the EOP based on current needs and applicability.

2.2 PLAN APPLICABILITY

This Douglas County Emergency Operations Plan (EOP) supersedes the previously approved EOP (R-012-098) dated 09/24/2021. This Douglas County Emergency Operations Plan (EOP), is officially in force as of September, 9, 2025 through the "Resolution Approving the Douglas County Emergency Operations Plan (R-025-XXX) signed by the Douglas County Board of County Commissioners (BOCC). The Emergency Operations Plan (EOP), along with all its related annexes and appendices, offers a complete structure for managing emergencies across the entire system. This plan details the roles and responsibilities of agencies within Douglas County and its partner agencies. It also serves as a connection to federal, state, local, territorial, tribal, and private organizations and resources. These external entities may be requested to provide assistance and participate in responding to incidents. This applies to incidents occurring throughout any locations that, in accordance with Colorado Revised Statute § 24-33.5-707, may operate under this EOP.

2.3 DELEGATION OF AUTHORITY

The Emergency Operations Plan (EOP), which includes all its associated annexes and appendices, is considered a dynamic document. It will be consistently updated and revised to incorporate lessons learned from responses to actual incidents and from participation in exercises. The EOP will undergo an annual review and be updated whenever necessary. Those who receive the EOP are asked to inform the Director of Emergency Management of any potential changes that could improve the plan.

Following the County Board of Commissioners' approval of this EOP, the Director of Emergency Management is authorized to modify any part of the EOP as required during emergency operations. The Director also has the authority to approve or deny proposed changes to the EOP and can delegate these responsibilities to other designated individuals.

2.4 SIGNATURES

The official approval and implementation of the Emergency Operations Plan (EOP) for Douglas County are confirmed by official signatures. Those who sign this EOP include Douglas County elected officials. Additionally, signatures are provided by various Douglas County stakeholders and partners who have designated roles and responsibilities outlined within this EOP. These partners and stakeholders include, for example, municipalities, special districts, schools, police departments, and fire districts, though this list is not exhaustive. The official, dated signatures of all parties who have signed this EOP are located in Appendix C.

3. RECORD OF CHANGES AND DISTRIBUTION

The Record of Changes and Distribution identifies any changes made to the current EOP. This record also notes to whom the EOP changes have been distributed to. Any distribution is primarily made to individuals, departments, agencies, stakeholders and partners primarily affected by the change to the EOP.

DATE	SUBJECT	PAGE #s	INITIAL	NOTE

4. PURPOSE

The Douglas County Emergency Operations Plan (EOP) aims to create a reliable system for the county government to effectively manage disasters and incidents that go beyond its usual operational capacity. This plan is built on the principles of the National Incident Management System (NIMS). It aligns with the federal National Response Framework (NRF) and the State of Colorado's Emergency Operations Plan (SEOP), promoting a cooperative response effort involving all levels of government to benefit the citizens of Douglas County.

This document offers comprehensive guidance for county officials throughout the different stages of disaster management by:

- Clearly defining the roles, responsibilities, and required actions for agencies, departments, and other groups in preparing for and responding to emergencies.
- Ensuring a coordinated response among municipal, county, state, and federal governments to effectively handle emergencies, save lives, prevent injuries, protect property, and preserve the environment.
- Providing a set of policies and objectives for organizing and managing EOPs across various localities, such as municipalities, counties, and special districts.
- Coordinating how volunteer organizations and private sector entities participate in emergency response and relief activities.
- Setting the fundamental structure for all emergency plans that participating agencies and organizations develop.
- Acting as the primary guiding plan for all emergency operations conducted within Douglas County.

The Base Plan section of the EOP gives a detailed overview of the roles and duties of elected officials, county departments, and partner agencies. It is supported by several Annexes and additional plans, which together form the Comprehensive Emergency Management Plan (CEMP). These components specify the crucial functional outcomes needed for an effective emergency response and recovery during major disasters that affect residents, workers, and visitors in Douglas County. They also identify the specific agencies responsible and the actions they will take.

Following Colorado Revised Statute (C.R.S.) 24-33.5-707, the plan confirms that Douglas County will support affected communities within its jurisdiction and will work together with municipal disaster response agencies in the region. If Douglas County's own resources prove insufficient, it will request assistance from the state. While this plan applies to the entirety of Douglas County, it does not supersede municipal or state emergency operations plans, nor does it override the established operating procedures of individual departments or agencies. Instead, it functions as a flexible guide for managing events of all sizes, from small incidents to large-scale emergencies requiring multi-agency coordination.

The Plan is structured into five main sections:

1. **Base Plan:** This part introduces the EOP's overall structure, establishes its authority, describes general planning approaches, lists standard responsibilities for county agencies, and cites relevant legal authorities. Although this is a public document, specific details like phone numbers and names may be omitted before public distribution.

2. **Emergency Support Function (ESF) Annexes:** Each annex outlines a specific support function, its main response and recovery responsibilities, and identifies the primary and supporting agencies. These are planning documents generally available to the public but may refer to other procedural documents that have different rules for public access.

3. **Hazard-Specific Annexes:** These documents compile information on particular hazards most likely to affect Douglas County, drawing from the 2015 Local Hazard Mitigation Plan (LHMP). Most of these annexes are publicly accessible; however, some may contain sensitive information and might not be released to the public or may have such information removed before release.

4. **Appendices:** This section contains policies, lists of acronyms and key terms, and an Incident Command System (ICS) summary.

5. **Attachments:** These include supporting documents that complete the CEMP, such as maps, contracts, agreements, phone lists, and information on specialized county programs or policies. While some attachments may be publicly available, many are not distributed publicly due to sensitive content. This part of the EOP is updated more often than other sections to reflect current best practices and changes in standard operating procedures.

5. SCOPE

The Emergency Operations Plan (EOP) applies to all incidents or events that occur within the geographical boundaries of Douglas County. It utilizes an "all-hazard" approach, designed to address a full spectrum of complex and ever-changing requirements when anticipating or responding to threats or actual major disasters (whether natural or technological), acts of terrorism, and other emergencies. The EOP also extends to any event that could affect Douglas County, regardless of that event's specific location or size. This includes situations such as incidents in neighboring jurisdictions, large-scale events within the State of Colorado, or any circumstance where Douglas County might be called upon to provide Mutual Aid.

In a practical sense, the EOP is always active and in use to some degree. However, its flexible design allows for operations to be escalated at any time to effectively manage large-scale events.

The EOP does not specifically detail long-term reconstruction, redevelopment, or mitigation measures; these topics are covered in separate plans within the Comprehensive Emergency Management Plan (CEMP).

The EOP is built on the concept of scalability. This means it can be expanded or contracted to suit the particular size, scope, scale, or magnitude of any event, including catastrophic incidents. While this plan is not intended for responding to or recovering from incidents that are handled as part of daily operating procedures, it may prove helpful if multiple standard events happen concurrently and strain Douglas County's resources.

Douglas County is responsible for emergency response operations in all unincorporated areas within its borders. It also conducts these operations in cooperation with all other jurisdictions located within Douglas County.

6. SITUATION OVERVIEW

6.1 DESCRIPTION

6.1.1 GEOGRAPHY

Douglas County's land area covers approximately 844 square miles. The County lies close to the center of the State along the I-25 Corridor between the major urban activity centers of Denver and Colorado Springs. It encompasses over 540,000

acres of a varied topography of mountains, foothills, riparian corridors, and grasslands. The county is lightly wooded, mostly with ponderosa pine, with broken terrain characterized by mesas, foothills and small streams. Cherry Creek and Plum Creek rise in Douglas County and flow north toward Denver and into the South Platte River. Both were subjected to flash flooding in the past, Plum Creek being partially responsible for the Denver flood of 1965. Cherry Creek and Plum Creek are now dammed.

Elevations range from a low of 5,400 feet in the northeastern area to the high point of 9,836 feet at Thunder Butte in the Pike National Forest.

Douglas County's vegetation includes pine, spruce, and fir trees in the Pike National Forest and Gamble Oak, Mountain Mahogany, and Choke Cherry in the foothills. Cottonwood trees, willows, and grasses inhabit the riparian ways and blue gramma, switch grass, and winter wheat grasses can be found on the grassland prairie.

Douglas County's wildlife includes deer, elk, coyote, mountain lion, fox, hawk, black bear, the Preble's meadow jumping mouse (a threatened species) and is the nesting ground of the Sharp-tailed Grouse.

The County's natural amenities accommodate a wide variety of residential categories ranging from agricultural and pastoral to remote mountain settings to urban living. As of 2019, the County includes seven incorporated municipalities including Aurora (part), Castle Pines, Castle Rock, Larkspur, Littleton (part), Lone Tree, and Parker.

Approximately 18% of the land area of the County is urban and the majority of the County population resides in the northern tier. The majority of the land area in the County remains in rural (non-urban) land use. More than one-fourth (140,932 acres) of the County is national forest land within the Pike National Forest. Three State recreation areas and parks are situated within Douglas County: Roxborough State Park, Chatfield Reservoir State Recreation Area, and Castlewood Canyon State Park. Major waterways in the County include the South Platte River, which forms the northwesterly boundary of the County, and the Plum Creek and Cherry Creek watersheds.

6.1.2 DEMOGRAPHICS

The population of the County as of July 1, 2023 is estimated to total 383,911 persons. The population within the unincorporated area of the County is approximately 206,431 (54% of the population). The estimated population within incorporated municipalities is approximately 177,480. Ninety-one percent of the

population lives in urban areas with 9 percent of the population living in rural areas which constitute 82.5 percent of the County land area. 2023 census.gov shows the racial makeup of the county as 78.3% White, 6.6% Asian, 2.0% Black, 0.5% Native American, 0.01% Pacific Islander, 10.4% Hispanic or Latino of any race and 3.1% from two or more races.

The 2019-2023 American Community Survey found that 3.0% of the Douglas County population lived under the poverty level. 40,723 individuals were Medicaid Clients and 9,153 were enrolled in the SNAP Program in December of 2022.

Seven municipalities exist within Douglas County's boundaries. Castle Pines, Castle Rock, Larkspur, Lone Tree, and Parker lie wholly within the County. The Cities of Aurora and Littleton have a small portion of their populations and land area within Douglas County. The cities and towns of Castle Rock, Parker, Larkspur, Lone Tree and Castle Pines are all Home Rule municipal corporations. Each municipality has land use authority within its jurisdiction. Services provided by the cities range from public works and parks to the full spectrum of public services.

Per the 2022 Douglas County Community Wildfire Protection Plan (CWPP) approximately 282,267 or 85%, of the population lives within a Wildand-Urban Interface (WUI) area. It is estimated that over 30% of the residences are located in the 11 high wildfire risk areas of Bear Dance/Sage Port, Burning Tree, Castle Pines, Highlands Ranch Back Country, Keene Ranch, Perry Park, The Pinery, Roxborough, Russellville/Deerfield, Spruce Mountain Estates and Woodmoor Mountain.

In addition to the municipalities, there are 286 special district authorities that provide a variety of public services. The demographic characteristics of the County are summarized in Table 1.

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Table 1 – 2024 Douglas County Population & Land Use Area Information

	2023 Population Est a/o 7.1.23	% (of total County Population)	Land Area (Acres)	% (of total County Area)
Unincorporated Area				
Primary Urban Area *	123,515	32%	19,881	4%
Castle Pines SUA	4,587	1%	2,650	>1%
Chatfield Urban Area	5,400	1%	7,133	1%
Pinery SUA	12,683	3%	5,491	1%
Roxborough SUA	8,690	2%	2,449	>1%
Municipal Planning Areas (unincorporated)	19,165	5%	10,040	2%
Rural (non-urban) **	32,391	8%	440,002	82%
Unincorporated Population	**206,431**	**54%**	**487,646**	**91%**
Municipalities				
City of Castle Pines	13,692	4%	6,101	1%
Town of Castle Rock	80,950	21%	21,303	4%
Town of Larkspur	209	.1%	935	>1%
City of Lone Tree	14,741	4%	6,104	1%

Town of Parker	63,487	17%	14,120	3%
City of Aurora	3,761	1%	1,454	>1%
City of Littleton	640	.2%	159	>1%
Incorporated Urban Population	**177,480**	**46%**	**50,177**	**9%**
Urban Population	351,520	91%		
Rural Population	32,391	9%		
Countywide Total	**383,911**		**537,823**	

**** The community of Highlands Ranch, with a population of 105,631 comprises 85% of the population of the Unincorporated Population. Source: US Census 2020 estimates***

***** Includes 140,932 acres in the Pike National Forest and 8,463 acres in Chatfield, Roxborough and Castlewood Canyon State Parks.***

Source: Douglas County Community Development.

6.1.3 PROVISION OF ASSISTANCE

Douglas County is prepared to respond to the hazards listed in this plan. This EOP will be utilized, exercised, and updated so that the County is adequately prepared. However, if an incident goes beyond the County's capabilities to respond, the County acknowledges that outside assistance may be required.

6.1.4 HAZARD IDENTIFICATION AND RISK ASSESSMENT

Douglas County has a semi-arid climate. On average the county gets 19 inches of rain and 79 inches of snow each year. During the summer, the typical high temperature is 86 degrees Fahrenheit, and in the winter, the average low temperature is 19 degrees Fahrenheit.

The geography of Douglas County is diverse, with three distinct zones that run from the north to the south:

- Western Douglas County: The majority of the western part of the county is within the Pike National Forest. This area is heavily wooded with Ponderosa Pine and Scrub Oak trees and brush. It offers many recreational opportunities and includes several residential areas located within the forest. This densely forested area transitions into the central part of the county creating wildland-urban-interface (WUI) areas, where natural wildlands meet developed areas.

- Central Douglas County: The central part of the county is the urban and suburban area along the I-25 corridor. This region has a significant mix of residential homes, businesses, and industrial buildings. It includes the densely populated communities of Highlands Ranch, Lone Tree, Parker, Castle Pines, Castle Rock and Larkspur.

- Eastern Douglas County: The eastern portion of the county is mainly suburban and rural, although the Town of Parker also extends into the northern part of this zone. Within this eastern area, the rural residential communities of the Pinery, Franktown, and Russellville are located in the northern portion of the Black Forest, an expansive area of dense Ponderosa Pine intermingled with grasslands. This area also presents extensive wildland-urban-interface challenges.

Douglas County faces the risk of many natural disasters and technological incidents that could lead to a disaster. Therefore, the County uses an "all-hazards approach" to emergency management. This means it prepares for all types of potential emergencies, with a focus on helping the community stabilize and recover quickly.

The county also has specific vulnerabilities. Its public transportation options are limited. Additionally, the county has a growing number of individuals with access and functional needs due to an increasing population of older and aged citizens and the rising number of retirement communities, assisted living, skilled nursing and memory-care facilities being built to serve this population. Douglas County is also at risk from hazards that might start in and affect neighboring areas. Potential natural hazards include wildfires, various forms of severe weather, tornados, winter storms, hail, floods, drought and earthquakes. There is also the potential for terrorism or human-caused incidents such as CBRNE attacks or accidents, and long-term power outages either due to public safety power shut-offs (PSPS) or

electrical power grid or facility failures. These specific hazards and vulnerabilities are described in more detail in the Hazard Vulnerability Analysis (Table 2).

For more detailed information about the specific characteristics of each hazard or threat, please refer to the Douglas County Local Hazard Mitigation Plan (LHMP). The 2021 LHMP is due to be updated in 2025. (See the ATTACHMENTS Section, Part C.). Also see the 2024 Colorado Emergency Preparedness Assessment (CEPA) for Douglas County (The 2024 Douglas County CEPA summary can be obtained by calling the Douglas County Office of Emergency Management). Together the LHMP and the CEPA serve the same purpose as does a Threat and Hazard Identification and Risk Assessment (THIRA) document in other Colorado jurisdictions. The LHMP and the CEPA both were created using the "Whole Communities" approach to identifying natural hazards and risks in Douglas County. They describe these hazards and risks and provide an overview of the available resources and assets that can be used to address all major areas of hazard and risk. Human-caused hazards and risks are also identified and assessed in this EOP. Estimates of potential human and economic losses will depend on the many factors of a potential disaster, such as how many people and buildings are exposed and how vulnerable they are. However, in recent history, these losses have ranged from a few thousand dollars for minor wildfires to over 10 million in damage caused by the 2023 Highlands Ranch Tornado.

Table 2 – Douglas County Hazard Vulnerability Analysis

Hazard / Threat	Description / Frequency	Threatened Areas	Notes
Aircraft Accident	• High volumes of air traffic over Douglas County. • Various types of aircraft fly over, including small planes, jetliners, helicopters and military aircraft.	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Limited** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Low** ▪ **Significance – Low** • Centennial Airport is one of the busiest general aviation airports in the nation. • Denver International Airport has landing approaches and holding

	• Populations within flight paths and nearby or adjacent to airports have an increased risk due to a higher probability for an accident during take-off and landing.		patterns over Douglas County airspace. • There are several small private landing strips located in the eastern and central areas of Douglas County.
Cyber Attack	• A cyber-attack is an assault launched by cybercriminals or terrorists using one or more computers against a single or multiple computers or networks. • A cyber-attack can maliciously disable computers, steal data, or use a breached computer as a launch point for other attacks.	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Extensive** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium** • Common types of cyber-attacks include: • Malware • Phishing • Ransomware • Man-in-the-middle attacks • Denial-of-service attacks • SQL injection • Zero-day exploit • DNS Tunneling
Dam Failure	• Class 1 and 2 dams have potential to cause severe damage to life and / or property. Ten Class 1 and 2 Dams have the potential to impact Douglas County: • Class 1 (no failures) Antero, Cheesman, Eleven Mile, Strontia Springs, Reuter-Hess • Class 2 (one failure) Rampart, J.O. Hill, Pinery, Wauconda,	• Deckers • Trumbull • Oxyoke • Kassler • Sedalia • Waterton • Roxborough	• **Hazard Profile:** ▪ **Spatial Extent – Limited** ▪ **Likelihood of Future Occurrence – Low** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Low** • It is predicted that the failure of any of the upstream Class 1 and 2 dams on the South Platte will have a domino effect and cause the failure of the downstream dams. • The largest threats are the Cheesman Reservoir and Reuter-Hess dams.

	Spring Gulch, Million Dollar		• The inundation maps show the Trumbull area under 53 feet of water ten minutes after a catastrophic failure of Cheesman Dam. • Flooding in Westcreek area led to damage to homes and roads. The dam in Westcreek has now been reinforced. • Douglas County owns more than twenty watershed protection and flood control reservoirs. Numerous drainage and detention structures are present throughout the County which may pose a local flood risk to downstream properties.
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**
Drought	• Can occur year-round, typically worsening during hot summer months with low relative humidity levels.	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Significant** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium** • During dry periods, there is an increase in ignition fuel, creating greater fire danger. • Drought also causes stress for wildlife populations, reducing them in numbers from normal water years due to starvation, encroaching into residential neighborhoods seeking food, etc. • Can lead to water rationing for the human population.
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**

Earthquake	• At least 4 major faults exist within Douglas County.
	• The frequency is unpredictable and will not be anticipated by the majority of the population.
	• No major earthquakes have historically occurred in the County.
	• The projected maximum quake is 5.5.
	• Projected Vulnerability:
	  ○ 1 household displaced in 500 year earthquake, 31 households displaced in 250 year event.
	  ○ $77.5 million in estimated total damage from 500 year event
	  ○ $1.087 billion in estimated total damage from 2500 year event.
		• All areas of Douglas County	• **Hazard Profile:**
			  ▪ **Spatial Extent – Significant**
			  ▪ **Likelihood of Future Occurrence – Medium**
			  ▪ **Magnitude / Severity – Low**
			  ▪ **Significance – Medium**

Hazardous Materials Release - Fixed Facility	• Businesses can operate 24 hours a day and may expose a risk at any time.
	• Substantial numbers of businesses have
		• All areas of Douglas County	• **Hazard Profile:**
			  ▪ **Spatial Extent – Significant**
			  ▪ **Likelihood of Future Occurrence – Low**
			  ▪ **Magnitude / Severity – Medium**
			  ▪ **Significance – Medium**

	reported hazardous chemical inventories to the DC Local Emergency Planning Committee		
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**
Hazardous Materials Release – Highway and Rail	• Hazardous and toxic chemicals are transported daily through Douglas County. • Waste Isolation Pilot Plan (WIPP) radioactive material shipments are transported through Douglas County regularly. • Nuclear Weapons components have been transported through the county for over a decade.	• All areas of Douglas County	• I-25 is designated as a transport route for hazardous and radioactive materials, and nuclear weapons. • Hazardous materials may be transported on any road while being delivered to a local business.
Flash Flood	• During periods of heavy rain, dry waterways and gulches can flood and pose critical danger. • Residences close to the major drainage basins are especially vulnerable. • Heavy soil saturation by repetitive storms or storms with high	• All areas of Douglas County, especially in the Plum Creek and Cherry Creek watersheds. • Special concern to the FEMA-designated areas of special and moderate flood hazards (comprising more than 28,000 acres, or 5.2% of County)	• **Hazard Profile:** ▪ **Spatial Extent – Significant** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Low** ▪ **Significance – Low** • Major Drainage Basins include: • Cherry Creek • East Plum Creek • West Plum Creek • South Platte River

	precipitation can add to the timing and severity of the flash flooding. • Generally, there is little advanced notice for flash flooding.	595 residents are in the Special Flood Hazard Area, and 4,775 are in the Moderate Flood Hazard Area (most of which are in Parker)	
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**
Landslide and/or Rockslide	• Typically occurring during the Spring, Summer, and Fall due to severe weather with high precipitation. • Can also occur as a result of an earthquake or a human-caused activity.	• Primarily in areas near steep river banks and denuded areas resulting from wildland fire (e.g. Hayman Burn Area) • Approximately 0.26% of residents are in slope failure areas, exposing more than $333 million in structures	• **Hazard Profile:** ▪ **Spatial Extent – Limited** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Low** ▪ **Significance – Low** • Can disrupt and close transportation routes. • Can cause injury or death to vehicle occupants in the slide area.
Mass Casualty Incident	• The greatest potential for an MCI is along the roadways. High speeds, poor visibility, inclement weather, and the high volume of vehicles contribute to the potential for an accident causing injury to many people. • Another high potential incident for Mass Casualty is an Active Shooter at a soft target	• Corridors along I-25, Highway 85, C-470, Highway 83. • Schools, shopping malls, movie theaters, large event venues, etc.	• **Hazard Profile:** ▪ **Spatial Extent – Limited** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Low** ▪ **Significance – Low** • Douglas County hosts numerous events with large numbers of participants, including the Renaissance Festival, DC Fair & Rodeo, golf tournaments, bicycle events and rides, celebrations, and other limited term events.

	with a large population of people present.		
Public Health Emergency	• Pandemic • Foodborne Illness Outbreak • Waterborne Contamination • Bio-Terrorism	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Significant** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium** • This has the potential to impact great numbers of people, especially if the disease is contagious.
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**
Severe Weather	• Typically, can occur April through September • Severe weather includes thunderstorms, hailstorms & rains that can produce flooding	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Extensive** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium** • Severe weather moves quickly and can precede tornadoes. • Excessive rain totals can lead to flooding & mudslides. • Hailstorms have caused millions of dollars' worth of damage to structures, vehicles, and crops.
Terrorist Attack	• Since 9/11, Douglas County has been actively preparing for a terrorist attack.	• All areas of the Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Significant** ▪ **Likelihood of Future Occurrence – Low** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium**

	• There are several military contractors within Douglas County as well as military installations and the North American Aerospace Defense Command that are active and located in close proximity.		• Terrorists are willing to use chemical, biological, radiological, and nuclear weapons on populations. • While the risk of a nuclear attack from another nation has decreased, the risk of an isolated attack by a terrorist group has grown.
Tornado	• While tornadoes may occur anytime, the majority occur April through June.	• Higher probability in the areas east of I-25	• **Hazard Profile:** ▪ **Spatial Extent – Limited** ▪ **Likelihood of Future Occurrence – Medium** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium** • Douglas County has averaged 1 confirmed tornado each year since 1950. • The three largest magnitude tornados in the County occurred at the present-day locations of the Douglas County Justice Center and Sky Ridge Hospital prior to those structures being built, and an F-1 tornado that struck large portions of heavily populated Highlands Ranch in June 2023. • Most tornadoes are classified in intensity as F0-F1. • Total property damage for all recorded tornados is $10M with 6 injured and no deaths.
Hazard / Threat	**Description / Frequency**	**Threatened Areas**	**Notes**
Utility Service Failure	• Disruption of services includes electricity, natural gas, telephone, and water.	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Significant** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – Medium** ▪ **Significance – Medium**

	• There is a strong reliance upon utilities that has increased life / safety threats during outages. • Extended blackouts cause problems with food storage, communications, comfort and travel.		• The loss of television, land-line telephone, cellular phone, internet, and radio communication seriously degrade the ability to warn the public of hazards and / or pass along vital information. • Loss of water impacts public health, electricity, fire safety, hygiene, and consumption on a widespread basis. • Loss of electricity impacts all services.
Wildland Fire	• Douglas County has hundreds of occurrences for wildland fires every year. • Most are contained and extinguished during the initial attack by first responders. • Long periods of low humidity, lack of precipitation, and high winds provide ideal conditions for ignition. • Structures close to wooded or grassy areas are vulnerable.	• Forested, prairie and residential areas of Douglas County. • Roughly two-thirds of the county is comprised of Wildland Urban Interface (WUI) areas that include high risk areas such as Perry Park, Roxborough Park, and others. • More than one-third of residents (35.5% live in wildfire risk areas. • Approximately 30.6% of Building RV (out of $55.7 billion total) is in wildfire risk areas • 421 of the County's 971 identifiable community lifelines infrastructures are in wildfire risk areas (the majority of which are food, water, and shelter lifelines)	• **Hazard Profile:** ▪ **Spatial Extent – Extensive** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – High** ▪ **Significance – High** • Examples of serious wildfires that have impacted the County include: Hayman, Cherokee Ranch, Burning Tree, Waldo Canyon, Black Forest and Chatridge 1 and Chatridge 2 fires.

Hazard / Threat	Description / Frequency	Threatened Areas	Notes
Winter Storm	• Typically, can occur September through April • Heavy snowfall totals seriously disrupt transportation, communications, and complicate emergency response. • Serious winter storms occur most years. • Blizzards are probable occurrences every year.	• All areas of Douglas County	• **Hazard Profile:** ▪ **Spatial Extent – Extensive** ▪ **Likelihood of Future Occurrence – High** ▪ **Magnitude / Severity – Low** ▪ **Significance – Medium** • Douglas County is susceptible to heavy snowfalls. • The county has a long history of very heavy snowfall totals. • A single storm has produced over 48". • The "Bomb Cyclone" Blizzard for 2019 produced snowfall totals of 18" – 24" with winds up to 60 mph which left over 700 motorists stranded on county roadways.

6.1.5 CAPABILITY ASSESSMENT SUMMARY

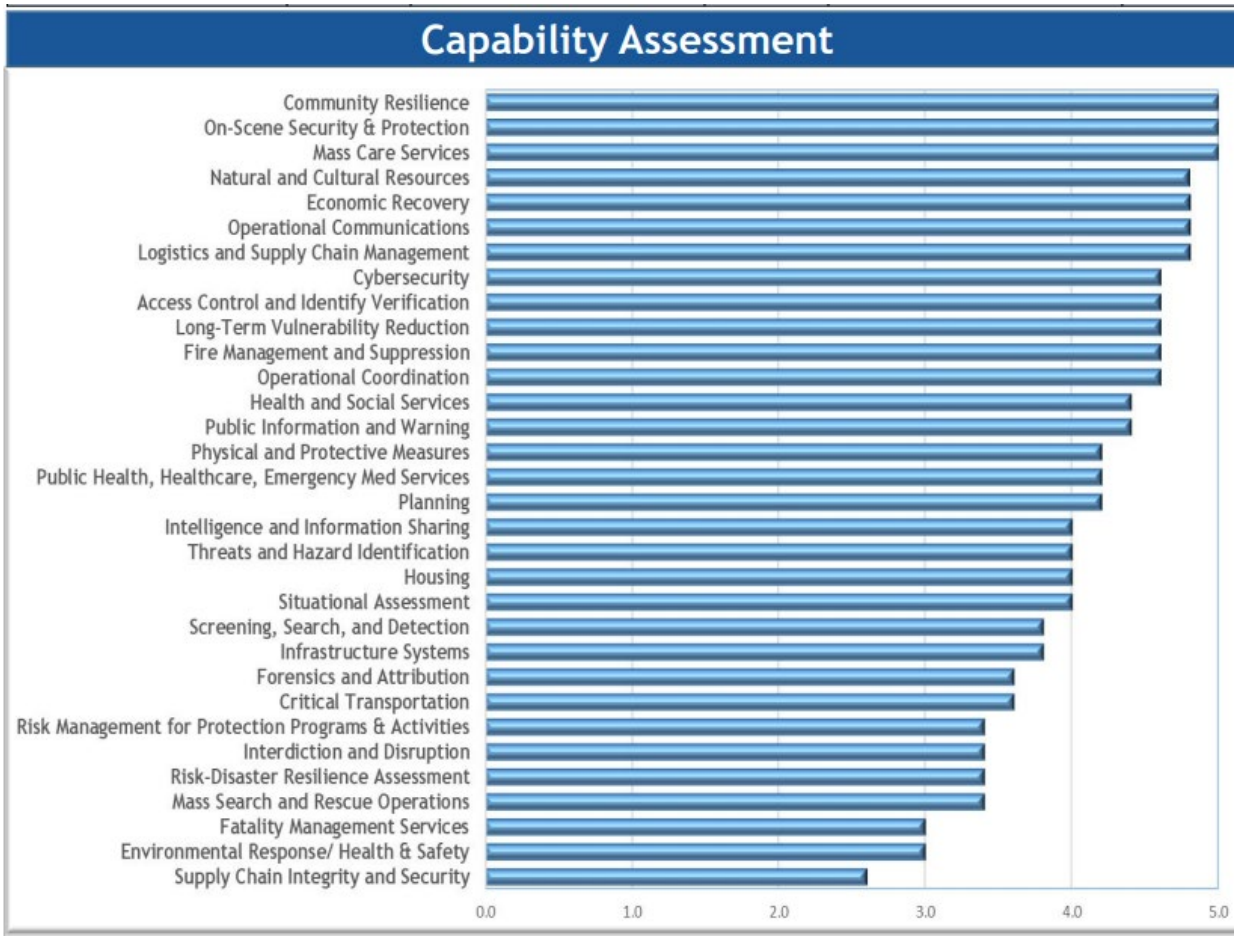
The Colorado Emergency Preparedness Assessment (CEPA) is a framework and tool to help state and local stakeholders assess risk, capabilities, and the potential need for support and resources during emergencies or disasters. CEPA provides a standardized and repeatable process to better understand the capabilities at the county/local level and allows for the examination and analysis of regional or statewide trends.

Douglas County completed the CEPA process in 2024. Key components of the CEPA process included numerous meetings between OEM and a wide range of stakeholders and partners, both internal and external, to discuss and gather data on the county's overall risks, capabilities and resources. These local meetings culminated in an in-person meeting between state and local subject matter experts (SMEs) to discuss and analyze risk and capability information and to identify potential resource gaps. This process provided an opportunity to promote continued communication and coordination among state and local partners.

Information obtained during the CEPA process informed this EOP and helps the county to better plan for and respond to large scale emergencies and disasters impacting the county. The state collected information gathered during the Douglas County CEPA process provided the following summary of Douglas County risks, capabilities and resources.

The figure below represents the completed Douglas County Capability Assessment findings showing the county's rankings of each core capability 1(low) through 5 (high).

Figure 1 – Douglas County 2024 Capability Assessment Findings



Using the results from this capability assessment, Douglas County was able to identify strong areas as well as any areas with gaps or weaknesses that might hinder mitigation or response operations or exacerbate any existing hazards or vulnerabilities. Douglas County utilized this knowledge as part of the basis for this EOP as well as for the separate HMP that accompanies this EOP.

6.1.6 MITIGATION OVERVIEW

Mitigation measures conducted by Douglas County are implemented prior to, during, and/or after an incident. The purpose of these measures is to help reduce exposure to, probability of, or potential loss from hazards. Mitigation actions taken by the County and partner jurisdictions include, but are not limited to:

- Citizen Preparedness Guides
- Citizen Preparedness Training
- Performance Assessments for Small NRCS Dams
- Flood Hazard Inventory Tool
- Wildland Fire Fuels Mitigation and Management Program
- Wildland Fire Helitack Quick Response Team Capability
- Community Evacuation Drills
- Wildland Fire Action Committee
- Multiple projects for the Cherry Creek Drainage
- Water Resource Planning
- Establishing and refining a continuous public safety messaging campaign.
- Training additional volunteer firefighters for wildfire response.
- Educating the public on safe wildfire zones and wildfire risks.
- Updating and utilizing land use, building codes and zoning requirements.
- Utilizing Early Alert and Warning, signals and other public facing systems when needed.

7. ASSUMPTIONS

Assumptions help establish the foundation for effective emergency planning and response, providing clarity on expectations during a crisis. The following are assumed to be facts for the purpose of executing this EOP.

1. **Vulnerability**: Douglas County may be subject to a variety of natural- and/or human-caused incidents.
2. **Commitment**: Douglas County will commit all available resources to save lives and minimize injury to people and infrastructure, the environment, and property both public and private.
3. **Readiness**: Disasters may occur at any time with little or no warning. In some instances, increased readiness measures and adequate warning may allow actions to be taken in advance.
4. **Resource Availability:** It is assumed that emergency resources (personnel, equipment, and supplies) will be available and accessible during an emergency but may be limited or delayed due to the scope of the disaster.
5. **Public Cooperation:** The plan assumes that the public will respond positively to emergency alerts and guidance, participating in safety measures recommended by local authorities.
6. **Communication Systems:** It is assumed that existing communication systems (e.g., radio, internet, phone lines) will function adequately during emergencies, although they may be partially disrupted.
7. **Interagency Collaboration:** The plan presumes that cooperation and coordination among local, state, and federal agencies will be effective, with established relationships facilitating joint efforts during incidents.
8. **Training and Preparedness:** It is assumed that personnel involved in emergency management have received adequate training and are familiar with the procedures outlined in the EOP.
9. **Emergency Management Infrastructure:** The assumption is that the necessary infrastructure (emergency operations centers, shelters, etc.) is in place and can be activated as needed.
10. **Public Health and Safety Impact:** It is assumed that any emergency will have significant health and safety impacts on the community, necessitating immediate action and support.

11. **Existing Hazards and Threats:** The plan assumes that known hazards and threats within the jurisdiction will be addressed, based on previous assessments and historical data.

12. **Funding and Financial Support:** It is presumed that adequate funding, both from county resources and potential federal or state assistance, will be available for disaster response and recovery efforts.

13. **Flexibility of Response**: The plan assumes that emergency responses may need to adapt based on the evolving situation during an incident, requiring flexibility in operational procedures.

14. **Community Preparedness Levels**: It is assumed that varying levels of preparedness exist among community members, affecting how quickly and effectively they can respond to an emergency.

15. **Integration of Technology**: It is assumed that technology will play a critical role in response efforts, including data management, communication, and resource tracking.

16. **Mutual Aid, State and Federal Assistance**: When a disaster exceeds Douglas County's resources and response capabilities, the County will request help from the State of Colorado or from mutual aid organizations.

8. CONCEPT OF OPERATIONS (CONOPS)

The Concept of Operations (CONOPS) section of a plan provides a high-level overview of how an organization or jurisdiction intends to manage its response to emergencies and disasters.

Specifically, the CONOPS details the following key areas:

1. **Overall Approach:** This describes the general sequence of actions, priorities, and strategies to be implemented during an emergency, explaining how the objectives of the Emergency Operations Plan (EOP) will be met.

2. **Direction and Coordination:** This details how various agencies, departments, and resources will be directed, controlled, and coordinated. It also describes the command and management structures, such as the Incident Command System (ICS), that will be utilized.

3. **Activation and Deactivation:** This section typically explains the process for activating the EOP, scaling operations up or down to match the incident's needs, and eventually demobilizing the response effort.

4. **Integration of Efforts:** This outlines how diverse stakeholders—such as different levels of government, the private sector, and non-governmental organizations—will collaborate and work together.

5. **Planning Assumptions:** This part often states the underlying assumptions that the operational concepts are built upon.

Ultimately, the CONOPS acts as a high-level guide, providing all involved parties with a shared understanding of how the emergency response is meant to function. This promotes a more unified and effective effort by linking the plan's broad goals and objectives to the specific actions and responsibilities assigned throughout the EOP and its annexes.

8.1 EMERGENCY MANAGEMENT PRINCIPLES

All jurisdictions within Douglas County operate in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF). NIMS is founded on the Incident Command System (ICS), a management system designed to provide a consistent structure for responding to any emergency, regardless of its size. The Douglas County Emergency Operations Plan (EOP) is also based on NIMS and ICS. A core principle of the EOP is that an agency's responsibilities during an emergency will generally mirror its normal day-to-day functions. Consequently, an agency's routine activities that do not directly contribute to the emergency operation may need to be temporarily suspended for the duration of the emergency.

Implementing NIMS and ICS early in an incident ensures seamless management through all phases, from initial response to long-term recovery. Advantages of this approach include, but are not limited to, consistency in the organization of the general staff throughout the incident and the application of a single incident action plan with clearly prioritized objectives. During a routine emergency, the ICS system will be utilized, and the local jurisdiction will maintain command. If an incident's demands exceed the local jurisdiction's resources, additional assistance can be requested, while the ICS structure is maintained to manage the overall response.

The National Response Framework (NRF) is guidance developed by the Federal Emergency Management Agency (FEMA) that outlines how the nation responds to all types of hazards and emergencies. It emphasizes the importance of a unified

approach to disaster response, which includes coordination among federal, state, local, and tribal governments, as well as private sector entities and non-profit organizations. The NRF is built on principles such as engaging all stakeholders, building strong relationships, and fostering a culture of preparedness. It also addresses the need for flexible and scalable responses that can be adapted to incidents of varying sizes and complexities, ensuring a comprehensive and effective response to disasters.

8.2 PLAN ACTIVATION AND EMERGENCY DECLARATION PROCESS

EOP Activation and Authority

The Emergency Operations Plan (EOP) is continuously active in some capacity. However, its flexible design allows for operations to be escalated at any time to manage large-scale events. Activation of the EOP can be for a specific area within Douglas County or may encompass the entire jurisdiction.

A formal "State of Emergency" or a "Local Disaster Declaration" by the Douglas County Board of County Commissioners (BOCC) may be necessary to:

- Activate specific local policies and procedures.
- Fulfill a prerequisite for certain types of state assistance.
- Expedite the provision of state assistance.

The County Manager, acting as the Agency Administrator, holds overall responsibility for disaster response on behalf of Douglas County, following the roles defined in this EOP. The Douglas County EOP can also be activated to provide mutual aid and assistance to other jurisdictions that have requested help in response to a major event. The Colorado Division of Homeland Security and Emergency Management (DHSEM) is the state agency responsible for processing requests for state or federal disaster assistance.

State of Emergency

The Board of County Commissioners (BOCC) may declare a "State of Emergency" and/or a "Local Disaster" to cover affected areas within Douglas County. During an emergency or disaster affecting the county, the BOCC will collaborate with all impacted jurisdictions and support its governmental partners.

- **Declaration Authority:**

- A Single Commissioner, in the absence of the BOCC is authorized to act as the Chair with the full authority of the BOCC regarding the declaration of a state of Emergency and/or Local Disaster.
- The County Manager, in the absence of the Board, can act with the full authority of the BOCC during a declared State of Emergency and/or Local Disaster.
- In the absence of the County Manager, the line of succession is as follows, The Deputy County Manager, and then the Director of Human Resources, and then the Director of Finance, and then the Director of Facilities, Fleet and Emergency Support Services, to act with the full authority of the County Manager during emergency conditions, a declared State of Emergency, and/or Local Disaster.
- In the unique instance where it has been confirmed that each of the three Boad of County Commissioners are permanently unavailable, the County Manager is authorized to join with the Douglas County Sheriff, and one of the following – Treasurer, Assessor, Clerk & Recorder, or Coroner, in that successive order, to act jointly with the full authority of the BOCC during emergency conditions, a declared State of Emergency and/or Local Disaster.

- **Notification:** The authority to issue a State of Emergency can be submitted electronically (via email, phone, or facsimile) by any of the authorized individuals listed above. This declaration serves as a notification to all elected officials, appointed officials, department heads, and municipal officials that an emergency event is underway.
- **Purpose:** A State of Emergency communicates to the public, media, County personnel, and other potentially affected local governments that a serious situation exists, significantly exceeding normal day-to-day operations.
- **Limitations and Effects:**
  - Issuing a State of Emergency is specific to Douglas County and does *not* automatically initiate emergency assistance from the State of Colorado or the federal government.
  - Emergency response agencies will request mutual aid according to their standard operating procedures.

- A State of Emergency can be a precursor to a Local Disaster Declaration but is not a mandatory first step. It represents a subjective point between routine operations and a declared Local Disaster.
- According to the Douglas County EDAR Policy, issuing a State of Emergency allows the appropriate authority to access the Emergency Disaster Funds. These funds are set aside annually in the Douglas County Budget and adopted by the BOCC each December.

- **Reference:** A sample State of Emergency declaration can be found in Appendix 4B.

Disaster Declarations

In Colorado, a "Local Disaster" can only be declared by the principal executive officer of a political subdivision (as per C.R.S. § 24-33.5-709).

- **Declaration Authority in Douglas County:**
  - The Chair of the BOCC serves as the principal executive officer for Douglas County.
  - In the Chair's absence, the declaration can be made by the following individuals, in order of priority: the Vice-chair of the BOCC, a Commissioner, the County Manager, the Deputy County Manager, the Director of Human Resources, the Director of Finance, and the Director of Facilities, Fleet & Emergency Support Services.
  - Similarly, the Mayor or City/Town Manager of a municipality can declare a Local Disaster for events occurring within their respective municipality.
- **Purpose:** A Local Disaster declaration aims to:
  - Activate the response and recovery elements of relevant local and inter-jurisdictional disaster plans.
  - Authorize the provision and funding of assistance.
- **Conditions for Declaration:** The County is authorized to declare a disaster if it finds that the County itself, or any of its cities, municipalities, townships, special districts, or other areas, is experiencing or is in imminent danger of experiencing a natural or man-made emergency or disaster.

- **Importance of Official Notification:** Official notification and declaration of the event by the BOCC or the County Manager are critical for an effective mutual-aid response from federal, state, and local governmental agencies. A Local Disaster declaration may also trigger subsequent administrative policies and financial mechanisms.
- **State and Federal Assistance:** A Local Disaster declaration is necessary to receive extensive state or federal assistance. It is not required for limited resources but is essential when the need exceeds what a single federal or state agency can provide through its local office.
- **Duration:** A Local Disaster declaration cannot exceed seven days unless an extension is granted by the BOCC (C.R.S. § 24-33.5-709).
- **FEMA Criteria for Federal Aid:**
    - When determining the need for federal supplemental aid, Federal Disaster Law, as applied by FEMA, "restricts the use of arithmetical formulas or other objective standards as the sole basis."
    - FEMA evaluates numerous factors to determine the severity, magnitude, and impact of a disaster. These factors include, but are not limited to:
        1. The amount and type of damage (e.g., number of homes destroyed).
        2. The impact on the infrastructure of affected areas or critical facilities.
        3. Imminent threats to public health and safety.
        4. Impacts on essential government services and functions.
        5. The unique capabilities of the federal government to assist.
        6. The dispersion or concentration of damage.
        7. The level of insurance coverage in place for homeowners and public facilities.
        8. Assistance available from other sources (federal, state, local, voluntary organizations).

9. State and local resource commitments from previous, undeclared events.
10. The frequency of disaster events over a recent period.

- **Flexibility of Criteria:** Due to the unique circumstances, unexpected timing, and varied impacts of disasters, the list of factors considered for a Local Disaster declaration is not exhaustive. The items listed above represent the most primary considerations.
- **Reference:** A sample Local Disaster Declaration can be found in Appendix D.

Douglas County's Disaster History

Douglas County has been included in federal disaster declarations for the following events:

- Two flooding events
- Three fires
- One drought event
- One tornado event
- Two snow events

Additionally, the County was part of disaster declarations related to the Hurricane Katrina evacuation and the COVID-19 pandemic. In the cases of the Hurricane Katrina evacuation and COVID-19, Douglas County was included in broader nationwide declarations.

8.3 PRE-DISASTER OPERATIONS

Effective planning and preparation before a disaster occurs are essential for successful response and recovery efforts. Key pre-disaster operations and actions undertaken by Douglas County Emergency Management include:

- **Implementing routine training and exercise schedules.** (Detailed information on current training, exercise plans, and schedules is available in the latest version of the Douglas County Integrated Preparedness Plan.)
- **Collaborating with local stakeholders and partners on planning and exercises.** These stakeholders and partners include, but are not limited to,

all local municipalities, local police departments, fire districts, schools, numerous special districts, non-profit organizations, and volunteer agencies.

- **Maintaining year-round relationships with stakeholders and partners through regular interactions.** These interactions include monthly Douglas County Fire Chief meetings, quarterly Emergency Management Committee Group (EMCG) meetings, Wildfire Action Collaborative (WAC) meetings, Local Emergency Planning Committee (LEPC), as well as various tabletop exercises and general discussion meetings.

8.4 RESPONSE TO DISASTER OPERATIONS

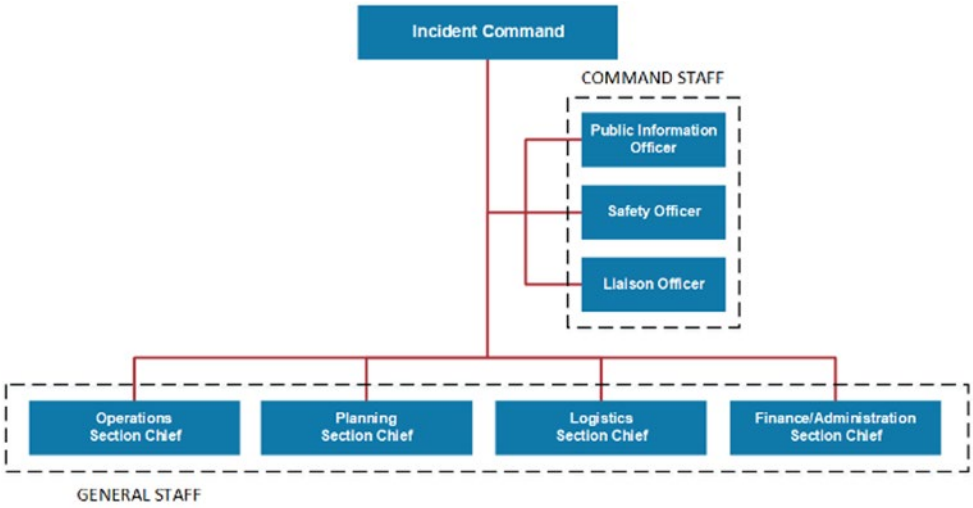
Douglas County utilizes this Emergency Operations Plan (EOP), along with its various Annexes, other related plans, and the Douglas County Local Coordination Plan, to support its disaster response operations. In the critical hours immediately following a disaster, Douglas County also coordinates with Emergency Support Functions (ESFs) at the Emergency Operations Center (EOC), local stakeholders, and partners to begin applying the EOP to the response effort.

Douglas County puts the EOP and the previously mentioned plans into action by:

- Initiating and consistently holding local coordination calls to share situational awareness, provide response updates, and gather information on necessary response resources.
- Activating the EOC and the ESFs that are appropriate for the specific needs of the incident.
- Providing support to the Incident Commander and the Incident Command System (ICS) driven responses to the incident.

The Incident Command System (ICS) will be established on-site by the first units to arrive at the incident. An Incident Commander (IC) will then take command of the scene and assign roles within the ICS structure as the situation develops and requires. The basic Command and General Staff structure is as follows:

Figure 2 – Basic Incident Command and General Staff Structure

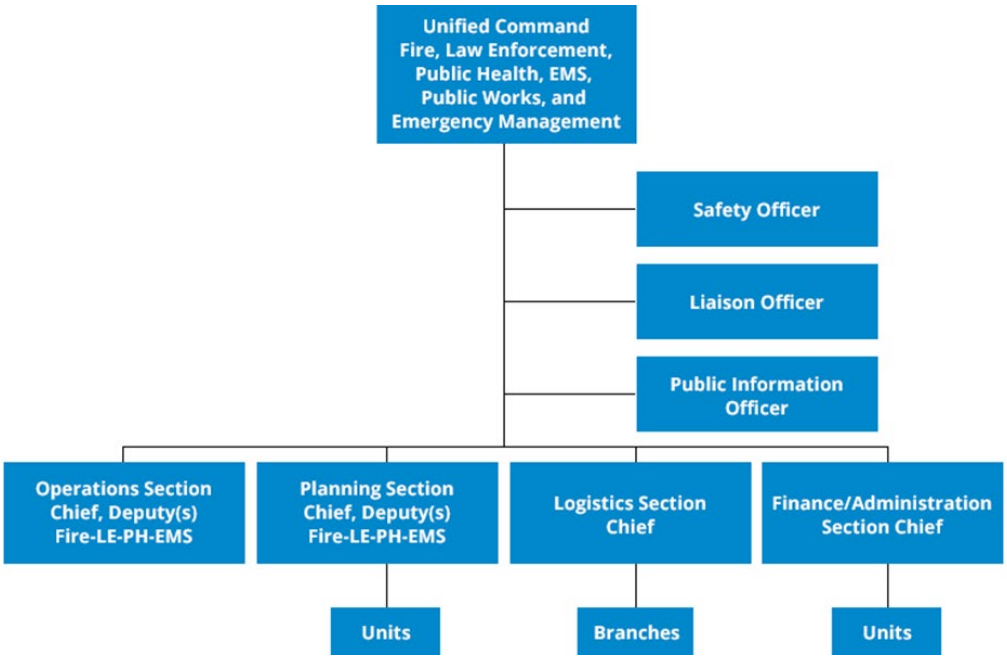


If an incident requires it, the Incident Command System (ICS) structure can be expanded to include elements such as Branches and Divisions. Additionally, an Intelligence Officer may be incorporated into the Command Staff. Depending on the complexity of the incident, a written Incident Action Plan (IAP) might also be required.

The Incident Commander (IC) has overall responsibility for managing the incident and must possess the full qualifications needed for this role. The Incident Commander:

- Receives policy direction from the Agency Administrator.
- Assigns personnel to additional ICS positions to cover specific responsibilities as the incident command structure grows.
- Ensures the safety of all incident responders and the general public.
- Communicates incident information and public safety updates to both internal and external stakeholders.
- Establishes and maintains communication and coordination (liaison) with all agencies participating in the incident.
- Defines the objectives for the incident response.
- Coordinates requests for resources through the Emergency Operations Center (EOC) when it has been activated.
- Directs the development of the Incident Action Plan (IAP) if one is deemed necessary.

Figure 3 – Expanded Incident Command and General Staff Structure



8.5 RECOVERY FROM DISASTER OPERATIONS

Short-term recovery efforts begin shortly after an incident occurs and frequently overlap with ongoing response operations. Due to this overlap, the Emergency Operations Center (EOC) initially coordinates short-term recovery actions. These actions are later transitioned to a dedicated long-term recovery management structure and team, which operates under the direction of the Agency Administrator. Concepts related to short-term recovery are detailed in this Emergency Operations Plan (EOP), as well as in the Douglas County Rapid Needs Assessment Plan, Damage Assessment Plan, and Debris Management Plan. In contrast, long-term recovery aspects and actions are covered in the Douglas County Recovery Plan.

As Douglas County moves into the recovery phase of disaster operations, the EOC starts to implement short-term recovery actions. These actions include:

- Developing demobilization strategies and creating plans for the transition from the response and short-term recovery phases to long-term recovery.
- Disseminating information about both short-term and long-term plans designed to support impacted communities.

Long-term recovery falls under the responsibility of the Douglas County Administration, directed by the Agency Administrator (who is the County Manager). The Agency Administrator is responsible for activating the County Recovery Plan

and works in collaboration with all relevant stakeholders as outlined within that plan. The Recovery Plan specifies the responsibilities of the Douglas County Government and other agencies that play significant roles in recovering from a disaster.

Figure 4 – Recovery Continuum

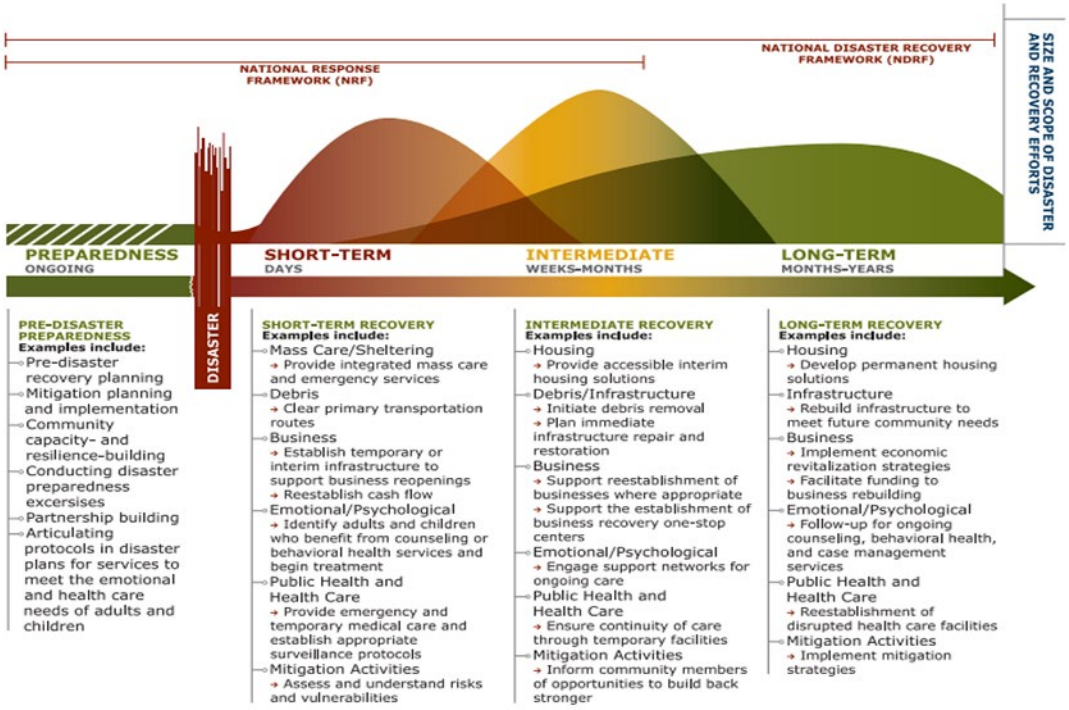


Diagram showing the Recovery Continuum timelines and tasks and considerable overlap among recovery tasks during the short term, intermediate term and long-term phases of an incident. National Disaster Recovery Framework (DHS/FEMA, September 2011).

8.6 ACCESS AND FUNCTIONAL NEEDS

Douglas County's policies regarding access and functional needs (AFN) are designed to ensure that all individuals have equal and equitable access to services and support, without discrimination. The Americans with Disabilities Act (ADA) defines an individual with a disability as "a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment." Similarly, the National Response Framework (NRF) refers to these individuals as "populations whose members may have additional needs before, during, and after an incident."

This Emergency Operations Plan (EOP) adopts a "whole-community approach" in all its planning, response, and recovery activities, recognizing individuals with AFN as integral members of this whole community. Considerations for AFN are integrated throughout the EOP and its Emergency Support Functions (ESFs). This integration aims to support the entire community, including those with AFN, during every stage of planning and preparedness. Furthermore, Douglas County commits to providing additional resources and attention to these individuals and communities during and after a disaster.

Moreover, the Mass Care Annex and the Animal Response Annex of this EOP provide more specific details on the considerations and actions planned to support individuals with access and functional needs during emergency and disaster response operations.

8.7 EMERGENCY MANAGEMENT PHASES

The Federal Emergency Management Agency (FEMA) defines five mission areas within the National Preparedness Goal, which guides emergency management efforts nationwide. Douglas County Emergency Management adopts a comprehensive, all-hazards approach to planning, emphasizing collaboration with a diverse range of partners. This collaborative model means that building a more prepared and disaster-resilient community is a shared responsibility among many disciplines. In this framework, Emergency Management primarily serves in a support and coordination capacity, rather than a command-and-control role. The five phases of emergency management (Prevention, Protection, Mitigation, Response, and Recovery) reflect these mission areas, and Douglas County Emergency Management undertakes specific actions in each phase:

Prevention – Aiming to stop or avoid potential threats, such as terrorism.
Douglas County Emergency Management takes the following prevention actions:

- **Hazard Mitigation Planning:** Regularly develops and implements hazard mitigation plans and projects. These initiatives identify community risks and propose strategies to reduce or eliminate them, including measures like floodplain management and updated building codes.
- **Information Sharing:** Actively participates and shares information with regional partners through the Local Emergency Preparedness Committee (LEPC), the North Central Region Homeland Security (NCR) Committee, and the Urban Area Security Initiative (UASI) Committee.

- **Stakeholder Involvement:** Ensures that stakeholders from law enforcement and other security agencies are involved in the development of relevant plans.

Protection – Focusing on safeguarding people, property, and assets from various hazards. Actions include:

- **Risk Assessments and Vulnerability Studies:** Conducting regular assessments to identify potential hazards and vulnerabilities within the community. This allows for the development of targeted protection strategies.
- **Community Education and Outreach:** Annually implementing public awareness campaigns using in-person events and social media. These campaigns educate residents on safety practices, emergency preparedness, and threat awareness, particularly concerning natural disasters and man-made incidents.
- **Community Evacuation Drills:** The Office of Emergency Management (OEM) educates and involves the community in preparedness. This includes teaching residents how to create evacuation plans and understand evacuation routes, facilitated by conducting evacuation drills with high-risk communities and Homeowners Associations (HOAs) on a rotating 2 to 3-year schedule.
- **Implementation of Early Warning Systems:** Maintaining and utilizing systems like CodeRed and the Integrated Public Alert & Warning System (IPAWS) to alert the public about current or impending large-scale emergencies or disaster incidents.
- **Collaboration with Law Enforcement:** The Douglas County Sheriff's Office works closely with local law enforcement agencies to enhance security measures, share intelligence on potential threats, and coordinate emergency response strategies.
- **Training and Drills for First Responders:** Douglas County law enforcement agencies and fire districts (including Emergency Medical Services - EMS) continuously train and conduct drills as emergency response teams to improve inter-agency coordination and protective action capabilities.
- **Development of Emergency Plans:** The Douglas County OEM creates and regularly updates elements of the Comprehensive Emergency Management

Plan (CEMP) that include specific protective actions for various types of emergencies.

- **Established Mutual Aid Agreements:** Douglas County maintains a county-level Inter-Agency Agreement, the Partnership of Douglas County Mutual Aid (PDCG), with all local jurisdictions to facilitate resource sharing and support during emergencies, enhancing the region's overall protective capacity. Additionally, Douglas County has numerous Inter-Agency Agreements with neighboring counties, law enforcement, and fire departments for mutual aid and support.
- **Implementation of Surveillance Systems:** Douglas County has invested in facility monitoring and surveillance technology, such as cameras and alarm systems, to deter criminal activity and improve situational awareness during emergencies. Furthermore, the Douglas County Office of Emergency Management (DCOEM) has partnered with external agencies to monitor artificial intelligence (AI)-driven wildfire detection cameras at several strategic locations throughout and adjacent to the county.
- **Stakeholder Involvement:** Involving stakeholders from law enforcement, health and medical services, cybersecurity, non-profit organizations, supply chain management, and other relevant agencies in plan development.

Mitigation – Aiming to reduce the impact of future disasters to save lives and property. Actions include:

- **Local Hazard Mitigation Planning:** Preparing and routinely updating a Local Hazard Mitigation Plan (LHMP). This plan identifies, defines, and supports the implementation of projects designed to reduce the risk of future disasters.
- **Engaging in Community Risk Reduction Programs:** Collaborating with internal and local agencies, organizations, and citizens to promote programs focused on reducing risks. Examples include tree trimming, fuels reduction, and treatment on both public and residential properties to prevent wildfires, as well as public health initiatives for disease prevention.
- **Infrastructure Resilience:** Collaborating with local infrastructure partners to encourage the reinforcement of infrastructure systems, thereby limiting potential impacts to life and property.
- **Stakeholder Involvement:** Involving infrastructure partners in the development of relevant plans.

Response – Aiming to respond quickly to save lives, protect property, and meet basic needs after a disaster. Actions include:

- **Douglas County Emergency Operations Center (DCEOC):** Utilizing the County EOC, which is a fully equipped facility kept in a "hot" or immediate readiness state, to facilitate communication, coordination, resource management, and decision-making during disaster responses.
- **Situational Awareness:** The DCEOC formulates clear, actionable situational awareness information. This information is used to inform incident action plans that outline response strategies, resource needs, and operational tasks for various types of emergencies.
- **Training and Exercise:** The Douglas County OEM organizes regular training sessions and mock disaster exercises for emergency responders, local agencies, and community organizations to enhance coordination and response capabilities. (For details, refer to the most recent version of the Douglas County Integrated Preparedness Plan - IPP).
- **Collaboration with First Responders:** Fostering strong partnerships with local law enforcement, fire districts, and the United States Forest Service (USFS) to streamline response efforts, share resources, and ensure efficient communication during emergencies.
- **Public Alert Systems:** Implementing, maintaining, and continuously training on effective alert and warning systems like CodeRed and IPAWS to quickly inform the public about imminent threats, such as law enforcement activities, large-scale emergencies, disaster evacuations, or hazardous materials incidents.
- **Wildfire Quick Response:** The OEM supports an in-house Emergency Services and Helitack Team, consisting of 10 professional wildland firefighters additionally trained to perform as a Helitack team. The County contracts with a vendor for the availability of an exclusive-use helicopter during peak wildfire season (typically April – November), with off-site availability during winter months.
- **Resource Management and Deployment:** The OEM maintains an inventory of emergency resources, including equipment, personnel, and supplies. It has also developed and adopted a Resource Mobilization Annex to this EOP, which outlines a clear resource deployment plan to ensure rapid response capabilities.

- **Post-Disaster Assessments and Improvements:** After each response event, conducting a thorough after-action review (AAR) to evaluate response efforts, identify lessons learned, and refine plans and protocols for future incidents.
- **Local Coordination:** A Local Coordination Plan has been developed in collaboration with local stakeholders and partners to expedite response efforts during and after a disaster.

Recovery – Aiming to restore, strengthen, and revitalize communities, infrastructure, and the economy after a disaster. Actions include:

- **Implementing Damage Assessments:** In the short-term recovery phase, the OEM facilitates thorough assessments of damage to infrastructure and homes. This helps prioritize recovery efforts and supports applications for federal and state disaster recovery funds.
- **Monitoring Recovery Progress:** Establishing metrics and processes to monitor the progress of recovery efforts. Regular updates are provided to the community and stakeholders to keep them informed and engaged. This monitoring also supports the decision to transition from short-term recovery (and EOC deactivation) to long-term recovery, which falls under the responsibility of County Administration and the Agency Administrator.
- **Long-Term Recovery Plan:** A comprehensive long-term recovery plan has been developed in collaboration with local stakeholders. This plan outlines strategies for long-term recovery while addressing community needs and priorities.
- **Coordination with Community Organizations:** Douglas County partners with non-profit organizations, faith-based groups, and local businesses to coordinate recovery efforts, ensuring that resources are effectively allocated and utilized. The County's primary partner for collecting and distributing donations after a disaster is the Douglas County Community Foundation (DCCF).
- **Engaging the Community in Recovery Planning:** Involving community members in recovery planning processes to ensure their needs and concerns are considered. This fosters a sense of ownership and investment in the recovery efforts.

8.8 COMMUNITY LIFELINES

The Federal Emergency Management Agency (FEMA) developed the Community Lifelines concept to improve the effectiveness of disaster operations and enhance a jurisdiction's ability to respond to catastrophic incidents. This framework enables emergency management to better understand the nature of an incident, identify the underlying causes of critical problem areas, and separate the most urgent and complex issues from other incident-related information. Community Lifelines provide an objectives-based approach to incident response, aiming to stabilize essential government and business functions both during and after a disaster.

Lifelines offer an outcome-focused, survivor-centered perspective that helps responders in several ways:

- Quickly assessing the scale and complexity of a disaster.
- Identifying the severity of impacts on essential lifesaving and life-sustaining services in affected areas, along with the root causes and interconnectedness of these impacts.
- Developing operational priorities and objectives that direct response efforts towards delivering these crucial services through the most effective methods available.
- Communicating disaster-related information clearly and consistently across all levels of public, private, and non-profit sectors using easily understood, common language.
- Guiding response operations to support and promote integration across different mission areas.

Emergency Support Functions (ESFs) and Community Lifelines are interrelated. Lifelines define the critical services within a community (e.g., power, water, communication) that need to be stabilized or restored to protect lives and property. In contrast, ESFs represent the way departments, agencies, community organizations, and industries are organized within the Emergency Operations Center (EOC) to improve coordination and integration for the purpose of stabilizing or restoring these lifelines. Consequently, a single ESF may contribute to supporting one or more Community Lifelines.

The Community Lifelines listed below represent the fundamental services, along with their key subcomponents, whose disruption can significantly impair a community's ability to function:

- **Safety and Security:** Law enforcement/security, fire service, search and rescue, government service, community safety.
- **Food, Hydration, Sheltering:** Food, water, shelter, agriculture.
- **Health and Medical:** Medical care, public health, patient movement, medical supply chain, fatality management, and EMS.
- **Water Systems:** Potable water infrastructure, wastewater management.
- **Energy (Power and Fuel):** Power grid, fuel, natural gas/propane.
- **Communications:** Infrastructure, responder communications, alerts, warnings, and messages, finance, 911 and dispatch.
- **Transportation:** Highway/roadway/motor vehicle, mass transit, railway, aviation, maritime.
- **HazMat (Hazardous Materials):** Facilities, hazardous materials, pollutants, contaminants.

The application of the Community Lifelines concept should be realistic and practical, tailored to the specific circumstances of an incident or emergency. Although the FEMA framework outlined in this EOP serves as a general guide, the actual lifeline structure used during an incident will be adapted to meet the incident's specific demands and the information needs of the Agency Administrator and the Policy Group for consolidated reporting.

8.9 RECOVERY SUPPORT FUNCTIONS

As an incident transitions from the response and short-term recovery phases to long-term recovery, Douglas County deactivates its Emergency Operations Center (EOC). At this point, responsibility for recovery actions is transferred to the Agency Administrator and County Administration. The Agency Administrator then activates the county's Recovery Plan and employs Recovery Support Functions (RSFs) to aid in this transition.

According to FEMA, RSFs "comprise the coordinating structure for key function areas of assistance in the National Disaster Recovery Framework (NDRF)." Their stated purpose is to "support local governments by facilitating problem solving, improving access to resources and by fostering coordination among state and federal agencies, nongovernmental partners, and stakeholders.” The following list details the RSFs identified by FEMA:

- **Economic Recovery** FEMA states that the Economic Recovery Support Function aims to enable the "return to economic and business activities to a state of health and develops new economic opportunities that result in a sustainable and economically viable community." Economic recovery activities might involve:
    - Supporting the ability of local, state, tribal, and territorial governments, along with other entities, to create a comprehensive strategy that supports economic recovery and enhances community resilience.
- **Health and Social Services** This RSF, as defined by FEMA, supports "locally led recovery efforts to address public health, health care facilities and coalitions, and essential social services needs." Health and social services activities could include:
    - Conducting assessments of community health and social services requirements.
    - Restoring the functions of health care, public health, and social services.
    - Restoring and improving the resilience and long-term viability of the health care system and social services.
- **Community Planning and Capacity Building (CPCB)** FEMA defines the CPCB Support Function as enabling local governments to "effectively and efficiently carry out community-based recovery planning and management in a post-disaster environment." CPCB activities might encompass:
    - Providing education on recovery planning processes.
    - Facilitating coordinated, community-wide recovery planning.
    - Promoting community engagement.
    - Building management capacity.
- **Infrastructure Systems** This RSF, according to FEMA, "efficiently facilitate[s] the restoration of infrastructure systems and services to support a viable, sustainable community and improve resilience to and protection from future hazards." Infrastructure-related activities could involve:

    - Offering technical assistance to all levels of government for identifying and prioritizing critical infrastructure systems and assets.
    - Identifying mitigation opportunities that utilize innovative and environmentally friendly (green) technologies.
    - Including private sector infrastructure owners, operators, and related service providers in planning efforts at all governmental levels.
- **Housing** The Housing RSF, as outlined by FEMA, "coordinates and facilitates the delivery of federal resources to implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience." Housing activities might include:
    - Using housing initiatives as a way to improve overall quality of life.
    - Building inclusive and sustainable communities.
    - Identifying strategies to strengthen the local housing market.
    - Integrating disaster mitigation measures into community design and development to enhance resilience against future disasters.
- **Natural and Cultural Resources (NCR)** According to FEMA, this RSF "supports the protection of natural and cultural resources and historic properties through appropriate response and recovery actions to preserve, conserve, rehabilitate, and restore" them. NCR activities could involve:
    - Providing technical assistance to help communities impacted by a disaster.
    - Integrating environmental staff with expertise in natural resources and environmental regulatory requirements early into the disaster recovery planning process.
    - Coordinating environmental and historic property issues with other RSFs.

More detailed information about the Recovery Support Functions can be found in the Douglas County Recovery Plan.

9. ORGANIZATION AND ASSIGNMENT OF ROLES AND RESPONSIBILITIES

9.1 COUNTY AGENCY ROLES AND RESPONSIBILITIES

9.1.1 GENERAL

All County departments and agencies are responsible for:

- Clearly understanding their department or agency's emergency responsibilities, as outlined in the Emergency Operations Plan (EOP) and its supporting annexes and plans, and assigning personnel to carry out these functions.
- Developing and maintaining the internal policies, procedures, agreements, and staffing patterns necessary to fulfill the specific roles and responsibilities assigned to them in the EOP and its supporting annexes and plans.
- Developing and putting into action Continuity of Operations Plans (COOP) to ensure the uninterrupted provision of essential government services to the public.
- Considering issues related to access and functional needs (AFN) to ensure that all emergency response and recovery actions effectively support the needs of people with disabilities and those with other access and functional needs.
- Providing a representative to the Emergency Operations Center (EOC), when necessary, to coordinate their department or agency's assigned Emergency Support Function (ESF).
- Keeping the Disaster Policy Group and the EOC regularly updated with key information concerning the response to and recovery from the emergency or disaster situation.
- Working with the lead Public Information Officer and the EOC to provide subject matter expertise for inclusion in emergency public information communications.
- Assigning personnel to attend EOC Team meetings, training sessions, and exercises, as deemed appropriate.
- Adhering to county disaster finance policies by maintaining thorough records of all disaster and emergency-related expenses and submitting these

records to the Accounting Division for tracking and to facilitate disaster cost recovery.

9.1.2 POLICY GROUP

The ultimate responsibility for the response to and recovery from an emergency or disaster rests with elected officials. FEMA guidance states that:

> *The Executive/Senior Official Elected Official, City/County manager, Agency Administrator, etc.) is responsible for the incident. In most jurisdictions, responsibility for the protection of the citizens rests with the Chief Elected Official. Along with this responsibility, by virtue of their office, these people have the authority to make decisions, commit resources, obligate funds, and command the resources necessary to protect the population, stop the spread of damage, and protect the environment.*

It is important to note that the term "responsibility" from the FEMA reference above, does not translate into a command role that oversees on-scene incident operation by the Agency Administrator or Elected Official.

Complex, inter-jurisdictional incidents may require activation of the Policy Group, which consists of elected and appointed officials, as well as executives from the AHJ, mutual response agencies, affected local governments, districts, and infrastructure providers. The Douglas County Board of Commissioners (BOCC) and the County Manager leads this group on behalf of the County entities, when the County is the AHJ. The AHJ Elected Official(s) maintain responsibility for the incident.

Other members of the County Policy Group include the Douglas County Assessor, Clerk and Recorder, Coroner, Sheriff, and Treasurer. The County Manager and his succession line are also included in the Policy Group. At any time during an event, this group can expand to include additional Agency Administrators and Elected Officials appropriate for inclusion in decisions made relating to policy and fiscal needs for the incident. If a disaster occurs within an incorporated area of the County, the Policy Group works in a collaborative environment to coordinate declarations and community response. It is important to note that an incorporated area must declare a Local Disaster in order to receive reimbursement from the State or Federal government. The BOCC will support a municipal declaration with County-appropriate action.

The Policy Group coordinates and issues formal requests to the Governor's Office via the Department of Public Safety, Division of Homeland Security & Emergency

Management (DHSEM). DHSEM may assist the Policy Group during the process of declaring a Local Disaster for the purpose of obtaining State and/or Federal assistance.

During a wildland fire incident, the Colorado Division of Fire Prevention and Control (DFPC) may be delegated oversight for the incident. Further, the DFPC will coordinate with the Division of Homeland Security & Emergency Management (DHSEM) on behalf of the County for the Local Disaster declaration and procedural assistance with the FEMA Fire Management Assistance Grant if the incident qualifies for this funding. Additionally, procedures for accessing the Emergency Fire Fund (EFF), if the incident qualifies for this funding, will be followed and coordinated per the guidelines set forth in the Fire Operating Plan (AOP), adopted each year by the Board of County Commissioners.

The Policy Group and the EOC closely coordinate and share situational information for briefings and situational reports. The coordination between the Policy Group and EOC may be facilitated by the Policy Group Liaison. The Policy Group:

- Provides strategic guidance on priorities and objectives based on situational needs, this Plan, and the Recovery Plan.
- Ensures that adequate financial resources are available to support the response to the incident and recovery from a disaster.
- Maintains accurate records of all correspondence and decisions within the Policy Group.

During a complex, extended incident, the Policy Group becomes a key element within the formation of a Multi-Agency Coordination System (MACS). The formation of a MACS implies an incident with a growing scope and complexity that necessitates a larger network for coordination of numerous agencies and entities and their elected officials and Agency Administrators.

9.1.3 AGENCY ADMINISTRATOR

The Agency Administrator (AA) is an ICS term for the person within an agency or jurisdiction that has responsibility for an incident or planned event. Other terms that have been used but which are not as common in ICS include Agency Official or Executive. For Douglas County, the Agency Administrator is the County Manager and the County Manager has full authority to act on behalf of the Board of County Commissioners during a declared State of Emergency and/or Local Disaster. The authority provided for the County Manager is through the Emergency Delegation of Authority Resolution (Attachment 1). As the Agency Administrator can't be

available at all times, the County Manager may assign a key staff officer or representative to perform as the conduit between the IC and the AA. An AA Representative may receive a Delegation of Authority to clarify their role during the incident.

The Agency Administrator provides the Incident Commander with:

- Policy
- Mission
- Direction
- Authority

Duties during an incident that the Agency Administrator or their designee is responsible for include:

- Determining Incident Complexity
- Assigning Qualified Personnel
- Clarifying Authority
- Establishing Management Objectives
- Briefing the incoming Incident Commander, Area Commander or Incident Management Team
- Completing an Incident Situation Analysis
- Assigning an Area Commander, if needed
- Supervising the Incident Commander and Monitor Performance
- Ensuring EOC functions and MACS are properly staffed

The Agency Administrator is generally not at the incident and operates from their primary office of the agency, at the jurisdictional EOC, or at a multi-agency coordination group location as a functional agency representative or representing a political subdivision in a regional situation.

9.1.4 DOUGLAS COUNTY ELECTED OFFICIALS, DEPARTMENTS AND AGENCIES

In addition to the BOCC, County Manager and Sheriff, multiple elected officials and departments have responsibilities for emergency management within Douglas County.

Douglas County Assessor

The Assessor is responsible for establishing and maintaining a system in support of damage assessment in coordination with other county departments and OEM.

- Contribute personnel, records and other resources as necessary to support the damage assessment needs following a disaster.
- Serve as a liaison to the EOC as requested.
- Provide the actual and assessed values of impacted properties.
- Help establish or verify the ownership of property or land when proprietors cannot be located.
- Partner with state and federal assessment teams.

Douglas County Clerk and Recorder

The Clerk and Recorder is responsible for the safekeeping and maintenance of all essential and vital records.

- Contribute personnel, records, and other resources necessary to support identity verification and recovery needs during and after a disaster.
- Serve as a liaison to the EOC as requested.
- Serve as an official scribe to the BOCC during emergency or disaster-related meetings and other related activities.
- Partner with state and federal disaster recovery teams, as needed.

Douglas County Coroner

The Douglas County Coroner is responsible for all duties associated with deceased individuals in the county, including pronouncement of death, death investigation, notifications, autopsies, and body removal.

- Contribute personnel, records and other resources necessary to support the identification, verification and disposition of deceased victims.
- Serve as a liaison to the EOC as requested.
- Protection of personal effects with the deceased at the time of death.
- Coordinate notification efforts for relatives of deceased individuals.
- Conduct investigation regarding the cause and manner of death, including autopsy as required.
- Determine cause and manner of death.
- Implement mass fatalities procedures as needed in the event of an emergency or disaster.
- Provision of expert personnel in scientific identification and all other services as needed.
- Provide information about fatalities to the public information officer (PIO) and the EOC.
- Coordinate the recovery of remains during and following an incident.
- Provision of temporary morgue and mortuary services and acquire expanded mortuary services where required.
- Partner with state and federal DMORT teams, as needed.

Douglas County Sheriff

The Douglas County Sheriff's Office provides for the safety and security of Douglas County residents.

- Implementation of the Incident Command System (ICS), including determining locations of Incident Command Posts and establishing necessary positions and functions.
- Wildland fire suppression in non-fire district, and unincorporated areas of Douglas County.
- Hazardous materials planning, education, response and cleanup, in cooperation with Douglas County fire districts/departments including OEM.
- Coordinate search and rescue operations, including the activation and deployment of DCSAR, and heavy rescue and urban search and rescue USAR efforts.
- Provision of animal control services via contracted animal control officers and their coordination with the EOC and first responders for

animal rescue requests in the affected area, and coordination with the Douglas County Animal Response Team (DCART) for animal disaster sheltering activities and facilities.

Patrol

- Determination of the need for population evacuations and provision of instructions to uniformed law enforcement personnel regarding the conduct of evacuation operations.
- Implement available public warning measures.
- Direct and implement emergency evacuation operations.
- Coordinate the actions of field personnel in the response to the immediate incident and scene, including rescue efforts, population protection, access control, incident mitigation actions and communications.
- Ensure the implementation of ICS on-scene, establishment of Incident Command Post (ICP), filling of necessary positions and/or request EOC support for these positions as needed.
- Order the mobile command post to the ICP.
- Assess the incident, in cooperation with OEM and determination of appropriate response actions.
- Conduct and coordination of search and rescue operations utilizing Deputies and Douglas County Search and Rescue personnel.
- Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the county.
- Provision of security at the Incident Command Post, temporary emergency shelters, and in evacuated and disaster-impacted areas.
- Provide support personnel and staff to the EOC as needed and available to support overall incident operations.
- Coordinate the deployment of mounted patrol, uniformed reserve officers, Community Safety Volunteers (CSVs) and uniformed explorer cadets.

Detentions

- Provide for the welfare of residents, visitors and staff in the Justice Center during an emergency including evacuation, shelter-in-place, and lock-down procedures.

- Provide for the welfare of inmates, visitors, and staff in the Douglas County Detentions Center during an emergency including evacuation, shelter-in-place, and lock-down procedures.
- Provide security and support personnel and staff to the EOC as needed and available to support overall incident operations.
- Provide or coordinate transportation resources and services with the EOC.
- Provide logistics support (food service, blankets, etc.) in cooperation with emergency shelter personnel or response personnel through the EOC.

Investigations

- Create a photographic and or video record of the damage or incident scope.
- Provide investigative support and support services to National Transportation Safety Board/Federal Aviation Authority (NTSB/FAA) and other investigative agencies.
- Commit division personnel as directed to assist with evacuation, shelters and Coroner's Office support.

Douglas County Treasurer

The Treasurer is responsible for ensuring that the county can fund the ongoing needs of any emergency or disaster, and if assets are available.

- Partner with the Finance department as requested.
- Advise the BOCC as requested.
- Assist with after-incident documentation requirements as requested.
- Provide a liaison to the EOC as requested.

9.1.5 DOUGLAS COUNTY EMERGENCY SERVICES AGENCIES

Emergency Services agencies include 911 Communications/Regional Dispatch, Emergency Medical Services (EMS), local Fire Districts and Search and Rescue.

911 Communications

Emergency communications includes all 911 communications centers within Douglas County. This plan specifically addresses emergency communications as part of the county system and in unincorporated areas of Douglas County.

- Establish a communications system and dispatch procedures to coordinate requested resources.
- Provide support to Incident Command and the EOC upon notification and ensure 24-hour staff coverage as needed and available.
- Maintain a distribution list of all support agency contact persons, make necessary notifications, activate support agencies, as necessary, and maintain ongoing communications to support mission assignments.
- Coordinate the provision of all mutual aid resources to requesting parties outside of the county upon direction of the Incident Commander in accordance with appropriate resource request procedures and available assets.
- Ensure compliance with all local, state, and federal communications requirements.
- Delegate responsibility for ordering mutual aid and other resources to the EOC as agreed upon between the Communications Manager and the EOC Manager.
- Implementation of available public warning measures.
- Coordination of communications and provision of communications staff support for field command post(s).

Emergency Medical Services (EMS)

Emergency Medical Services agencies are responsible for the care and transport of all patients or injured parties within the County.

- Provide timely and efficient patient care to the citizens and visitors of Douglas County.
- Establish appropriate transportation guidelines and procedures for transferring patients from the scene of an emergency or disaster to available hospitals in Colorado.

- Establish a Medical Control Officer, and other designated staff, to be assigned to the ICP as needed or requested.

Fire Districts and Departments

The fire departments and districts that serve Douglas County are responsible for providing all services related to fire prevention and suppression. Additionally, the fire districts/departments will act in a support capacity for all EMS and law enforcement services as needed or requested.

- Assume responsibility and response authority for structural and wildland fires in their respective jurisdictions.
- Conduct all regularly assigned functions relating to fire prevention and suppression to include deployment of personnel and equipment.
- Establish an Incident Commander on all fire related incidents and maintain continuous communication with OEM and the EOC.
- Provide assistance in all rescue operations as needed or requested.
- Inspection of all damaged areas for fire and safety hazards.
- Assist the Sheriff's Office in disseminating information to the public, providing evacuation operations, providing fire security in evacuated areas, and providing fire protection for emergency shelters.

Douglas County Search and Rescue (DCSAR)

The Douglas County Search and Rescue Team, Inc,. a 501(c)3 organization, is responsible for all search and rescue functions within the county, under the direction of the Douglas County Sheriff.

9.1.6 COUNTY DEPARTMENTS AND FUNCTIONS

Each County Division/Department has a role in emergency management, before, during and after emergencies and disasters.

Douglas County **Attorney**

The County Attorney is responsible for the provision of legal counsel and assistance to county officials before, during and after disaster and emergency incidents in Douglas County.

- Preparation of legal documents (disaster declarations, curfews, and price controls).
- Risk Management staff will prepare documents necessary to recovery monies from insurance providers, state/federal disaster assistance programs, or other funds or combinations of funding sources.
- Facilitate legal considerations for medical care and compensation for injured county employees.

Douglas County **Communications and Public Affairs**

- Provide support personnel and staff to the EOC as needed and available to support overall incident public information.
- Conduct media operations as assigned by Agency Administrator/EOC

Douglas County **Community Development**

Community Development is responsible for county planning, building and land use considerations and provides damage and building assessment data during and after emergencies and disasters. Community Development consists of three divisions: Planning Resources; Planning Services; and Parks, Trails, and Building Grounds ("PTBG"). PTBG also manages recreation activities at Parker Water and Sanitation District's Rueter-Hess Reservoir.

- Provide for personnel for structure and facility inspections to determine safety of individual structures, businesses, residences and public buildings and to identify needed repairs.
- Assist as needed in the coordination and conducting of damage assessment on a county wide basis in collaboration with other county divisions and departments.
- Participation with emergency management personnel on long-term disaster recovery and hazard mitigation planning to ensure the compatibility of community redevelopment plans and hazard mitigation measures with the comprehensive county land use plans and other community development plans.

Douglas County **Community Services**

Community Services provides a wide range of community services through non-profit partners and direct programing. Direct programs include support for those who are unhoused, those facing eviction, at-risk youth, older adults needing in-home care and limited transit. Community Services partners with various community-based organizations who provide additional services to meet basic needs such as food, housing, shelter and transportation and who serve certain vulnerable populations such as older adults and those with disabilities. Community Services supports linkages across non-profit organizations through the Community of Care Network, Seniors, Council, Homeless Initiative, Faith-Based Initiative, Older Adult Initiative, Youth Commission and Douglas County Transit Solutions.

Douglas County Office of **Emergency Management (OEM)**

- Activate and manage the Douglas County Emergency Operations Center (EOC).
- Coordinate with Communications/Dispatch centers for emergency public information, warning systems, the establishment of procedures for releases of disaster-related information, establishment of joint information center (JIC), and other public information related concerns.
- Requests additional levels of assistance from other county or city agencies, mutual aid partners, the North Central Region (NCR), and/or the State of Colorado based on the assessment of Incident Command.
- Support the facilitation of mutual aid assistance.
- Provide emergency information assessments and assist the Agency Administrator and the Sheriff with recommendations to county officials concerning need for local disaster declarations, travel restrictions, curfews or other temporary social restrictions.
- Establish communications with Colorado Division of Homeland Security and Emergency Management (DHSEM).
- Prepare and distribute situation reports and damage assessment reports for Agency Administrator, County Commissioners, Sheriff's Office Command Staff and DHSEM.
- Facilitation and coordination of volunteer amateur radio resources used for back-up communications and additional radio frequencies.
- Support lead agencies in the coordination and utilization of volunteer organizations.

- Support incident command's decisions regarding population evacuations, as requested.
- Assessment of emergency conditions and determination of required levels of immediate assistance.
- Provide liaison support to Incident Command incidents.
- Provide support personnel and staff to the EOC as needed and available to support overall incident operations.
- Support lead agencies for temporary shelters for household pets and non-commercial backyard livestock including those that are co-located with human shelters.
- Support lead agencies for human shelters, including those that are co-located with animal shelters and those addressing access and functional needs considerations.
- Coordinate the maintenance of the EOP, scheduling and conducting training and exercises of the plan, and ensure the EOP compliments other county planning efforts such as the Continuity of Operations Plan (COOP), Recovery Plan, etc.
- Assist the Sheriff's Office in the coordination of wildland fire suppression efforts in non-fire district areas of Douglas County and as requested under mutual aid.

Douglas County **Facilities, Fleet and Emergency Support Services (FFESS)**

FFESS is responsible for providing operational support to the EOC and Incident Command regarding all facilities and fleet issues:

- Provide necessary support and facilities services to assist in the management of the event.
- Ensure adequate facilities for all county operations during and after an emergency.
- Ensure access to additional facilities as required to support the incident and/or community.
- Make available updated floor plans for county owned/occupied facilities.
- Restore public facilities, services and utilities.
- Secure land use agreements, rental agreements, and facilities contracts as needed to support emergency operations.

- Provide necessary support, fleet services and vehicles to assist in the management of the event.
- Provide fuel for fleet services and vehicles needed to support operations.
- Provide maintenance and repair support to emergency response vehicles, heavy equipment, and other county vehicles and equipment as needed in support of emergency operations.
- Provide transportation services in support of emergency response and recovery efforts, including the movement of county personnel, equipment and supplies to designated staging areas.
- Procure and deliver any other materials or equipment needed or requested by the Incident Commander or the Office of Emergency Management.
- Provide staffing to the EOC, as requested.
- Provide audio/visual support for the EOC and/or other locations throughout the county to facilitate emergency related communications and conferences.

Douglas County **Finance**

The Finance department is responsible for all financial considerations for emergencies and disasters:

- Administer finance considerations for emergency situations relevant to the Douglas County Sheriff's Office expenditures.
- Procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment.
- Assist with resource tracking, office services, printing services, record keeping and documentation of disaster-related costs and financial commitments.
    - Record-keeping and documentation of disaster-related time, costs and financial commitments.
- Assist in reimbursement process following an event.
- Ensure emergency payroll needs are addressed.
- Participation with other departmental representatives on county damage assessment teams at EOC and joint damage assessment teams (local, state and federal), as needed.

- Providing all documentation and records regarding worker's compensation during disasters or emergency situations involving county personnel, along with equipment damage claims.
- Administer finance considerations for emergency situations relevant to the Douglas County expenditures.
- Provide support personnel and staff to the EOC as needed and available to support overall incident operations.
- Ensure forms and documentation for expenditures are complete.

Douglas County **GIS**

GIS is responsible for providing the EOC and ICP with all mapping (both paper and digital) requested during and after an emergency or disaster. They will also provide support services as needed throughout the incident, including but not limited to:

- Providing scanning and printing services during the duration of the incident.
- Coordination of data acquisition from adjacent counties and other agencies.
- Upload and download GPS waypoints and tracks.
- Administer and deploy the C-COP Tool and add layers as needed.
- Digitize paper maps and provide large format printing.
- Create databases as needed by the EOC, Incident Commander and General Staff.

Douglas County **Human Resources**

Human Resources is responsible for assisting with the coordinating and time tracking of county human resources and services necessary for the emergency or disaster.

- Assist with coordinating time tracking and personnel during incident scheduling.
- Provide subject matter insight for scheduling requirements of personnel when requested.
- Assist with after-incident documentation requirements as requested.

- Provide guidelines for emergency hiring and staff reconstitution following an incident.
- Provide a liaison to the EOC as requested.

Douglas County **Human Services**

Human Services is responsible for directing, controlling and coordinating all human services operations.

- Identify human services concerns and needs, prioritize those needs, and find appropriate resources to meet those needs.
- Assist persons/families with human services needs after qualified personnel have rescued them from disaster situations.
- Coordinate volunteer support for human service's needs.
- Coordinate with the Incident Commander or the EOC in assessing overall human services resource needs during response and recovery operations and maintenance of situation status information.
- Provision of human services technical support.
- Advising the BOCC on actions to be taken regarding human services matters.
- Provide a liaison to the EOC as requested.

Douglas County and DCSO **Information Technology (IT)**

Information Technology (IT) is responsible for providing operational support to the Incident Commander and the EOC regarding all technology issues. In the case of a Cyber Attack event, IT is responsible for assuming the Incident Command role for the County and working closely with the Policy Group and the EOC. For non-cyber incidents it is additionally responsible for the procurement of the following items when needed or requested by the Incident Commander:

- Providing and identifying the need for additional cellular service.
- Providing for additional telephone services.
- Providing necessary support to facilities to assist in the management of the event.
- Procuring and delivering any other materials or equipment needed or requested by the ICP or OEM.

- Providing the point of contact for obtaining and maintaining telephone, PC/laptop and internet support.
- Douglas County IT coordinates all wired, and internet communications technology for the county.
- DCSO IT coordinates all wired, radio and internet communication for the Sheriff's office.
- Provide technical support/resources for communications during response and disaster recovery efforts.

Douglas County **Public Works – Operations & Engineering**

Public Works- Operations is responsible for maintaining working systems and roadways in the event of an emergency or disaster.

- Maintain and repair all county road systems within respective jurisdictions to ensure minimal disruption in entering or exiting threat impact areas.
- Provide personnel, equipment, supplies and materials for flood or fire control and flood or fire mitigation measures.
- Expedite restoration of public facilities and utilities in priority areas dictated by the current situation.
- Provide for the removal of debris to permit emergency rescue operations and movement of emergency vehicles and supplies, with priority assigned to critical emergency services lifelines.
- Provide personnel and heavy rescue equipment in support of search and rescue operations.
- Provide damage assessment information to the EOC on roads and equipment belonging to the county.
- Restoration of damaged county roads and bridges and other infrastructure.
- Provide equipment and personnel as necessary to meet incident support requirements.
- Participate with representatives of other county departments on Douglas County damage assessment teams.
- Provide a liaison or staffing for the EOC as requested.

Public Works- Engineering is responsible for maintaining public facilities and infrastructure in the event of an emergency or disaster.

- Provide for emergency repairs to public buildings, hospitals, utilities, the EOC, and other essential facilities for restoration and continued operation of county government functions.
- Provide personnel for structure and facility inspections to determine safety of individual structures (businesses, residences, and public buildings), including during rescue operations and to identify needed repairs (or to implement condemnation procedures when necessary).
- Provide emergency traffic control measures including equipment, barriers and marking of dangerous areas in coordination with the Sheriff's Office.
- Provide damage assessment information to the EOC on buildings and equipment belonging to the county.
- Restoration of damaged county public services and facilities.
- Administration of the county floodplain management program and matters relating to participation in the National Flood Insurance Program (NFIP).
- Assist with potable water provision with resources, equipment and personnel.
- Provide equipment and personnel as necessary to meet incident support requirements.
- Participate with representatives of other county departments on Douglas County damage assessment teams.
- Provide a liaison or staffing for the EOC as requested.

9.1.7 PARTNERSHIP OF DOUGLAS COUNTY GOVERNMENTS (PDCG)

The Partnership of Douglas County Governments (PDCG) includes elected officials and representatives from the following entities: Town of Castle Rock, Town of Parker, Town of Larkspur, City of Lone Tree, City of Castle Pines, Highlands Ranch Metropolitan District, Douglas County School District, Douglas Public Library District, and Douglas County (represented by the BOCC and the Sheriff). In September 2011, the PDCG adopted the "Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster Emergency Resources Assistance". The PDCG was updated and amended on August 6th, 2019 (See General Appendices 3E).

Each member agency affiliated with the PDCG has adopted the IGA. This IGA provides a road map for mutual aid and response assistance during a disaster. While mutual aid has always been a standard for operations within our local government agencies, this IGA solidified and clarified roles and responsibilities of each agency when responding collectively to an incident that is growing beyond normal day to day operations.

The Douglas County Emergency Operations Center (EOC) and the Douglas County Incident Management Team (IMT) may be activated depending upon the size, complexity and duration of the incident. The EOC and the IMT are Emergency Management assets within Douglas County that are activated by the OEM. The EOC and the IMT are referred to within the PDCG IGA as "County-wide assets that may be utilized to assist a [Partnership] Party experiencing a disaster-emergency."

Additionally, the IGA established the Emergency Management Coordinating Group (EMCG) which provides a vehicle for parties within Douglas County to coordinate preparedness, response, recovery and mitigation activities.

9.1.8 DOUGLAS COUNTY EMERGENCY SUPPORT AND AFFILIATED AGENCIES

The provision of emergency management in Douglas County is dependent upon a coordinated response from multiple county and support entities.

All Health Network

All Health Network provides support to the county through coordinated response to crisis intervention / behavioral health and substance abuse and is and is coordinated by DCHD or ESF 8 when the EOC is activated.

Amateur Radio Operators/AUXCOMM

ARES of Douglas and Elbert Counties (Region 1, District 5) is responsible for providing communications assistance as requested, under the direction of the Douglas County Sheriff and OEM. Specific roles and responsibilities will vary according to the incident. Auxiliary Communications (AUXCOMM) covers a broad range of systems that could potentially be used during an incident to include: High Frequency (HF), Very High Frequency (VHF), Ultra High Frequency (UHF), satellite communications (SATCOM), microwave, Wi-

Fi, digital, video, photos, Voice over Internet Protocol (VoIP), and other modes. AUXCOMM is not a standard ICS position but is made up of amateur radio operators that provide auxiliary support to emergency management.

American Red Cross (ARC)

If requested, the ARC, in conjunction with Douglas County agencies, will provide support services during and after an emergency or disaster.

- Provide for immediate assistance to disaster survivors, including food, water, shelter, clothing, physical and behavioral health and referrals in conjunction with appropriate Douglas County agencies.
- Management of emergency shelters for mass care, in cooperation with Douglas County agencies, including registration, feeding, lodging, and responding to public inquiries concerning shelter residents.
- Provide temporary and immediate housing for displaced disaster survivors.
- Assist with bulk distribution of emergency supplies.
- Assist ESF 8 with mass inoculations.
- Provide damage assessment information upon request.
- Staff a multi-agency resource center.
- Assist incident survivors with emergency needs.
- Register displaced persons and provide welfare information services.

Colorado Disaster Relief (Southern Baptist Convention)

If requested, Colorado Disaster Relief, in conjunction with Douglas County agencies, will provide support services during and after an emergency or disaster.

- Provide immediate assistance to disaster survivors, including food, water, and counseling.
- Provide food, water and other assistance to emergency response personnel and emergency relief workers.

Douglas County Animal Response Team (DCART)

When requested by OEM, the DCART is responsible for the establishment of measures for animal disaster response including:

- Coordination of animal relief measures, the assurance of their care, and the search for their owners.
- Assist shelter managers with problems associated with displaced persons bringing pets and/or non-commercial backyard livestock to shelter facilities.
- Evacuation/shelter in place care and feeding of animals.

Hospitals

- Are coordinated ESF 8 when the EOC is activated.
- Establish hospital incident command.
- Maintain communications with external agencies through county dispatch centers and local or county emergency management.
- Update bed availability when queried, keeping divert status current, providing updated information to all EMS responders and transport agencies.
- Provide treatment of all patients at the hospital.
- Provide decontamination for patients.
- Provide hospital representative to the EOC if requested.

Municipal Chief Executive Officers (Chief Elected Officials)

Municipal Chief Elected Officials have responsibility for the people within their jurisdiction as outlined in state statute and city/town ordinances and resolutions.

- Formal declaration of a local disaster or emergency and issuance of other official orders regarding population protection and temporary restrictions, including evacuation orders, establishment of curfews, and enactment of price controls.
- Notification to county OEM when a declaration is expected or signed to begin coordinating efforts.
- Approval and commitment of municipal resources and funds for disaster/emergency response and recovery.

- Activation and management of municipal EOCs, where available.
- Establishment of intergovernmental liaison in multijurisdictional incidents, including coordination of emergency efforts with the OEM and participation as part of the county Policy Group.

Municipal Emergency Management Offices:

- Pursuant to C.R.S. 24-33.5-707(9), prepare and keep current a local disaster emergency plan that serves the municipality.
- Coordinate local emergency operations plans with county Emergency Management.
- Create situational awareness by coordinating warnings and notifications that result in the activation of municipal emergency operations centers with county Emergency Management and appropriate neighboring jurisdictions.
- Coordinate resource requests through the county EOC Logistics Section.
- Consider access and functional needs issues so that emergency response and recovery actions support the needs of people with access and functional needs.
- Consistent with state and local mutual aid agreements, provide mutual aid.
- Provided qualified staff as liaisons to the EOC and to the Joint Information Center (JIC).

Public Information Officers (PIO)

Public Information Officers disseminate emergency public information and establish procedures for the release of information to the media with the assistance of the Incident Public Information Officer (PIO) or JIC as appropriate.

Public and Private Utility Companies

Coordinate with local emergency responders, the EOC and OEM concerning:

- Disruption and restoration of utility services

- Safety and engineering expertise
- Access to hazardous and evacuation areas
- Contingency planning, training and education
- Continuity of Operations and business services

Salvation Army

If requested, the Salvation Army, in conjunction with Douglas County agencies, will provide support services during and after an emergency or disaster.

- Provide immediate assistance to disaster survivors, including food, water, counseling, and medical advice and assistance.
- Provide food, water and other assistance to emergency response personnel and emergency relief workers.
- Assist with spontaneous and offered food/beverage donations related to meal service or mass care operations.
- Provide financial assistance if available in the short, immediate and long-term phases of recovery.

School Districts

The Douglas County School District is responsible for the safety and protection of students, staff and personnel.

- Preparation and maintenance of an Emergency Management Plan for the school district.
- Provision of resources for evacuation and sheltering of endangered populations when requested (i.e. buses, facilities, feeding, etc.).

State Donations & Volunteer Coordination Team (DVCT):

- Facilitate and support the coordination of unsolicited donations made from the general public and private sector during and after disasters.
- Assist with the coordination of spontaneous unaffiliated volunteers.

- Promote coordination between the EOC and support agencies engaged in donations, and volunteer coordination and private sector partners.
- Provide ESF 15 – Public Information with public messaging support.

Douglas County Health Department

Responsible for directing, controlling and coordinating all public health operations:

Environmental Health

- Aid with recommendations on the disposal of hazardous materials
- Provide environmental health services
- Inspect food and water supplies, as well as evaluate and recommend methods for disposal of contaminated foods
- Conduct tracebacks or recalls of adulterated products, in cooperation with State and Federal officials as well as the food industry

Epidemiology / Disease Control and Surveillance

- Provide disease control, surveillance, and investigation
- Provide guidance to healthcare providers, coroners, schools, first responders, and other key stakeholders
- Conduct vector surveillance

Emergency Preparedness and Response

- Identify public health needs in affected areas and develop response strategies
- Issue non-pharmaceutical interventions and orders
- Serve as ESF #8 lead, coordinating activities as requested. This includes staffing of the County Emergency Operations Center's ESF #8 chairs as requested to support the operation. This will be supported based on personnel availability.

- Request appropriate ESF #8 organizations to activate and deploy public health, medical, behavioral health and veterinary medical personnel, equipment, and supplies (in coordination with ESF #11 or ESF#6a).
- Coordinate through the Douglas County office of emergency management (OEM) emergency operations centers (EOC), if activated, for requests of additional ESF #8 resources, as necessary, to support response operations.
- Assess asset requests based on relevant threat information and submit them to Douglas County OEM, which then forwards them to the State Emergency Operations Center (SEOC) for processing. If approved, these requests may result in the deployment of assets from the Strategic National Stockpile (SNS). The decision to formally request SNS assets must be made at the state level.

9.2 STATE AND FEDERAL AGENCIES

9.2.1 COLORADO DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT (DHSEM)

- Provide assistance and support to local jurisdictions when local resources are no longer effective to address an incident of significance. (C.R.S. 24-33.5-705)
- Activate the State MACC in support of local jurisdictions and providing access to statewide mobilization resources.
- Interface with federal agencies in the effort to support local goals and objectives.
- Be available on a 24-hour basis to provide advice and technical assistance, state resources, and coordinate supplemental assistance in support of local emergency management.

9.2.2 FEDERAL GOVERNMENT

- Through FEMA, responding to national emergencies and providing assistance to states when an emergency or disaster exceeds their resource capability.
- The Department of Homeland Security has the overall responsibility for the coordination of federal emergency/disaster relief programs

and supporting local and state government capabilities with resources.
- The roles and responsibilities of federal resource providers are outlined in the National Response Framework.

9.3 EMERGENCY SUPPORT FUNCTION (ESF) RESPONSIBILITIES

9.3.1 ESF ANNEXES

When the Emergency Operations Center (EOC) is activated, various County departments and agencies, along with partner agencies and organizations, are assigned specific functions to support emergency management operations. These assignments can involve direct participation within the EOC or providing indirect support from other locations. **Table 3 – ESF Responsibility Matrix** details the Primary (P) and Support (S) roles for each participating County department, agency, or organization.

Emergency Support Functions (ESFs) offer a standardized framework for managing all-hazards response and recovery efforts. The fifteen (15) ESF categories and their sub-functions used by Douglas County are closely aligned with those in the National Response Framework (NRF). However, to best meet local requirements, Douglas County has customized its ESF structure and definitions to reflect the specific support functions needed within its County EOC. Each ESF Annex in the plan provides a general description of that ESF, outlines its major response and recovery responsibilities, and identifies the primary and support agencies involved. The ESF structure and the accompanying matrix are designed to give an overview of the responsibilities for agencies and entities called upon for support. While some ESFs concentrate mainly on response activities, others deliver a variety of support functions throughout both the response and recovery phases. **ESF 5 – Emergency Management** is responsible for the overall coordination of all Emergency Support Functions.

Emergency Support Functions (ESFs) and the Community Lifelines concept are interrelated (refer to **Section 9.4 Community Lifeline Responsibilities** for more details). Community Lifelines represent the critical services within a community (e.g., power, water, safety) that must be stabilized or restored to reduce threats to life and property. In contrast, ESFs provide the organizational structure within the EOC, bringing together various departments, agencies, community organizations, and industries to improve coordination and integration for the purpose of stabilizing or re-establishing these Lifelines. Consequently, a single ESF may contribute to supporting one or more Community Lifelines:

Safety and Security Community Lifeline

- ESF 4 – Fire Fighting
- ESF 9 – Search and Rescue
- ESF 13a – Law Enforcement
- ESF 13b – Evacuation and Traffic Management

Food, Water, Shelter Community Lifeline

- ESF 6 – Mass Care, Housing
- ESF 6a – Animal Issues
- ESF 7a – Resources and Logistics
- ESF 7b – Donations Management
- ESF 7c – Volunteer Coordination
- ESF 8 – Public Health

Health & Medical Community Lifeline

- ESF 6a – Animal Issues
- ESF 8 – Public Health
- ESF 8a – Mass Fatality

Water Systems Community Lifeline

- ESF 12 – Public Service (Utilities) Restoration and Recovery
- ESF 8 – Public Health
- ESF 8a – Mass Fatality

Energy (Power & Fuel) Community Lifeline

- ESF 1 – Transportation
- ESF 3a – Public Works - Operations and Engineering
- ESF 12 – Public Service (Utilities) Restoration and Recovery
- ESF 13b – Evacuation and Traffic Management

Communications Community Lifeline

- ESF 2 – Telecommunications and Information Technology
- ESF 15a – Public Information
- ESF 15b – Warning and Communications

Transportation Community Lifeline

- ESF 1 – Transportation
- ESF 3b – Debris Management

Hazardous Materials Community Lifeline

- ESF 10 – Hazardous Materials Response and Recovery

9.3.2 ESF RESPONSIBILITY MATRIX

Understanding the ESF Responsibility Matrix Designations:

- **P = Primary Responsibilities:** The agency marked with "P" is the designated primary or lead agency for all activities related to that specific ESF. These agencies typically have a statutory or functional duty to coordinate all other agencies involved in that ESF.
- **U = Unified Responsibilities:** The letter "U" signifies that leadership for accomplishing the ESF may be shared by more than one agency, or that the lead agency will be determined based on the specific situation.
- **S = Supporting Responsibilities:** The letter "S" identifies county agencies that possess resources that could be used to support the ESF. An agency designated as "P" or "U" is responsible for coordinating the efforts of agencies designated as "S" to help achieve the ESF's objectives.

This matrix serves as a guideline for agencies with pre-assigned roles and is designed to be flexible, allowing for quick and efficient adaptation during disaster response and initial recovery efforts.

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Table 3 – ESF Responsibility Matrix

P = Primary Responsibilities; U = Unified Responsibilities; S = Supporting Responsibilities

Stakeholder	ESF1	ESF2	ESF3a	ESF3b	ESF4	ESF5	ESF6	ESF6a	ESF7a	ESF7b	ESF7c	ESF8	ESF8a	ESF9	ESF10	ESF11	ESF12	ESF13a	ESF13b	ESF14	ESF15a	ESF15b
Emergency Support Function	Transportation	Telecommunications & IT	Road & Bridge and Engineering	Debris Management	Fire Fighting	Emergency Management	Mass Care/Housing & Human Services	Animal Issues	Resources & Logistics	Donations Management	Volunteer Coordination	Public Health & Environment	Mass Fatality	Search & Rescue	Hazardous Materials	Environment, Agri. & Nat. Resources	Public Service Restoration	Law Enforcement	Evacuation & Traffic Management	Recovery	Public Information	Warning & Communication
Board of County Commissioners	S	S	S	S	S	U	S	S	S	S	S	S	S	S	S	S	S	S	S	S	U	S
County Manager	S	S	S	S	S	U	S	S	S	S	S	S	S	S	S	S	S	S	S	S	U	S
Assessor						S														S		
Clerk & Recorder						S																
County Attorney						S																
Coroner						S						S	U*					S				
District Attorney																		S				
Finance						S			S	S										S		
Treasurer						S																
Sheriff	S	S		S	U	S	S	U	S	S	S	S	S	U	U	U	S	U	P	S	U	U
Douglas County HAZMAT					S										U			S				
Cooperative Extension								S								S				S	S	
Emergency Management	S	S				U	P		U	U	P	S	S				U			U	S	U
Facilities (FFESS)	S			S			S	S	U	S	S	S	S			S			S			
Public Works Operations	U		U	P		S			S					S	S		S	S	S	S		
Human Resources									S											S		
Human Services	S						S		S		S									S	S	
Information Technology		P																				
Open Space/Parks	S				S			S		S				S		S		S		S	S	
Community Planning	S		S	S	S				S								S			U	S	

* Coroner is has Unified Responsibilities with Public Health for ESF 8 during Mass Fatality Events

Matrix continued on next page.

P = Primary Responsibilities; U = Unified Responsibilities; S = Supporting Responsibilities

Stakeholder	ESF 1	ESF 2	ESF 3a	ESF 3b	ESF 4	ESF 5	ESF 6	ESF 6a	ESF 7a	ESF 7b	ESF 7c	ESF 8	ESF 8a	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13a	ESF 13b	ESF 14	ESF 15a	ESF 15b
Emergency Support Function	Transportation	Telecommunications & IT	Road & Bridge and Engineering	Debris Management	Fire Fighting	Emergency Management	Mass Care/Housing & Human Services	Animal Issues	Resources & Logitics	Donations Management	Volunteer Coordination	Public Health & Environment	Mass Fatality	Search & Rescue	Hazardous Materials	Environment, Agri. & Nat. Resources	Public Service Restoration	Law Enforcement	Evacuation & Traffic Management	Recovery	Public Information	Warning & Communication
Douglas County Search & Rescue						S						S	S	U		S		S	S			
American Red Cross						S	S		S	S		S	S							S		
Colorado Vol. Orgs. Active in Disasters									S	S	S											
Douglas County Health Department						S	S	S	S			P	U*		S	S			S	S	S	U
AllHealth Network												U	S									
Fire Departments/Districts					U	S			S			S	S	U	U					S	S	S
Hospitals							U					S	S									
Douglas County Animal Response Team								U								U						
Douglas County Schools	U					S	S					S	S					S	S	S	S	
Salvation Army						S	U		S	S		S	S									
Douglas County Community Foundation										P												
Society of American Military Engineers			S	S																S		
Urban Flood & Drainage Control			S	S																S	S	S
Private Sector/Critical Infrastructure	S	U	S	S			S		S			S	S				U			S	S	S
Municipal Agencies	S	S	S	S	S	U	S	S	S	S	S	S	S		S	S	U	U	S	S	S	U
State Agencies	S	S	S	S	S	U	S	S	S	S	S	S	S	S	S	S	U	U	S	S	S	U
Federal Agencies	S	S	S	S	S	U	S	S	S	S	S	S	S	S	S	S	U	U	S	S	S	U

9.3.3 ESF RESPONSIBILITIES

Many of these ESF-related functions are carried out in the field using the Incident Command System (ICS) management structure. When the EOC is active, its activities in these areas should support the on-scene ICS measures and respond to specific resource requests from Incident Command. All functions described in this section can become active EOC operations during a large-scale disaster or a prolonged government relief effort.

The Director of the Office of Emergency Management (OEM) / EOC Manager has the authority to direct the activation of specific ESFs based on the EOC's current activation level. Once an ESF is activated, its representatives will coordinate their

activities with and within the EOC and collaborate with other activated ESFs also operating in the EOC.

For each ESF, specific primary and support agencies have been identified. The designated Primary (P) agency is responsible for coordinating the efforts of all Support (S) agencies to fulfill the roles and responsibilities assigned to that ESF. In many situations, the determination of the lead agency depends on the specific circumstances of the emergency or disaster; in such cases, potential lead agencies are identified as having a Unified (U) responsibility, indicating shared leadership or situational leadership. While the OEM might initially designate the lead agency, this leadership role can be transferred to better meet the needs of the operational response and initial recovery efforts. All stakeholders designated for an ESF will continue to be involved in support roles as required. Agencies not initially assigned a role within a specific ESF may be brought in if the event evolves and their support is identified as necessary.

ESFs are interdependent. For instance, ESF 1 – Transportation will likely be called upon by other ESF coordinators to help transport personnel, equipment, supplies, evacuees, and animals. Similarly, ESF 13b – Evacuation may need to coordinate with ESF 1 – Transportation and ESF 15a – Public Information.

Some ESFs are subdivided in the responsibility matrix (e.g., into subcomponents a, b, c) to clarify distinct roles. However, when the EOC is activated for an incident, these subcomponents will operate collectively under the main ESF, even if multiple subcomponents are engaged. The structure and roles detailed in this plan are designed to be a flexible foundation that can be adapted and expanded as needed. The matrix provided below serves as a quick reference guide to illustrate the relationships between various agencies, entities, and functions within this Plan. More detailed information on the each of the EOC ESF Roles and functions can be found in **Table 4 Emergency Support Functions Annexes**.

Table 4 – ESF Annexes

ESF #	***ESF Name***	***Lead Agency***	***Responsibilities***
ESF 1	Transportation	FFESS/DCSD	Provide for coordination, control, and allocation of transportation assets in support of the movement of emergency resources, including the evacuation of people and the

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			redistribution of food and fuel supplies.
ESF 2	Communications, IT and Cybersecurity	DCSO IT/County IT	Provide communications, IT support, and data products to response and recovery efforts of first response and County agencies and cyber-related incidents.
ESF 3	Public Works Operations	Public Works Operations	Evaluate, maintain, and support control and restoration of public roads, bridges and drainage. Support private sector access in support of the restoration of critical private infrastructure (i.e., electrical, gas, communications, and water lines). Assists in the performance of debris removal and damage assessment. Provide for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services.
ESF 4	Firefighting	DCSO/Fire District Partners	Provide for the mobilization and deployment, and coordination of all firefighting resources to combat urban and wildland fire incidents.
ESF 5	Emergency Management	Office of Emergency Management	Provide for the overall management and coordination of the County's emergency operations in support of local response agencies and jurisdictions. Maintain and activate the County Emergency Operations

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			Center as needed. Collect, analyze and disseminate critical information on emergency operations for decision making purposes. Identify the roles and responsibilities of County government in coordinating mutual, State and Federal assistance. ESF 5 responsibilities are generally assumed by the EOC Manager. Depending upon the size and complexity of the incident, there may also be an additional person staffing the ESF 5 position.
ESF 6 ESF 6A	Mass Care & Animal Issues	Office of Emergency Management	Manage and coordinate disaster sheltering, feeding and first aid for evacuees and individuals affected by emergencies or disasters. Provide temporary housing, food, clothing, and special human needs in situations that do not warrant mass care systems. This assistance may continue well after the emergency phase of the response. Assist in coordinating and managing volunteer resources. Manage and coordinate disaster sheltering, feeding and first aid for the companion animals and non-commercial backyard livestock of evacuees and individuals affected by emergencies or disasters. Provide for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of companion animals and non-commercial backyard livestock, impacted by disasters or disaster related disease outbreaks. This assistance may continue well after the emergency phase of the response.

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			Assist in coordinating and managing volunteer resources.
ESF 7	Logistics	Office of Emergency Management	Secure resources through mutual aid agreements, volunteer organizations, and procurement procedures for all ESFs, as needed. Provide coordination, tracking and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources.
ESF 8 & 8B	Public Health Coroner's Office	Douglas County Health Department	Provide a flexible organizational structure capable of meeting the requirements of many emergency scenarios. Public Health and Medical Services provides the mechanism for a coordinated response to the public health and medical component of any pre-planned event, potential incident, or actual incident. This ESF includes those needs associated with public health, environmental health, hospitals, fatalities management, behavioral health, ancillary partners, and some components of veterinary care. This also includes coordination with pre-hospital partners such as emergency medical services (EMS). ESF #8 should be looked at as supporting the entire public health and medical system and has strong coordination with emergency management, EMS/Fire, and other key partners/disciplines depending on the nature of the response to an incident.

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			ESF #8B is designed to provide coordination and support in the event of a natural or man-made disaster resulting in the event of a natural or man-made disaster, to include pandemic, resulting in a mass fatality situation. A mass fatality disaster is an event that results in a number of fatalities which overwhelms the normal capacity of the coroner's office of jurisdiction. Support and coordination for body recovery, victim identification, working with local and state authorities to provide temporary mortuary solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
ESF 9	Search and Rescue	Douglas County Sheriff's Office	Provide coordination and resources for ground, water, and airborne activities to locate, identify and remove persons lost or trapped in stricken areas, buildings and other structures. Provide for specialized emergencies and rescue operations.
ESF 10	Hazardous Materials	DCSO	Provide response to potential or actual hazardous materials incidents. Provides for inspection, containment and oversight of cleanup of hazardous materials accidents or releases.
ESF 11	Environmental, Agricultural and Natural Resources	Office of Emergency Management	Provide for the coordination of response, mitigation and recovery efforts related to the county's

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			cultural, environmental, agricultural (food) and natural resources (including water supply). Provide for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of livestock and wildlife impacted by disasters or foreign animal disease. ESF 11 includes the functions of assisting to the response to livestock and agricultural health issues / disease outbreaks, providing technical expertise, coordination, and support of livestock and agricultural emergency management when agricultural interests are affected by disaster; providing technical expertise, coordination and support of cultural, environmental and natural resources affected by disasters. ESF 11 coordinates with State and Federal Lands, State and U.S. Forest Service, State Department of Agriculture (CDA) and U.S. Department of Agriculture (USDA), and Bureau of Land Management.
ESF 12	Public Services, Utilities	Appropriate Utility Agency Representative(s)	Provide for the rapid restoration of emergency and government services, roads, bridges and publicly held critical facilities. Support the restoration of private sector critical infrastructure. Coordinate the rationing and distribution of emergency power and fuel.
ESF 13 A & 13B	Law Enforcement	Douglas County Sheriff's Office	Provide for the protection of life and property by enforcing laws, orders and regulations including the movement of persons from threatened or hazardous areas. Provides force and critical infrastructure protection,

ESF #	*ESF Name*	*Lead Agency*	*Responsibilities*
			security planning and general law enforcement assistance, security, traffic and access control, in both pre-incident and post-incident situations. Provide for the timely and appropriate decision to evacuate or shelter in place at-risk populations. Coordinate the designation and implementation of effective traffic management to ensure the expedient access of response resources and the evacuation of the public as needed.
ESF 14	Recovery	Agency Administrator	Ensure that procedures and experts are available to provide preliminary estimates and descriptions. Estimates of the extent of damage should be based on observations by engineers and assessment teams. Assessments provide a basis for determining the need for a County, State or presidential disaster declaration.
ESF 15	Public Information	DCSO PIO	Provide for effective collection, control, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance. Coordinate efforts to minimize rumors and misinformation during an emergency.

9.4 COMMUNITY LIFELINES RESPONSIBILITIES

9.4.1 COMMUNITY LIFELINES

The Federal Emergency Management Agency (FEMA) developed the Community Lifelines concept to better identify and understand the impacts on essential community services during disasters, including the root causes of these disruptions. Lifelines help responders pinpoint service breakdowns, report on these impacts, and focus efforts on stabilizing the affected services. Implementing this framework in response activities means assigning experts the responsibility of managing specific, interdependent systems that are vulnerable to failure during emergencies. This coordinated approach also promotes engagement with private sector partners in both preparedness and response efforts.

The following are the seven lifelines FEMA has identified as critical:

- Safety and Security.
- Food, Hydration, Shelter.
- Health and Medical.
- Water Systems.
- Energy.
- Communications.
- Transportation.
- Hazardous Material.

Each Community Lifeline is composed of various components and subcomponents that define a community's critical elements. The Lifelines framework is beneficial for managing both small- and large-scale incidents and fundamentally aims to foster deeper collaboration among all response partners. Although Lifelines are primarily used to assess an incident's impacts during the response phase, they also support activities across all phases of emergency management. Incidents often reveal vulnerabilities in essential services; this information allows supporting partners to develop better mitigation and preparedness procedures, thereby reducing the effects of future events. Following an incident, the assessment tools associated with Lifelines help emergency managers prioritize recovery efforts, guiding communities back to their pre-incident operational status or to a new state of normalcy.

9.4.2 SAFETY AND SECURITY

Immediately after a disaster strikes, emergency managers focus on mitigating all threats to the life safety of survivors. This work typically involves dispatching all first response partners and can necessitate deploying specialized teams, such as search and rescue, to assist everyone affected. Douglas County relies on numerous agencies and departments to support the Safety and Security Lifeline, including the Douglas County Sheriff's Office, local police and fire departments, health and emergency medical partners, the Douglas County Regional Dispatch Center, and others.

9.4.3 FOOD, WATER, SHELTER

Once immediate life safety concerns are managed, communities must ensure that comprehensive support services are available for displaced survivors. The Food, Water, and Shelter Lifeline ensures that all survivors, along with their pets and service animals, have access to safe and sanitary resources to meet their basic, immediate needs. In Douglas County, providing these services requires the combined efforts of various community partners, depending on the nature of the disruption. For instance, stabilization activities might require goods from organizations like the Salvation Army, The Red Cross, or Voluntary Organizations Active in Disaster (VOADs); vehicles for transportation from Fleet and Facilities, the Douglas County School District, National Guard, or RTD; and the distribution of these commodities by these same partners and many others.

9.4.4 HEALTH AND MEDICAL

Health and medical services are vital for successful response and recovery operations. Following a disaster, survivors, as well as their pets and service animals, require access to necessary medical and veterinary care. Health and Medical partners prepare for this by ensuring local medical systems can manage patient movement, public health services are accessible to all survivors, fatality management support is adequate, and medical supply chains are prepared to distribute sufficient medical supplies to care providers. In Douglas County, this aspect of the response supports life safety priorities through the capabilities of the Douglas County Health Department, the Coroner's Office, the local fire districts, local hospital systems, and additional support from all levels of government and the private/non-profit sector.

9.4.4 WATER SYSTEMS

Water systems encompass essential components that ensure the availability and safety of water for communities. Potable Water Infrastructure includes intake facilities that source raw water from natural sources, treatment plants that purify water to meet safety standards, storage reservoirs that hold treated water, and distribution networks that deliver potable water to homes and businesses. Additionally, Wastewater Management involves the collection of used water through sewer systems, storage in conveyance infrastructure, treatment facilities that remove contaminants, and discharge processes that safely release treated water back into the environment. Together, these sub-components form a comprehensive framework vital for public health, environmental protection, and community resilience.

9.4.5 ENERGY

Supporting both immediate and long-term energy needs is crucial in disaster response. Energy services include providing generators to critical facilities and supplying fuel for first responders and survivors, including those who depend on power for life-sustaining medical care. To stabilize this lifeline, Douglas County should engage local, county, and private sector public works and utility entities, for successful service restoration.

9.4.6 COMMUNICATIONS

Access to stable commercial communication systems is vital for survivors needing life-saving emergency services. It is also essential to ensure that land radio communication networks are operational, public safety answering points (PSAPs) are available to the public, and survivors can access financial services. Similar to the Energy Lifeline, the Communications Lifeline is supported by public and private utility and communication companies, municipal and county public works departments, and the Douglas County Regional Communication Center.

9.4.7 TRANSPORTATION

Disasters often impact transportation infrastructure, requiring debris removal or alternative access routes to affected areas. This lifeline covers multimodal transportation routes, including air, rail, and road accessibility for both survivors and responders. In Douglas County, efforts to stabilize this lifeline are conducted by the Douglas County Public Works, Douglas County FFESS, Douglas County School District, municipal public works department, RTD and the Colorado Department of Transportation, as well as other local, public, and private public works entities.

9.4.8 HAZARDOUS MATERIALS

To prevent a disaster's impacts from escalating within communities, partners responsible for the Hazardous Material Lifeline must ensure that all contaminated areas are identified and secured before, during, and after an incident. Operations related to hazardous materials in Douglas County will be conducted by the Sheriff's Office as the official DERA with support from agencies such as local fire districts, the Douglas County Health Department and along with other local jurisdictional departments and agencies.

9.5 RSF RESPONSIBILITIES

Recovery Support Functions (RSFs) assist local governments by helping to solve problems, enhancing access to resources, and promoting coordination among diverse stakeholders and partners. Douglas County implements the RSF model when its focus begins to transition from emergency response activities to recovery operations.

Detailed descriptions of each RSF and how RSF responsibilities are assigned are available in the Douglas County Recovery Plan.

9.6 INDIVIDUAL ROLES AND RESPONSIBILITIES

Sections 9.1 – 9.5 of this EOP detail the responsibilities of the numerous groups, departments and agencies that have lead or supporting responsibilities in the event of a disaster.

In addition to the broad responsibilities and functions of those groups, departments and agencies, their respective leadership positions are also directly and individually responsible for the each of the responsibilities noted for their area of ownership in this EOP or by legal statute.

9.7 EMERGENCY SUPPORT FUNCTION LEADS

When the Emergency Operations Center (EOC) is activated, various County departments and agencies, along with partner agencies and organizations, are assigned specific functions to support emergency management operations. These assignments can involve direct participation within the EOC or providing indirect support from other locations. **Table 3 – ESF Responsibility Matrix** details the Primary (P) and Support (S) roles for each participating County department, agency, or organization.

Emergency Support Functions (ESFs) offer a standardized framework for managing all-hazards response and recovery efforts. The fifteen (15) ESF categories and their

sub-functions used by Douglas County are closely aligned with those in the National Response Framework (NRF). However, to best meet local requirements, Douglas County has customized its ESF structure and definitions to reflect the specific support functions needed within its County EOC. Each ESF Annex in the plan provides a general description of that ESF, outlines its major response and recovery responsibilities, and identifies the primary and support agencies involved. The ESF structure and the accompanying matrix are designed to give an overview of the responsibilities for agencies and entities called upon for support. While some ESFs concentrate mainly on response activities, others deliver a variety of support functions throughout both the response and recovery phases. ESF #5 – Emergency Management is responsible for the overall coordination of all Emergency Support Functions.

Emergency Support Functions (ESFs) and the Community Lifelines concept are interrelated. Community Lifelines define the critical services essential for a community (like power, water, and safety) that must be stabilized or restored to protect lives and property. ESFs, on the other hand, provide the organizational structure within the EOC. They bring together various departments, agencies, community organizations, and industries to improve coordination and integration for the purpose of stabilizing or re-establishing these Lifelines. While each ESF may support one or more Community Lifelines, the following list identifies the primary Douglas County agencies and partners assigned to each specific ESF:

ESF #1 Transportation: Douglas County FFESS (Facilities, Fleet, and Emergency Support Services); Douglas County School District

ESF #2 Communications: Douglas County IT/DCSO (Douglas County Sheriff's Office) IT; ARES (Amateur Radio Emergency Service)/AUXCOM (Auxiliary Communications)

ESF #3 Public Works and Engineering: Douglas County Public Works Department

ESF #4 Fire Fighting: Local Fire District Representative(s)

ESF #5 Emergency Management: Douglas County OEM (Office of Emergency Management)

ESF #6 Mass Care/Animal Issues: Douglas County OEM

ESF #7 Logistics: Douglas County OEM

ESF #8 Public Health: Douglas County Public Health Department; Douglas County Coroner's Office

ESF #9 Search and Rescue: Douglas County Search and Rescue

ESF #10 Hazardous Materials: Douglas County Sheriff's Office

ESF #11 Environmental, Agricultural and Natural Resources: Douglas County OEM

ESF #12 Public Services, Utilities: Relevant Utilities Representative

ESF #13 Law Enforcement: Douglas County Sheriff's Office

ESF #14 Recovery: Douglas County Agency Administrator

ESF #15 Public Information/Warning & Communications: Douglas County Sheriff's Office PIO Public Information Officer), Douglas County PIO; Douglas Regional Dispatch

10. DIRECTION, CONTROL, AND COORDINATION

10.1 OPERATIONAL MANAGEMENT, DIRECTION, AND CONTROL

The purpose of the Direction, Control and Coordination section is to provide an overview of Douglas County's concept for operational management, direction, and control for incident Command, EOC Operations, consequence management, community stabilization, dispatch and mutual agency coordination (MAC). The following describes the key concepts of emergency management which lay the foundation for their operational use during response and recovery operations.

10.1.2 INCIDENT COMMAND

Douglas County utilizes the principles of NIMS and ICS to manage incidents and emergencies. There are five basic functional sections within ICS, which are:

- Incident Command.
- Operations.
- Planning.
- Logistics.

- Finance/Administration.

Additional functional sections may be activated as needed such as an "Intelligence/Investigations" for epidemiological events and law enforcement activities.

The functional size and number of positions within the ICS can expand or contract to address the evolving needs as an incident progresses. ICS components during an activation may be adjusted to meet the unique operational needs of each incident.

10.1.3 EOC OPERATION

The Emergency Operations Center (EOC) serves as a central hub where county government facilitates interagency coordination and makes executive decisions to support incident response and recovery operations. Its purpose is to offer a centralized location for public safety agencies, emergency responders, support organizations, and policymakers to coordinate their efforts in prioritizing tasks, planning, providing support, managing communications, and handling consequence management activities.

The authority to activate the EOC rests with at least one of the following officials: the Douglas County Sheriff, one or more Douglas County Commissioners, the Douglas County Manager, or the Douglas County Director of the Office of Emergency Management (OEM) (or their designated representative).

The EOC can be activated before a formal emergency declaration is made. It can also be activated for pre-planned events, particularly those expected to attract large crowds. Situations that may warrant an EOC activation include:

- When the County is affected by an imminent or ongoing disaster.
- To manage significant requests for mutual aid received from another jurisdiction that has appropriately requested assistance.
- Upon the request of an Incident Command (IC) or Unified Command (UC) when an incident exceeds the County's capacity for an adequate response.
- When an emergency has overwhelmed the local dispatch public safety answering point.

The EOC does not direct or control on-scene response efforts. Instead, it performs coordination functions, which include:

- Collecting, evaluating, and disseminating incident information.

- Analyzing the impacts on the jurisdiction and setting priority actions.
- Managing requests for resources, as well as their procurement and utilization.

Decisions made through the EOC are intended to be broad in scope and provide general guidance on priorities. Information is distributed by the EOC Manager, while tactical decisions are coordinated by field response personnel. The EOC acts as a coordinated link between county management/elected officials and the field personnel who are coordinating the execution of event priorities.

The EOC provides resource support to field command during an incident. Most incidents in Douglas County are managed by field incident command without needing EOC activation. However, there are other situations where EOC activation is appropriate, even if no field incident command system is in place. Significant and complex events will likely require both field incident command and EOC activation.

The EOC supports the Incident Command Post (ICP) or multiple ICPs during a large event, as well as the broader community. It helps establish a common operating picture of the incident, provides situational awareness, assists on-scene command with external coordination needs, and aids in securing additional resources. The EOC handles and fulfills requests for resources and information and provides policy direction across the community. Furthermore, the EOC is responsible for managing and coordinating the consequences of any event, whether planned or spontaneous (this is known as Consequence Management). This allows the ICP and emergency responders to concentrate on the tactical and strategic requirements of the incident.

The EOC is directed by the EOC Manager, who operates under the guidance of county management/the Policy Group. The EOC assists in coordinating logistics, resources, and information during large incidents in the county. The EOC is organized into Sections: Operations, Planning, Logistics, and Finance & Administration.

- **County Management/Policy Group:** This group is responsible for the overall policy management of the emergency. It provides policy direction and guidance for the emergency response, including setting priorities, making key decisions, allocating resources, assigning tasks, and resolving conflicts.
- **EOC Management:** This function is responsible for coordinating all components and resources of the emergency management system for the community during and after an emergency. EOC Management also directs,

controls, and coordinates the numerous incident support activities that may arise in an emergency incident, including consequence management.

- **Operations Section:** This section is responsible for supporting and coordinating all incident-related tactical operations as directed by EOC Management/Policy Group. It coordinates priority actions with other EOC Sections and ensures that resource deployment aligns with operational objectives. The majority of the Emergency Support Functions (ESFs) in the EOC report to the Operations Section.
- **Planning Section:** This section is responsible for preparing the Incident Support Plan (ISP) when appropriate and maintaining the status of resources. The Planning Section conducts EOC briefings to ensure all staff are aware of current response efforts and objectives.
- **Situation Unit:** As a unit within the Planning Section, it is responsible for collecting, analyzing, and displaying incident-related information, producing Situation Reports, and providing a Common Operating Picture for both the EOC and Incident Command.
- **Logistics Section:** This section is responsible for providing communications services, tracking resources, and procuring the equipment, supplies, personnel, transportation, and facilities needed to support the response.
- **Finance/Administration Section:** This section is responsible for ensuring all financial records are maintained and for tracking all costs associated with the incident, including cost recovery efforts.

The EOC's capabilities are supported by a volunteer team composed of members from governmental departments and agencies across the county, as well as subject matter expert volunteers from the community. Personnel assigned to the EOC (the EOC Team) are expected to have the decision-making authority to negotiate and coordinate their respective department or organization’s response and recovery activities with other departments/organizations to achieve common goals and objectives. Additionally, personnel assigned to the EOC should have the ability to acquire and allocate resources. Having key personnel and subject-matter experts co-located in the EOC for the duration of an emergency expedites decisions and promotes face-to-face coordination. Redundant systems are available within the EOC to facilitate communication between EOC representatives and their respective field personnel and office staff, as well as with higher levels of government.

The organization of the EOC also includes some or all of the necessary Emergency Support Functions (ESFs), with each ESF specializing in a specific area of disaster coordination and support. Each ESF is described in detail in the Emergency Support Function Annex of this Plan.

Inside the EOC, a standardized management structure is implemented to manage the EOC's operational system and organize Multi-Agency Coordination group functions. A further discussion and diagram of the EOC management structure can be found in Appendix C.

Any activation of the EOC will be supported by the necessary Emergency Support Functions (ESFs) required to manage the incident. Some ESFs not initially activated may be added later as the nature and scope of the incident become clearer.

The EOC provides a vital link in coordinating complex incidents that involve multiple governmental jurisdictions. The EOC will be activated at the level appropriate to support the incident's complexity, as determined by the EOC Manager.

- **Level 3 Activation:** The EOC is activated with OEM Staff only. The EOC is opened, and staff begin to monitor the incident and assume basic EOC roles. This level is used in the early phases of an incident that has the potential to grow large enough to require EOC coordination but does not currently require it. The EOC is in a “leaning forward” mode, ready to call in additional staff if the situation escalates.
- **Level 2 Activation:** The incident has grown and requires EOC coordination and support; however, not all ESFs are needed to manage the incident. The EOC Manager will determine which ESFs will be activated based on the incident.
- **Level 1 Activation:** The incident has grown to a level of complexity requiring support from most, if not all, ESFs.

The EOC reports critical disaster status and information to its team members, stakeholders, and critical county staff/elected officials via internal EOC Situational Awareness systems, email, and texts. The EOC reports critical disaster status and information to the State of Colorado via WebEOC.

Douglas County’s primary EOC is located in the Douglas County Justice Center, 4000 Justice Way, Castle Rock, Colorado. If an alternate EOC (AEOC) is needed, operations can be relocated to the Jefferson County EOC or the El Paso County EOC. Both of these are “warm” EOCs (i.e., constantly ready to be activated) and have the necessary connectivity and equipment to rapidly establish Douglas County

EOC operations and processes and temporarily host the Douglas EOC Team in a relatively short timeframe. The Douglas County EOC also has the capability to operate as a virtual EOC (VEOC), with EOC members working remotely while communicating, interacting, and capturing information via internet cloud-based software and systems.

10.1.4 DOC OPERATION

Specific departments activate a Department Operations Center (DOC) during an incident or emergency. The DOC operates much like an EOC to coordinate the response and recovery actions and resources for an emergency on a departmental level. In an activation, a DOC will report to the EOC and share information through the designated representative. Within Douglas County the following departments may stand up a DOC:

- Douglas County Public Health Department
- Douglas County Human Services

10.1.5 DISPATCH

During EOC activation, some dispatch personnel from law enforcement, fire, and rescue may be assigned to report to the EOC to assist with communications functions during the activation and until they are no longer required.

10.2 NATIONAL INCIDENT MANAGEMENT SYSTEM

Douglas County adopted the National Incident Management System (NIMS) as the basis for disaster response and management via *Resolution No. R004-151 Adopting the National Incident Management Systems* and the *Incident Management Guidelines and Standards* as the inter-jurisdictional disaster emergency plan on September 21, 2004.

The NIMS provides guidance for all levels of government, nongovernmental organizations (NGOs), and their subsequent private sector partners to work together to mitigate, respond to, and recover from incidents or disasters. NIMS outlines three core components: Resource Management, Command and Organization, and Communications and Information Management.

Resource Management:

Douglas County utilizes the EOC Resource Management System to manage resources during the full disaster cycle. These resources include personnel,

supplies, equipment, etc. and are intended to be shared resources between organizations.

Command and Organization:

Douglas County uses ICS to manage incidents and provide support. See Figure 2 and 3 for Douglas County ICS Structures.

Communications and Information Management:

Douglas County utilizes the following to manage disaster communications and maintenance of critical information:

- Chain of command and communications.
- Crisis Communications Plan information.
- Radio systems, as applies; and
- Veoci, WebEOC or other comparable emergency management software, etc.

10.3 DELEGATION OF AUTHORITY – INCIDENT COMMAND

During an incident, management authority for actions is transferred through a formal written document called a Delegation of Authority. This transfer can occur, for example, from a Fire District to the Sheriff and County, and subsequently from the Sheriff and County to an Incident Commander of an Incident Management Team (IMT) or to another agency. One such agency could be the Colorado Division of Fire Prevention and Control (CDFPC), particularly if the incident is a wildland fire that qualifies for Emergency Fire Fund (EFF) funding. Many agencies mandate that a written Delegation of Authority be provided to an Incident Commander before they assume command of larger incidents. While a Delegation of Authority can be initially arranged verbally (via phone or radio) between two representatives, both parties must officially sign the written document as soon as practically possible thereafter.

A Delegation of Authority document should clearly outline the following:

- Legal Authorities & Restrictions
- Financial Authorities & Restrictions
- Agency or Jurisdictional Objectives

- Agency or Jurisdictional Priorities
- Expectations
- Constraints
- Cost Share Arrangements
- Turn-back Goals (objectives for returning responsibility to the original agency)
- Reporting Requirements
- Demographic Overview & Potential Issues
- Political Implications
- Plan for Public Information Management
- Process for Communications
- Plan for Ongoing Incident Evaluation

The Delegation of Authority procedure smooths the transition of command between different incident management agencies or teams. This document is an integral part of the briefing package given to an incoming Incident Management Team or agency. For Douglas County, the standard Delegation of Authority form and its Addenda are available in Appendix E4.

Once the Sheriff's Office assumes responsibility for a wildland fire incident, it also assumes financial responsibility for firefighting efforts and must assign a local incident management team to provide the command and control infrastructure needed to manage the fire (as per C.R.S. 30-10-513).

For Douglas County, the authority to delegate command to an Incident Commander of an IMT or another agency, or to receive authority for the oversight and financial obligation of an incident, requires approval from the following positions:

- Douglas County Sheriff **and** a Commissioner or County Manager*
- Douglas County Undersheriff **and** a Commissioner or County Manager*
- Director of Emergency Management **and** a Commissioner or County Manager*

*Refer to the Emergency Delegation of Authority Resolution (EDAR) for the line of succession.

It is important to note that the Douglas County Fire Operations Plan (FOP) for wildland fires permits certain delegations to State and Federal officials under specific circumstances. For instance, the County may issue a Delegation of Authority to the Colorado Division of Fire Prevention and Control (DFPC) for active fires being considered for the Colorado Emergency Fire Fund (EFF).

When a wildland fire exceeds the county's capability to control or extinguish it, the Sheriff (or their designee) will seek State support by requesting assistance from the Division of Fire Prevention and Control (DFPC). If a transfer of authority and responsibility for fire suppression to the DFPC is agreed upon, the Sheriff (or designee) and the Director of DFPC (or designee) must sign a Delegation of Authority.

It is important to distinguish that during all-hazards disasters, a formal Delegation of Authority is typically not used. Instead, a Disaster Declaration is made. In such cases, the affected political subdivision requests assistance from the County or State, and the provision of resources and assumption of responsibilities occur through mutual agreement. Crucially, the political subdivision (e.g., town, city, or special district) retains its legal statutory sovereignty and continues to govern its jurisdiction.

The Douglas County Emergency Delegation of Authority Resolution (EDAR, found in Appendix E5) details the authority granted to a Commissioner and the County Manager during emergency conditions, a State of Emergency, and/or a Local Disaster. This includes the power to declare a State of Emergency and/or a Local Disaster, transfer and delegate authority, and access the County Emergency Disaster Funds. These funds are allocated annually in the budget for Douglas County Government (as per the Emergency and Disaster Finance Policy, Attachment B4).

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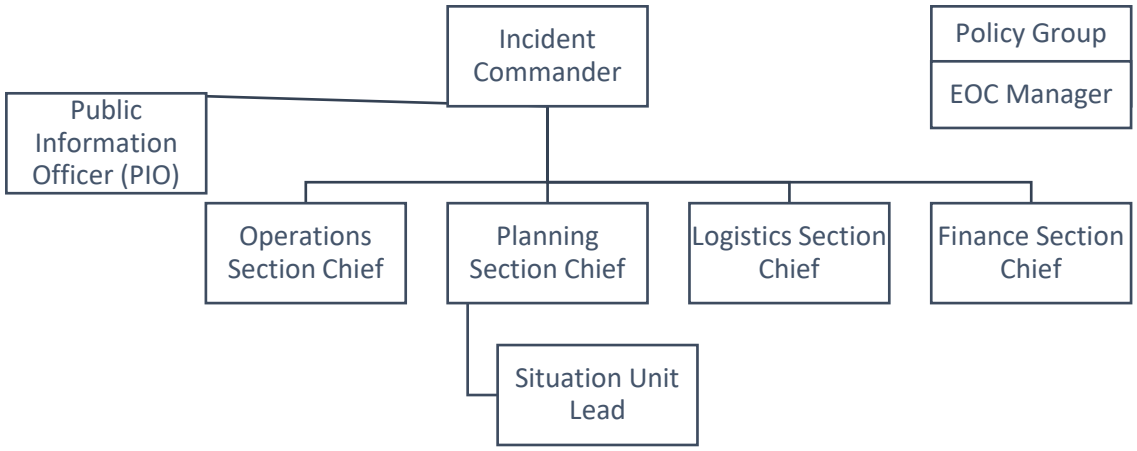
10.4 ORGANIZATION CHART

Figure 5 – Command and Control Organization Chart



10.5 CONTROL OF RESPONSE ASSETS

During an emergency activation, the first responder to arrive on scene—typically the Douglas County Sheriff's Office (DCSO) for law enforcement incidents or the local Fire District for fire incidents—initially has the authority to deploy and direct personnel resources. Once these personnel assets are on-scene or have reached their assigned location, the designated Incident Commander (IC) or another site lead takes over responsibility for them. Douglas County adheres to Incident Command System (ICS) standards during all activations, which include defined roles, responsibilities, and reporting structures.

If the Emergency Operations Center (EOC) is activated and the authority for ordering resources has been delegated from Dispatch to the EOC, then field-level responders will coordinate with the EOC to request, acquire, and allocate necessary resources and information.

Proper documentation must be completed for all tactical assets. This ensures they are used appropriately during the incident and returned correctly once it has concluded. All resource usage—whether resources are provided to Douglas County or by Douglas County— can be updated and documented either within the Dispatch CAD system or within the EOC Logistics system.

10.6 MULTI-AGENCY COORDINATION GROUP

Larger scale emergencies may involve one or more responsible jurisdictions and/or multiple agencies. The greater the complexity, impact and geographic scope of an emergency, the more multi-agency coordination may be required. Management personnel from the responsible jurisdictions may form a Unified Command and/or a Multi-Agency Coordination (MAC) group. Provision is made for situational assessment, determining resource requirements, establishing a logistical system and allocating resources. Various emergency operations centers, dispatch centers and other essential facilities located in or adjacent to the affected area are activated at this time and make every effort to share and communicate information to form a common operating picture for the incident. The Douglas County EOC will make the DCEOC system available to MAC participants for the purpose of sharing and communicating information in order to form a common operating picture for incident response and coordination.

11 INFORMATION COLLECTION, ANALYSIS AND DISSEMINATION

The DCEOC will serve as the hub for information collection, analysis, and dissemination of information relating to the incident or event. The PIO/JIC within the EOC plays a large role in the collection, analysis, and dissemination of information. Information gathered by responders on scene, by communications centers and dispatch centers, the media, and the public in general will be communicated to the EOC and analyzed by stakeholders, departments, agencies and organizations, and verified.

Information needed to be disseminated to responders will be disseminated via the on-scene incident command staff and information needing to be disseminated to the public will be disseminated via the PIO/JIC. Available social and media outlets will be utilized by the PIO/JIC to get necessary information to the public as soon as possible.

Periodic EOC briefings will be held to update agencies, departments, organizations, and entities of the current status of the incident, event, or disaster. The briefings will take place as often as necessary, determined by the EOC Manager. Briefings should occur at least once per shift, with the understanding that the schedule may be and will be adjusted to suit the needs of the situation.

Information needing to be shared with other levels of government, other agencies and departments outside the county, and the private sector will be shared as often

as necessary, through scheduled and ad hoc coordination calls, to ensure public safety, economic integrity, and effective resources for response and recovery.

11.1 IDENTIFIED CRITICAL INFORMATION REQUIREMENTS

Pre-EOC activation the OEM On-Call staff member collects and analyzes critical informational requirements. Once the EOC is activated the combined EOC staff assumes these responsibilities:

- Current situational considerations
- Incident trends
- Resource allocation needs
- Operational assignments
- Unmet needs to support incident support planning

Once the EOC is activated it is the responsibility of all activated ESFs to collect critical information elements pertinent to their function and to provide them periodically or as needed to the EOC Manager and/or the EOC Situation Unit. These Critical Information Elements include (but are not limited to):

- Operational Period
- Summary of current Incident Situation
- Current situational considerations
- Incident trends
- Resources Committed
- Resources Gaps/Needs
- Resource allocation needs
- Operational assignments
- Unmet needs to support incident support planning
- Agencies involved
- Assistance Anticipated
- Current Deaths/Injuries
- Current Damages
- Evacuation Status
- Disaster Sheltering Status
- Road Closures
- Other Closures
- Critical Issues
- Accomplishments to date/this operational period
- Planned actions

- Future Threats

11.2 PROCESS FOR INFORMATION COLLECTION AND REPORTING

The OEM On-Call and EOC constantly monitor trusted sources (e.g., state or federal partners, Incident Command, the Incident Management Team [IMT], public safety or law enforcement, or regional information sharing platforms) to collect and report on information related to situational awareness and incident intelligence.

11.3 PROCESS FOR ANALYZING AND FILTERING INFORMATION

The OEM On-Call and EOC is also tasked with analyzing and filtering the gathered information to ascertain incident intelligence during day-to-day operations, before and during a pre-planned event, and during an emergency incident.

11.4 PROCESS FOR INFORMATION SHARING

The DCEOC system is the primary system used for sharing the gathered information internally and externally with Incident Command, local jurisdictions, partners and stakeholders. WebEOC is the primary system used to communicate information to the SEOC. As a back-up platform, the EOC uses Microsoft Teams to share necessary information.

11.5 PROCESSES FOR DISSEMININATION OF INFORMATION

If needed, for example if an emergency is imminent, OEM will develop and distribute an email and/or text notification that provides information on the incident at hand, any preparedness actions, and further actions needed. This notification will be pushed out to the County leadership, staff, and other critical partners. Public information alerts are coordinated with the Public Information Officer (PIO) or other responsible parties along with Douglas County Regional Dispatch as the Emergency Alert System Operator for the County.

11.6 PROCESS FOR INFORMATION STORAGE AND RETENTION

The DCEOC system is used to store short-term information. All incident files are subsequently archived within the system for future access and analysis and information retention adheres to DCSO process and policies.

12. COMMUNICATIONS

12.1 COMMUNICATIONS PLAN SUMMARY

In the event of a disaster, Douglas County will initiate actions appropriate to the coordination of support for county communications. Douglas County will make every effort to support local personnel and equipment needs, and to integrate municipal resources when appropriate.

12.2 TACTICAL INTEROPERABILITY COMMUNICATIONS PLANS

Douglas coordinates the interoperability of communications plans through the North Central Region (NCR) Tactical Interoperability Communications Plan (TICP) which is a guide that documents the interoperable communications structure, assets, and policies and procedures for a given jurisdiction / agency / organization / other entity. Douglas County also maintains an internal TICP that includes all the interoperability communications resources available within each department/agency/organization, identifies who controls each resource, and the use of operational procedures that exist for activation and deactivation of the identified resources. The Douglas County TICP is managed by the Douglas County Sheriff's Office IT Department, can be accessed via the radio department on-call or Dispatch and meets the requirements found in Colo. Rev. Stat. § 24-33.5-2509.

13. ADMINISTRATION

13.1 EMPLOYEE REASSIGNMENT

During an emergency, certain employees may be reassigned to complete alternative duties that differ from their regular day-to-day responsibilities.

In 2015 the following verbiage was added to all Douglas County and DCSO job descriptions *"In the event of an emergency/disaster in or near the county, all County employees are expected to make every effort to be available to assist the County Manager, Elected/Appointed Officials and Department Directors to ensure the continued operation of any and all necessary County functions. This may mean being available to perform additional duties and hours beyond what is normally required."*

13.2 WORKER'S COMPENSATION

Douglas County provides workers' compensation benefits, as required by statute, for all employees who are injured within the course and scope of their employment. An employee who sustains an injury resulting from a work-related injury shall notify their supervisor, in writing, by completing the Notification of Work Injury forms, within four days of the injury. For employees injured during the course of an activation for a large-scale emergency or disaster the EOC will also assist with coordination with HR to manage initial incident information and actions. The Notification of Work Injury procedures are available on the Douglas County Intranet. The injured employee is to keep Risk Management updated on their progress, work status, and all issues related to their injury. Prompt reporting helps ensure appropriate coverage through Workers Compensation. The complete worker's compensation policy may be found on the Douglas County Intranet.

13.3 INSURANCE

Insurance is a vital part of cost recovery after a disaster and can be an important aspect of how quickly a community is able to recover. Douglas County has participated in the National Flood Insurance program since 1980.

13.4 TIMEKEEPING

Tracking employee time spent on emergency operations is an important aspect of determining disaster costs and opportunities for reimbursement. Douglas County maintains the same timekeeping policies during regular operations and during emergency operations. All employee time is tracked in the JD Edwards system in order to maintain accurate records. The JD Edwards system automatically sends records to the finance and administration department when completed. Employees working directly in support of emergency operations may be provided with a Business Unit code, specific to the time tracking for that incident, to record their time to. If, for some reason, this timekeeping software cannot be used, employees are instructed to maintain their records manually and then send their records to the finance and administration department on a designated day once every week. More detailed information on timekeeping policies can be found in the Douglas County Employee Handbook, on the Douglas County Intranet site.

13.5 RECORDS RETENTION

In order to provide normal government operations following a disaster, each department or agency must take actions to protect essential records. The Douglas

County Records Retention Schedule calls for organization in functional categories rather than by department. Therefore, the schedule for the retention of records produced during a large-scale emergency or disaster is dependent upon record type and ultimate ownership. The Records Retention Policy can be found on the Douglas County Intranet under the County Policies and Procedures tab. Other departments and agencies are encouraged to follow this procedure or arrange safekeeping of their records in another manner.

13.6 USE OF VOLUNTEERS

Volunteers are an important part of the disaster response and recovery cycle. Douglas County incorporates volunteers into this process on an as needed basis. The lead for volunteer coordination is EOC Logistics and is centralized in the EOC during early stages of an incident. In later stages of an incident the coordination may be moved to a Volunteer Coordination Center at a location convenient to the areas of volunteer deployment. Douglas County may also delegate management of volunteers to a volunteer coordination agency during response and recovery from a major disaster. Management of donations may be delegated to the Douglas County Community Foundation (DCCF).

13.7 DOCUMENTING RESPONSE AND RECOVERY OPERATIONS

Douglas County has established policies and procedures for documenting response and recovery operations including cost recovery information, requests for aid, budget control, legal protections, operational efficiency, and other areas. Douglas County's documenting procedures follow and are in accordance with the State of Colorado and FEMA guidelines. More detailed information regarding the documentation of response and recovery operations can be found in the EOC Operations Guide, the Emergency and Disaster Operations (EDAR) plan, Crisis Track databases and other relevant departmental documentation policies.

13.8 AFTER ACTION REPORTING

After the conclusion of training exercises and post real-world incidents, conducting After Action Reviews (AARs) is a critical component of evaluating the efficacy of the EOP and the overall disaster response. AARs convene key stakeholders, including emergency responders, local government officials, and community partners, to discuss the response efforts. These reviews facilitate an open dialogue where participants can reflect on what worked well, what challenges were encountered, and how coordination between agencies and departments unfolded. AARs document:

- The activities that took place;
- Any issues found;
- Any areas for improvement;
- Successes;
- Overall Lesson's Learned.

The information gathered during these discussions is subsequently documented and synthesized into an Improvement Plan that includes actionable recommendations for future responses.

Capturing after action information and lessons learned is essential for enhancing future preparedness actions. This process allows for the identification of gaps in resources, training, and communication that may have hindered response efforts. By examining the nuances of each training, exercise or incident, emergency managers refine protocols, update training programs, and bolster community outreach efforts, ensuring that the county is better prepared for future disasters. Moreover, these insights offer an opportunity to foster a culture of continuous improvement among all stakeholders involved in emergency management. Policy adjustments based on AAR findings can lead to more effective strategies that ultimately save lives and protect property in times of crisis.

14. FINANCE

14.1 AUTHORITIES AND POLICIES

The Douglas County Emergency Delegation of Authority Resolution No. R-016-096, dated 11/18/2016, details the authority given to a Commissioner and the County Manager during emergency conditions, a State of Emergency and/or a Local Disaster, including the ability to declare a State of Emergency and/or a Local Disaster, transfer and delegate authority, and have access to the County Emergency Disaster Funds allocated annually in the budget for Douglas County Government.

The EDAR authorizes the County Manager (Agency Administrator) to maintain a written Emergency and Disaster Finance Policy and to provide funding recommendations to the Board of County Commissioners and the Douglas County Sheriff's Office to ensure that the Douglas County Government goals, measures

and procedures implemented under the EOP can be attained during emergency conditions, a State of Emergency and/or a local disaster.

The Douglas County Emergency and Disaster Finance Policy, last updated August for 2015, provides for the delegation of procurement, contracts, purchasing card limits, employee overtime or other wage compensation and allocation of funds requirements during an emergency or disaster incident.

14.2 EMERGENCY PROCUREMENT AND SPENDING

During EOC activation for an emergency or disaster incident, EOC Logistics is responsible for the procurement of any resources that are needed, above and beyond those provided via Dispatch or Mutual Aid, for an emergency response. The resource request and ordering process generally follow the following steps:

1. Request for resource is transmitted to the EOC through an ESF desk or directly to EOC Logistics via a 213RR or verbal request transcribed to a 213RR.
2. The 213RR is assigned to a member of the EOC Logistics Team utilizing the EOC Resource Request tracking and management system.
3. Request reviewed and validated by EOC Logistics.
4. Contract or other vendor that can supply needed resources identified by EOC Logistics.
5. Resource received and delivered to the requester by Logistics.
6. Payment reconciled by EOC Logistics or documented for future payment.
7. Details of order, payment reconciliation of payment or need for future payment is provided to EOC Finance.
8. EOC Finance tracks all resource request payment reconciliations or need for future payment and assures that all outstanding expenses for the incident are reconciled and documented.

Douglas County utilizes any existing County contracts first to make purchases or secure services. If such a contract is not available, Logistics works with County and Sheriff's Office contract managers to utilize an Emergency Purchase Authorization to procure the necessary resources provided it is in accordance with the County Emergency and Disaster Finance Policy and with County procurement guidance.

15.3 EMERGENCY CONTRACTING

An emergency/disaster may create the immediate need for contracted services or other resources that cannot meet all the requirements of the County's Contract Policy. Under emergency/disaster circumstances, the inability to have a contract or agreement would threaten the operation of County government, or the health, safety and welfare of County residents. The normal County's Contract Policy requires that contracts and agreements receive legal and fiscal review and approval prior to execution. This would still apply to the extent possible but could be waived if critical to ensure the success of the management of the emergency/disaster incident.

Emergency and Post-disaster contracts will be managed by DCSO and County contract managers. Allowing emergency contracting during and after an incident is an important way to avoid lengthy contract bidding processes and speed up response and recovery efforts; however, it must be carefully managed in order to prevent the jurisdiction and its residents from being taken advantage of by unscrupulous contractors. The Douglas County Emergency and Disaster Finance Policy allows for:

- Elimination or reduction of permits, applications, or other fees imposed by the County during a state of emergency.
- Suspension of regular purchasing procedures like contract notices or lowest-bidder requirements.
- Contractor registration requirements prior to an incident.

More detailed information regarding the policies and procedures for the use of emergency contractors can be found in the Douglas County Emergency and Disaster Finance Policy (See Attachment B4).

15.4 CONTRACTING LAND USE AGREEMENTS

Along with emergency contracting provisions, Douglas County has land use agreements specific to emergency situations in place and the County Attorney may work with OEM on an ad hoc basis for land use agreements as needed in the course of a disaster incident. For example, emergency incidents such as a wildland fire or flood may require local, state, or federal agency access to land, facilities and/or equipment to support response and recovery operations. This may be for direct access to perform emergency operations or incident support such as staging area locations, command centers, or recovery centers. During these situations Douglas

County will utilize Land Use and Facility Rental Agreements, commonly referred to as Land Use Agreements as a streamlined and simplified method for acquisition procedures. Agreements must be negotiated and signed. Rental requirements are usually short term, for an undefined period, and open only during the length of the incident. However, facilities and land use agreements can be negotiated in advance.

16. LOGISTICS

16.1 MUTUAL AID AND REGIONAL AID AGREEMENTS

During emergencies that exceed its capacities, Douglas County can request external assistance through:

- Formal agreements (Mutual Aid Agreements/Intergovernmental Agreements - MAAs/IGAs) with neighboring jurisdictions and other agencies.
- Memorandums of Understanding (MOUs) with volunteer emergency organizations.
- MAAs and IGAs, which outline resource sharing (personnel, equipment) during emergencies, require County Board of Commissioners approval. All requests for agreement approval and reviews must be submitted via email for accurate record-keeping. Existing agreements undergo regular review, with necessary updates coordinated with partner agencies and submitted for approval.

The following is a list of existing IGAs, MMAs, MOUs, and regional aid agreements that Douglas County maintains as of 1Q 2025:

- CRS 24-33.5—705.4 – Colorado Revised Statue that provides for All-Hazards resource mobilization and supports political sub-divisions to enter into MAA and IGA.
- IGA with Partnership of Douglas County Governments (2011 and 2019)
- MAA for wildfire attack helicopter dip-sites with Denver Water (2024)

- Jurisdictional and Regional MAA's may change from year to year. MOU's with partners may also change from year to year. Douglas County OEM keeps a list of all current/active Mutual Aid Agreements and MOUs.

16.2 RESOURCE GAPS

All Douglas County departments are encouraged to complete an inventory and document their resources, both critical and regular, on a regular basis and move to address any resource gaps prior to an incident. Douglas County conducted a formal Capability Assessment Gap Analysis on May 16, 2024 which assisted in identifying and documenting the gaps within the jurisdiction. More detail on the final assessment can be found in the Capability Assessment Gap Analysis finding report located [See Attachment B6]. After completing this assessment, which was centered on the most prevalent hazards affecting Douglas County (listed in the Measure 7.4 and 7.5), Douglas County identified Public Health/Environmental Response, Mass Fatality Management (Coroner's Office), Emergency Planning(OEM and all County Departments), Public Information and Warning, and Mass Search and Rescue as the top five areas with resource gaps and are actively working on plans to address these gaps in the 2025 – 2010 timeframe.

16.3 RESOURCE TRACKING

The Douglas County OEM's/EOC regular process for resource ordering, tracking, and requesting is outlined in the steps below. Additional details can be found after these steps.

1. Requests are received in the EOC Resource Request Tracking System.
2. Request, if not transmitted as a 213RR, is converted to a 213RR order in the system.
3. 213RR Request is assigned to EOC Logistics (If this request cannot be filled here, then move to step 3.)
4. 213RR Request assigned to Logistics or to the appropriate ESF to procure. (If this request cannot be filled here, then move to step 4.)
5. 213RR Request assigned to Mutual Aid (or other option). (If this request cannot be filled here, then move to step 5.)
6. 213RR Request assigned to the State (note that all previous steps must have been tried before sending a request to the State to fill).

Douglas County utilizes an internet-based incident and event management platform within the Douglas County EOC. This platform supports ICS, provides provisions for NIMS, and is compliant with both. As long as personnel have access to the internet and have prior authorization, they can access the EOC System to view and input information regarding resource tracking and maintain situational awareness on the incident. A single-point ordering system is utilized, and the EOC Logistics Section utilizes the EOC System and the 213RR resource request form to track any and all resources from order to procurement to fulfillment. If, for some reason, The EOC System is not accessible, back up forms of communication and documentation, such as email, are used. In all cases where state/federal resources are requested, the 213RR must be completed and submitted to the state emergency operations center.

Resource requests that cannot be filled by Douglas County's existing inventories may be procured or purchased from private sector entities, NGOs, and/or other community partners (e.g., MAAs). The Logistics Section coordinates with the Finance Section and County Procurement to purchase and receive resources using various methods (e.g., commercial vendors, private partners, and/or County contracts).

16.4 SPECIALIZED RESOURCES

Douglas County maintains a high level of emergency response resources but recognizes that resource gaps or supply-chain issues may necessitate external assistance. To address this potential need, the following process is in place:

1. An agency or individual identifies a resource shortfall and alerts EOC Logistics.
2. EOC Logistics reviews Mutual Aid Agreements (MAAs) to identify agencies or jurisdictions capable of providing the needed resources.
3. If an applicable MAA exists, it is activated. If not, Logistics coordinates with state, county, or other entities to find alternative resource sources.
4. Upon resource identification, Logistics, Procurement, Finance, and other involved departments follow standard procurement procedures. Specialized resources may require additional approvals from leadership. The *Douglas County Disaster Finance Policy* (See Attachment B4) provides detailed guidelines.

16.6 RESOURCE MANAGEMENT PLAN

The County uses the EOC System for all its resource tracking needs, and employees are encouraged and trained to use the EOC System as their first source of information in regard to needed and available resources. If an employee recognizes that there is a lack of necessary resources and the jurisdiction's capabilities have been exceeded, they will make a recommendation to their supervisor that either mutual or regional aid agreements be activated or emergency contracting/purchases be considered to fill the gap with resources. It is then up to the relevant supervisor of the department/office/agency that has identified the gap to notify the proper channels to see that gap met by the appropriate means.

A full guide to Douglas County's resource management plan can be found in the *Douglas County Resource Mobilization Plan*. This plan identifies in detail Douglas County's available resources, where they are accessible online, and the process for requesting and using the resources during day-to-day and response operations.

16.7 LOGISTICAL SUPPORT

The EOC is directly supported by the EOC Logistics Team and indirectly supported by contracting management for both the Douglas County Sheriff's office and Douglas County local government administration. The EOC Logistics Team receives specialized training throughout the year in order to support the logistics needs of an incident. The EOC Logistics Chiefs manage the EOC Logistics Team and have additional specialized training in incident logistics up to and including EOC Logistics Section Certification and/or IMT Logistics Chief Certification.

In addition, Douglas County hosts a number of pre-planned events throughout the year which vary in size from large scale one-off events like the BMW Classic Golf Championship to smaller events like local craft fairs. The following is a list of the yearly events that require pre-planning.

- Douglas County Fair.
- BMW Classic Golf Championship at Castle Pines Golf Club.
- Multiple Fireworks displays throughout the year.

In order to prepare for these events, and the additional one-off events that take place throughout the year, the emergency management department may activate the EOC and EOC Logistics and have additional staff on stand-by in case they are needed to activate. Resource needs and capabilities are estimated based on each event. Prior to the event itself, generally one to two months in advance, the emergency management departments take inventory of the resources it will need for the event to ensure the necessary resources are in place before the event.

17. PLAN DEVELOPMENT AND MAINTENANCE

The development and maintenance of the Douglas County EOP and related plans and annexes are crucial for effective emergency management. The development of the EOP is a legal responsibility of Douglas County and the Office of Emergency Management is responsible for the County's emergency management, planning and operations, and plans an update to the EOP every 4-5 years to ensure alignment with current mitigation, response, and recovery programs and planning. The development and update of the EOP is a deliberate process guided by FEMA's Comprehensive Preparedness Guide (CPG) and Colorado Division of Homeland Security and Emergency Management (DHSEM) Guidelines. The EOP is developed and updated with stakeholder and partner input. Maintenance of the plan is the responsibility of the Director of the Office of Emergency Management who conducts annual evaluations to maintain currency and accuracy. EOP supporting plans and incident, event and ESF Annexes may be updated on a different schedule than the EOC or on an as needed basis.

17.1 EOP COORDINATION

The Douglas County Board of Commissioners will formally approve and issue this EOP every 4-5 years. The Director of the Office of Emergency Management (OEM) is responsible for managing all plan reviews, revisions, and updates, and will secure necessary signatures. Departments proposing changes outside of OEM must submit them to OEM via email for version control and accountability. OEM will also coordinate updates to supporting plans, and incident, event and ESF Annexes with the appropriate departments to maintain consistency across all documents. Agencies are encouraged to perform and document annual EOP reviews as per their internal policies.

17.2 PLANNING AND COORDINATION RESPONSIBILITY

The Director of the Office of Emergency Management is tasked with maintaining, distributing, and updating this EOP. Revisions to this EOP will be coordinated by the Director of the Office of Emergency Management, who will also review and approve any proposed revisions to this EOP.

Per the Emergency Delegation of Authority Resolution (EDAR, Appendix E5a), Douglas County Emergency Services (DCES) is directed by the Office of Emergency Management (OEM) and supported by the Facilities, Fleet and Emergency Support Services (FFESS) staff and is defined as a cross-functional collaborative group representing all Elected Official Offices, Departments, and Divisions who

participate and/or have a role in emergency management and preparedness for Douglas County Government. The DCES is responsible for working collaboratively to revise the Plan.

17.3 EOP UPDATES

The Douglas County Office of Emergency Management (DCOEM) is responsible for establishing cycles of training, reviewing, evaluating and making updates to the EOP as well as the timeline in which these will occur. These include:

Ongoing Activities:

- Continuous monitoring,
- Incorporating information from internal as well as external After-Action Review findings and Lesson's Learned.

Annual Review (typically occurring throughout the year or with a specific focus)

- Annual plan review,
  - Verification of roles and responsibilities,
  - Accuracy checks,
  - Stakeholder input,
- Training and Exercises
  - Agencies are responsible for ensuring their staff are trained on the EOP and their assigned roles in the EOP,
  - Annual exercises, both internal and multi-agency, are crucial for testing the Plan's effectiveness and identifying gaps. The EOP is exercised annually via either a functional or full-scale exercise.
- Evaluation through After-Action Reviews (AARs) and Improvement Plans (IPs)
  - Following exercises and significant incidents AARs are developed to document what happened, what went well, and what needs improvement,
  - Improvement Plans (IPs) outline corrective actions to address the identified shortfalls and inform plan updates.

Cyclical updates:

- Annual updates – based on the annual reviews and evaluations, the EOP is updated as needed to incorporate changes, correct errors, and address identified deficiencies,
- Comprehensive Review and Promulgation every four – five years. This cycle allows for more significant revisions and alignment with broader strategic planning efforts and with current mitigation, response, and recovery programs and planning.

Formal EOP Change:

- Specific portions of the EOP are updated on a limited number of pages.
- Changes are numbered for identification allowing for clear tracking.
- A memorandum is issued to document holders, providing instructions on inserting new pages and removing old ones, ensuring accurate updates to physical copies.
- Document holders are responsible for noting these changes in the EOP's Record of Changes.
- This type of formal change does not alter the original document date or require new signatures.

EOP Revision:

- A complete rewrite of the EOP (i.e. revision or when substantial changes are made that result in essentially a new document) may occur when multiple pages of the document have been updated, major portions of the document have been removed, or substantial text has been added.

18. LAWS, AUTHORITIES, AND REFERENCES

18.1 LEGAL BASIS OF EMERGENCY OPERATIONS AND ACTIVITIES

Section 24-33.5-707 of the Colorado Revised Statutes and Douglas County Resolution No. R005-175 requires Douglas County to develop and maintain a countywide EOP. Douglas County has an all-hazards plan that encourages a cooperative relationship between all local, state, federal agencies, boards, and

organizations that have an emergency management function. Douglas County Office of Emergency Management (OEM) is the central point of coordination within the county for response and recovery from disasters that exceed the capabilities of a single jurisdiction

18.2 SENIOR OFFICIALS' EMERGENCY AUTHORITIES

Douglas County Resolution No. R-016-0096 adopted the revised Emergency and Disaster Authorizations (EDAR) which identifies and authorizes the Douglas County Sheriff and the Douglas County Emergency Manager (or their designees) to conduct emergency management operations in Douglas County.

18.3 PRE-DELEGATE EMERGENCY AUTHORITIES

Douglas County has identified the following pre-delegated emergency authorities:

- In the case of the absence or vacancy of the Douglas County Sheriff, Douglas County has identified the Sheriff's designee, per DCSO policy and procedure *P&P-A-100, Office Structure* to act with the full authority of the Sheriff, during an emergency.
- In the case of the absence or vacancy of the County Manager, Douglas County has identified, by adoption of the EDAR, the Deputy County Manager and then the Director of Human Resources, and then the Director of Finance, and then the Director of Facilities, (in that successive order) to act with the full authority of the County Manager during an emergency.

18.4 CONTINUITY OF OPERATIONS AND CONTINUITY OF GOVERNMENT PROVISIONS

COOP and COG plans are vital to the successful response to and recovery from an emergency or other incident. Outlined below are the lines of succession for Douglas County's Sheriff, County Manager, Director of Emergency Management.

Douglas County Sheriff

- Undersheriff
- Designated Division Chief

County Manager

- Director of Human Resources

- Director of Finance

Director, Office of Emergency Management

- Deputy Director, Office of Emergency Management
- Senior ESU Manager
- Other ESU Manager

Douglas County's COOP/COG plan as specific to each individual department and each COOP/COG also contains information relating to how it will continue performing essential functions during emergency operations. This includes lines of succession (like above) for each essential function, delegations of authority, protection of vital records, and other procedures for utilizing alternate facilities if needed. COOP plans are reviewed and updated annually for each department.

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APPENDICES

A. EMERGENCY SUPPORT FUNCTION ANNEXES

ESF 1 – TRANSPORTATION

Definition: Provide for coordination, control, and allocation of transportation assets in support of the movement of emergency resources, including the evacuation of people and the redistribution of food and fuel supplies.

Activation Criteria: The Director of Emergency Management will activate this ESF, as needed, to meet established or anticipated transportation needs during disaster response and recovery operations.

Lead County Agency – Unified: Emergency Management, FFESS

Supporting Agencies: Sheriff's Office, Public Works - Operations, Public Works – Engineering, Human Services, Open Space, EMS agencies, Douglas County School District, Private Sector, Airport, Municipal, State and Federal agencies.

Supporting Plans/Annexes: Rapid Needs Assessment Operating Plan, Damage Assessment Annex, Debris Management Plan, Resource Mobilization Annex

Planning Assumptions:

1. The transportation infrastructure in some areas or sectors will sustain damage and/or contamination from hazardous chemicals, explosives, fire, radiological materials, or biological hazards. Natural hazards such as snow, ice, floods, tornados, can cause significant damage to the infrastructure or render it unusable for substantial periods of time. The damage and/or contamination will influence the accessibility of relief services.
2. Disaster response will require effective transportation coordination.
3. Priority for the clearing of access routes will be determined in order to permit sustained flow of emergency relief.
4. The requirement for transportation capacity will exceed the availability of local assets.

Roles and Responsibilities: Source, track, document, and provide assistance in mobilizing transportation resources in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

1. Determine current and anticipated transportation resource needs based on information provided by the IC staff (EM).
2. Contact supporting agencies to determine the availability of transportation resources to meet current and anticipated transportation needs. (EM)
3. Assess and report the availability of transportation resources. (supporting agencies)
4. In coordination with the Infrastructure Branch Director and the Situation Analysis Unit, develop a transportation plan to support EOC and Incident Command Operations.
5. Arrange for the acquisition or use of required transportation resources.
6. If Douglas County Parks or Open Space is involved, arrange to place large signs at entrances, turn off irrigation systems, monitor gates, segregate auto/pedestrian areas through use of barricades or flagging.
7. Coordinate with the Situation Analysis Unit to determine the status of transportation routes in and around the affected area.
8. Develop a Transportation Plan which identifies routes of ingress and egress; thus facilitating the movement of response personnel, the affected population, and shipment of resources and material.
9. Establish contact with local transportation agencies and schools to establish availability of equipment and transportation resources for use in evacuations and other operations as needed.
10. Coordinate the delivery of transportation resources with the IC staff. (EM)
11. Identify unmet needs to the ESF 5-Emergency Management coordinator who will coordinate and request State and Federal assistance through Division of Homeland Security & Emergency Management. (EM/RB)

Definition: Provide communications, IT support, and data products to response and recovery efforts of first response and County agencies and cyber-related incidents.

Activation Criteria: The Director of Emergency Management will request County Information Technology Services Division in cooperation with DCSO Information Technology to activate this ESF, as needed, to meet established or anticipated needs for communication, information technology, geographic information systems, and computer support needs during disaster response and recovery operations. In most cases DCSO IT support will likely be the first response due to their proximity to the EOC.

Lead County Agency – Primary: County and DCSO Information Technology Services

Supporting Agencies: Sheriff's Office, Emergency Management, Amateur Radio Emergency Services (ARES), Auxiliary Communications (AUXCOM), Health and Environment, the private sector, Municipal, State and Federal agencies

Supporting Plans/Annexes: Cyber Security Annex

Planning Assumptions:

1. The coordination of communications and IT assets during an emergency situation is essential to facilitate timely response activities during an emergency incident.
2. A significant portion of the emergency communications systems in the affected area may be overwhelmed or inoperable during an emergency situation or in the aftermath of a disaster.
3. In a disaster or emergency, all available telecommunications and IT assets will be used to the extent necessary to achieve a coordinated response.
4. In the case of a cyber-attack there could be little to no warning of an attack affecting the confidentiality, integrity, or availability of information technology resources. In the case of a virus or malware infiltration, the effects may not be felt for months or years after the

initial attack. Even when evidence of an incident is discovered that information may not be communicated to all impacted agencies/organizations due to the sensitivity/proprietary nature of the information. Cyber-incidents occurring within the private sector may not be openly communicated.

5. A cybersecurity incident could affect critical infrastructure and key resource sectors as disruption of services, theft of funds, or information in a manner that will create public panic and loss of public trust.

6. Situational awareness and coordination activities may be challenged by disruptions to network and communications systems.

7. Internal and external IT resources will be utilized in any incident with cyber-related issues, including significant cyber threats and disruptions; crippling cyber-attacks against the Internet or critical infrastructure information systems; technological emergencies; or declared disasters.

Roles and Responsibilities: Provide radio, telephone, geographic information systems (GIS), GPS, computer support and cybersecurity response and recovery services. Coordinate with other ESFs as needed.

1. Install, activate, and maintain telephone, radio and GIS systems for the EOC.

2. Establish contact/coordination with the EOC staff, Incident Command (IC) staff(s) as appropriate. (Information Technology Services)

3. Determine current and anticipated telecommunications and IT needs based on information provided by the IC and EOC staff. (Information Technology Services)

4. Contact supporting agencies to determine the availability of telecommunication and IT resources to meet current and anticipated needs. (Information Technology Services)

5. Assign Amateur Radio (ARES) and/or Auxiliary Communications (AUXCOM) operators as necessary to facilitate operations.

6. Continually monitor and test the activated radio, telephone, audio-visual and computer systems. Keep EOC management informed of system failures and restoration activities.

7. Assess and report the availability of resources. (supporting agencies)

8. Coordinate the delivery of telecommunication and IT support with the IC staff. (Information Technology Services)

9. Ensure coordinated production of technical data (collection, analysis, storage, and dissemination). (Information Technology Services)

10. Assist EM in the development of a County-wide situation assessment. (Information Technology Services)

11. Develop instructional guidance for use of radios, telephones, audio-visual and computer systems and conduct training sessions for EOC Staff as necessary.

12. Coordinate with the telephone company(s) to obtain portable telephone banks as necessary.

13. Identify unmet needs to the ESF 5-Emergency Management Coordinator who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (Information Technology Services, EM)

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ESF 3A – PUBLIC WORKS

Definition: Evaluate, maintain, and support control and restoral of public roads, bridges and drainage. Support private sector access in support of the restoration of critical private infrastructure (i.e., electrical, gas, communications, and water lines). Assists in the performance of debris removal and damage assessment.

Activation Criteria: The Director of Emergency Management will request Public Works) to activate this ESF as needed to meet established or anticipated needs for Public Works - Operations and engineering support during disaster response and recovery operations.

Lead County Agency – Primary: Public Works – Operations, Public Works – Engineering

Supporting Agencies: Community Development, CDOT, Urban Drainage & Flood Control District (UDFCD), Society of American Military Engineers (SAME), Municipal, State and Federal agencies

Supporting Plans/Annexes: Rapid Needs Assessment Plan, Damage Assessment Plan, Debris Management Plan

Planning Assumptions:

1. Assistance may be needed to perform damage assessments, structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide emergency water for human health needs.
2. Access to the disaster area will be dependent upon the re-establishment of ground routes. In many locations emergency road repairs will be given top priority to support immediate life-saving emergency response activities.
3. Rapid damage assessment of the disaster area will be required to determine potential workload.
4. Significant numbers of personnel with engineering and construction skills along with construction equipment and materials will be required from the outside area.

Roles and Responsibilities: Provide Public Works operations and engineering expertise, staff, equipment, and materials in support of emergency and disaster response and recovery operations. Coordinate with other ESFs as needed.

1. Establish contact/coordination with the EOC staff, Incident Command staff(s) as appropriate. (Public Works Operations and Engineering Services)

2. Determine current and anticipated Public Works - Operations and engineering needs based on information provided by the IC staff. (Public Works Operations and Engineering Services)

3. Contact supporting agencies to determine the availability to Public Works - Operations and engineering resources to meet current and anticipated needs. (Public Works Operations and Engineering Services)

4. Assess and report the availability of resources. (Supporting agencies)

5. Coordinate the delivery of Public Works - Operations and engineering support with the IC staff, EOC staff, or appropriate jurisdiction. (Public Works Operations and Engineering Services)

6. Identify un-met needs to ESF 5-Emergency Management Coordinator who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (Public Works Operations and Engineering Services)

7. Assist EM in the development of a County-wide situation assessment. (Public Works Operations and Engineering Services)

8. Maintain current status on all construction/engineering activities being conducted (Public Works Operations and Engineering Services)

ESF 3a- Public Works Checklist

1. Open a Public Works - Operations and Engineering tracking log. (Public Works Operations and Engineering Services)

2. Establish contact/coordination with the EOC staff, Incident Command staff(s) as appropriate. (Public Works Operations and Engineering Services)

3. Determine current and anticipated Public Works - Operations and engineering needs based on information provided by the IC staff. (Public Works Operations and Engineering Services)

4. Contact supporting agencies to determine the availability to Public Works - Operations and engineering resources to meet current and anticipated needs. (Public Works Operations and Engineering Services)

5. Assess and report the availability of resources. (Supporting agencies)

6. Coordinate the delivery of Public Works - Operations and engineering support with the IC staff, EOC staff, or appropriate jurisdiction. (Public Works Operations and Engineering Services)

7. Identify un-met needs to ESF 5-Emergency Management Coordinator who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (Public Works Operations and Engineering Services)

8. Document Public Works - Operations and engineering support in the log. (Public Works Operations and Engineering Services)

9. Assist EM in the development of a County-wide situation assessment. (Public Works Operations and Engineering Services)

10. Provide updates for Situation Reports and Briefings. (Public Works Operations and Engineering Services)

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Definition: Provide for debris clearance, roads, highways and bridge repairs, engineering, construction, repair and restoration of essential public works systems and services.

Activation Criteria: The Director of Emergency Management will request Public Works - Operations to activate this ESF as well as the Douglas County Debris Management Plan, to support and coordinate the management of current or anticipated debris on public property resulting from a disaster event.

Lead County Agency – Primary: Public Works - Operations

Supporting Agencies: Sheriff's Office, Douglas County Health Department, Property Management, Urban Drainage and Flood Control District, Society of American Military Engineers, Private Sector/ Critical Infrastructure, Municipal, State and Federal agencies

Supporting Plans/Annexes: Rapid Needs Assessment Plan, Damage Assessment Plan, Debris Management Plan

Planning Assumptions:

1. Assistance may be needed to perform debris assessment and to clear debris.
2. Access to the disaster area will be dependent upon the re-establishment of ground routes. In many locations debris clearance will be given top priority to support immediate life-saving emergency response activities.
3. Rapid debris assessment of the disaster area will be required to determine potential workload.
4. Emergency environmental and legal clearances will be needed for handling and storage/disposal of materials from debris clearance and demolition activities.
5. Significant numbers of personnel with engineering and demolition skills along with construction and debris removal equipment may be required from the outside area.

Roles and Responsibilities: Support and coordinate the assessment, prioritization, removal and disposal of debris from public property resulting from an emergency/disaster event.

1. Establish contact/coordination with the EOC staff, Incident Command staff(s) as appropriate. (Public Works Operations and Engineering Services)
2. Determine current and anticipated debris management needs based on information provided by the IC staff. (Public Works Operations and Engineering Services)
3. Coordinate an assessment of public health and environment issues with public health and environment. (RB, DCHD)
4. Contact supporting agencies to determine the availability to debris management resources to meet current and anticipated needs. (RB)
5. Assess and report the availability of resources. (supporting agencies)
6. Coordinate the delivery of debris management support with the IC staff, EOC staff, or appropriate jurisdiction. (RB)
7. Identify un-met needs to ESF 5 Emergency Management Coordinator, who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (RB)
8. Assist EM in the development of a County-wide debris situation assessment. (Public Works Operations and Engineering Services)
9. Maintain current status on all debris removal activities being conducted (Public Works Operations and Engineering Services)

Definition: Provide for the mobilization and deployment, and coordination of all firefighting resources to combat urban and Wildland fire incidents.

Activation Criteria: The Director of Emergency Management will request the activation of this ESF, as needed, to meet established or anticipated needs for firefighting support during disaster response and recovery operations.

Lead County Agency-Unified: The Douglas County Sheriff's Office is the lead agency for the County. This responsibility is shared with the 10 independent fire districts and the agencies responsible for State and Federal lands within the County. The Sheriff's Office (SO) will coordinate the assumption of lead agency responsibilities as indicated by the specific event.

Supporting Agencies: Airport, Douglas County Hazmat, Amateur Radio Emergency Services, Auxiliary Communications Services, Municipal, State and Federal agencies, private sector, DCSAR

Supporting Plans/Annexes: Wildland Fire Annex, All Hazards Evacuation, Alert & Warning Annex

Planning Assumptions:

1. Major fires and other emergencies that exceed local capabilities will occur.
2. Responders may face added difficulties or hindrances after a disaster because of extensive damage to the local infrastructure. Such damage may then create environmental safety and health hazards such as downed power lines, unstable foundations or structures, exposure to biohazards, toxins, and blood-borne pathogens.
3. Terrorism events may result in major structural fires, structural collapse, mass casualties, and the need for mass decontamination.
4. Access to damaged areas will be restricted.
5. Successful operations require organized, interagency cooperation at all levels of government.
6. Efficient and effective mutual aid among the various local jurisdictions, State, and Federal fire agencies requires the use of the

ICS together with compatible firefighting equipment and communications.

Roles and Responsibilities: Support structural and wildfire field operations through close coordination with other Local, State and the private sector. Coordinate firefighting support to disaster response and recovery operations that may not be directly fire related.

1. Establish contact/coordination with the EOC staff, Incident Command staff(s) or as appropriate. (SO or delegated agency)
2. Coordinate fire, emergency medical with all impacted jurisdictions. (SO or delegated agency)
3. Determine current and firefighting needs based on information provided by the IC staff(s). (SO or delegated agency)
4. Contact supporting agencies to determine the availability of telecommunication and IT resources to meet current and anticipated needs. (SO or delegated agency)
5. Assess and report the availability of resources. (Supporting agencies)
6. Coordinate the delivery of firefighting support with the IC staff, EOC staff, or appropriate jurisdiction. (SO or delegated agency)
7. For wildfire related events, requests for resources will be forwarded to the Pueblo Interagency Dispatch Center (refer to the Fire Operating Plan for details on wildfire response).
8. Identify un-met needs to the ESF 5-Emergency Management, who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (SO, EM, Liaison)
9. Assist EM in the development of a County-wide situation assessment. (SO or delegated agency)

NOTE: *Refer to the Fire Operating Plan (FOP) for additional information on wildfire prevention, mitigation, response, and recovery.*

ESF 5 – EMERGENCY MANAGEMENT

Definition: Provide for the overall management and coordination of the County's emergency operations in support of Local response agencies and jurisdictions. Maintain and activate the County Emergency Operations Center as needed. Collect, analyze and disseminate critical information on emergency operations for decision making purposes. Identify the roles and responsibilities of County government in coordinating mutual, State and Federal assistance. ESF 5 responsibilities are generally assumed by the EOC Manager. Depending upon the size and complexity of the incident, there may also be an additional person staffing the ESF 5 position.

Activation Criteria: The Director of Emergency Management will activate this ESF, as required, to meet current and anticipated special event, response and recovery operations. In addition to activating the EOC any time the Incident Management Team is activated, the director may also activate the EOC as requested by any County agency or in support of regional, State or national disaster management activities. County GIS will be activated in support of this ESF.

Lead County Agency-Primary / Unified as determined: Emergency Management

Supporting Agencies: Assessor, Coroner, Sheriff's Office, County Administrator, County Attorney, Finance, Public Works - Operations, Douglas County GIS, Douglas County Health Department, Douglas County Schools, Fire Districts/Departments, EMS Services, Amateur Radio Emergency Services, American Red Cross, Salvation Army, others as appropriate for EOC activation and operations (determined by the Director of Emergency Management)

Supporting Plans/Annexes: Comprehensive Emergency Management Plan (CEMP), Annexes, ancillary plans and operating plans.

Planning Assumptions:

1. ESF 5 supports and coordinates all other ESFs and the overall execution of the Douglas County Emergency Operations Plan.

Roles and Responsibilities: Provide rapid activation and sustained operations of the Emergency Operations Center (EOC), for the effective coordination of Local agencies and integration with private, State and Federal response and recovery operations.

1. Assess the situation to determine the level of EOC activation, priorities and immediate actions required for the coordination of joint response efforts and mitigation/recovery planning. (EM)

2. Initial notification and recall EOC/ESF representatives (EM staff, SO staff, BOCC) as appropriate. (EM)

3. Implement the County Plan in support of ICS field operations. Activate or request the activation of specific ESFs as appropriate. (EM)

4. Establish direct communications with the Incident Command staff(s) and affected jurisdictions.

5. Request status reports as appropriate from affected municipalities and communities. (EM)

6. Compile and display incident status information, including maps, within the EOC. (EM & Douglas County GIS)

7. Notify the Division of Homeland Security & Emergency Management of initial situation assessment. Provide periodic updated situation reports as needed. (EM)

8. Conduct periodic internal briefings for all EOC personnel. (EM, GIS, all ESF representatives)

9. Coordinate response and recovery resources beyond normal mutual aid, based on requests by the Incident Command staff (s) through Dispatch. (EM)

10. Collect, evaluate and disseminate emergency information. (EM, PIO, GIS)

11. Support/coordinate essential public safety actions such as public warning and evacuation. (SO, EM)

12. Confirm delegation of authority for approving the use of County resources and for releasing emergency information to the public and news media. (EM) Coordinated through the EOC and IC.

13. Manage/coordinate resources, including allocation of facilities, services, personnel, equipment, materials, and other critical resources as requested by the IC. (Dispatch, EM,)

14. Coordinate Municipal and County requests for State and Federal assistance. (EM and Policy Group when activated)

15. Determine 24-hour EOC staffing requirements and provide for shift changes when extended EOC operations and additional support staff are required. (EM)

16. Implement financial record keeping procedures to track resources and to document all disaster related costs and financial commitments. (Finance, EM)

17. Coordinate functions, such as resource management and public information that are being performed both in the field using ICS and in the EOC to minimize misinformation and duplication of effort. (EM, PIO, Dispatch)

18. Assess and document damages. Provide results to the Division of Homeland Security & Emergency Management. (EM, GIS)

19. Determine the need to declare a Local disaster or State of emergency and/or the need to enact other orders such as evacuation orders, curfews, or orders to control prices. (EM, SO, BOCC)

20. Involve elected officials whenever possible, to make formal requests for public and private resources on behalf of the County or other Local jurisdictions. (EM)

21. Coordinate public information activities and news media releases with IC and lead PIO. (PIO)

22. Coordinate disaster recovery activities, including decisions about re-entry into disaster areas, reconstruction of damaged services and facilities, and identification of long-term hazard mitigation issues and plans. (EM)

23. In large events involving multiple EOC activations, coordinate information flow using appropriate situational awareness tools such as WebEOC and EMSystems. (EM, GIS)

24. Implement EOC deactivation procedures when the emergency/disaster situation is over. (EM)

25. Provide updates for Situation Reports and briefings. (EM)

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Definition: Manage and coordinate evacuation points, disaster sheltering, feeding and first aid for evacuees and individuals affected by emergencies or disaster. Provide temporary housing, food, clothing, and special human needs in situations that do not warrant mass care systems. This assistance may continue well after the emergency phase of the response. Assist in coordinating and managing volunteer resources.

Activation Criteria: Activated by the EOC Manager in the event that residents of Douglas County are displaced from their homes by floods, wildfires or other natural disasters, or are forced to leave their homes due to a power failure or accident involving hazardous materials the County for short-term sheltering, and with the assistance of the American Red Cross for longer-term sheltering, will open and manage temporary shelters and provide for the immediate needs of shelter residents for lodging, food, clothing and personal items.

Lead County Agencies: Office of Emergency Management with the support of Fleet, Facilities and Emergency Support Services (FFESS), the American Red Cross, Rocky Mountain Medical Reserve Corps, Salvation Army and other COVOAD member agencies.

Supporting Agencies: Sheriff's Office (Victim's Advocate), Board of County Commissioners, 2-1-1, Sheriff, Airport, Facilities, Fleet & Emergency Support Services, Douglas County Health Department, Human Services, Community Services, Open Space, Douglas County Schools, private sector, Municipal, State and Federal agencies, and COVOAD member agencies.

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex, Shelter Operations Plan

Planning Assumptions:

1. Douglas County assets will provide initial set up and support for evacuation sheltering needs. Private and volunteer organizations, i.e., American Red Cross, The Salvation Army, member agencies of COVOAD, etc., will support ongoing ESF 6 activities through the provision of shelter volunteers, feeding, and emergency first aid relief to individuals and families, not normally available from government resources. These local organizations will work in cooperation with

Douglas County in responding to, and recovering from, the effects of an emergency or disaster event.

2. Each level of government, private and volunteer organizations will respond to an incident within the limits of its available resources, including prearranged mutual aid, and subsequently may request assistance from its next highest level of support if required, e.g., municipality to county to state to federal government.

3. Not all disaster victims will require mass care services. Some victims will go to mass shelters, others will find shelter with friends and relatives; many victims will remain with or near their damaged homes.

4. Mass care shelter facilities will receive priority consideration for structural inspections to ensure safety of occupants, and for restoration of utilities or support by temporary means, i.e. portable generators, portable toilets and potable water.

5. Inquiries regarding individuals residing within the affected area will begin immediately after the general public is made aware of the emergency or disaster by the media or other means. An initial moratorium may be issued to activate the system and determine the boundaries of the affected area.

6. Douglas County OEM is the primary support agency for mass care operations under ESF 6.

Roles and Responsibilities: Provide safe, clean, secure temporary housing and basic needs for citizens displaced by disasters. Law enforcement personnel and other emergency responders are encouraged to consider the American Red Cross designated shelters as relocation sites for evacuees. Douglas County OEM should be contacted to arrange for shelter opening, preparation and management. American Red Cross can be contacted for long term shelter support and management. DCSO and law enforcement personnel from other jurisdictions in the County are responsible for providing security for designated shelters, if available.

1. Assess the situation to determine the need for mass care, sheltering and human services. (EM)

2. Notify shelter coordinators to initiate the establishment of shelters. (EM)

3. Coordinate shelter locations and anticipated opening times. (IC, EM)
4. Identify logistical needs to ESF 7a representative. (EM, FFESS)
5. Coordinate potable water, food, restroom facilities & solid waste disposal needs. (EM, FFESS)
6. Request status reports as appropriate from shelter coordinators. (EM, ARC)
7. Coordinate volunteer support to sheltering and Human Services needs. (ARC, HS, COVOAD, 2-1-1, Community Services, Community Development)
8. Coordinate emergency and recovery welfare services including registration and inquiry and Human Services Programs. (ARC, HS, COVOAD, FFESS)
9. Identify unmet mass care, sheltering and human services needs to ESF 5-Emergency Management Coordinator who will coordinate and request State and Federal assistance through DHSEM/SEOC. (ARC, FFESS, HS and EM)
10. When needed, ensure staffing of the shelters with ARES personnel. (EM)

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Definition: Manage and coordinate disaster sheltering, feeding and first aid for the companion animals and non-commercial backyard livestock of evacuees and individuals affected by emergencies or disaster. Provide for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of companion animals and non-commercial backyard livestock, impacted by disasters or disaster related disease outbreaks. This assistance may continue well after the emergency phase of the response. Assist in coordinating and managing volunteer resources.

Activation Criteria: Activated by the EOC Manager in the event that residents of Douglas County are displaced from their homes by floods, wildfires or other natural disasters, or are forced to leave their homes due to a power failure or accident involving hazardous materials the County for short-term sheltering, and with the assistance of the American Red Cross for longer-term sheltering, will open and manage temporary animal shelters and provide for the immediate needs of companion animals and non-commercial backyard livestock for shelter, food and basic medical care.

The Director of Emergency Management will activate this ESF, as required, in response to current or anticipated needs of evacuated or displaced citizens with companion animals and non-commercial backyard livestock support needs.

Lead County Agency-Primary: Emergency Management

Supporting Agencies: Douglas County Animal Response Team (DCART), Douglas County Animal Control, Facilities, Fleet & Emergency Support Services, Cooperative Extension, Douglas County Health Department, Municipal, State and Federal agencies, Humane Colorado, Parks and Trails, Open Space

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex, Animal Response Annex

Planning Assumptions:

1. Pet ownership is one of the biggest risk factors for evacuation failure prior to, and during, natural disasters. Evacuation failures occur when people do not have clearly communicated options for the evacuation and sheltering of their pets during a disaster incident.

2. The County in providing emergency management services, shall, at a minimum, include provisions for the care of companion and service animals as denoted in the Pets Evacuation and Standards Act of 2006. Animal care planning beyond that mandated by the PETS Act of 2006 shall be determined at the discretion of the County and resources to provide such care may be acquire by the emergency service provider or be acquired via mutual aid agreements with other agencies, non-governmental organizations or private entities and may constitute non-reimbursable expense within disaster declaration.

3. In emergencies resulting in the need to shelter both people and animals, efforts shall be made to co-locate such facilities.

4. Support may include mass care as well as sheltering, resource coordination and ordering, veterinary care and surge capacity, provisions for the protection of public health and safety, animal evacuation and transportation, emergency public information, risk reduction and public outreach programs addressing companion and service animal issues and long-term recovery issues related to these specific animal populations.

5. Conduct of activities under this appendix will rely heavily upon citizen volunteers. It is encouraged that such individuals become a part of the County Animal Response Team (CART) so that the CART can facilitate training in emergency response and management that will impart an understanding of the process and their specific roles and requirements as an animal responder.

Roles and Responsibilities: Rapid and safe evacuation, decontamination, care, shelter, treatment and/or disposal and documentation of animals impacted by disaster.

In the event of the introduction of a foreign animal disease, the DCART Coordinator will work closely with the Douglas County Health Department, the State departments of Agriculture and Natural resources, and the Division of Wildlife's Animal and Plant Health Inspection Service (APHIS) to ensure an integrated response.

1. Liaise with the Incident Command Staff(s) to determine specific animal control issues. (DCART Coordinator)
2. Identify the needs and means of animal evacuation, sheltering, care, collection care, euthanasia by a veterinarian when necessary and disposal as needed. (Animal Control, SO, EM, DCART, SO)
3. Activate the DCART if needed. (EM)
4. Support and coordinate the animal related activities of displaced persons brought into shelters and of field activities/staffs. (EM, DCART)
5. Coordinate mutual aid support with Local agencies. (EM, FFESS)
6. Identify animal related response and recovery resource short-falls to the ESF 5-Emergency Management Coordinator who will request State and Federal assistance through the Division of Homeland Security & Emergency Management. (DCART Coordinator)
7. Coordinate reception of State and Federal animal response and recovery resources (Veterinary Medical Assistance Team (VMAT) with Incident Command Staff(s). (EM, DCART Coordinator)
8. Coordinate documentation, shelter and care of animals as needed. (DCART)
9. Coordinate with State and Local agencies to ensure a coordinated response to animal health/disease issues. (EM/DCART)
10. Track and document animal response and recovery activities and support until no longer needed for field operations. (Animal Control, DCART Coordinator)

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Definition: Secure resources through mutual aid agreements, volunteer organizations, and procurement procedures for all ESFs, as needed. Provide coordination, tracking and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources.

Activation Criteria: The Director of Emergency Management will activate this ESF, as required, to meet current and anticipated special event, response and recovery operations. The coordination of resources and logistical support to response and recovery operations is a core function of the Emergency Operations Center.

Lead County Agency-Primary: Emergency Management

Supporting Agencies: Sheriff's Office, Finance, Airport, Douglas County Health Department, Human Resources, Human Services, Community Development, Community Services, Public Works - Operations, American Red Cross, Colorado Volunteer Organizations Active in Disasters, Fire Districts/Departments, Douglas County Schools, Salvation Army, Municipalities, State and Federal agencies, ARES, AUXCOM and the private sector.

Supporting Plans/Annexes: Resource Mobilization Annex

Planning Assumptions:

1. Successful sustained emergency and disaster operations are contingent upon an efficient and effective resource support function.
2. Logistical support necessary to save lives will receive first priority.
3. Transport of resources may require staging areas and support from ESF-1 (Transportation). In the case of a large-scale event, county, state and federally agreed upon decisions should be made in the identification of location and legal arrangement for staging areas.
4. The primary source of equipment, supplies, and personnel shall be made from county resources and local sources outside the impacted area. Support resources outside of the disaster area(s) will be directed to fulfill unmet needs.

5. Acquisition of resources will be accomplished in accordance with the Emergency and Disaster Finance Policy, which would exempt existing procurement requirements.

Roles and Responsibilities: Effective coordination of Local resources (within Douglas County and adjacent mutual aid partners) in support of response and recovery operations; rapid notification of the Division of Homeland Security & Emergency Management of unmet resource needs; and effective delivery and documentation of resource actions.

1. Develop and maintain an up-to-date directory of key contacts for goods, supplies, facilities and services. (EM, FFESS/AA)
2. Coordinate resource request and acquisition with Dispatch in the EOC and the Incident Dispatch Team at the ICP. (EM, FFESS/AA)
3. Develop and maintain master Emergency Resource List. (EM, FFESS/AA, Finance)
4. Secure mutual aid agreements with other agencies and jurisdictions. (EM, FFESS/AA)
5. Identify resource shortfalls and determine methods for acquisition, if needed, during an emergency or disaster. (EM, FFESS/AA)
6. Prioritize requests for emergency supplies, equipment and services, and coordinate actions in response to requests. (EM, FFESS/AA)
7. Authorize the acquisition, distribution, use and maintenance of essential emergency resources and personnel. (AA)
8. Identify unmet needs to the ESF 5 Emergency Management Coordinator who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (EM, FFESS/AA)
9. Pre-arrange for contracts for equipment, supplies and services during disaster. (EM, FFESS/AA)
10. Establish emergency purchase authorization procedures and identify authorized vendors. (FFESS/AA, Finance)
11. Develop and maintain detailed logs of resource requests and disbursements and records of expenditures. (Finance)

ESF 7B – DONATIONS MANAGEMENT

Definition: Determine needs and establish a means to collect, receive, account for, store, manage, distribute, and dispose of donated goods, services, funds, and materials.

Activation Criteria: The Director of Emergency Management will coordinate activation of this ESF with DCCF and/or COVOAD to ensure the effective management of donations.

Lead Agency - Unified: Emergency Management

Supporting Agencies: Sheriff's Office, Open Space, Community Development, Community Services, Finance, Facilities, Fleet & Emergency Support Services, Colorado Volunteer Organizations Active in Disasters (COVOAD), Douglas County Community of Care Network, Douglas County Schools, Douglas County Health Department, State Donations & Volunteer Coordination Team (DVCT), Municipal, State and Federal agencies.

Supporting Plans/Annexes: Resource Mobilization Annex

Planning Assumptions:

1. The successful management of disaster donations requires a united, cooperative, and coordinated effort by the county and the state, volunteer organizations, community-based organizations, business and industry, and the general public.

2. For most disaster situations, the donations management function can and should be handled by and through Douglas County government and the Douglas County EOC. However, a large-scale and/or particularly severe disaster may require state assistance in managing the flow of unsolicited donations.

3. Full use of county, state, and voluntary organization donations management resources should occur before federal assistance is sought.

4. Once emergency conditions in the disaster area are known (typically via the media), individuals and relief organizations from outside the disaster area will begin to collect materials and supplies and organize teams to assist the affected area. Often,

officials in the disaster area may not be aware of such assistance efforts.

5. Individuals and organizations will feel compelled to go to the disaster area to offer assistance, be it material goods or services.

6. Donations management response activities may be necessary before a Presidential major disaster declaration, as rapid coordination efforts are often required to mitigate potential donations problems in the response phase of disaster operations.

7. In the event of a damaging disaster causing significant injuries, loss of life, and destruction of property, donors will offer a wide variety of assistance – including cash, goods, equipment and loan of equipment and the services of individual.

8. Offers of assistance will be made to all levels of government as well as to voluntary organizations.

9. Cash donations to recognized nonprofit voluntary organizations with disaster experience are generally preferable to in-kind donations or material donation (including volunteer services).

10. The vast majority of expertise, experience, and capability for donations management rests with the voluntary relief organizations of the COVOAD so the involvement and assistance of such nonprofit expertise is highly desirable for efficient donations management.

11. To the extent possible, all field facilities required for a successful donations management operation (i.e. staging areas, reception centers, warehouses, distribution centers) should be located within, or in close proximity to, the affected local jurisdiction.

12. Non-useful and unwanted donations can be expected. Such items may include unsorted dirty or climate-inappropriate clothing, used mattresses, highly perishable foods, worn-out or cast-off items (junk), etc. These items must be planned for and disposed of in a manner that would not be considered offensive to the giving party. (Such disposal activities should not be publicized in any manner).

13. Surplus donations (that are usable) will have to be properly dispensed to worthy causes at the conclusion of disaster response and recovery operations.

Roles and Responsibilities: Coordinate the definition of needs, solicitation, receipt, storage, distribution, and documentation of donated goods in support of field operations and general recovery activities/needs of the public.

1. Work with ESFs 5/6/6a/7a to determine potential donation needs. (EM, COVOAD, DCART)
2. Establish donations guidelines for the public. (EM, COVOAD, DCART)
    a. What is needed and/or being requested?
    b. Where should donations be delivered?
    c. Where should volunteers report?
    d. When are donations being accepted?
    e. Condition requirements of donations?
3. Coordinate the release of guidance to the public with ESF-15a. (EM, COVOAD, DCART, PIO)
4. Request 2-1-1 assistance, as appropriate. (EM)
5. Establish donation acceptance locations. (EM, DCART)
6. Coordinate site staffing and logistics. (EM, COVOAD, DCART)
7. Liaise with site staff to maintain situational awareness of available donation needs. (EM, COVOAD, DCART)
8. Coordinate delivery support with ESFs 1/5/7a/11 and appropriate ICS staff. (EM, COVOAD, DCART)
9. Track all donations activities and provide an update during the periodic EOC situation briefing and for the Situation Report. (EM, COVOAD, DCART)
10. All cash, checks and electronic transactions (ACH) donations payable to Douglas County will be deposited by the Douglas County Treasurer's Office into a separate bank account and all

donations activities will be tracked in accordance with Douglas County Finance Department procedures. (Treasurer, Finance)

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ESF 7C – VOLUNTEER MANAGEMENT

Definition: Coordinate the mobilization and direction of volunteer resources in support of disaster response and recovery activities.

Activation Criteria: The Director of Emergency Management may activate this ESF as needed to support a wide range of coordinated/directed activities to support community response and recovery. Activation of this ESF may also be needed for the management of spontaneous volunteerism.

Lead County Agency-Primary: Emergency Management

Supporting Agencies: Douglas County Libraries, Human Services, Sheriff's Office, Facilities, Fleet & Emergency Support Services, Community Services, Douglas County Community of Care Network, COVOAD agencies, Douglas County Health Department, Medical Reserve Corps (MRC), Senior Resource Center (SRC), Municipal, and State agencies

Supporting Plans/Annexes: Resource Mobilization Annex

Planning Assumptions:

1. The successful management of disaster volunteers may require a united, cooperative and coordinated effort by the county and the state, volunteer organizations, community-based organizations, business and industry, and the general public.

2. For most disaster situations, the volunteer management function can and should be handled by and through Douglas County government and the Douglas County EOC. However, a large-scale and/or particularly severe disaster may require state assistance in managing the flow of volunteers, particularly spontaneous, unaffiliated volunteers.

3. Full use of county, state, and voluntary organization volunteer management resources should be occurring before federal assistance is sought.

4. Once emergency conditions in the disaster area are known (typically via the media), individuals and relief organizations from outside the disaster area will begin to collect materials and supplies and organize teams to assist the affected area. Often, officials in the disaster area may not be aware of such assistance efforts.

5. Individuals and organizations will feel compelled to go to the disaster area to offer assistance be it material goods or services.

6. Volunteer management response activities may be necessary before a Presidential major disaster declaration, as rapid coordination efforts are often required to mitigate potential volunteer and spontaneous volunteer problems in the response phase of disaster operations.

7. In the event of a damaging disaster causing significant injuries, loss of life, and destruction of property, volunteers will offer a wide variety of assistance and services.

8. Offers of assistance will be made to all levels of government as well as to voluntary organizations.

9. Cash donation to recognized nonprofit voluntary organizations with disaster experience are generally preferable to volunteer services from spontaneous, unaffiliated volunteers.

10. The vast majority of expertise, experience, and capability for volunteer management rests with voluntary relief organizations such as COVOAD members so the involvement and assistance of such nonprofit expertise is highly desirable for efficient volunteer management.

Roles and Responsibilities: Identify roles for volunteers and coordinate their mobilization, activities, and demobilization.

1. Contact service organizations and the Incident Command Staff to determine needs for volunteers. (EM)

2. Identify skills and numbers needed. (EM)

3. Coordinate a legal review of potential liabilities to the County, response agencies and to volunteers assisting with response and recovery efforts. (EM, Risk Management, County Attorney)

4. Identify a volunteer coordinator(s) to meet with and direct volunteer activities and act as liaison with response and service organizations. (EM)

5. Request assistance from COVOAD and 2-1-1, as appropriate. (EM)

6. Identify reporting locations, skills, shifts, and resources needed. (EM)
    a. Volunteer staffing
    b. Volunteer direction
    c. Volunteer safety
    d. Volunteer care and feeding
7. Coordinate the dissemination of information for volunteers with the PIO. (EM and PIO)
10. Coordinate the integration of volunteer resources into response and service organization activities. (EM)

11. Document volunteer services and hours. (EM)

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ESF 8A – PUBLIC HEALTH

Definition: ESF 8 is designed to provide a flexible organizational structure capable of meeting the requirements of many emergency scenarios. Public Health and Medical Services provides the mechanism for a coordinated response to the public health and medical component of any pre-planned event, potential incident, or actual incident. This ESF includes those needs associated with public health, environmental health, hospitals, fatalities management, behavioral health, ancillary partners, and some components of veterinary care. This also includes coordination with pre-hospital partners such as emergency medical services (EMS). ESF 8 should be looked at as supporting the entire public health and medical system and has strong coordination with emergency management, EMS/Fire, and other key partners/disciplines depending on the nature of the response to an incident.

Activation Criteria: The Director of Emergency Management may activate this ESF as needed to support a wide range of coordinated/directed activities to support public safety, public health and human services. When a mass casualty or complex event occurs in Douglas County, multiple disciplines may be called into action to provide this support and resources. Activation of ESF 8 to respond to medical surge or other health and medical components of the incident or event will establish the necessary coordination to integrate field-level response strategies with jurisdictional response. Field-level response refers to those decisions and activities directed at the incident to minimize the effects on health, life-safety and property. In some instances, responses usually assigned to ESF 8 may warrant more specific attention within the command structure. When this occurs and personnel are available, ESF 8 will assign an appropriate liaison to the area to create an efficient system.

Lead County Agency - Unified: Douglas County Health Department & Douglas County Coroner's Office (in Mass Fatality Events)

Supporting Agencies: Coroner, EMS, Behavioral Healthcare, Hospitals/Private Physicians/Medical Practices, DCOEM, Ancillary Partners, Vitalant

Supporting Plans/Annexes: DCHD Annex A ESF8 Operational Plan, Mass Fatality Annex

Planning Assumptions:

1. The ESF 8 component of a response will be organized through the system described in the DCHD Annex A ESF8 Operational Plan and the Douglas County Mass Fatality Annex

Roles & Responsibilities: Mass Fatality Management, Medical Services, Veterinary Medical Support, Behavioral Healthcare, Agricultural Safety & Security

- Provision of county public health services and operations, as deemed critical to the incident, for disaster response and recovery may include:
    - Identify public health needs in affected areas and develop response strategies
    - Provide assistance with recommendations on the disposal of hazardous and radiological materials
    - Provide disease control, surveillance and investigation
    - Provide mass prophylaxis
    - Provide guidance to healthcare providers
    - Issue quarantine and isolation orders
    - Provide medical surge care planning, coordination, and logistics support
    - Provide for environmental health
    - Inspect food and water supplies and evaluate and recommend methods for disposal of contaminated foods
    - Conduct vector surveillance
    - In cooperation with State and Federal officials as well as the food industry, conduct trace-backs or recalls of adulterated products
    - Request appropriate ESF 8 organizations to activate and deploy public health, medical, behavioral health and veterinary medical personnel (in coordination with ESF 11), equipment, and supplies in response to requests for local public health and medical assistance, as appropriate.
    - Make requests to the Colorado Department of Public Health and Environment (CDPHE) for activation of additional ESF 8 resources, as necessary, to support response operations.

- Evaluate requests for assets, which may include Strategic National Stockpile (SNS) assets, based upon relevant threat information and submit the requests to CDPHE, or other designated partners, as appropriate.
- Assist with family reunification
- Assist with patient tracking
- Assist with hospital surge operations
- Assist with hospital evacuation
- Assist with outpatient diagnosis and treatment
- Assist with hospital triage
- Assist with patient education
- Assist in surge staffing at triage centers, surge hospitals
- Facilitate and/or support Alternate Care Facilities
- Support behavioral health response/crisis counseling
- Support mass fatalities management
- Support with death investigation
- Coordinate with other ESFs for operational support
- Coordinate all health and medical messaging/risk communications to the public in conjunction with the County PIO(s) and provide subject matter expertise for any health and medical information released.
- Coordinate ESF 8 activities between impacted and supporting jurisdictions.
- Coordinates with Bonfils Blood Center which collects, tests, manufactures and distributes blood and blood products to maintain a safe and adequate community blood supply using the Blood Availability and Safety Information System as baseline data for ESF 8 activation.
- Liaises with Bonfils Blood Center to coordinate local public announcements around blood supply needs and donation logistics.

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ESF 8B – MASS FATALITY

Definition: ESF 8B is designed to provide coordination and support in the event of a natural or man-made disaster to include pandemic, resulting in a mass fatality situation. A mass fatality disaster is an event that results in a number of fatalities which overwhelms the normal capacity of the coroner's office of jurisdiction. Support and coordination for body recovery, victim identification, working with local and state authorities to provide temporary mortuary solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.

Activation Criteria: The Director of Emergency Management may activate this ESF as needed to support a wide range of coordinated/directed activities to support public safety, public health and human services. When a mass fatality event occurs in Douglas County, multiple disciplines may be called into action to provide this support and resources. Activation of ESF 8B to respond to a mass fatality incident or event will establish the necessary coordination to integrate field-level response strategies with jurisdictional response. Field-level response refers to those decisions and activities directed at the incident to minimize the effects on health, life-safety and property. In some instances, responses usually assigned to ESF 8B may warrant more specific attention within the command structure. When this occurs and personnel are available, ESF 8B will assign an appropriate liaison to the area to create an efficient system.

Lead County Agency - Unified: Douglas County Coroner's Office, Douglas County Health Department (for Public Health events)

Supporting Agencies: DCSO, Fire Departments/EMS, Behavioral Healthcare, DC OEM

Supporting Plans/Annexes: DCHD Annex A ESF8 Operational Plan, Mass Fatality Annex

Planning Assumptions:

1. Hospitals and medical centers may have their own plan for mass fatality management.
2. Coordination and operations for mass fatality management that arises out of a criminal event (i.e. mass shooter/mass knife attack, etc.) will be managed according to applicable law enforcement policies and standard operating procedures. Public safety and local hospitals will

communicate to coordinate family assistance, reporting, crisis information and other sensitive data.

3. The Coroner is ultimately responsible for mass fatality management in Douglas County resulting from a disaster. Under Colorado law, the county Coroner's office is the agency vested with the authority and responsibility to determine the cause and manner of death of any fatalities, victim identification, and notification of next of kin from incidents which occur within the county jurisdiction.
4. The Coroner may or may not be deployed to the EOC, having responsibilities at the fatality incident site, at examination center operations and/or at the Family Assistance Center (FAC). If not deployed to the EOC the Coroner will appoint a representative to the EOC as the ESF 8B Fatalities Management Unit Leader to coordinate County resources and request and respond to mutual aid services. The Coroner or ESF 8B Fatalities Management Unit Leader will respond to the EOC when activated in support of a mass fatalities event. The Fatalities Management Unit will co-locate with the ESF 8 Lead if ESF 8 is activated.
5. The Coroner/Fatalities Management Unit will be in charge of coordinating local and regional mass fatality operations utilizing this annex.
6. The Coroner/Fatalities Management Unit will support other local, state and federal agencies that may have jurisdiction for the event including, but not limited to, the Sheriff's Office, National Transportation and Safety Board (NTSB), etc.
7. Depending on the capabilities of the county facilities and personnel, and the number of fatalities, the Coroner's Office resources may be quickly overwhelmed.
8. For incidents resulting in mass fatalities which overwhelm local resources, mutual aid (written or unwritten) may be requested from those agencies which make up the North Central Region (NCR).
9. In a localized mass fatality incident, not all bodies may require an exam. The need for exams to be performed will be incident-specific and will be determined by the Coroner's Office who has primary jurisdictional authority.
10. The Coroner will adhere to the principles of the Incident Command System (ICS) when used in managing operations.
11. Resource mobilization is coordinated to effectively manage, order, and supply mass fatality response resources with operational coordination for local, regional, and statewide support. Resource mobilization will work to benefit the respective Coroner's offices, the Incident Command System, Financial Tracking and Documentation activities, and will be

facilitated through local, county, and state Emergency Operations Centers (EOC).

Roles & Responsibilities: Mass Fatality Management, Victim Identification Center (VIC) support

- Provide county mass fatality operations, as deemed appropriate and critical to the incident, for disaster response and recovery may include:
    - Support mass fatalities management
    - Support death investigations
    - Support Temporary Field Examination Center operations
    - Support Family Assistance Center (FAC) operations
    - Support Victim Identification Center (VIC) operations
    - Support mass fatalities field support and logistics
    - Support family reunification
    - Support with victim tracking
    - Support behavioral health response/crisis counseling in coordination with ESF 8 Public Health
    - Coordinate with other ESFs for operational support
    - Coordinate ESF 8B activities between impacted and supporting jurisdictions.

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ESF 9 – SEARCH AND RESCUE

Definition: Provide resources for ground, water, and airborne activities to locate, identify and remove persons lost or trapped in stricken areas, buildings and other structures. Provide for specialized emergencies and rescue operations.

Activation Criteria: The Director of Emergency Management may activate this ESF as needed to meet current and anticipated search and rescue operations. The agency having jurisdiction and/or the responding agency will request the activation of a SAR team (either land or urban) through the DCSO.

Lead County Agency – Unified: DCSO

Supporting Agencies: Douglas County Offices, Departments and Divisions, DCSAR, Fire Districts, Local, State and Federal Agencies.

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex, Rapid Assessment Annex, Damage Assessment Annex

Planning Assumptions:

1. The safety of the rescue personnel is foremost in any operation.
2. A major disaster or civil emergency may generate conditions that vary widely in scope, urgency, and degree of devastation. Substantial numbers of people could be in life threatening situations requiring prompt rescue and medical care. Because the mortality rate will dramatically increase beyond 72 hours, search and rescue efforts must begin immediately.
3. People may become lost, trapped or otherwise isolated. Government must be prepared to seek out, locate, and rescue such persons.
4. Missing persons may be injured or deceased. Search and rescue activities must be prepared to provide aid to injured persons.
5. A missing or lost person is always considered to be alive and in need of rescue until such time that a person of authority (Sheriff or his designee) concludes that there is no chance of survival or support, including rescue, and is no longer required.
6. Inclement weather may be a factor in any wilderness, urban/technical search and rescue activity – restricting the types of resources to be

used, the length of time they can be used and even the locations to be searched.

7. Under some circumstances, the incident scene is also a crime scene and care must be taken to protect evidence.

Roles and Responsibilities: The Sheriff's Office is the lead for all search and rescue operations in unincorporated areas of Douglas County. The DCSO has delegated the responsibility for land search and rescue support to the Douglas County Search and Rescue Team. The DCSO relies upon the Fire districts for urban search and rescue in such cases as a structural collapse.

1. Liaise with the Incident Command staff(s) to determine specific SAR/USAR support needs (i.e. capabilities, where, when, and anticipated duration). (SO or FD)

2. Identify and contact mutual aid and regional SAR/USAR resources in support of current and anticipated needs. (FD and SO)

3. Identify SAR/USAR resource short-falls to ESF 5 who will request State and Federal assistance through the Division of Homeland Security & Emergency Management. (FD, SO, EM)

4. Coordinate reception of State and Federal SAR/USAR resources with Incident Command staff(s). (EM, SO, FD)

5. Coordinate logistical support if needed. (EM)

6. Track and document SAR/USAR activities and support until no longer needed for field operations. (FD or SO)

7. Update SAR/USAR activities during the periodic EOC situation briefing and for the Situation Report. (FD or SO, EM)

8. Identify unmet needs to the ESF 5 Emergency Management Coordinator who will coordinate and request State and Federal assistance through the Division of Homeland Security & Emergency Management. (SO, EM)

9. Track and document search and rescue related activities. (SO or FD)

ESF 10 – HAZARDOUS MATERIALS

Definition: Provide response to potential or actual hazardous materials incidents. Provides for inspection, containment and oversight of cleanup of hazardous materials accidents or releases.

Activation Criteria: The appropriate fire or law enforcement agency will request activation of this ESF in support of response to significant hazardous material situations. This ESF may also be activated by the Director of Emergency Management when hazardous materials expertise and/or resources are needed in support of human or animal health emergencies/disasters.

Lead County Agency - Unified: Sheriff's Office, Fire Departments/Districts (FD) and Douglas County HAZMAT

Supporting Agencies: Douglas County Health Department, Public Works - Operations, Local Emergency Planning Committee (LEPC), Municipal, State and Federal agencies

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex

Planning Assumptions:

1. Large quantities of Hazardous Substances are transported via highway, rail, air, and pipeline within and through the County on a daily basis. Therefore, there is a probability of an actual or potential release occurring on any given day as a result of transportation accident and/or incident.

2. Hazardous Substances are manufactured, stored, distributed utilized and disposed of at numerous fixed facilities located throughout the County. Therefore, there is a significant probability of an actual or potential release occurring on any given day.

3. Hazardous chemical or biologic agents could possibly be used either as a causative agent or byproduct (debris and human remains/biohazard) at any large-scale suspected or actual terrorist events.

4. Hazardous substance incidents may occur simultaneously following a major disaster such as a flood or terrorist attack.

5. Exceptions to current disposal practices may be necessary during major disasters.

Roles and Responsibilities: As the Designated Emergency Response Authority (DERA), the Sheriff's Office is the lead hazardous material response agency in unincorporated Douglas County. Delegation of this authority in our incorporated communities is at the discretion of Local government. This ESF is responsible for coordinating Local, State and Federal response in support of current and anticipated hazardous material operations in the field. This ESF will also work closely with other ESF representatives (EM, PH&E, PIO) to ensure the integration of the in-field situation assessment is clearly communicated to agencies that may not be directly involved in the tactical/technical response but have a role in the potential broader impacts of a hazardous materials event. This ESF may also be called upon to support the personal protection, decontamination, surveillance and sampling needs of ESF 3a, 4, 8a, 8b, 11 and 13a during response and recovery operations related to human or animal health disasters.

1. Liaise with the Incident Command staff(s) to determine specific hazardous materials response and recovery support needs (i.e., capabilities, where, when, and anticipated duration). (SO, FD, DC HAZMAT)

2. Ensure downwind/downstream actions have been taken into consideration. (SO or FD)

3. Ensure Douglas County Health Department and LEPC have been notified. (SO)

4. Coordinate with the EPA, as appropriate. (SO, FD, DC HAZMAT)

5. Identify and contact local, mutual aid and regional hazmat response and recovery resources in support of current and anticipated needs. (SO or FD)

6. Identify hazmat response and recovery resource short-falls to the ESF 5 Emergency Management Coordinator who will request State and Federal assistance through IC and the Division of Homeland Security & Emergency Management. (FD, SO, EM)

7. Coordinate reception of State and Federal hazmat response and recovery resources with Incident Command staff(s). (SO, EM)

8. Coordinate logistical support, if needed from the IC. (EM)

8. Track and document hazmat response and recovery activities and support until no longer needed for field operations. (FD or SO)

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Definition: Provide for the coordination of response, mitigation and recovery efforts related to the county's cultural, environmental, agricultural (food) and natural resources (including water supply). Provide for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of livestock and wildlife impacted by disasters or foreign animal disease. ESF 11 includes the functions of assisting to the response to livestock and agricultural health issues / disease outbreaks, providing technical expertise, coordination, and support of livestock and agricultural emergency management when agricultural interests are affected by disaster; providing technical expertise, coordination and support of cultural, environmental and natural resources affected by disasters. ESF 11 coordinates with State and Federal Lands, State and U.S. Forest Service, State Department of Agriculture (CDA) and U.S. Department of Agriculture (USDA), and Bureau of Land Management.

Activation Criteria: This ESF will be activated by the Director of Emergency Management/EOC Manager in response to current or anticipated impacts to cultural, environmental, agricultural or natural resources. Disasters often impact or damage critical aspects of these areas, such as in animal disease outbreaks or the destruction of historically sensitive areas or critical watersheds. Restoration of these assets is critical to community response and recovery efforts.

Lead County Agency: Emergency Management

Supporting Agencies: Sheriff's Office, Public Works - Operations, Public Works – Engineering, Community Development, Fire Departments/Districts, CSU Extension, Municipal, State and Federal agencies

Supporting Plan/Annexes: NA

Planning Assumptions:

1. The ESF 11 component of a response may be multi-faceted depending on impacts specific to the environment, agriculture, natural resources or all three.

2. Upon declaration of an emergency, the county may invoke temporary controls on local resources and travel to contain the spread of infectious disease among domesticated animals and food products.

3. Douglas County Health Department may need to escalate public health and safety inspections and surveillance. The type and number will be dependent on the cause and impact of the incident or disaster.

4. The State of Colorado has jurisdictional control for agricultural animal health issues, particularly disease outbreaks. Depending on the severity of the incident the jurisdictional control may rapidly move from the state jurisdiction of CDA to the Federal jurisdiction of the USDA. In these cases, local government and emergency management may or may not provide active supporting roles.

5. County departments and municipalities act as the primary agencies with jurisdictional control for protecting, recovering and restoring natural, environmental, cultural, and historic resources at the local level before, during, and after an emergency or disaster of countywide significance.

Roles and Responsibilities: Restoring agricultural animal health is primarily the responsibility of the Colorado Department of Agriculture. Restoring natural, environmental, cultural, and historic resources is primarily the responsibility of county and municipal government. The accomplishment of this shared responsibility requires close coordination with state, county and municipal agencies to provide access and security for these critical activities. Emergency Management (ESF 11) will act as the coordinator for these activities and may delegate this role as appropriate to the situation.

1. Gather status information regarding agricultural animal, natural, environmental, cultural, and historic resources (EM, Extension, CDA, Community Development)

2. Develop an overall situation assessment of the status of agricultural animal, natural, environmental, cultural, and historic resources (EM, Extension, CDA, Community Development)

3. Work with stakeholders and subject matter experts to determine needs and priorities for security and access to agricultural animal, natural, environmental, cultural, and historic resources. (EM, SO, FD)

4. Support and coordinate response and restoration activities for ESF 11 areas with the incident command staff(s). (EM)

5. Identify related response and recovery resource shortfalls and request State and Federal assistance through the EOC. (Division of Homeland Security & Emergency Management, EM)

6. Track and document agricultural animal, natural, environmental, cultural, and historic resources activities and estimated costs. (EM)

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ESF 12 – PUBLIC SERVICES, UTILITIES

Definition: Provide for the rapid restoration of emergency and government services, roads, bridges and publicly held critical facilities. Support the restoration of private sector critical infrastructure. Coordinate the rationing and distribution of emergency power and fuel.

Activation Criteria: This ESF will be activated by the Director of Emergency Management in response to current or anticipated disruptions of public services. Disasters often damage critical infrastructure, such as power and communications lines. Restoration of these assets is critical to community response and recovery efforts.

Lead County Agency – Unified: Emergency Management and the private sector

Supporting Agencies: Sheriff's Office, Public Works - Operations, Community Development, Community Services, Fire Departments/Districts, the private sector (i.e. Xcel Energy, CORE Electric, Mountain View Electric, Black Hills Energy and CenturyLink, water and sanitation districts), Municipal, State and Federal agencies

Supporting Plan/Annexes: Emergency Operations Plan (EOP), Power Outage Annex, PSPS Annex, PSPS Critical Action Plan

Planning Assumptions:

1. An emergency or disaster, either natural or manmade, may disable key electric and liquid fuels generation/production, distribution and delivery facilities resulting in local, statewide and possibly regional (e.g., Western United States) blackouts and/or brownouts. Additionally, the fuel supply system used for generation may be interrupted.
2. Pre-planned Public Safety Power Shutoffs (PSPS) may affect electrical distribution and delivery facilities resulting in extended local or regional power outages.
3. The transportation and telecommunications infrastructures may be affected.
4. Sudden, widespread blackouts or fuel shortages could result in public alarm and anxiety given the timing of the event (i.e., winter / summer) and potential duration (i.e., days/weeks/months).

5. Delays in the production, refining, and delivery of petroleum-based products may occur as a result of loss of commercial electric power.

6. Deployment of first responders (e.g., law enforcement or health officials) to various locations may be required.

7. Notification to the public could result in mass gatherings, anxiety and possibly civil unrest, requiring crowd control.

8. Limited access to transportation fuels could impact businesses, the provision of health services, and consumer mobility.

Roles and Responsibilities: Restoring public service is primarily the responsibility of the private sector. The accomplishment of this shared responsibility requires close coordination with County and municipal agencies to provide access and security for these critical activities. Public Services, Utilities (ESF-12) will act as the coordinator for these activities and may delegate this role as appropriate to the situation (i.e. Public Works - Operations may need to coordinate clearing access to damaged power lines, while FD and DCSO may need to coordinate access to areas that have been closed to the public after a fire or other disaster).

1. Gather status information from Local providers of critical public services (power, communications, medical services, fuel, food and water). (EM, Information Technology Services)

2. Develop an overall situation assessment of the status of critical public services. (EM, service providers)

3. Work with public service providers to determine needs and priorities for security and access to critical infrastructure. (EM, SO, FD)

4. Support and coordinate the public service restoration activities with the incident command staff(s). (EM)

5. Identify public service restoration related response and recovery resource shortfalls and request State and Federal assistance through the EOC. (Division of Homeland Security & Emergency Management, EM)

6. Track and document public service restoration and estimated costs. (EM)

ESF 13A – LAW ENFORCEMENT

Definition: Provide for the protection of life and property by enforcing laws, orders and regulations including the movement of persons from threatened or hazardous areas. Provides force and critical infrastructure protection, security planning and general law enforcement assistance, security, traffic and access control, in both pre-incident and post-incident situations.

Activation Criteria: This ESF will be activated by the Director of Emergency Management in response to current and anticipated threats to public safety, order and the security of lives and property.

Lead County Agency - Primary: Sheriff's Office

Supporting Agencies: District Attorney, Public Works - Operations, Douglas County HAZMAT, ARES, Municipal, State and Federal agencies, Coroner, Parks, Trails, and Building Grounds, Douglas County Schools, and DCSAR.

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex, Rapid Needs Assessment Annex, Damage Assessment Annex, Active Threat Annex

Planning Assumptions:

1. Major disasters and other emergencies which exceed local capabilities have and will continue to occur in Colorado.
2. Local law enforcement departments will be the primary response agency
3. The potential for local law enforcement resources to become depleted can happen at any time; this is especially true during and after a major disaster or terrorism event. Natural disasters and other emergencies in Colorado have shown that normally available law enforcement resources may be difficult to obtain and utilize because of massive disruptions of communications, transportation, and utility systems.
4. Natural hazard, technological, and / or human - caused events may result in mass casualties and damage. Because of the potential that crime scenes may occur, there will be the need for additional law enforcement resources for security and investigations.

5. Successful law enforcement operations during an emergency will require organized, interagency cooperation at all levels of government.

Roles and Responsibilities: Preserve and rapidly restore public order and security is essential to response and recovery operations. The Sheriff's Office will perform under its statutory authority to ensure the preservation of public order, the prevention of criminal activity, the preservation and collection of evidence, criminal investigations and prosecution.

1. Liaise with the Incident Command staff(s) to determine the need for support from and to law enforcement agencies in support of current and anticipated needs. (SO)
2. Activate the Douglas County Incident Management Team, if needed/requested. (SO)
3. Coordinate the staffing in support of EOC, dispatch and field operations. (SO, EM, ARES)
4. Develop an overall situational assessment of law enforcement needs within the County. (SO)
5. Liaise with municipal and State law enforcement agencies to determine mutual aid/assistance needs. (SO)
6. Support and coordinate the law enforcement activities with the incident command staff(s). (SO)
7. Liaise with State and Federal law enforcement agencies, as needed, in support of law enforcement operations. (SO)
8. Identify law enforcement resource shortfalls to the ESF 5 Emergency Management Coordinator who will coordinate and request State and Federal assistance through IC and the Division of Homeland Security & Emergency Management. (SO)
9. Track and document law enforcement related activities, costs, and support until no longer needed for field operations. (SO)

ESF 13B – EVACUATION & TRAFFIC CONTROL

Definition: Provide for the timely and appropriate decision to evacuate or shelter in place at-risk populations. Coordinate the designation and implementation of effective traffic management to ensure the expedient access of response resources and the evacuation of the public as needed.

Activation Criteria: The Director of Emergency Management will activate this ESF in support of the Incident Command staffs decision to order an evacuation of at-risk populations

Lead County Agency - Primary: Sheriff's Office

Supporting Agencies: FFESS, Douglas County Health Department, Public Works - Operations, Community Development (PTBG Division), Fire Departments/Districts, Municipal, State and Federal agencies.

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Plans

Planning Assumptions:

1. Evacuations can range from a short-distance movement caused by a relatively concentrated threat (i.e. wildfire, active threat) to a catastrophic incident requiring a large-scale evacuation covering a widespread area (i.e. non-dissipating slow moving hazardous materials plume).

2. County officials and the Office of Emergency Management must be well informed and prepared to initiate evacuation operations once an evacuation has been deemed necessary by Incident Command. Public Information releases and extensive coordination are required to ensure a safe and efficient relocation of people, vital equipment, and essential supplies from threatened areas. Public officials are also expected to:

    a. Provide security and access control for evacuated areas.

    b. Provide temporary shelter and services for evacuees.

    c. Coordinate the return of people to their homes, as safety permits.

    d. Manage recovery operations.

    e. Return to normal operations.

3. The location and severity of the incident will determine whether a "Pre-Evacuation" or “Evacuation” will be issued. Under a **Pre-Evacuation** Order: Government officials strongly urge and recommend persons in designated evacuation areas to relocate to safer locations for their own safety. Personal discretion allowed, but not advised.

4. Under an **Evacuation** Order: Government officials order all persons in designated evacuation areas to relocate to safer locations for their own safety. Personal discretion is not to be a deciding factor. An Evacuation Order will apply to the public in general. Exceptions would include public safety officials, disaster response personnel and organizational / agency / business employees designated as "critical workforce" or "essential". However, all of these individuals will be expected to eventually seek adequate shelter prior to the onset of dangerous conditions. Persons who refuse to comply with a mandatory evacuation order will not be arrested nor forcibly removed from their homes. However, they should not expect rescue or other lifesaving assistance after the onset of dangerous conditions. (The same will hold true for persons ignoring a voluntary evacuation order.)

5. Evacuation notification will take place through the Code Red System, through other available Emergency Alert Systems (EAS), internet postings on websites and social media and through media broadcast.

6. There will be people who unable to self-evacuate who may require assistance:

a. People unable to self-evacuate includes children in schools or day care centers, nursing home residents, homebound individuals or those currently incarcerated. The majority of individuals in assisted living facilities, those afflicted with disabilities or currently hospitalized would likewise probably lacks the ability to self-evacuate.

b. Special notification and possible further assistance might also need to be provided to non-English speaking persons. Transient populations such as tourists or the homeless as well as individuals at or below poverty levels and any individuals(s) lacking adequate transportation would most likely require consideration and assistance.

Roles and Responsibilities: Safety of the public often depends on two options: (1) sheltering in place or (2) evacuation. Evacuation is highly dependent on the circumstances and the hazard. The determination to direct the public to evacuate must be made quickly, based on facts, provide clear guidance, identify effective traffic management and routing, and be clearly and effectively transmitted to the public and those agencies responsible for its execution.

Under the Colorado Revised Statute 24-33.5-709, the principle executive officer of a Local government is empowered to declare a "local disaster." Upon that declaration, the response and recovery aspects of any and all Local and inter-jurisdictional disaster emergency plans are activated. A plan that authorizes evacuations furnishes the legal power to the Local jurisdiction to issue evacuation orders. The sheriff may also order an evacuation under his authority to keep the peace 30-10-516, C.R.S. Evacuation orders are enforced by criminal sanctions, and a person disobeys an evacuation order at his or her peril.

The need to order an evacuation is a consideration the Incident Commander makes during his initial scene assessment. The evacuation order will also be passed to both the American Red Cross and Douglas County Emergency Management so that reception and shelter activities can be coordinated. The evacuation order will be conveyed to the appropriate Public Safety Answering Point (PSAP) for rapid multi-media dissemination to the impacted communities. Not all citizens may be able to comply with this order. Specific instructions must be provided to this population so that they can be rapidly identified, contacted and assisted as needed.

1. Quickly assess the situation and identify appropriate evacuation routes and means of transportation. (FD, SO, DCPH)
2. Coordinate an evacuation point and sheltering with ESF 6 Mass Care and Sheltering. (FD, SO, EM, FFESS)
3. Issue the formal evacuation order under the appropriate authority. (SO or principal executive officer of the political subdivision)
4. Develop and deliver clear directions to the public. (SO and PIO)
5. Provide clear guidance to populations that may be unable to comply with the evacuation order. (SO and PIO)

6. Establish efficient evacuation routing and traffic management that fully utilize all available means. (SO, R&B)
7. Direct special needs populations to request assistance, if needed. (SO)
8. Ensure the evacuation/transportation needs of schools, hospitals and nursing homes are communicated to field personnel.
9. Assist in coordinating outside transportation for access and functional needs groups.
10. Monitor evacuation activities and quickly act to resolve any issues (i.e., fuel, accidents, breakdowns) that may impede the speedy completion. (SO)
11. Provide updated information to evacuees by all available means (i.e., radio, television, and signage). (SO, PIO)
12. Provide access for emergency vehicles to the evacuation area. (SO)
13. Designate shelters for the evacuating public. (EM, FFESS, American Red Cross)
14. Provide a data collection/sharing capability to enable evacuees to register their evacuation status and reconnect them with their families. (American Red Cross)
15. If the situation requires shelter-in-place actions instead of evacuation, provide specific instructions to the public through all available means (SO, EM, PIO)

Recovery Plan

Reference Douglas County, Disaster Recovery Plan

Damage Assessment

Definition: Ensure that procedures and experts are available to provide preliminary estimates and descriptions. Estimates of the extent of damage should be based on observations by engineers and assessment teams. Assessments provide a basis for determining the need for a County, State or presidential disaster declaration.

Activation Criteria: This ESF will be activated by the Director of Emergency Management when the situation assessment indicates significant potential damage has occurred in Douglas County

Lead County Agency - Unified: Facilities, Fleet and Emergency Support Services (FFESS), Emergency Management,Community Development, and Public Works Department (Building Inspection, Operations, Engineering, Stormwater and Flood programs).

Supporting Agencies: Board of County Commissioners, Assessor, Sheriff's Office, Finance, Airport, Metro Districts, Cooperative Extension, Douglas County Health Department, Human Resources, Human Services, Open Space, Public Works - Operations, American Red Cross, Douglas County Schools, Society of American Military Engineers, Urban Drainage and Flood Control District, private sector (i.e., property owners, insurers), Municipal, State and Federal agencies.

Supporting Plan/Annexes: Damage Assessment Annex, Debris Management Plan, Recovery Plan

Planning Assumptions

1. A major disaster or emergency will cause numerous fatalities and injuries, property losses, and disrupt normal life-support systems. It will have an impact on regional economic, governmental, and the physical environment, and social infrastructure in the County.

2. The extent of casualties and damage will reflect factors such as the time of occurrence, severity of impact, weather conditions, population density, building construction, and the possible triggering of secondary events such as fires and floods.

3. Departments and agencies across the County will need to respond on short notice to provide timely and effective assistance.

4. Douglas County recognizes that it is vulnerable to human-caused and natural disasters. The potential damage that may be caused by a disaster increases proportionately with increased population levels.

5. A major emergency or disaster will overwhelm the capabilities of Douglas County and municipal governments to provide prompt and effective emergency response and recovery. Resources in the County may be unavailable or in short supply.

6. The Douglas County Disaster Recovery Plan will be activated at the discretion of County leaders, based on the County's capability to manage disaster recovery based on the current situational analysis.

7. Douglas County government, cities and towns, and special districts will provide assistance and support to each other, within their ability, and will cooperate to ensure coordinated emergency and recovery operations are maintained.

8. Transportation infrastructure will be damaged, and transportation disrupted. Emergency responders may have difficulty reaching victims and evacuation routes may cause traffic backups slowing egress from damaged areas. The movement of emergency supplies may be impeded.

9. Damage to commercial telecommunications facilities may occur, slowing dissemination of information and reporting of persons needing help.

10. Public safety and general public (including cellular service, internet and land-line telephone access) communications may be limited or not available. It is expected that emergency radio communications including responder emergency communications, the Federal Emergency Alert System and ham radio communications may be limited.

11. Homes, businesses, public buildings, antenna sites, and other critical facilities may be damaged or destroyed. Public utilities will be damaged and either completely or partially inoperable.

12. Emergency response personnel may be victims of the emergency preventing them from performing their assigned emergency duties.

13. Many victims may be forced from their homes and large numbers of dead and injured may exist. Emergency medical services and transport

ambulances may be in short supply. Medical and health care facilities that do remain open may be overwhelmed with medical care requests.

14. Vital utility services such as electrical power, water service and petroleum fuels will be severely restricted or may not be available.

15. Damage to fixed facilities that generate or use hazardous or toxic chemicals could result in the release of these hazardous materials into the environment.

16. Restaurants and grocery stores may not be able to supply food. Additionally, basic necessities, such as medicines, may be in short supply.

17. Volunteers may come from other areas to help, causing problems with accountability. Donated goods not presently needed may be dropped off.

18. Businesses in Douglas County may have difficulty remaining open or providing paychecks to their employees.

19. Effective emergency and recovery operations require periodic training and exercising of all potentially involved personnel and agencies.

Roles and Responsibilities: Although the immediate pressures to respond to a major disaster are overwhelming, the need to begin to document disaster impacts early on in the response effort should not be overlooked. In addition to providing justification for State and Federal assistance, accurate damage assessment figures provide information for situation, public information and media reports and can help response officials to focus resources where they are most needed. A systematic damage assessment process will help to ensure timely recovery assistance as well as maximum State and Federal financial disaster assistance in State-declared and presidential-declared disasters. The following are the fiscal impact thresholds for a Presidential Disaster Declaration as of Fiscal Year 2025:

-2025 Presidential Declaration Public Assistance for Infrastructure Repair thresholds:

--$1.89 per capita Statewide x 6.1* million people = $11.529 million

--$4.72 per capita Countywide x 400,182* people = $1.89 million

*2025 population estimates

An interdepartmental team (see Lead and Supporting Agencies above) will be convened at the EOC, under the Director of Emergency Management, for the purposes of collecting and documenting disaster-caused damages and related impacts. In multi-jurisdictional incidents, damage assessment reports from all jurisdictions should be obtained and incorporated into County-wide totals. Damage assessment personnel at the EOC can either use hard-copy damage assessment forms or the Crisis Track damage assessment program software (preferred).

Paper forms for the initial damage assessment are available from the Douglas County Office of Emergency Management.

Emergency and Disaster – Emergency Declarations

Local emergency or disaster declarations may be necessary in order to fully mobilize County resources or to enact temporary restrictions such as curfews. A Local declaration is a precondition for State emergency assistance in most cases. Requests for State and Federal disaster assistance should be directed to Colorado Department of Public Safety, Division of Homeland Security & Emergency Management.

References

Damage Assessment Manual, Robert Lee Kistner, 2012, CreateSpace Independent Publishing Platform

- An Elected Officials Policy Guide for Disasters and Emergencies, 2012, Colorado Office of Emergency Management.
- Douglas County Disaster Recovery Plan, 2014, Douglas County Colorado

Roles and Responsibilities

Assemble Rapid Assessment and a Damage Assessment teams comprised of representatives from the following divisions: Building Division (Public Works Department), Community Development, Information Technology Services,

Assessor's Office, Sheriff's Office and Emergency Management. The OEM shall serve as the lead agency followed by Building Inspection for damage assessments in Douglas County.

1. Assemble a damage assessment team composed of the support agencies and relevant community representatives. (Building Inspection, EM).

2. Identify immediate and long-term impacts to essential public services, including water and wastewater services, telephones, transportation systems, public safety facilities and services, and Public Works - Operations facilities. (Building Inspection and Assessment Team)

3. Establish contacts with representatives of public utilities that have been impacted to obtain damage assessment information. (Building Inspection and Assessment Team)

4. Maintain contact with other affected jurisdictions in order to incorporate damage estimates into a County-wide summary. (Building Inspection and Assessment Team)

5. Assign personnel to conduct a windshield survey and provide a preliminary damage assessment. (EM and Building Inspection)

6. Coordinate the damage assessment resources of other organizations when needed/requested (including damage assessment personnel from the State Division of HS & Emergency Management and the American Red Cross). (Building Inspection and Assessment Team)

7. Maintain contact with County legal advisors with respect to preparation of legal documents, such as formal disaster declarations, curfew orders, etc. (Building Inspection, EM)

8. Develop and maintain a County-wide damage assessment. (Building Inspection, EM)

9. Assess the County-wide impact and provide recommendations to the Board of County Commissioners regarding a County Disaster Declaration and possible requests for State and Presidential disaster declarations. (Building Inspection, EM)

10. Provide Finance with county-wide damage assessment report with details of the financial and cost analysis as well as funding recommendations for the BOCC. (Building Inspection, EM, Finance)

11. Provide an updated damage assessment during periodic EOC situation briefings and for the Situation Report. (Building Inspection)
12. Provide the Division of Homeland Security & Emergency Management with damage assessment information as early as possible. Follow-up with periodic updates as needed. (EM)

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ESF 15A – PUBLIC INFORMATION

Definition: Provide for effective collection, control, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance. Coordinate efforts to minimize rumors and misinformation during an emergency.

Activation Criteria: This ESF will be activated by the Director of Emergency Management in response to current or anticipated public information needs. Activation of this ESF should be considered whenever the EOC is activated. Disaster and preparedness public information is an ongoing responsibility prior to, during and after a disaster occurs.

Lead County Agency - Unified: Sheriff's Office, County PIO, Open Space, Human Services, Douglas County Health Department, Douglas County Schools, and Fire Departments/Districts.

Supporting Agencies: Board of County Commissioners, FFESS, Cooperative Extension, Emergency Management, Community Development, Community Services, Douglas County GIS, Urban Drainage and Flood Control, Municipal, State and Federal agencies

Supporting Plans/Annexes: Emergency Operations Plan (EOP)

Planning Assumptions

1. Emergency public information actions before, during, and following any emergency will be determined by the severity of the emergency as declared by involved jurisdictions, the County or as perceived by the public. A significant emergency public information response will involve many State, county, local, Non-Governmental (NGO), and private sector agencies. Public Information identifies those agencies and their responsibilities.

2. This annex provides for public information, education, and media relations functions incorporating a JIS as the information source and JIC operations, either from the County EOC or a media center set up at the site of the incident.

3. The public needs timely and accurate information for protection of life and property during response to, and recovery from a disaster or emergency situation.

4. It is anticipated that a variety of State and local agencies, as well as private sector and non-governmental organizations, may potentially become involved in any incident. Each organization should use internal public information/affairs plans which should include the application of the JIS and, as the situation warrants, a JIC.

5. It is also assumed that individuals charged with PIO responsibilities may also be responsible for a variety of aspects of incident management, as determined by resources and staffing available. These Standard Operating Procedures, therefore, represent a reference and starting point for managing information during an incident and are designed in a tiered-approach to accommodate resource limitations that can be expanded but which meet the essential operating criteria established by the National Incident Management System (NIMS) and Incident Command System (ICS) standards. It is also recognized that the JIS and JIC are both vehicles upon which the larger, ESF 15 is built and, while these mechanisms accommodate the breadth of activity under ESF 15, they do not represent the sum total of actions and area responsibilities of that function.

6. While a JIC is a central, physical location where the informational needs and demands of the public, media and incident commanders can be supported, the overriding concept of the JIC recognizes that each individual will continue to bring expertise from his/her own agency, will continue to represent the needs of his/her own agency as assigned by that agency, while receiving the benefits derived from coordinated information. Under the JIS/JIC concept, each agency representative has a commitment to share and coordinate information with all other participating agencies prior to its release to incident command, the media and the public. At no time should any agency determine or approve information outside their purview of responsibility or assignment within JIS or JIC. The JIC is designed only as a coordination, analysis and dissemination point; agency information must be approved within relative command structures prior to reaching the JIC. The primary benefit of this concept is that incident command, the media and the public receive accurate, timely and coordinated emergency information. It is essential that the JIS concept determine communication strategies throughout the

emergency and activation of the JIC, as these concepts work simultaneously.

Roles and Responsibilities: The objective of emergency public information is to provide timely, accurate and comprehensive information about an emergency situation to the public and to the news media. Emergency public information can include general information about the incident, including a summary of government response actions and the projected duration of emergency conditions, as well as specific information and instructions regarding evacuation, street closures, shelter locations, hazardous areas to avoid, or where to call for additional information.

The Incident Commander in the field and Local elected officials and other officials at the EOC should be prepared to respond to media inquiries through the designated public information officer. In order to reduce confusion, control rumors and promote public confidence in emergency response efforts, a single point of contact will be established for the direct release of County-wide disaster-related information to the public and to the news media.

In smaller incidents, a single spokesperson from the primary response agency at the scene should be designated to release information about the incident. In large and protracted disaster events, a single spokesperson should be designated at the EOC to give media briefings and to approve coordinated news and public information releases. A Joint Information Center (JIC) may be established in order to coordinate information when there are a large number of agencies involved in the incident.

1. Contact Public Information Officers at command posts in the field and establish procedures for releasing coordinated information to the public and news media. (PIO)

2. Maintain a list of print and broadcast media contacts for public information uses at the EOC. (PIO)

3. Request a summary of Integrated Public Alert and Warning System (IPAWS) and CodeRED releases from DC dispatch. (PIO)

4. Ensure information releases are consistent, accurate and timely. (PIO)

5. Coordinate with Lead PIO to arrange on-site interviews for news media with appropriate officials and at locations in the field for

opportunities to videotape damages or activities at the disaster scene. (PIO)

6. Update websites with current information about the disaster. Include information about evacuated areas, shelter sites and what the current situation is. (PIO, GIS)
7. Establish Joint Information Center (JIC) to coordinate information releases from multiple agencies and jurisdictions when needed or requested by IC. (PIO)
8. Notify news media and conduct scheduled media briefings (a media center or some other location for media briefings can be designated at a site outside of the EOC facility). (PIO)
9. Establish telephone bank to handle citizen inquiries and to provide/verify information and control rumors if needed. (PIO and EM)
10. Maintain file copies of all public information releases, news releases and citizen inquiries. (PIO)
11. Monitor media broadcasts and social media to ensure accuracy of reports and establish methods for correcting erroneous information and controlling the spread of rumors. (PIO)
12. Provide an update on public information activities during the periodic EOC situation briefings and for the Situation Report. (PIO)
13. Prepare final news releases and advise media representatives of points-of-contact for follow-up information about the incident.

ESF 15 may be a support PIO in the EOC with the Lead PIO in the field at the ICP. All of these functions need to be coordinated with the Lead PIO.

ESF 15B – WARNING & COMMUNICATIONS

Definition: Provide emergency warning, information and guidance to the public. Facilitate the requirements and resources needed to provide for backup capability for all means of communication.

Activation Criteria: This ESF may be activated by the Director of Emergency Management anytime an imminent threat is identified. Both natural and human caused disasters may present time sensitive opportunities to warn and direct the public. For weather, flood, wildfire and technical/industrial hazards (i.e., hazardous material spill, wildfire, flooding), law enforcement and fire agencies share this responsibility.

Time sensitive warning is an established function/process within the Douglas Regional 911 Dispatch Center. Pre-disaster warning and notification of both response agencies and the general public will generally occur before the activation of the EOC or this plan. Warning and communication may initiate the activation of the EOC and this plan.

Lead County Agency – Unified: Sheriff's Office, Emergency Management, public safety answering points (PSAPs), Douglas County Health Department for public health threats and disease, Municipal, State and Federal agencies.

Supporting Agencies: Board of County Commissioners, Fire Departments/Districts, Skyview Weather, Urban Drainage and Flood Control Division, the media, Municipal, State and Federal agencies.

Supporting Plans/Annexes: All Hazards Evacuation, Alert & Warning Annex

Planning Assumptions

1. The communications infrastructure may or may not be damaged during a disaster, but a diminished capacity is likely to exist.
2. Established modes of communication will continue to be utilized to the degree they survive the disaster.
3. Alternative means of communications may be required.
4. County government will request state assistance when necessary through emergency management communication systems.
5. Emergency or disaster warnings may originate from any level of government.

6. Most disaster forecasting resources are located within the federal government.

7. Notification of a threatening situation may come through multiple sources.

8. Douglas County and its municipalities will focus on coordinating lifesaving activities and reestablishing communications and control in the disaster area.

9. Initial reports of damage will provide an incomplete picture of the extent of damage to telecommunication facilities.

10. Weather, damage to roads and bridges, and other factors will restrict the entry of emergency communications into the area.

11. Tests of the CodeRED system will be conducted periodically to familiarize the government and the public with the system.

12. In the event that the public instructions need to be translated, the provision of interpreters will be coordinated through the EOC.

14. Reliable communication capabilities are necessary at all levels of government for day-to-day communication, warning of impending disasters, disaster response and recovery operations, search and rescue operations, and coordination between the state, local governments and response agencies.

15. Media responsibilities will be FCC compliant regarding information dissemination for the visual impaired, hard of hearing and deaf populations.

Roles and Responsibilities: In a rapid on-set disaster, such as a flash flood or major hazardous materials incident, the Douglas County Sheriff's Office will alert appropriate response agencies, municipalities and communities utilizing telephones, day-to-day communications networks and tone-alert radio systems. The Douglas Regional 911 Dispatch Center is a 24/7 facility that can receive notifications of actual or imminent emergency situations from a variety of sources, including:

1. National and State Warning Systems messages over radio and Colorado Crime Information Center (CCIC) terminal;

2. National Weather Service (NWS) flood warnings and severe weather advisory information provided by telephone and radio from NWS offices;

3. Alerts provided by Skyview Weather

4. Douglas County Sheriff's Deputies in the field including the Resident Deputy, where applicable.

5. Private Citizens' calls and/or texts to 911 and other reports received at area communications and dispatch facilities.

6. The Incident Command Staff

The IPAWS and CodeRED systems provide the principal means of disseminating warnings and other emergency information to the most people in the general area, limited by the number of people that are not tuned to Local radio and television broadcasts. The National Weather Service issues "watch" and "warning" information to Douglas County about flash floods and severe winter or summer storms. Douglas County also may deploy the CodeRED Alert System to notify residents of certain types of emergencies.

The UDFCD supports basin-specific flood warning plans for Bear Creek, Lena Gulch and Ralston Creek, and operates a network of automated rain and stream gages for these basins. Daily forecasts of flood potential are provided, and internal alerts are issued to Douglas County when heavy precipitation forecast criteria are exceeded. Douglas County contracts with Skyview Weather to receive very tailored weather alerts. The Flash Flood Prediction Program operates continuously between April 15 and September 15.

1. Alert affected and threatened municipalities and communities of emergency situation. (SO)

2. Activate the Emergency Alert System (EAS) by contacting the control room operator at designated television and radio stations and issue warning information or other recommended public safety instructions. (EM, SO)

3. Activate CodeRED Alert System, if appropriate (EM/SO)

4. Establish communications between Douglas County and affected municipalities and communities, neighboring jurisdictions, State and Federal agencies, as appropriate. (SO, EM)

5. Establish communications between the Incident Command staff(s), Local government managers and decision-makers at the County EOC. (SO, EM)

6. Activate Douglas Emergency Channel (DEC) to be used strictly for Emergency Management traffic between ICP(s), EOC(s), and affected jurisdictions. (SO, EM)

7. Activate and integrate backup and support resources from amateur radio organizations and volunteer organizations. (SO)

8. Establish a phone bank to support dispatch management of non-emergency 911 calls. (SO, EM)

9. Terminate use of emergency communications channels when no longer required. (SO, EM)

10. Provide a summary of warning and communications activities during the periodic EOC situation briefings and for the Situation Report. (SO)

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B. HAZARD SPECIFIC ANNEX SUMMARIES

Note: Full Hazard Specific Annexes can be downloaded from the Douglas County Sheriff's Office website https://dcsheriff.net/sheriffs-office/divisions/emergency-management/comprehensive-emergency-management-plan/

B1. ANIMAL RESPONSE ANNEX

Companion animals and non-commercial backyard livestock are often considered by many families and individuals to be their highest property priority. The Animal Response Annex describes the necessary steps the County will take to prepare for and respond to the needs of animal owning citizens during a large-scale emergency or disaster incident.

B2. CYBER SECURITY

The purpose of the Cyber Security Annex is to expand on the EOP Base Plan to provide a coordinated framework for preparedness, response, and recovery efforts as they relate to the management of a cyber security incident. Cyber incidents can be purely cyber or a combination of cyber and physical impacts. This incident-based annex applies to the cyber incident specifically and outlines the policies, procedures, responsibilities, and operational concepts unique to a cyber incident. Other sections of the base plan outline the response to potential cascading effects. Due to the sensitive nature of the information contained within the document the Cyber Security Annex is not a document generally available to the public.

B3. DAMAGE ASSESSMENT ANNEX

The Damage Assessment Annex provides a framework for a coordinated effort to assess damage to infrastructure, public property, and private property in Douglas County following a disaster. The purpose of the Damage Assessment Annex is to define the operational concepts, organizational arrangements, responsibilities, and procedures for the accurate assessment and reporting of damage.

B4. HAZARDOUS MATERIALS

The Hazardous Materials Annex (HAZMAT) provides a basic overview of roles, responsibilities and action that may be taken in response to HAZMAT incidents. Because HAZMAT incidents occur on a regular basis in Douglas County, the annex focuses on the variety of ways including but not limited to those caused by transportation, pipeline accidents and facility / property releases into the environment.

B5. MASS FATALITY

The Mass Fatality Annex establishes organizational responsibilities, policies, procedures and the EOC role for the Douglas County Coroner's Office (DCCO) during an extraordinary emergency involving multiple deaths, particularly following major natural disasters, technological incidents, terrorist attacks, or radiological incident.

B6. PUBLIC HEALTH EMERGENCY

The Public Health Operations Annex describes the basic concepts, policies and procedures for providing public health services in the event of any major emergency or disaster. These public health services are provided under the coordination of Douglas County Health Department (DCHD). This annex serves as the unifying public health document between DCHD and Douglas County.

B7. PUBLIC SAFETY POWER SHUTOFF (PSPS) / POWER OUTAGE (CURRENTLY IN DEVELOPMENT)

Power is supplied to Douglas County residents and businesses by Mountain View Electric Association, CORE Electric (previously Intermountain Rural Electric Association (IREA)) and Xcel Energy. Power outages whether planned (PSPS) or unplanned can be a serious and costly occurrence, affecting community infrastructure and services as well as essential community functions. The PSPS and Power Outage Annexes, when developed, will outline the roles, responsibilities and actions that may need to be taken in response to a long-term power outage incident in Douglas County.

B8. RESOURCE MOBILIZATION ANNEX

Resource management is a primary responsibility of emergency management in Douglas County. The ability to mobilize resources in an efficient manner is contingent on the development, implementation, maintenance and exercise of a local resource management system. The Resource Mobilization Annex is meant to be used as a guideline when setting up resource ordering, supply and tracking processes in the Douglas County Emergency Operation Center (DCEOC) during EOC activations in response to large, multi-jurisdictional and/or complex incidents.

B9. RAPID NEEDS ASSESSMENT OPERATING PLAN

The purpose of the Rapid Needs Assessment Operation Plan is to provide guidance to all agencies involved in rapid needs assessment. The plan provides those

involved in conducting rapid needs assessment with a tool to facilitate planning and implementing rapid needs assessment procedures.

B10. SEVERE WEATHER

The Severe Weather Annex is a significant reference for the EOP as severe weather is a serious hazard of concern for Douglas County. There is a high likelihood each year that the county may encounter a variety of severe weather incidents. The type of weather incidents that is addressed by this annex includes blizzards, tornadoes, and severe thunderstorms (which may include high winds, hail, lightning & flooding).

B11. TERRORISM

The Terrorism Annex is written to ensure adequate response to the consequences of terrorism within Douglas County and specifically addresses the response and coordination of Douglas County agencies to a terrorist incident. Due to the sensitive nature of the information contained within the document, the Terrorism Annex is not a document generally available to the public.

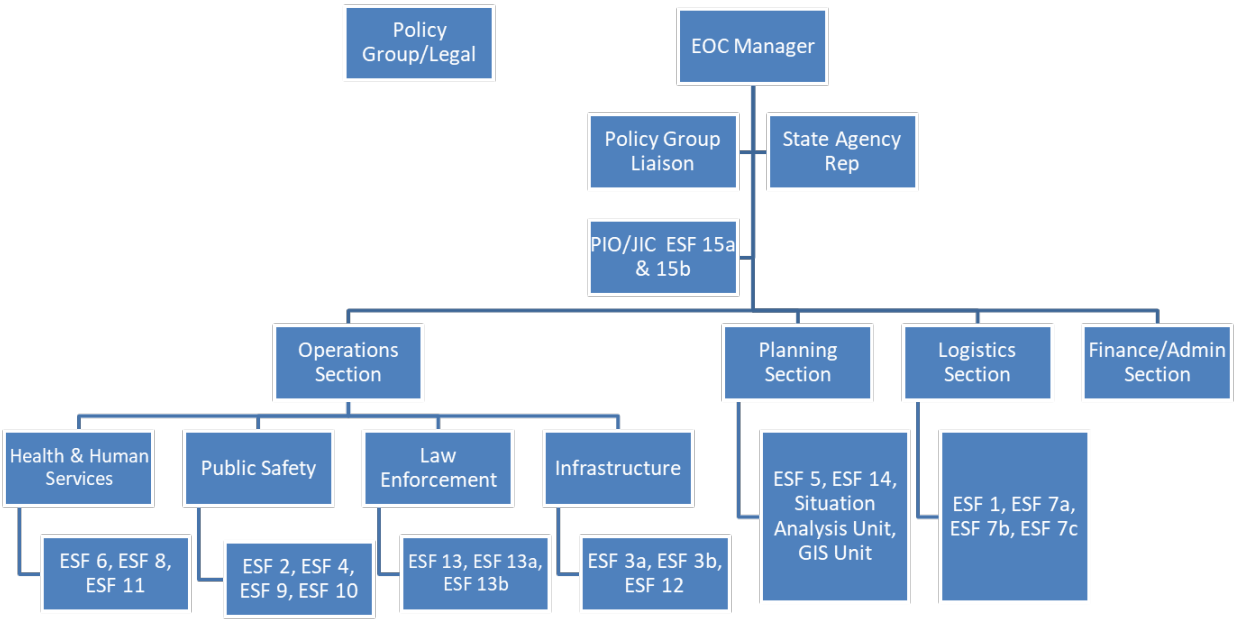
B12. WILDLAND FIRE

Each year Douglas County experiences numerous wildland fires with the potential to threaten lives and property. Historically, the County has experienced serious wildfires that have threatened lives and property. The Wildland Fire Annex provides a basic view of roles, responsibilities and actions that may be taken in response to wildland fire incidents.

C. EMERGENCY OPERATIONS CENTER (EOC) ORGANIZATION

The EOC Manager has wide authority to establish and maintain a structure within the EOC that best meets the needs for coordination, support and resource management for Incident Command. In addition to supporting the IC/UC, the EOC Manager also is a provider of information to the AHJ via the Agency Administrator and/or the Policy Group. The most common EOC management structure for the Douglas County EOC is referenced in Figure 6, below.

Figure 6 – EOC Management Structure



ESF 1 - Transportation
ESF 2 – IT and Communications
ESF 3a – Public Works
ESF 3b – Debris Management
ESF 4 – Fire Fighting

ESF 5 – Emergency Management
ESF 6 – Mass Care
ESF 6a – Animal Sheltering and Issues
ESF 7a – Logistics and Resources
ESF 7b – Donations Management
ESF 7c – Volunteer Management

ESF 8a – Public Health
ESF 8b – Mass Fatality
ESF 9 – Search and Rescue
ESF 10 – Hazardous Materials
ESF 11 – Environmental, Agricultural & Natural Resources
ESF 12 – Public Service, Utilities
ESF 13a – Law Enforcement
ESF 13b – Evacuation & Traffic Control
ESF 14 - Recovery
ESF 15 – Public Information
ESF 15a – Warning & Communication

D. SIGNATURES

Abe Laydon, Commissioner, Douglas County

George Teal, Commissioner, Douglas County

Kevin Van Winkle, Commissioner, Douglas County

Darren Weekly, Sheriff, Douglas County

Toby Damisch, Assessor, Douglas County

Sheri Davis, Clerk & Recorder, Douglas County

Raeann Brown, Coroner, Douglas County

Dave Gill, Treasurer, Douglas County

Doug Debord, County Manger, Douglas County

Jeffrey Garcia, County Attorney, Douglas County

Michael Hill, Director, Douglas County Health Department

Renee Anderson, Chair, Highlands Ranch Metro District

Dave Miska, President, Douglas County Search and Rescue

Erin Kane, Superintendent, Douglas County School District

Robert Pasicznyuk, Executive Director, Douglas County Libraries

Alec Oughton, Chief, Aurora Fire Rescue

Norris Croom, Chief, Castle Rock Fire and Rescue

David Woodrick, Chief, Franktown Fire Protection District

Ben Ohlin, Chief, Jackson 105 Fire Protection District

Timothy McCawley, Larkspur Fire Protection District

Steven Brown, Chief, Mountain Communities Volunteer Fire Department

Jacob Ware/Curt Rogers, Chief, Conifer Fire Protection District

John Curtis, Chief, South Metro Fire Rescue

John Oravez, Chief, West Douglas County Fire Protection District

Jeremy Metz, Chief, West Metro Fire Protection District

Jack Cauley, Chief, Castle Rock Police Department

Kirk Wilson, Chief, Lone Tree Police Department

Jim Tsurapas, Chief, Parker Police Department

Michael Penny, City Manager, City of Castle Pines

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Abe Laydon, Commissioner
Douglas County

George Teal, Commissioner
Douglas County

Kevin Van Winkel, Commissioner
Douglas County

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Darren Weekly
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Darren Weekly, Sheriff
Douglas County

Signed by:
Toby Damisch
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Toby Damisch, Asessor
Douglas County

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Sheri Davis, Clerk & Recorder
Douglas County

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Raeann Brown
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Raeann Brown, Coroner
Douglas County

Dave Gill, Treasurer
Douglas County

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Doug DeBord
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Doug Debord, County Manager
Douglas County

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Jeffrey Garcia
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Jeffrey Garcia, County Attorney
Douglas County

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Michael Hill
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Michael Hill, Director
Douglas County Health Department

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Renee Anderson
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Renee Anderson, Chair
Highlands Ranch Metro District

Signed by:
Dave Miska
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Dave Miska, President
Douglas County Search and Rescue

Signed by:
Erin Kane
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Erin Kane, Superintendent
Douglas County School District

Signed by:
Bob Pasicznyuk
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Robert Pasicznyuk, Executive Director
Douglas County Libraries

Alec Oughton, Chief
Aurora Fire Rescue

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Norris W. Croom III
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Norris Croom, Chief
Castle Rock Fire and Rescue

David Woodrick, Chief
Frankdtown Fire Protection District

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Ben Ohlin, Chief
Jackson 105 Fire Protection District

Signed by:
Tim McCawley
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Timothy McCawley, Chief
Larkspur Fire Protection District

Signed by:
Steve Brown
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Steven Brown, Chief
Mountian Communities Volunteer Fire Dept.

Signed by:
Curt Rogers
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Curt Rogers, Chief
Conifer Fire Protection District

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John Curtis
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John Curtis, Chief
South Metro Fire Rescue

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John Oravez
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John Oravez, Chief
West Douglas County Fire Protection Dist.

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Jeremy Metz, Chief
West Metro Fire Protection District

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Kirk Wilson
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Kirk Wilson, Chief
Lone Tree Police Department

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Jim Tsurapas, Chief
Parker Police Department

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Jack Cauley
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Jack Cauley, Chief
Castle Rock Police Department

Signed by:
Michael Penny
736678195D24454...
Michael Penny, City Manager
City of Castle Pines

E. REFERENCES

E1. Federal

- FEMA Comprehensive Preparedness Guide 101 Version 3.0 (CPG 101)
- Emergency Planning and Community Right-to-Know Act of 1986 (Superfund Amendments and Reauthorization Act (SARA) Title III).
- Americans with Disabilities Act (ADA), 1990
- Robert T. Stafford Disaster Relief and Emergency Assistance Act and Amendments (P.L. 93-288, as amended by P.L. 100-707)
- Post-Katrina Emergency Management Reform Act (PKEMRA).
- National Planning Framework.
- Homeland Security Presidential Directive 5: Management of Domestic Incidents, February 28, 2003
- Homeland Security Presidential Directive 7, Critical Infrastructure Identification, Prioritization, and Protection, December 17, 2003
- The Pets Evacuation and Transportation Standards Act of 2006 (PETS Act).
- Homeland Security Presidential Directive 8, National Preparedness, 18.16 - Homeland Security Presidential Directive 8, Annex I, Planning, February 2008
- National Security Presidential Direction 51/Homeland Security Presidential Directive 20
- “Plain Writing Act, 2010
- Homeland Security Act and Information Sharing act of 2002.
- National Response Framework (NRF), Third Edition (June 2016)
- National Disaster Recovery Framework (NDRF), Third Edition (June 2016)
- National Incident Management System (NIMS) Refresh (October 2017)
- Government code Title 1, Div. 4, Ch. 8, Sec. 3100-3101 – Public Employees as Disaster Service Workers (This ensures implementation of the federally funded crisis counseling provision, especially in support of Family Assistance Centers.)

E2. State

- Executive Order D 011 04, National Incident Management System, June 2009
- *Colorado Disaster Emergency Act (CRS 24-33.5-700 Series).*
- Colorado State Homeland Security Strategy, March 2008
- *Colorado State Emergency Operations Plan (EOP).*

E3. Local

- County Resolution No. R004-036 Establishing the Douglas County Incident Management Team. March 23, 2004,
- County Resolution No. R005-175 Creating the Office of Emergency Management and authorize the preparation of a Local or Inter-jurisdictional Disaster Emergency Plan. December 13, 2005,
- County Resolution No. R-011-114, approving Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Resources Assistance in and among the Town of Castle Rock, The Town of Parker, The City of Lone Tree, The City of Castle Pines, The Town of Larkspur, The Douglas County School District, The Highlands Ranch Metro District, The Douglas County Public Library District and Douglas County, Colorado by the Board of County Commissioners and the Sheriff, last amended August 6, 2019.
- County Resolution No. R012-092, approving Intergovernmental Agreement for Emergency Management State-wide, September 11, 2012,
    - AND
- County Resolution No. R021-098, defining Emergency and Disaster Authorizations and approving the Douglas County Emergency Operations Plan, September 14, 2021.
- County Resolution No. R021-094, establishing the Douglas County Health Department as the local health agency for Douglas County. September 7, 2021.

Douglas County Delegation of Authority

Agency authority and responsibility for managing and controlling the _____ Incident(s) impacting Douglas County, is hereby transferred to _____ as Incident Commander.

As Incident Commander, you are accountable to the Agency Administrator for the overall management of this incident, including its control and return to local Agency control. You are expected to adhere to the standards of the National Incident Management System and Incident Command System, relevant and applicable laws, policies, professional standards and policy direction from the Agency Administrator.

The protection of emergency responders and citizens is your highest priority task. The protection of public and private property including key economic infrastructure is your next highest priority. Priorities of the Agency also include the protection of the economic, cultural, social and environmental assets in the affected area. Suppression of this incident is your primary assignment, and you are expected to do so to the best of your ability in a manner that provides for the safety and well-being of involved personnel.

Specific direction for this incident is as follows:

1. Transition with existing forces will be handled smoothly but as rapidly as possible.
2. Ensure coordination, cooperation and communication with the Agency Administrator, the Douglas County Emergency Operations Center (DC-EOC) Manager, Agency Representatives, and the local, State and Federal agencies involved.
3. Ensure coordination of public information through the DC-EOC and a Joint Information System / Joint Information Center that may be established for the Incident.
4. _____

This transfer includes the authority to obligate agency funds necessary to pay for controlling this incident up to $ _____ for the first operational period ending _____, subject to the following limitations:

1. Coordination with Douglas County Finance Department staff and adherence to Agency procedures regarding use of the Emergency-Disaster Fund.
2. Reasonable cost-effective and cost-containment practices will be used at all times with keen attention to avoiding duplicate resource ordering. At which time the DC Emergency Operations Center is activated, all resource ordering will take place through the DC EOC.
3. _____

This Delegation of Authority becomes effective at _____ (*time*) on _____, 20 __, and may be changed or updated by written addendums should the incident extend into additional operation periods. Any transfer of command shall be done only with the written approval of the Agency Administrators for Douglas County Government.

_____ _____
Agency Administrator Date & Time

_____ _____
Agency Administrator Date & Time

Addenda for the Douglas County Delegation of Authority

Addendum 1 to the Delegation of Authority becomes effective at _____ (*time*) on _____, 20__, for the Operational Period #_____. This includes the authority to obligate agency funds necessary to pay for controlling this incident up to $_____ for this operational period. This addenda may be changed or updated by written addendums should the incident extend into additional operation periods. Any transfer of command shall be done only with the written approval of the Agency Administrators for Douglas County Government.

_____ _____
Agency Administrator Date & Time

_____ _____
Agency Administrator Date & Time

Addendum 2 to the Delegation of Authority becomes effective at _____ (*time*) on _____, 20__, for the Operational Period #_____. This includes the authority to obligate agency funds necessary to pay for controlling this incident up to $_____ for this operational period. This addenda may be changed or updated by written addendums should the incident extend into additional operation periods. Any transfer of command shall be done only with the written approval of the Agency Administrators for Douglas County Government.

_____ _____
Agency Administrator Date & Time

_____ _____
Agency Administrator Date & Time

Addendum 3 to the Delegation of Authority becomes effective at _____ (*time*) on _____, 20__, for the Operational Period #_____. This includes the authority to obligate agency funds necessary to pay for controlling this incident up to $_____ for this operational period. This addenda may be changed or updated by written addendums should the incident extend into additional operation periods. Any transfer of command shall be done only with the written approval of the Agency Administrators for Douglas County Government.

_____ _____
Agency Administrator Date & Time

_____ _____
Agency Administrator Date & Time

Addendum 4 to the Delegation of Authority becomes effective at _____ (*time*) on _____, 20__, for the Operational Period #_____. This includes the authority to obligate agency funds necessary to pay for controlling this incident up to $_____ for this operational period. This addenda may be changed or updated by written addendums should the incident extend into additional operation periods. Any transfer of command shall be done only with the written approval of the Agency Administrators for Douglas County Government.

_____ _____
Agency Administrator Date & Time

_____ _____
Agency Administrator Date & Time

Ref: #2016083626, Date: 11/18/2016 9:15 AM,
Pages: 1 of 4,
Douglas County, CO. Merlin Klotz, Clerk and Recorder

RESOLUTION No. R-016-096

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

A RESOLUTION ESTABLISHING EMERGENCY AND DISASTER AUTHORIZATIONS
AND
APPROVING THE DOUGLAS COUNTY EMERGENCY OPERATIONS PLAN

WHEREAS, the Board of County Commissioners on March 23, 2004 via Resolution R-004-036 established the Douglas County Incident Management Team (DC-IMT). The Board recognizes that the Douglas County IMT is composed of dedicated, trained, qualified, and experienced emergency management and first response personnel;

WHEREAS, the Board of County Commissioners on December 13, 2005 via Resolution R-005-175 established the Office of Emergency Management and authorized the preparation of a Local or interjurisdictional disaster emergency plan;

WHEREAS, the Board of County Commissioners on December 11th, 2012 Via Resolution R-012 – 132 appointed Timothy Johnson as the Director of the Douglas County Office of Emergency Management;

WHEREAS, the Board of County Commissioners, on November 10, 2015 via Resolution R-015-134 adopted revisions to the Board of County Commissioners Policy Manual which sets forth personal and public safety goals stating that "community resources and planning are designed to mitigate, prepare for, respond to, and recover from disaster and incidents, both man-made and environmental and supporting effective first response and emergency management services";

WHEREAS, the Board of County Commissioners on January 11, 2011 adopted Resolution R-011-006 established the Emergency and Disaster Authorizations;

WHEREAS, the Board of County Commissioners on August 23, 2011, via Resolution R-011-114 approving the Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster Emergency Resources Assistance in and among the Douglas County Partnership of Government members;

WHEREAS, the Board of County Commissioners on September 25, 2012 adopted the revised Emergency Operations Plan (EOP) which is a key document in the County's plans to prepare for, prevent mitigate and recover form emergency and disaster conditions.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners:

I. Affirms Resolution R-004—036 with the following clarifications.
   i) Douglas County Emergency Services (DCES) is directed by the Office of Emergency Management (OEM) and supported by the Facilities, Fleet and Emergency Support Services (FFESS) staff and includes a cross-functional collaborative group representing all Elected Official Offices, Departments and Divisions who participate and/or have a role in emergency management and preparedness for Douglas County Government.
   ii) The Agency Administrators are:

- The Douglas County Sheriff, or his or her designee, as the lead law enforcement officer for the Douglas County Sheriff's Office
- The County Manager, or his or her designee, for Douglas County Government

II. Affirms Resolution R-005-175 with the following changes:
   i) The currently adopted version of the EOP is the local and interjurisdictional disaster emergency plan for Douglas County.

III. Authorizes designated Agency Administrators, pursuant to the EOP or as necessary to promote the health, safety, and/or welfare of the people of Douglas County, to execute a Delegation of Authority for the management of an incident during emergency conditions, a State of Emergency and/or a declared Local Disaster to a qualified incident commander pursuant to the EOP. Should the Sheriff or County Manager be unavailable, the Director of the Office of Emergency Management is hereby authorized to execute the Delegation of Authority on behalf of one of the Agency Administrators;

IV. Authorizes a single Commissioner, in the absence of the Board to act as the Chair with the full authority of the Board of County Commissioners regarding the declaration of a State of Emergency and/or Local Disaster;

V. Authorizes the County Manager, in the absence of the Board, to act with the full authority of the Board of County Commissioners during a declared State of Emergency and/or Local Disaster;

VI. Authorizes the County Manager to maintain a written Emergency and Disaster Finance Policy and to provide funding recommendations to the Board and the Douglas County Sheriff's Office to ensure that the Douglas County Government goals, measures and procedures implemented under the EOP can be attained during emergency conditions, a State of Emergency, and/or a Local Disaster;

VII. Authorizes the County Manager, during emergency conditions, State of Emergency and/or Local Disaster to promulgate and implement emergency personnel orders and directives;

VIII. Authorizes, in the absence of the County Manager, that the Deputy County Manager, and then the Director of Human Resources, and then the Director of Finance, and then the Director of Facilities, Fleet and Emergency Support Services, in that successive order, to act with the full authority of the county Manager during emergency conditions, a declared State of Emergency, and/or Local Disaster;

IX. Authorizes, that in the unique instance where it has been confirmed each of the three Board of County Commissioners are permanently unavailable, that the County Manager may join with the Douglas County Sheriff, and one of the following – Treasurer, Assessor, Clerk & Recorder, or Coroner, in that successive order to act jointly with the full authority of the Board of County Commissioners during emergency conditions, a declared State of Emergency and/or Local Disaster. All actions taken will be ratified by the BOCC.

X. Resolution 012-102, A Resolution Establishing Emergency and Disaster Authorizations and Approving the Douglas County Emergency Operations Plan is hereby repealed and replaced with the authorizations and authorities of this Resolution.

XI. Resolution R-011-114, A Resolution establishing the Emergency Management Coordinating Group (EMCG) as the DC-IMT Selection Committee is hereby repealed.

FURTHER BE IT RESOLVED THAT:

I. Douglas County in an ongoing effort to improve its emergency and disaster operations to better protect the health, safety, and /or the welfare of its citizens, residents and business community hereby adopts the Emergency Operations Plan (EOP) dated September XX, 2016. This updated and revised EOP replaces prior versions of the EOP as County's plan for local and interjurisdictional emergency and disaster operations;

II. Douglas County has established a Comprehensive Emergency Management Plan (CEMP) which includes the current version of the Douglas County Emergency Operations Plan, the Douglas County Continuity of Operations & Government Plan,, the Annual (Wildfire) Operations Plan or its successor document, the Hazard Mitigation Plan, and the Douglas County Disaster Recovery Plan, and shall be designated to reflect the goals of the Board and the policies of the Douglas County Sheriff and the County Manager and be implemented by DCES staff.

PASSED AND ADOPTED THIS 27th day of September, 2016 in Castle Rock, Douglas County, Colorado.

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO

BY: _____
David A. Weaver, Chair

ATTEST:

_____
~~MELISSA A. PELLETIER~~, Deputy Clerk
meghan mccann

DOUGLAS COUNTY, COLORADO SEAL EST. 1874

Douglas county State of Emergency DECLARATION

PURSUANT TO C.R.S. 24-33.5-709

WHEREAS, Douglas County has suffered serious damages to _____ as a result of _____ which occurred _____

and,

WHEREAS, the magnitude of the incident and the response and recovery costs exceed normal operational resources available to Douglas County Government;

IT IS THEREFORE RESOLVED, that the Board of Commissioners of Douglas County Colorado declares this to be a State of Emergency.

DATED at Douglas County, Colorado, this

_____ day of _____, 20____

BOCC Chair BOCC Vice-Chair BOCC Commissioner

(or designees)

DOUGLAS COUNTY LOCAL DISASTER EMERGENCY DECLARATION

PURSUANT TO C.R.S. 24-33.5-709

WHEREAS, the Director of the Office of Emergency Management has advised the Board of County Commissioners of Douglas County ("the Board") of a disaster (as that term is defined in the Colorado Disaster Emergency Act, Part 7 of Article 33.5 of Title 24, C.R.S.) currently located in Douglas County Colorado which occurred or began to occur on _____, 20___ as a result of_____; and

WHEREAS, _____ continues to cause a strain on the public, the disaster response system, first responders, and many businesses; and

WHEREAS, the magnitude of the incident and the response and recovery have exceeded or will exceed operational resources available to Douglas County Government, and all available resources are being or will be utilized or expended; and

WHEREAS, pursuant to the Colorado Disaster Emergency Act, Part 7 of Article 33.5 of Title 24, C.R.S. and the Douglas County Emergency Operations Plan, County Resolution No. 016-096, the principal executive officer of a political subdivision is authorized to declare a local disaster; and

WHEREAS, the Douglas County Director of the Office of Emergency Management has recommended that Chair of the Douglas County Board of County Commissioners, who is the principle executive officer of Douglas County, declare a local disaster; and

WHEREAS, it would be appropriate and in the interest of the public safety, and would further protect lives, for the Chair of the Douglas County Board of County Commissioners to implement said recommendation.

NOW THEREFORE BE IT RESOLVED, that there is hereby declared a local disaster emergency for Douglas County, Colorado, pursuant to C.R.S. 24-33.5-709, as amended; and that the Chairman of the board of County Commissioners of Douglas County, Colorado, declares this to be a local disaster. I also understand that, according to Colorado State Statute, this disaster declaration will expire thirty days from today, and this has been approved by a majority of the Board of County Commissioners.

BE IT FURTHER RESOLVED, that this declaration shall be given prompt and general publicity, and shall be filed promptly with the County Clerk and Recorder, and the Colorado Division of Homeland Security and Emergency Management (CDHSEM).

DONE THIS _____ day of _____, 20___, at Castle Rock, Douglas County Colorado.

By : _____

_____

BOCC Chair

Principle Executive Officer

Douglas County

E8. COLORADO DHSEM INCIDENT COMPLEXITY ANALYSIS (ALL HAZARD)

COLORADO
Division of Homeland Security & Emergency Management
Department of Public Safety

State of Colorado Consequence Complexity Analysis v.5

INCIDENT NAME:			INCIDENT TYPE:		VAxWF=TP		
Ranking Element	**Value of "0"**	**Value of "1"**	**Value of "3"**	**Value of "5"**	**Value Given**	**Weight Factor**	**Total Points**
First Responder Safety	N/A	Low exposure with minimal hazardous conditions which are easily mitigated	Moderate exposure with several hazardous conditions which require specific strategies to mitigate	High exposure with many hazardous conditions which require multiple or complex strategies to mitigate		5	0
Public Safety	N/A	Low exposure with minimal hazardous conditions which are easily mitigated through community contact; routine operational conditions	Moderate exposure with several hazardous conditions which require specific strategies to mitigate; community impacts are probable; some management efforts underway	High exposure with many hazardous conditions which require multiple or complex strategies to mitigate; community impacts are imminent; significant management efforts underway		5	0
Environmental Impact (Air & Water Quality)	N/A	Low exposure with minimal hazardous conditions which are easily mitigated through community contact	Moderate exposure with several hazardous conditions which require specific strategies to mitigate; community impacts are probable; some management efforts underway	High exposure with many hazardous conditions which require multiple or complex strategies to mitigate; community impacts are imminent; significant management efforts underway		3	0
Anticipated Resource Needs	N/A	Low time commitment; initial response; mutual aid; no specialized resources are required; limited State support; 0-72 hours	Moderate time commitment; extended response; mutual aid expended; specialized resources are required; State resource management engaged; 4-6 days	High time commitment; extended operational periods; mutual aid expended;several specialized resources are required; State resource management highly engaged; 7 or more days		4	0
Unmet Needs, Donations and Volunteer Management	N/A	Low number of public with current unmet needs that can be managed by local case management	Moderate number of public with current unmet needs that exceeds local ability to manage; Mutual aid support is engaged; State assistance may be required	High number of public with current unmet needs that exceeds local ability to manage; Mutual aid support is extended; State assistance is required		2	0
Critical Infrastructure and/or Key Resources	N/A	Low number of Local critical infrastructure and/or key resources within or adjacent to the incident; low exposure with minimal hazardous conditions which are easily mitigated	Moderate number of Local and/or State critical infrastructure and/or key resources within or adjacent to the incident; impacts are probable; may require specialized resources; Disaster Assistance individual case	High number of Local, State and/or National critical infrastructure and/or key resources within or adjacent to the incident; impacts are imminent; will require specialized resources; Disaster Assistance Center is open		3	0

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Evacuations	N/A	Low number of manditory or pre evacuations occurring; evacuation and sheltering planning underway; limited and localized area	Moderate number of manditory evacuations occurring; pre evacuations are ongoing; animal evacuations occuring; sheltering operations; low density population area	High number of manditory evacuations occurring; pre evacuations are ongoing; animal evacuations occuring; unable to sustain sheltering operations; high density population area		4	0
Cultural, Hisorical and Natural Resource Impact	N/A	Low cultural, hisorical and/or natural resource impact to jurisdictions	Moderate cultural, hisorical and/or natural resource impact to jurisdictions; community impacts or loss are probable	High cultural, hisorical and/or natural resource impact to jurisdictions; community impacts or loss are imminent		3	0
Social and/or Economic Impact	N/A	Low social and/or economic impact to jurisdictions	Moderate social and/or economic impact to jurisdictions	High social and/or economic impact to jurisdictions		2	0
Media and/or Public Interest	N/A	No significant media interest or public information needs identified outside local area	Media is not present and/or significant increase in Public Information Officer requests for information; press releases are being issued; briefing schedule established	Media is present and/or a significant increase in Public Information Officer requests for information; national media present; sensitive, competing or conflicting messaging; Joint Information Center activated		1	0
Cost Benefit Analysis	N/A	Values to be protected or treated are less than costs of management actions	Values to be protected or treated are equal to costs of management actions	Values to be protected or treated exceed costs of management actions		2	0
Incident Stabilization	N/A	Low risk of incident expansion, complexity increase, and/or escaping established perimeter; limited incident management and stabilization effort required	Moderate risk of incident expansion, complexity increase, and/or escaping established perimeter; active incident management and stabilization effort required	High risk of incident expansion, complexity increase, and/or escaping established perimeter; aggressive incident management and stabilization effort required; expansion is imminent		4	0
Current Organizational Performance	N/A	Current organization performing within expectations and span of control; can develop and implement an Incident Action Plan	Current organization begining to see overhead extended and pushing the limits of span of control; struggling to develop and/or implement an Incident Action Plan	Current organization overhead extended or exceeds span of control; Incident requires multiple branches, groups, divisions or specialized operations; unable to develop and/or implement an Incident Action Plan		4	0

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Disaster Declaration	N/A	Local disaster declaration has been issued	Significant State assistance is required; no State disaster declaration has been issued	State disaster declaration has been issued; request for Federal assistance is being considered		1	0
Impacted Jurisdictions	N/A	Incident is contained within one political jurisdiction; agreement on objectives; objectives are relitivly easy to achieve	Several political jurisdictions are directly impacted by incident; some disagreement on objectives; objectives are moderately difficult to achieve	Four or more political jurisdictions are directly impacted by incident; strong disagreement on objectives; several conflicts of interest between exist; objectives are difficult to achieve		3	0
Special and/or Night Operations	N/A	Low quantity of special and/or night operations are occuring; Activities limited to monitoring and security; no specialized resources are deployed	Moderate quantity of special and/or night operations are occuring; night operations do not equate to the level of day operations; specialized resources are deployed which require specific strategies and/or overhead	High quantity of special and/or night operations are occuring; ongoing life safety response activity; specialized resources are deployed which require specific strategies and/or overhead		4	0
POINT RANGES		**0 to 100**	Consider turning back to home unit				**0**
		101 to 150	Consider ordering Type 3 IMT				
		151 to 200	Consider ordering Type 2 IMT				
		201 to 250	Consider ordering Type 1 IMT				
REPORT SUBMITTED BY:			**SIGNATURE:**		**REPORT DATE/TIME: 00/00/2019 00:00MST**		

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Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Alternate Emergency Operations Center (AEOC): An established location to evacuate to in the event that the primary EOC is not available due to natural or manmade causes.

Amateur Radio Emergency Services (ARES/AUXCOM): A group of volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

American Red Cross (ARC): A volunteer organization that works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a Congressional charter. All of its disaster assistance is based on verified disaster-caused need and is supported by grants from donations from the American people.

Area Command (Unified Area Command): An organization established: (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at a Multi-Agency Coordination Center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within given operational periods that are based on operational objectives defined in the IAP.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Authority Having Jurisdiction (AHJ): State and local officials have existing broad powers to address emergency situations by virtue of the statutory authorities granted to their positions.

Bioterrorism: A deliberate attack on humans, animals or plants using a contagious or poisonous agent.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section.

Casualty: A person injured, and needing treatment, or killed because of technological or natural disaster.

Catastrophic incident: A catastrophic incident is any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained impacts over a prolonged period of time. almost immediately exceeds resources normally available to local, State, tribal and private sector authorities. And significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are incidents of national significance.

Civil Air Patrol (CAP): An auxiliary of the U.S. Air Force that has volunteered to conduct various emergency services missions. These missions are mainly the use of light aircraft in Search and Rescue (SAR), Civil Defense (CD), wildfire spotting and disaster relief operations.

Colorado Department of Homeland Security and Emergency Management (DHSEM): The agency in the Department of Public Safety, responsible for emergency management programs in the State of Colorado. It is located in Centennial and is situated in the State Emergency Operations Center (EOC), which DHSEM organizes and operates during emergencies or disasters.

Colorado Crime Information Center (CCIC): The computer system with terminals in most law enforcement and communications agencies in Colorado, as well as the State EOC. It is used primarily for law enforcement functions, but a secondary use is as part of the warning and communications system for emergencies or disasters. It is connected to the National Crime Information Center (NCIC).

Colorado Voluntary Organizations Active in Disaster (COVOAD): A group of organizations providing voluntary assistance following an emergency or disaster.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Command: The act of directing, ordering or controlling by virtue of explicit statutory, regulatory or delegated authority.

Continuity of Operations Plan (COOP):A ll measures that may be taken to assure the continuity of essential functions of governments during or after an emergency or disaster.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Coordination: The process of systemically analyzing a situation, developing relevant information, and selecting appropriate personnel for the most effective combination of available resources to meet specific objectives.

Damage Assessment: The appraisal or determination of the actual effects resulting from a technological or natural disaster.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

Disaster: The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, or a terrorist act, including but not limited to fire, flood, earthquake, wind, storm, hazardous substance incident,

water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action. For the purpose of State or Federal disaster declarations, the term disaster generally falls into one of two categories relative to the level of severity and impact on local and State resources, they are: major - likely to require immediate state assistance supplemented by limited federal resources, if necessary, to supplement intra-state efforts and resources and catastrophic – will require immediate and massive State and Federal assistance in both the response and recovery aspects. Local government's adaptation of the definition of a disaster denotes an event which threatens to or actually does inflict damage to people or property, and is, or is likely to be, beyond the capability of the services, personnel, equipment and facilities of a local jurisdiction, thereby, requiring the augmentation of resources through state-directed assistance.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Douglas County Emergency Operations Center (DCEOC): The DCEOC is the physical location where the incident management functions of Multi-Agency Coordination and Area Command are conducted. In the event of an incident such as severe weather which effects most if not all parts of the county, overall incident management may be conducted from the DCEOC. The DCEOC is also the designated coordination point for the state and federal counterparts. The DCEOC is co-located with the Douglas County E-911 center and is designed for continuous operations.

Douglas County Emergency Operations Plan (Douglas County EOP): Is the guidance document for responding to major emergencies and disasters within the boundaries of Douglas County, including its political subdivisions. It is consistent with the National Incident Management System (NIMS) and State and Federal plans to ensure coordination between all levels of government. The Douglas County EOP refers to the complete plan consisting of the Basic Emergency Operations Plan (sometimes referred to as the Basic EOP), ESF Annexes, Support Annexes and the Incident Annexes. The Douglas County EOP is defined as the Local Disaster Emergency Plan as stated in Section 24-32-2107 of the Colorado Revised Statues.

Emergency: Absent a Presidentially declared emergency, any incident(s), human caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President,

Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency: A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to immediately supplement local government in protecting lives and property, to provide for public health and safety, or to avert or lessen the threat of a disaster. Local government's adaptation of this definition denotes an event that threatens to, or actually does inflict damage to people or property, exceeds the daily routine type of response, and still can be dealt with using local internal and mutual aid resources.

Emergency Alert System (EAS): Allows local government representatives to put out local warnings and alerts from and for their geographic areas. The EAS will also allow alerts and warnings to be broadcasted even if the participating radio station is unmanned after certain hours.

Emergency Management: The preparation for and the carrying out of a function to prevent, minimize, and repair injury and damage resulting from natural or manmade disasters. These functions include firefighting, police, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving public health, safety, and welfare.

Emergency Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan (EOP): The local (jurisdictional) level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies. A brief, clear and concise document description of action to be taken, or instructions to all individual and local government services concerned, stating what will be done in the event of an emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation.

It will state the action to be taken by whom, what, when and where based on predetermined assumptions, objectives and capabilities.

Emergency Support Functions (ESF): Common types of emergency assistance that are required to coordinate and support a disaster. These common types of assistance have been grouped functionally into 15 areas. County departments or agencies in partnership with the county have been assigned responsibilities for implementing these functions. Assignments are made based upon the department's or agency's statutory, programmatic or regulatory authorities and responsibilities, or areas of specific expertise.

Evacuation: Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuees: All persons moved or moving from disaster areas to reception areas.

Event: A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Executive Order: A rule or order having the force of law, issued by an executive authority of a government.

Exercise: A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation. Exercises can be described as seminars, workshops, tabletops, drills, games, functional exercises and full-scale exercises.

Federal Emergency Management Agency (FEMA): The federal agency responsible for the U.S. government's portion of the comprehensive emergency management program. It consists of a national office in Washington, D.C. and ten regional offices, one of which (Region VIII) is located in the Denver Federal Center in Lakewood, Colorado.

Federal: Of or pertaining to the Federal Government of the United States of America.

Federal Departments and Agencies: These executive departments are enumerated in 5 United States Code 101, together with the Department of Homeland Security. independent establishments as defined by 5 United States Code Section 104(1). government corporations as defined by 5 United States Code Section 103(1). and the United States Postal Service.

Floodplain: The lowland and relatively flat areas adjoining inland and coastal waters including, at a minimum, that area subject to a one percent or greater chance of flooding in any given year.

Function: Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section (See Division).

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazardous Materials (HAZMAT): Any element, compound, or combination thereof, agent, or highly reactive, and which, because of handling, storing processing, or packaging, may have detrimental effects upon operating and emergency personnel, the public, equipment and/or the environment.

Incident: An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property. Incidents can include, for example, major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP): The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander (IC): The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management Team (IMT): The IC and appropriate Command and General Staff personnel assigned to an incident.

Integrated Public Alert & Warning System (IPAWS): The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public through mobile phones using Wireless Emergency Alerts, to radio and television via the Emergency Alert System, and on the National Oceanic and Atmospheric Administration's Weather Radio.

Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages, developing, recommending, and executing public information plans and strategies on behalf of the IC, advising the IC concerning public affairs issues that could affect a response effort, and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Locality: Any statutory political subdivision including any county, city and county, city, or town and may include any other agency designated by law as a political subdivision of this state participating in the Douglas EOP.

Local Government: The elected officials of each political subdivision (counties municipalities, towns, cities, and special districts) have responsibility for reducing the vulnerability of people and property to the effects of emergencies and disasters. They should ensure that local governmental agencies are capable of efficient and responsive mobilization of resources in order to protect lives, minimize property loss, and expedite recovery efforts during an emergency or disaster. They should ensure that an emergency management office serves the jurisdiction. The Local Emergency Operations Plan should be prepared based upon a valid hazards and risk analysis.

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services and material support for the incident.

Major Disaster: As defined by the Robert T Stafford Disaster Relief and Emergency assistance Act, a "Major disaster means any natural catastrophe (including any hurricane, tornado, storm, high water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby." For Douglas County, a major disaster will be catastrophic incident that requires a response or mitigating action to supplement local resources in protecting lives and property as determined by the Emergency Management Director.

Mitigate: To lessen in force or intensity.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment and/or expertise in a specified manner.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments, the private-sector and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles and terminology. HSPD-5 identifies these as the ICS, Multi-agency Coordination Systems, training, identification and management of resources (including systems for classifying

types of resources), qualification and certification, and the collection, tracking, and reporting of incident information and incident resources.

National Response Framework (NRF): A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response and recovery plans into one all-discipline, all-hazards plan.

National Warning System (NAWAS): A communication system from by the Federal Government to provide warning to the population of an attack or other national emergency. Reception is at local and state warning points.

National Weather Services (NWS): That federal government agencies charged with weather related reporting and projections.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

Non-governmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions and/or groups.

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between

government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations heightened inspections, improved surveillance and security operations, investigations to determine the full nature and source of the threat, public health and agricultural surveillance and testing processes, immunizations, isolation, or quarantine, and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes: Systems of operations that incorporate standardized procedures, methodologies and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Assistance: The Federal financial assistance provided to state and local governments or to eligible private non-profit organizations for disaster-related requirements.

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Recovery: is the phase dedicated to restoring normal operations and community well-being. This process includes the development, coordination, and execution of service and site restoration plans, as well as the reconstitution of government operations. It also involves providing direct support through individual, private sector, non-governmental, and public-assistance programs that offer housing, long-term care, and treatment for affected persons. Beyond immediate needs, recovery includes broader measures for social, political, environmental, and economic restoration. Finally, to improve future readiness, the incident is evaluated to identify lessons learned, which are captured in post-incident reports and used to develop new mitigation initiatives

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to or recover from an incident. Resource management under the NIMS includes mutual-aid agreements, the use of special Federal, State, local, and tribal teams, and resource mobilization protocols.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident, increased security operations, continuing investigations into nature and source of the threat, ongoing public health and agricultural surveillance and testing processes, immunizations, isolation, or quarantine, and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Search and Rescue (SAR): An organized mission to locate and remove a person(s) reported as missing.

Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area: Location established where resources could be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

Standard Operating Guidelines (SOG): A set of instructions or guidelines covering steps or features of operations to promote effective actions.

Standard Operating Procedures (SOP): A set of instructions having the force of a directive, covering those features of operations, which lend themselves to a definite or standardized procedure without loss of effectiveness.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 6 U.S.C. 101(14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

State Emergency Operations Center (SEOC): The facility, located in the city of Centennial, from which state emergency/disaster operations are coordinated.

State Emergency Operations Plan (SEOP): The State level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to State agencies, coordinating instructions, staffing, essential facilities and general operations common to most major emergencies.

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities. the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: The term "terrorism" means any activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources. and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States. and appears to be intended to intimidate or coerce a civilian population. to influence the policy of a government by intimidation or coercion. or to affect the conduct of a government by mass destruction, assassination, or kidnapping. See 6 U.S.C. 101 (15), Homeland security Act of 2002.

Threat: An indication of possible violence, harm or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities and legislative authorities.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3 or 4, respectively, because of size, power, capacity, or, in the case of incident management teams, experience and qualifications.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior person from agencies and/or disciplines participating in the Unified Command, to establish a common set of objectives and strategies and a single TAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Urban Search and Rescue (USAR or US&R): Urban search-and-rescue (US&R) involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims

being trapped, but victims may also be trapped in transportation accidents, mines and collapsed trenches.

Volunteer: According to Section 16 Part 742f(c) United States Code and Section 29 Part 553.101 Code of Federal Regulations, a volunteer is any individual accepted to perform services by an agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation or receipt of compensation for services performed.

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Agency: A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

Agency Representative: A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Alternate Emergency Operations Center (AEOC): An established location to evacuate to in the event that the primary EOC is not available due to natural or manmade causes.

Amateur Radio Emergency Services (ARES/AUXCOM): A group of volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

American Red Cross (ARC): A volunteer organization that works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a Congressional charter. All of its disaster assistance is based on verified disaster-caused need and is supported by grants from donations from the American people.

Area Command (Unified Area Command): An organization established: (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command

may be established at an Multi-Agency Coordination Center facility or at some location other than an incident command post.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignments: Tasks given to resources to perform within given operational periods that are based on operational objectives defined in the TAP.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Authority Having Jurisdiction (AHJ): State and local officials have existing broad powers to address emergency situations by virtue of the statutory authorities granted to their positions.

Bio-terrorism: A deliberate attack on humans, animals or plants using a contagious or poisonous agent.

Branch: The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section.

Casualty: A person injured, and needing treatment, or killed because of technological or natural disaster.

Catastrophic incident: A catastrophic incident is any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained impacts over a prolonged period of time. almost immediately exceeds resources normally available to local, State, tribal and private sector authorities. And significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are incidents of national significance.

Civil Air Patrol (CAP): An auxiliary of the U.S. Air Force that has volunteered to conduct various emergency services missions. These missions are mainly the use of light aircraft in Search and Rescue (SAR), Civil Defense (CD), wildfire spotting and disaster relief operations.

Colorado Department of Homeland Security and Emergency Management (DHSEM): The agency in the Department of Public Safety, responsible for

emergency management programs in the State of Colorado. It is located in Centennial and is situated in the State Multi-Agency Coordination Center (EOC), which DEM organizes and operates during emergencies or disasters.

Colorado Crime Information Center (CCIC): The computer system with terminals in most law enforcement and communications agencies in Colorado, as well as the State EOC. It is used primarily for law enforcement functions, but a secondary use is as part of the warning and communications system for emergencies or disasters. It is connected to the National Crime Information Center (NCIC).

Colorado Voluntary Organizations Active in Disaster (COVOAD): A group of organizations providing voluntary assistance following an emergency or disaster.

Command Staff: In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Command: The act of directing, ordering or controlling by virtue of explicit statutory, regulatory or delegated authority.

Continuity of Operations Plan (COOP): (Colorado Definition) All measures that may be taken to assure the continuity of essential functions of governments during or after an emergency or disaster.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Damage Assessment: The appraisal or determination of the actual effects resulting from technological or natural disaster.

Deputy: A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff and Branch Directors.

Disaster: (Colorado Definition) The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, or a terrorist act, including but not limited to fire, flood, earthquake, wind, storm, hazardous substance incident, water contamination requiring emergency action to avert danger or damage, epidemic, air contamination, blight, drought, infestation,

explosion, civil disturbance, or hostile military or paramilitary action. For the purpose of State or Federal disaster declarations, the term disaster generally falls into one of two categories relative to the level of severity and impact on local and State resources, they are: major - likely to require immediate state assistance supplemented by limited federal resources, if necessary, to supplement intra-state efforts and resources. and catastrophic – will require immediate and massive State and Federal assistance in both the response and recovery aspects. Local government's adaptation of the definition of a disaster denotes an event which threatens to or actually does inflict damage to people or property, and is, or is likely to be, beyond the capability of the services, personnel, equipment and facilities of a local jurisdiction, thereby, requiring the augmentation of resources through state-directed assistance.

Dispatch: The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Douglas County Emergency Operations Center (DCEOC): The DCEOC is the physical location where the incident management functions of Multi-Agency Coordination and Area Command are conducted. In the event of an incident such as severe weather which effects most if not all parts of the county, overall incident management may be conducted from the DCEOC. The DCEOC is also the designated coordination point for the state and federal counterparts. The DCEOC is co-located with the Douglas County E-911 center and is designed for continuous operations.

Douglas County Emergency Operations Plan (Douglas County EOP): Is the guidance document for responding to major emergencies and disasters within the boundaries of Douglas County, including its political subdivisions. It is consistent with the National Incident Management System (NIMS) and State and Federal plans to ensure coordination between all levels of government. The Douglas County EOP refers to the complete plan consisting of the Basic Emergency Operations Plan (sometimes referred to as the Basic EOP), ESF Annexes, Support Annexes and the Incident Annexes. The Douglas County EOP is defined as the Local Disaster Emergency Plan as stated in Section 24-32-2107 Colorado Revised Statues.

Emergency: Absent a Presidentially declared emergency, any incident(s), human caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency: (Colorado Definition) A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or

mitigation actions to immediately supplement local government in protecting lives and property, to provide for public health and safety, or to avert or lessen the threat of a disaster. Local government's adaptation of this definition denotes an event that threatens to, or actually does inflict damage to people or property, exceeds the daily routine type of response, and still can be dealt with using local internal and mutual aid resources.

Emergency Alert System (EAS): The replacement system for the Emergency Broadcast System (EBS). This system, based on the same structure as EBS, will allow local government representatives to put out local warnings and alerts from and for their geographic areas. The EAS will also allow alerts and warnings to be broadcasted even if the participating radio station is unmanned after certain hours.

Emergency Operations Centers (EOCs): The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

Emergency Operations Plan (EOP): The local (jurisdictional) level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies. A brief, clear and concise document description of action to be taken, or instructions to all individual and local government services concerned, stating what will be done in the event of an emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when and where based on predetermined assumptions, objectives and capabilities.

Emergency Support Functions (ESF): Common types of emergency assistance that are required to coordinate and support a disaster. These common types of assistance have been grouped functionally into 15 areas. County departments or agencies in partnership with the county have been assigned responsibilities for implementing these functions. Assignments are made based upon the department's or agency’s statutory, programmatic or regulatory authorities and responsibilities, or areas of specific expertise.

Evacuation: Organized, phased and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuees: All persons moved or moving from disaster areas to reception areas.

Event: A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.
Executive Order: A rule or order having the force of law, issued by an executive authority of a government.

Exercise: A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation. Exercises can be described as seminars, workshops, tabletops, drills, games, functional exercises and full-scale exercises.

Federal Emergency Management Agency (FEMA): The federal agency responsible for the U.S. government's portion of the comprehensive emergency management program. It consists of a national office in Washington, D.C. and ten regional offices, one of which (Region VIII) is located in the Denver Federal Center in Lakewood, Colorado.

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Federal Departments and Agencies: These executive departments are enumerated in 5 United States Code 101, together with the Department of Homeland Security. independent establishments as defined by 5 United States Code Section 104(1). government corporations as defined by 5 United States Code Section 103(1). and the United States Postal Service.

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Intelligence Officer: The intelligence officer is responsible for managing internal information, intelligence and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

Joint Information Center (JIC): A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages. developing, recommending, and executing public information plans and strategies on behalf of the IC. advising the IC concerning public affairs issues that could affect a response effort. and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health). Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Liaison: A form of communication for establishing and maintaining mutual understanding and cooperation.

Locality: Any statutory political subdivision including any county, city and county, city, or town and may include any other agency designated by law as a political subdivision of this state participating in the Douglas EOP.

Local Government: The elected officials of each political subdivision (counties municipalities, towns, cities, and special districts) have responsibility for reducing the vulnerability of people and property to the effects of emergencies and disasters. They should ensure that local governmental agencies are capable of efficient and responsive mobilization of resources in order to protect lives, minimize property loss, and expedite recovery efforts during an emergency or disaster. They should ensure that an emergency management office serves the jurisdiction. The Local Emergency Operations Plan should be prepared based upon a valid hazards and risk analysis.

Logistics: Providing resources and other services to support incident management.

Logistics Section: The section responsible for providing facilities, services and material support for the incident.

Major Disaster: As defined by the Robert T Stafford Disaster Relief and Emergency assistance Act, a "Major disaster means any natural catastrophe (including any hurricane, tornado, storm, high water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby." For Douglas County, a major disaster will be catastrophic incident that requires a response or mitigating action to supplement local resources in protecting lives and property as determined by the Emergency Management Director.
Mitigate: To lessen in force or intensity.

Mitigation: The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Mobilization: The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling and transporting all resources that have been requested to respond to or support an incident.

Multi-agency Coordination Entity: A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, de-conflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-agency Coordination Systems (MACS): Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency Coordination Systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident: An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual-Aid Agreement: Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment and/or expertise in a specified manner.

National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments. the private-sector and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles and terminology. HSPD-5 identifies these as the ICS. Multi-agency Coordination Systems. training. identification and management of resources (including systems for classifying types of resources). qualification and certification. and the collection, tracking, and reporting of incident information and incident resources.

National Response Framework (NRF): A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response and recovery plans into one all-discipline, all-hazards plan.

National Warning System (NAWAS): A communication system from by the Federal Government to provide warning to the population of an attack or other national emergency. Reception is at local and state warning points.

National Weather Services (NWS): That federal government agencies charged with weather related reporting and projections.

National: Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

Non-governmental Organization: An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Operational Period: The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

Operations Section: The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions and/or groups.

Planning Meeting: A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section: Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations: The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations

that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations. heightened inspections. Improved surveillance and security operations. investigations to determine the full nature and source of the threat. public health and agricultural surveillance and testing processes. immunizations, isolation, or quarantine. and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector: Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes: Systems of operations that incorporate standardized procedures, methodologies and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Public Assistance: The Federal financial assistance provided to state and local governments or to eligible private non-profit organizations for disaster-related requirements.

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Recovery: The development, coordination, and execution of service- and site restoration plans. the reconstitution of government operations and services. individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration. long-term care and treatment of affected persons. Additional measures for social, political, environmental, and economic restoration. evaluation of the incident to identify lessons learned. post-incident reporting. and development of initiatives to mitigate the effects of future incidents.

Recovery Plan: A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources: Personnel and major items of equipment, supplies and facilities available or potentially available for assignment to incident operations and for

which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management: Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to or recover from an incident. Resource management under the NIMS includes mutual-aid agreements. the use of special Federal, State, local, and tribal teams. and resource mobilization protocols.

Response: Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident. increased security operations. continuing investigations into nature and source of the threat. ongoing public health and agricultural surveillance and testing processes. immunizations, isolation, or quarantine. and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

Safety Officer: A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Search and Rescue (SAR): An organized mission to locate and remove a person(s) reported as missing.

Section: The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Span of Control: The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area: Location established where resources could be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

Standard Operating Guidelines (SOG): A set of instructions or guidelines covering steps or features of operations to promote effective actions.

Standard Operating Procedures (SOP): A set of instructions having the force of a directive, covering those features of operations, which lend themselves to a definite or standardized procedure without loss of effectiveness.

State: When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 6 U.S.C. 101(14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

State Emergency Operations Center (SEOC): The facility, located in the city of Centennial, from which state emergency/disaster operations are coordinated.

State Emergency Operations Plan (SEOP): The State level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to State agencies, coordinating instructions, staffing, essential facilities and general operations common to most major emergencies.

Strategic: Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities. the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategy: The general direction selected to accomplish incident objectives set by the IC.

Technical Assistance: Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism: The term "terrorism" means any activity that involves an act that is dangerous to human life or potentially destructive of critical infrastructure or key resources. and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States. and appears to be intended to intimidate or coerce a civilian population. to influence the policy of a government by intimidation or coercion. or to affect the conduct of a government by mass destruction, assassination, or kidnapping. See 6 U.S.C. 101 (15), Homeland security Act of 2002.

Threat: An indication of possible violence, harm or danger.

Tools: Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities and legislative authorities.

Type: A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3 or 4, respectively, because of size, power, capacity, or, in the case of incident management teams, experience and qualifications.

Unified Area Command: A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior person from agencies and/or disciplines participating in the Unified Command, to establish a common set of objectives and strategies and a single IAP.

Unit: The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Urban Search and Rescue (USAR or US&R): Urban search-and-rescue (US&R) involves the location, rescue (extrication), and initial medical stabilization of victims trapped in confined spaces. Structural collapse is most often the cause of victims being trapped, but victims may also be trapped in transportation accidents, mines and collapsed trenches.

Volunteer: According to Section 16 Part 742f(c) United States Code and Section 29 Part 553.101 Code of Federal Regulations, a volunteer is any individual accepted to perform services by an agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation or receipt of compensation for services performed.

ACRONYMS

AAR	After Action Report
AHJ	Authority Having Jurisdiction
AHN	All Health Network
APHIS	Animal and Plant Health Inspection Service

ARC	American Red Cross
ARES	Amateur Radio Emergency Services
AUXCOMM	Auxiliary Communications (volunteer radio emergency services)
BOCC	Board of County Commissioners
CDOT	Colorado Department of Transportation
CDFPC	Colorado Division of Fire Prevention & Control
CDPHE	Colorado Division of Public Health & Environment
CEPA	Colorado Emergency Preparedness Assessment
CIAC	Colorado Information and Analysis Center
COOP	Continuity of Operations
CORE	CORE Energy (formerly IREA “Intermountain Rural Electric Association)
COVOAD	Colorado Voluntary Organizations Active in Disasters
CRS	Colorado Revised Statute
CSFS	Colorado State Forest Service
CSP	Colorado State Patrol
CSV	Community Safety Volunteer
DCART	Douglas County Animal Response Team
DCHD	Douglas County Health Department
DCSO	Douglas County Sheriff’s Office
DCEOC	Douglas County EOC
DCEOP	Douglas County EOP
DCSAR	Douglas County Search and Rescue

DERA	Designated Emergency Response Authority
DHSEM	Department of Homeland Security and Emergency Management
DMAT	Disaster Medical Team
DMORT	Disaster Mortuary Operational Response Team
DOC	Departmental Operations Center
DOJ	Department of Justice
EAS	Emergency Alert System
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FAC	Family Assistance Center
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
FOP	Fire Operating Plan
GEEERC	Governor’s Expert Emergency Epidemic Response Committee
GIS	Geographic Information systems
HAZMAT	Hazardous Materials
IAP	Incident Action Plan
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IMT	Incident Management Team

ISP	Incident Support Plan
JIC	Joint Information Center
JIS	Joint Information System
MACS	Multi-Agency Coordination System
MCI	Mass Casualty Incident
MRC	Medical Reserve Corps
NCR	North Central Region
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NRF	National Response Framework
NTSB	National Transport Security Board
NWS	National Weather Service
OEM	Office of Emergency Management
PIO	Public Information Officer
PPE	Personal Protective Equipment
SAR	Search and Rescue
SEOC	State Emergency Operations Center
SEOP	State Emergency Operations Plan
SITREP	Situation Report
THIRA	Threat and Hazard Identification and Risk Assessment
UDFCD	Urban Drainage and Flood Control District
VAU	Victims Assistance Unit

X

ATTACHMENTS

A. COMPREHENSIVE EMERGENCY PLAN (CEMP)

The CEMP consists of the following Plans and Annex's

The following plans and annex's can be found at: https://dcsheriff.net/sheriffs-office/divisions/emergency-management/comprehensive-emergency-management-plan/)

- Douglas County Emergency Operations Plan (EOP)
  - Animal Response Annex
  - Damage Assessment Annex
  - Mass Fatality Annex
  - Public Health Annex
  - Resource Mobilization Annex
  - Rapid Needs Assessment Operating Plan
  - Severe Weather Annex
  - Wildland Fire Annex
- Douglas County Disaster Recovery Plan
- Douglas County All Hazards Debris Management Plan
- Douglas County Local Hazard Mitigation Plan (LHMP)

B. ADDITIONAL EMERGENCY DOCUMENTS AND PLANS

B1. ADOPTION OF THE EMERGENCY OPERATIONS PLAN

[The 2025 Resolution adopting the new 2025 EOP will be inserted here upon publication.

B2. LOCAL HAZARD MITIGATION PLAN

The Douglas County Local Hazard Mitigation Plan (LHMP) can be located at:
https://dcsheriff.net/sheriffs-office/divisions/emergency-management/comprehensive-emergency-management-plan/

B3. FIRE OPERATING PLAN

The Douglas County Fire Operating Plan can be located at:
https://dcsheriff.net/sheriffs-office/divisions/emergency-management/comprehensive-emergency-management-plan/

DOUGLAS COUNTY
ADMINISTRATIVE POLICIES AND PROCEDURES

TITLE: Emergency and Disaster Finance Policy	
POLICY CUSTODIAN Finance	**APPROVAL DATE:** September 2011
	REVISION DATE: August 2015

PURPOSE: To ensure the proper and efficient process of specific governmental functions relating to the procurement transactions, contracts, purchasing cards limits and approval authority for allocation of funds when required during an emergency/disaster situations as defined by the Colorado Disaster Emergency Act of 1992, (Part 21 of Article 32, Title 24 of the Colorado Revised Statutes, 1996 as amended).

DEPARTMENT RESPONSIBLE: Finance

DEPARTMENT(S) AFFECTED: All

POLICY:

Delegation of Procurement, Contracts, Purchasing Cards Limits, Employees Overtime or Other Wage Compensation and Allocation of Funds Requirements during Emergency/Disaster Incident:

An emergency/disaster may create the immediate and serious need for supplies, equipment, materials, and services that cannot be met through normal procurement methods and the lack of which would threaten the function of County government, or the health, safety or welfare of County residents. A need for an emergency procurement shall waive all existing procurement requirements and shall be limited only to the quantity of those supplies, equipment, materials, or services necessary to meet the emergency/disaster. All emergency procurement shall be made with as much transparency and competitive bid process that is practical under the circumstances.

An emergency/disaster may create the immediate need for contracted services or other resources that cannot meet all the requirements of the County's Contract Policy. Under emergency/disaster circumstances, the inability to have a contract or agreement would threaten the operation of County government, or the health, safety and welfare of County residents. The normal County's Contract Policy requires that contracts and agreements receive legal and fiscal review and approval prior to execution. This would still apply to the extent possible but could be waived if critical to ensure the success of the management of the emergency/disaster incident.

When requested during an emergency/disaster incident, the purchasing card amounts for designated employees may be increased and to be limited only to the quantity of those supplies, equipment, materials or services necessary to meet the emergency/disaster.

In the event of an emergency/disaster in or near the County, all County employees are expected to make every effort be available to assist the County Manager, Elected/Appointed Officials and Department Directors ensure the continued operation of any and all necessary County functions. This may mean being available to perform additional duties and hours beyond what is normally required. In the event that an employee does work more than 40 hours a week in support of County operations during an emergency, or are otherwise eligible, then they may receive overtime or other appropriate wage compensation in accordance with existing County policies."

Under normal operations, the spending levels of authority apply to commitments made per vendor are:

- Up to and including $25,000 may be approved by Elected Official or Department Director
- Up to and including $100,000 may be approved by County Manager or Deputy County Manager
- Over $100,000 must be approved by the Board at a public hearing.

Based upon the Use of Emergency Funds Criteria Flowchart, Figure 1, when it becomes necessary to utilize emergency funds, approval authority shall be as follows:

- In accordance with the EDAR, authorizes, in the absence of the County Manager, that the Deputy County Manager, and then the Director of Finance, and then the Director of Facilities, Fleet and Emergency Services, in that successive order, will have access to the emergency funds up to and including $100,000 that apply to commitments made per vendor during the emergency/disaster period.

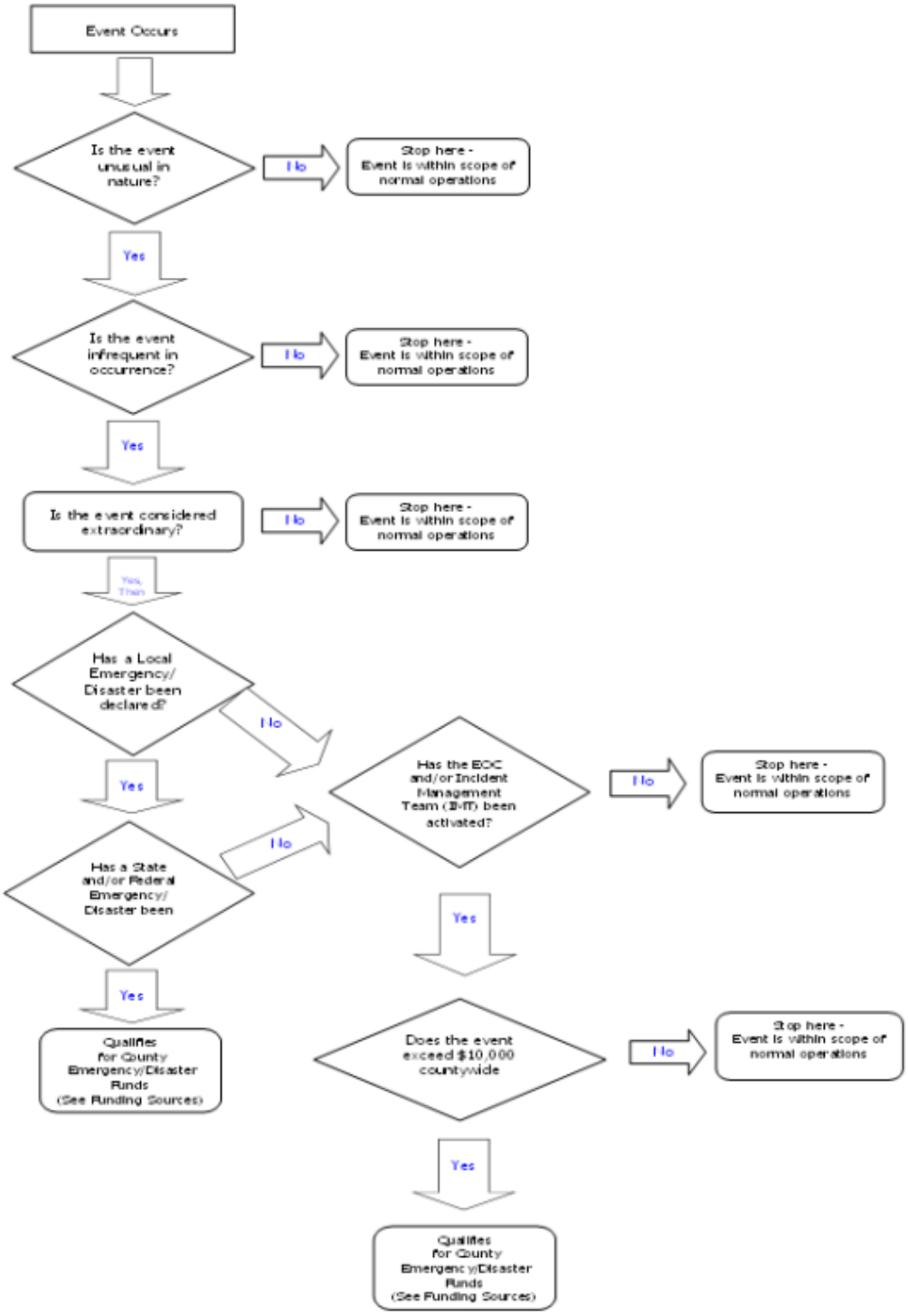
- In accordance with the EDAR, authorizes the County Manager, in the absence of the Board of County Commissioners, to act with the full authority of the Board of County Commissioners during a State of Emergency and/or Local Disaster.

- Resources shall be ordered in accordance with appropriate channels to ensure tracking by Finance.

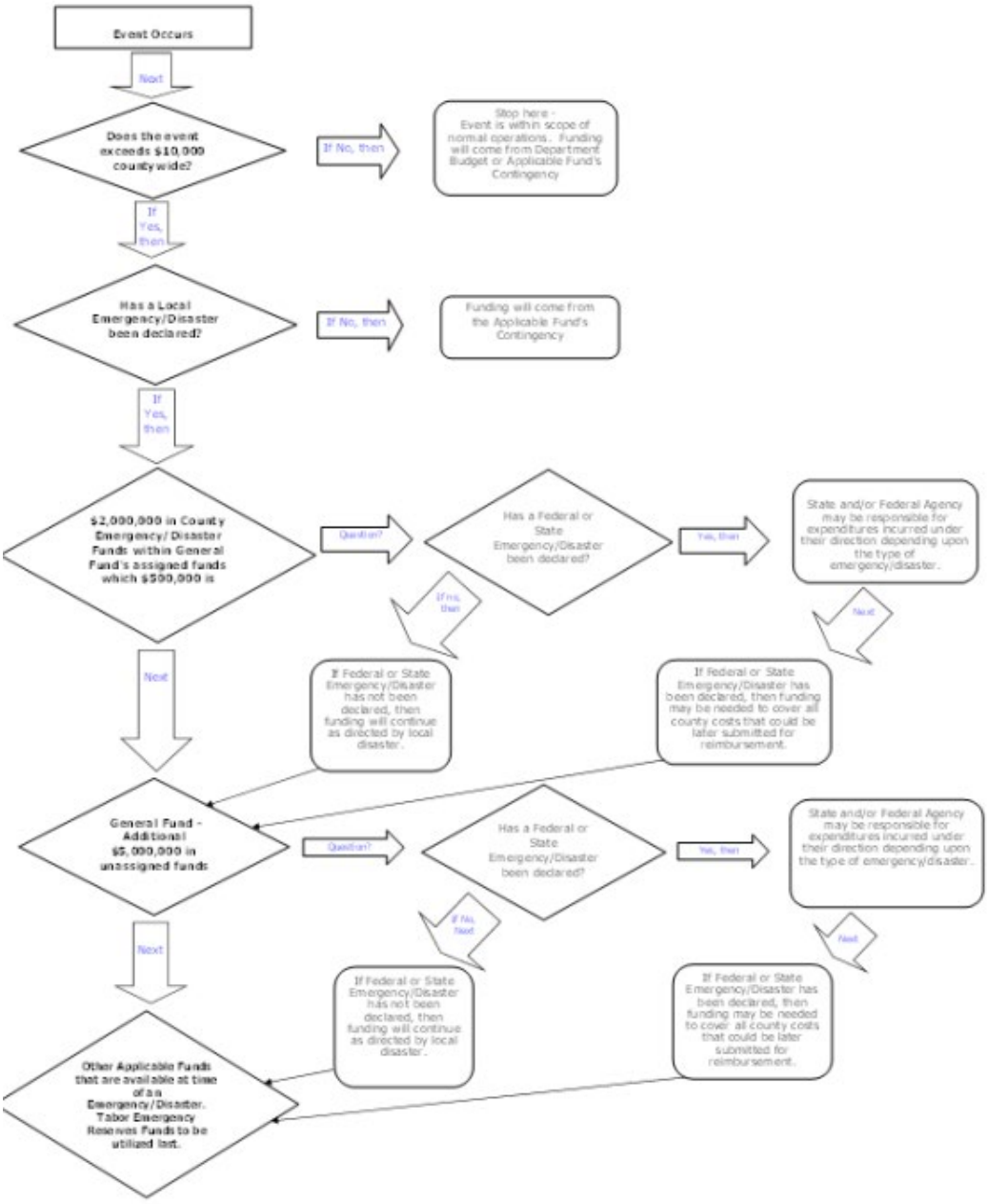
- The appropriation of emergency funds from fund balance requires approval through a supplement budget at a public meeting that is noticed in the local paper. During an emergency/disaster funding can be obtained from non-restricted appropriated operating and/or capital funds until the supplemental budget can be approved at which time these operating or capital funds can be repaid with emergency funds as referenced in the Source of Funding – Emergency/Disaster Flowchart, Figure 2.

TABOR Emergency Reserves are to be used "for declared emergencies only". "Emergency" for using TABOR emergency reserves shall be strictly limited as defined herein. TABOR Emergency Reserves should be repaid whenever possible within the year. The County should use funds in a sequence that leaves utilizing the TABOR Emergency Reserve as a last resort after exhausting other available funds.

Use of Emergency Funds Criteria



Sources of Funding - Emergency/Disaster



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FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT FOR DISASTER-EMERGENCY MUTUAL AID AND DISASTER- EMERGENCY RESOURCES ASSISTANCE

THIS FIRST AMENDMENT is entered into as of this 6th day of August, 2019, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County") and the **TOWN OF CASTLE ROCK**, the **TOWN OF PARKER**, the **CITY OF LONE TREE**, the **CITY of CASTLE PINES**, the **TOWN OF LARKSPUR**, the **DOUGLAS COUNTY SCHOOL DISTRICT**, the **HIGHLANDS RANCH METROPOLITAN DISTRICT**, the **DOUGLAS COUNTY PUBLIC LIBRARY DISTRICT**, and the **DOUGLAS COUNTY SHERIFF** (collectively hereafter the "Parties" and individually, each, a "Party").

WHEREAS, on August 15, 2011 the Parties entered into the Intergovernmental Agreement for Disaster-Emergency Mutual Aid and Disaster-Emergency Resources Assistance ("IGA"), which created a new entity called the Emergency Management Coordination Group ("EMCG") to replace the Douglas County Incident Management Team ("DC-IMT") Selection Committee, among other responsibilities; and

WHEREAS, after seven years of working together, the Parties are looking to more clearly define the purpose and membership of the EMCG to more effectively serve the needs of the participants and the local emergency services community as a whole; and

WHEREAS, the County wishes to remove the EMCG as the oversight and approval authority for the DC-IMT so that those responsibilities may revert to the incident commanders and the Douglas County Director of the Office of Emergency Management; and

WHEREAS, the County did not establish the "Douglas County Policy Center" as originally required in Paragraph 6 of the IGA.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. Paragraph 3 of the IGA is hereby deleted and replaced with the following:

   "TERM. As to each Party, the term of this IGA shall run from the date of execution through December 31, 2023. Thereafter, this IGA shall continue for successive five-year terms, provided however any Party may terminate its participation in this IGA in accordance with the provisions of Paragraphs 7 and 11. In the event of termination by a Party, this IGA shall continue with respect to the remaining Parties."

2. Paragraph 5, Section D, of the IGA is hereby deleted and replaced with the following:

   "D. Support and participate in the Douglas County Emergency Management Coordinating Group (EMCG) comprised of the Douglas County Sheriff, the Chief of Police of another law enforcement agency

located wholly within Douglas County, a representative of the Douglas County Fire Chief's Association, the Chief or a Board Member of another Douglas County Fire service agency, a Douglas County Commissioner, an elected official of a Party, and a citizen of Douglas County knowledgeable in emergency management services. The Director of Emergency Management of Douglas County shall serve as an ex-officio member as well as the coordinator/facilitator of the EMCG. Representatives to the EMCG shall be jointly appointed by the Board of Douglas County Commissioners and the Douglas County Sheriff.

The purpose of the EMCG is to work collaboratively to combine planning, training, and combined exercise opportunities that will foster better working relationships throughout the local emergency management community. The EMCG will meet quarterly or as often as the participants of the EMCG determine is most effective."

3. Paragraph 6, Section C, is hereby deleted in its entirety.

4. Paragraph 6, Section D, is hereby deleted and replaced with the following:

"D. Training and exercise planning and assistance for the Parties."

5. The remainder of the IGA shall remain in full force and effect.

6. This First Amendment shall be executed by each Party's governing body, in accordance with Section 9 of the IGA, on separate signature pages. Original pages shall be recorded and held by the Douglas County Clerk and Recorder.

IN WITNESS WHEREOF, the Parties have executed this First Amendment as of the date first above written.

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BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO

ATTEST:

LORA L THOMAS, Chair
Douglas County Board of Commissioners

EMILY WRENN
Deputy Clerk & Recorder

DOUGLAS COUNTY SHERIFF

TONY SPURLOCK, Sheriff

Christopher Pratt
Assistant County Attorney

Andrew Copland
Director of Finance

Additional PDCG Signatories Include:

Tera Rodloff – Mayor, City of Castle Pines

Jason Gray – Mayor, Town of Castle Rock

Jim Worly, Chair, Highlands Ranch Metropolitan District

Ron Cole – President, Douglas County Libraries District

Jeremiah Holmes, Mayor Pro-Tem, Town of Larkspur

Jacqueline A. Millet – Mayor, City of Lone Tree

Mike Wald – Mayor, Town of Parker

Dr. Thomas S. Tucker – Superintendent, Douglas County School

A copy of the 2024 Colorado Emergency Preparedness Assessment can be obtained by request from the Douglas County Office of Emergency Management.

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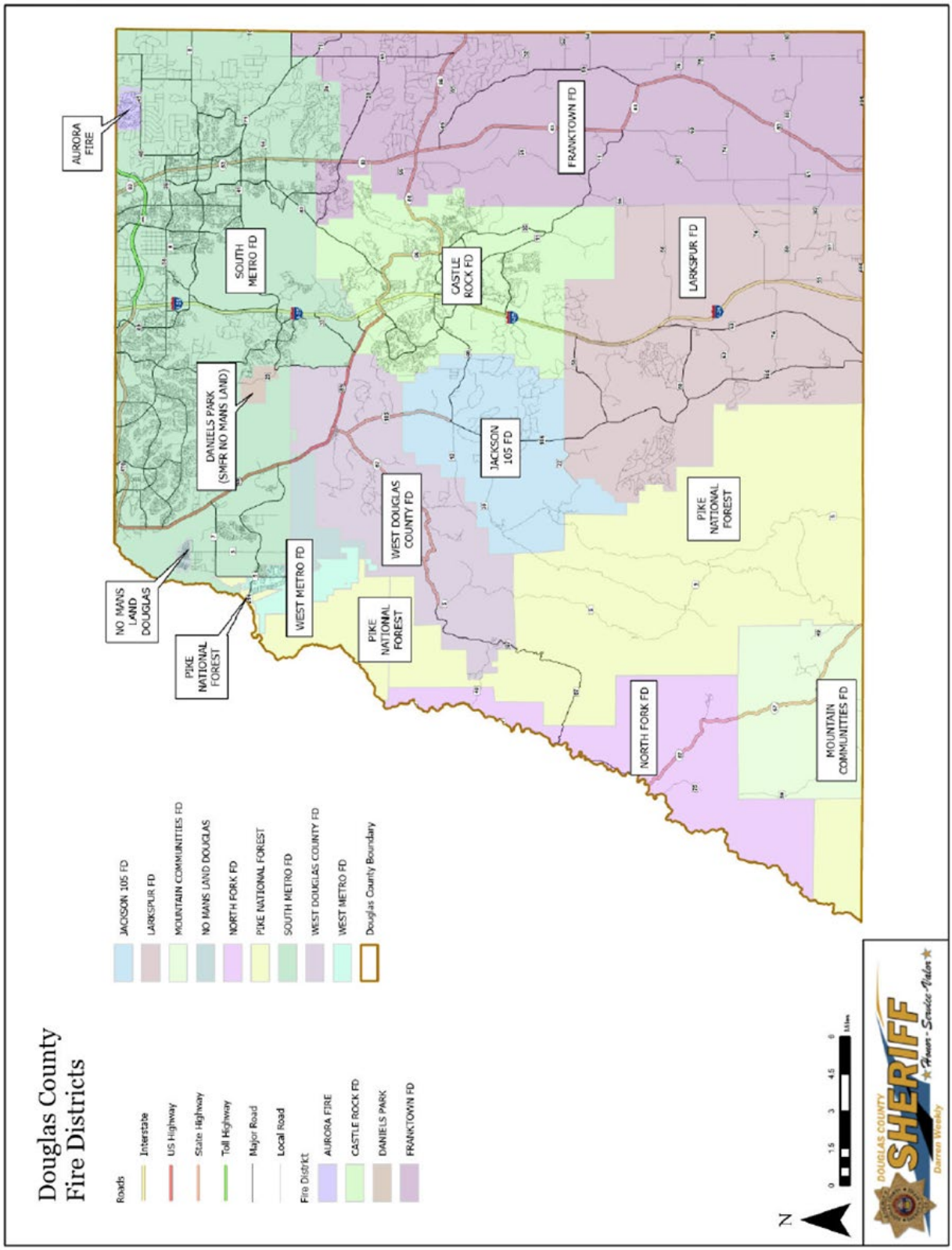
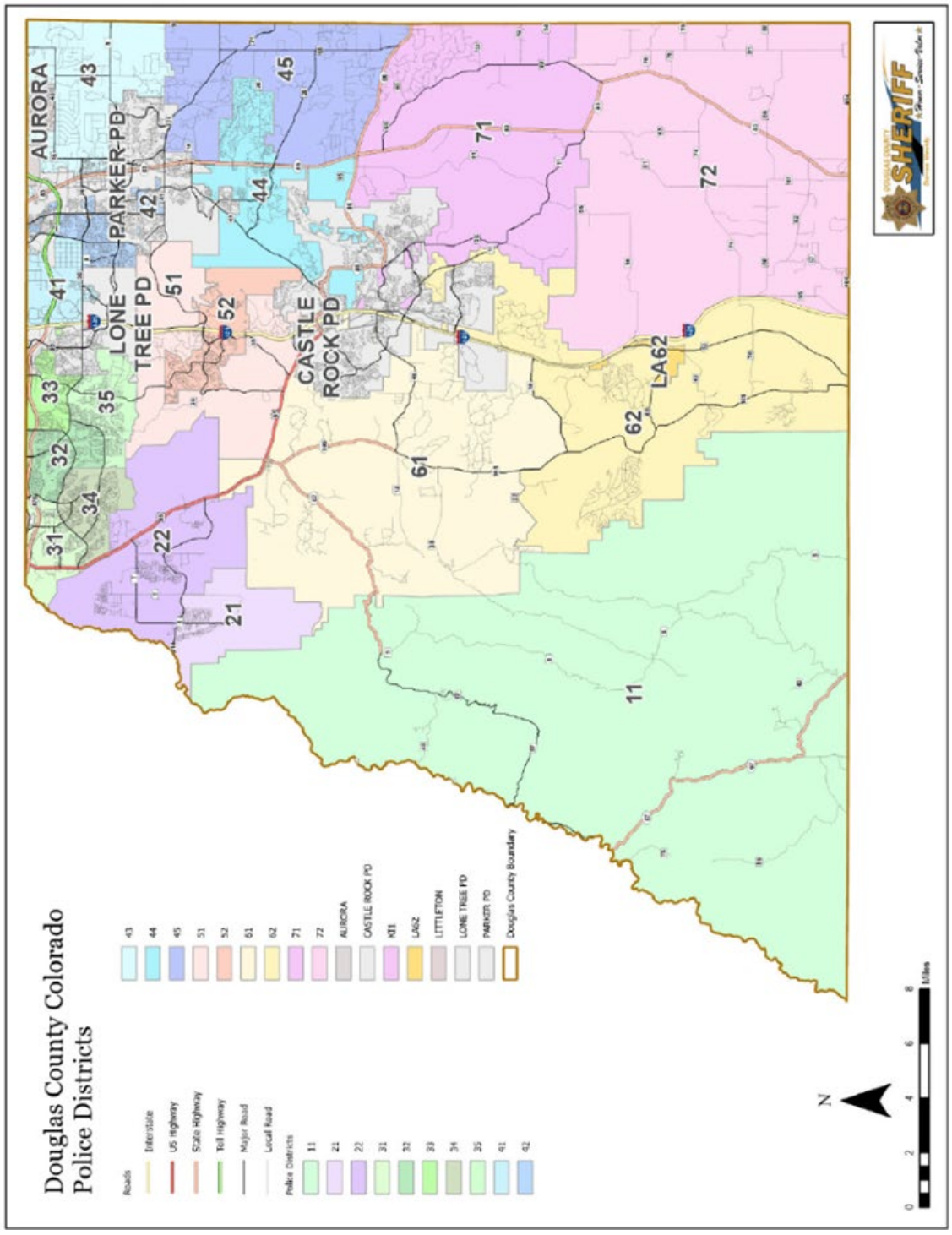
C. FIRE DISTRICT MAP



D. DCSO PATROL DISTRICT MAP



Certificate Of Completion

Envelope Id: D3FB418E-E363-48E0-B81F-236E96308F4A
Status: Completed
Subject: Complete with Docusign: Douglas County 2025 EOP Update Signatories
Contract Type:
Tuition Reimbursement Application:
Source Envelope:
Document Pages: 254
Signatures: 23
Certificate Pages: 9
Initials: 0
AutoNav: Enabled
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Time Zone: (UTC-07:00) Mountain Time (US & Canada)

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Castle Rock, CO 80104
blenderink@dcsheriff.net
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Ben Ohlin bohlin@larkspurfire.org Security Level: Email, Account Authentication (None)	Signed by: 74A8EF91156D496... Signature Adoption: Drawn on Device Using IP Address: 173.160.43.49 Signed using mobile	Sent: 8/15/2025 2:26:35 PM Viewed: 8/18/2025 2:36:36 PM Signed: 8/18/2025 2:37:05 PM
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Bob Pasicznyuk rpasicznyuk@dclibraries.org Executive Director Douglas County Libraries Security Level: Email, Account Authentication (None)	Signed by: Bob Pasicznyuk A42F3BC5E67D4C3... Signature Adoption: Pre-selected Style Using IP Address: 104.193.46.63	Sent: 8/15/2025 2:26:40 PM Viewed: 8/18/2025 9:44:28 AM Signed: 8/18/2025 9:44:58 AM
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Curt Rogers nffpd@aol.com Chief,CEO Security Level: Email, Account Authentication (None)	Signed by: Curt Rogers 3D786B345C724C9... Signature Adoption: Pre-selected Style Using IP Address: 2605:59c8:509a:c810:205a:a35:949c:3a99	Sent: 8/15/2025 2:26:39 PM Viewed: 8/19/2025 9:15:33 AM Signed: 8/19/2025 9:22:06 AM
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Darren Weekly dweekly@dcsheriff.net Darren M. Weekly Sheriff Security Level: Email, Account Authentication (None)	DocuSigned by: Darren Weekly 1BFB75D3B2A64AC... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.252	Sent: 8/15/2025 2:26:31 PM Viewed: 8/15/2025 3:59:08 PM Signed: 8/15/2025 3:59:22 PM
Electronic Record and Signature Disclosure:		

Signer Events	Signature	Timestamp
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Dave Miska president@dcsarco.org Security Level: Email, Account Authentication (None)	Signed by: 25752BE251B048B... Signature Adoption: Pre-selected Style Using IP Address: 2601:283:4501:40d0:799d:cd91:9dc5:4967	Sent: 8/15/2025 2:26:33 PM Viewed: 8/19/2025 11:39:24 AM Signed: 8/20/2025 2:28:32 PM
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Doug DeBord ddebord@douglas.co.us County Manager Douglas County Security Level: Email, Account Authentication (None)	Signed by: B5C95B8DCFAB4AA... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.224	Sent: 8/15/2025 2:26:32 PM Viewed: 8/18/2025 8:22:22 AM Signed: 8/18/2025 8:22:34 AM
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Erin Kane erin.kane@dcsdk12.org Security Level: Email, Account Authentication (None)	Signed by: C91C656538014D7... Signature Adoption: Pre-selected Style Using IP Address: 66.85.41.187	Sent: 8/15/2025 2:26:39 PM Viewed: 8/17/2025 4:27:18 PM Signed: 8/21/2025 3:44:10 PM
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Jack Cauley jcauley@CRgov.com Chief of Police Security Level: Email, Account Authentication (None)	Signed by: 47A40CA618844C5... Signature Adoption: Pre-selected Style Using IP Address: 66.59.221.10	Sent: 8/15/2025 2:26:37 PM Viewed: 8/18/2025 2:32:27 PM Signed: 8/18/2025 2:32:40 PM
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Jeffrey Garcia jgarcia@douglas.co.us County Attorney jg Security Level: Email, Account Authentication (None)	Signed by: 2B1D6892D10C420... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.224	Sent: 8/15/2025 2:26:33 PM Viewed: 8/15/2025 2:30:19 PM Signed: 8/15/2025 2:30:39 PM
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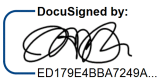
Jeremy Metz JMetz@westmetrofire.org Security Level: Email, Account Authentication (None)	DocuSigned by:  ED179E4BBA7249A... Signature Adoption: Uploaded Signature Image Using IP Address: 50.206.109.2	Sent: 8/15/2025 2:26:39 PM Viewed: 8/18/2025 7:41:36 AM Signed: 8/18/2025 12:32:11 PM
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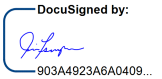
Jim Tsurapas jtsurapas@parkeronline.org Security Level: Email, Account Authentication (None)	DocuSigned by:  903A4923A6A0409... Signature Adoption: Drawn on Device Using IP Address: 2600:100e:b04b:27e:c4b8:e9f1:d5a3:a0f5 Signed using mobile	Sent: 8/15/2025 2:26:37 PM Viewed: 8/25/2025 5:29:38 PM Signed: 8/25/2025 5:29:55 PM
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John Curtis John.Curtis@southmetro.org Security Level: Email, Account Authentication (None)	Signed by: 0234DB5827994DD... Signature Adoption: Pre-selected Style Using IP Address: 65.144.188.106	Sent: 8/15/2025 2:26:40 PM Viewed: 8/18/2025 12:17:15 PM Signed: 8/18/2025 1:30:46 PM
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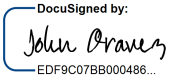
John Oravez j.oravez@westdouglasfire.org CHIEF Security Level: Email, Account Authentication (None)	DocuSigned by:  EDF9C07BB000486... Signature Adoption: Pre-selected Style Using IP Address: 2605:59c8:5205:7f08:40e7:74b1:14be:6ee1	Sent: 8/15/2025 2:26:37 PM Viewed: 8/18/2025 3:08:43 PM Signed: 8/18/2025 3:09:01 PM
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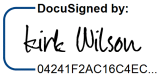
Kirk Wilson kirk.wilson@cityoflonetree.com Kirk Wilson Security Level: Email, Account Authentication (None)	DocuSigned by:  04241F2AC16C4EC... Signature Adoption: Pre-selected Style Using IP Address: 50.225.153.210	Sent: 8/15/2025 2:26:38 PM Viewed: 8/19/2025 9:43:06 AM Signed: 8/19/2025 9:43:43 AM
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Michael Hill mhill@douglas.co.us Health Department Director Security Level: Email, Account Authentication (None)	Signed by: Michael Hill C2D084EAF6274D7... Signature Adoption: Pre-selected Style Using IP Address: 67.135.160.226	Sent: 8/15/2025 2:26:33 PM Viewed: 8/18/2025 8:15:19 AM Signed: 8/18/2025 8:15:33 AM
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Michael Penny michael.penny@castlepinesco.gov City Manager City of Castle Pines Security Level: Email, Account Authentication (None)	Signed by: Michael Penny 736678195D24454... Signature Adoption: Pre-selected Style Using IP Address: 71.24.159.25	Sent: 8/15/2025 2:26:38 PM Viewed: 8/18/2025 6:49:43 AM Signed: 8/18/2025 6:49:57 AM
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Norris W. Croom III ncroom@crgov.com Fire Chief Security Level: Email, Account Authentication (None)	Signed by: Norris W. Croom III E29B3E758748405... Signature Adoption: Pre-selected Style Using IP Address: 66.59.221.10	Sent: 8/15/2025 2:26:34 PM Viewed: 8/16/2025 4:52:14 AM Signed: 8/16/2025 4:52:45 AM
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Raeann Brown rbrown1@douglas.co.us Coroner Douglas Security Level: Email, Account Authentication (None)	DocuSigned by: Raeann Brown F29D8E91B6E84C3... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.252	Sent: 8/15/2025 2:26:32 PM Viewed: 8/19/2025 9:53:31 AM Signed: 8/19/2025 10:09:56 AM
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Renee Anderson randerson@highlandsranch.org Security Level: Email, Account Authentication (None)	Signed by: Renee Anderson A1027D3BC02C4F7... Signature Adoption: Pre-selected Style Using IP Address: 204.57.30.72	Sent: 8/19/2025 8:00:46 AM Viewed: 8/25/2025 8:46:04 AM Signed: 8/25/2025 8:47:55 AM
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Sheri Davis sdavis1@douglas.co.us Douglas County Clerk & Recorder Security Level: Email, Account Authentication (None)	DocuSigned by: Sheri Davis FDCEF4B58F0D496... Signature Adoption: Pre-selected Style Using IP Address: 67.135.160.242	Sent: 8/15/2025 2:26:32 PM Viewed: 8/18/2025 3:50:40 PM Signed: 8/25/2025 2:05:13 PM
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Steve Brown chiefmcvfd@gmail.com Security Level: Email, Account Authentication (None)	Signed by: Steve Brown 3DF4733D171343E... Signature Adoption: Pre-selected Style Using IP Address: 75.166.245.31 Signed using mobile	Sent: 8/15/2025 2:26:36 PM Viewed: 8/15/2025 2:29:46 PM Signed: 8/15/2025 2:31:23 PM
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Tim McCawley tmccawley@larkspurfire.org Fire Chief Security Level: Email, Account Authentication (None)	Signed by: Tim McCawley B2206E212E4C417... Signature Adoption: Pre-selected Style Using IP Address: 50.209.237.233	Sent: 8/15/2025 2:26:35 PM Viewed: 8/19/2025 7:10:51 AM Signed: 8/19/2025 7:12:46 AM
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Toby Damisch tdamisch@douglas.co.us Security Level: Email, Account Authentication (None)	Signed by: Toby Damisch D2565E53103B4A8... Signature Adoption: Pre-selected Style Using IP Address: 67.135.162.226	Sent: 8/15/2025 2:26:32 PM Viewed: 8/22/2025 10:26:49 AM Signed: 8/22/2025 10:27:10 AM
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In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/15/2025 2:26:41 PM
Envelope Updated	Security Checked	8/19/2025 8:00:45 AM
Envelope Updated	Security Checked	8/27/2025 12:00:55 PM
Envelope Updated	Security Checked	8/27/2025 12:00:55 PM
Envelope Updated	Security Checked	8/27/2025 12:00:55 PM
Certified Delivered	Security Checked	8/22/2025 10:26:49 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	8/22/2025 10:27:10 AM
Completed	Security Checked	8/27/2025 12:00:55 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Carahsoft OBO County of Douglas, CO (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO County of Douglas, CO:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: joleson@douglas.co.us

To advise Carahsoft OBO County of Douglas, CO of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at joleson@douglas.co.us and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO County of Douglas, CO

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to joleson@douglas.co.us and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Carahsoft OBO County of Douglas, CO

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to joleson@douglas.co.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Carahsoft OBO County of Douglas, CO as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Carahsoft OBO County of Douglas, CO during the course of your relationship with Carahsoft OBO County of Douglas, CO.

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Deborah E. Kula, P.E., Special Projects Engineer

DESCRIPTION: Construction Contract with American West Construction, LLC for the Geopolymer Lining Project in the Amount of $2,778,770.00, Douglas County Project # SP2025-019.

SUMMARY: The Geopolymer Lining Project will conduct maintenance on 1,755 linear feet (LF) of corrugated metal pipe. The pipe sizes vary and include 350 LF of 11.5' x7.3' arch culvert, 644 LF 126" storm culvert, 201 LF of 54" storm sewer, and 560 LF 90" storm sewer system. These culverts and storm sewer systems are all corrugated metal pipe (CMP) that were installed in 1984. Due to the size of the storm pipes, the type of maintenance is limited; therefore, this project will involve applying a geopolymer liner, which will cause the least amount of disruption to the traveling public.

County staff posted this project on Rocky Mountain Bidnet, and six (6) contractors that had completed similar work provided bids for this project. The quotes received are as follows:

American West Construction, LLC	**$2,788,770.00**
Vortex Lining Systems	$2,788,800.00
Inliner Solutions	$3,060,498.00
US Infrastructure Rehab Services	$3,524,219.94
Michels Trenchless	$3,555,210.00
Denver Dirt Works	$3,987,450.00
Engineer's Estimate	$3,991,900.00

American West Construction, LLC was the most cost-effective for this project.

The contract with American West Construction, LLC, will be for a total of $2,778,770.00, which includes $215,000.00 in Force Account as a contingency for any additional work items that arise (and are approved in writing by the County) during construction for the project. There was an error in the

preparation of the contract documents, but Douglas County Engineering is acceptable to the reduction in the force amount.

Funding for this construction contract is set aside in Fund 200, Business Unit 800506.473200 for $2,103,070.00, and in Fund 230, Business Unit 800437 for $675,700.00.

RECOMMENDED ACTION: Approval of the Construction Contract with American West Construction, LLC for the Geopolymer Lining Project in the amount of $2,778,770.00, Douglas County Project # SP2025-019.

REVIEW:

Kristina Mann	Approve	8/28/2025
Jeff Garcia	Approve	9/3/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025

ATTACHMENTS:

CONTRACT Agreement only section -AMERICAN WEST LLC-Geopolymer Lining -Debbie K SP2025-19

AGREEMENT

Project Name: **GEOPOLYMER LINING PROJECTS**
DOUGLAS COUNTY PROJECT NUMBER SP 2025-019

1. **Parties.** This Agreement is made and entered into this _____ day of _____, **2025**, between the Board of County Commissioners of the County of Douglas, State of Colorado (hereinafter "County") and **AMERICAN WEST CONSTRUCTION, LLC** (hereinafter "Contractor").

2. **Contract Documents.** The entire contract between the Parties shall consist of and include:
   A. This Contract, which includes the Cover Page and Table of Contents.
   B. Standard Specifications for Road and Bridge Construction, **dated 2023** adopted by the Colorado Department of Transportation;
   C. CDOT Standard Plans-M&S Standards, as current at time of Bid;
   D. Douglas County Roadway Design and Construction Standards, as current at time of Bid;
   E. The Invitation to Bid;
   F. Notice to Bidders;
   G. Douglas County's Standard Special Provisions (SSPs), Project Special Provisions (PSPs) and Project Addenda;
   H. Plans and Drawings;
   I. Proposal Form and Bid Bond Form;
   J. Payment and Performance Bonds;
   K. Notice of Intent to Award;
   L. Notice to Proceed;
   M. Change Orders;
   N. Non-Collusion Affidavit;
   O. Warranty;
   P. County's Payment Policies;
   Q. Bid Proposal and Schedule;
   R. Insurance Certificates; and
   S. Appendix and other attachments.

3. Except as otherwise provided in this Contract, the Project shall be constructed in accordance with the CDOT Standard Specifications for Road and Bridge Construction, **dated 2023.**

4. **Scope of Work.** Contractor shall complete all work as specified or indicated in the Contract Documents. The work is generally described as follows: **This Project consists of the repair of 1494 Linear Feet of 90-126 CMP storm and 201 Linear Feet of 54" CMP storm in various locations within Highlands Ranch and Roxborough Village with geopolymer lining and minor site work as needed per site.** The Contractor shall furnish all of the necessary supervision, materials, tools and supplies and perform all of the labor and other services necessary to complete this Contract.

5. **Contract Time. This is a Completion Date Contract. The Contract Time of 365 calendar days will be used to determine the Completion Date, once the Notice to Proceed is established.** The work shall be completed and ready for Final Acceptance by the Completion Date determined in the Notice to Proceed. The Contractor agrees that time is of the essence and agrees to proceed with due diligence, taking all precautions, and making all necessary arrangements to insure the completion of the work within the prescribed time period.

6. **Compensation.** As consideration for the completion of the Project as required by the Contract Documents, the County shall pay the Contractor the sum of **$2,778,770.00** which amount shall be payable pursuant to the Contract Documents.

7. **Amount of Money Appropriated.** Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is **$2,778,770.00** for fiscal year **2025.** In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

8. **Change Orders.** No change order, or other form of order or directive of the County requiring additional compensable work to be performed, which work is in excess of that specified in Paragraph 7 above, shall be issued unless the Contractor is given written assurance by the County that lawful appropriations to cover the costs of the additional work will be or have been made.

9. **Taxes.** The Contractor shall apply to the State Revenue Department for an exemption certificate in order to exempt it from having to pay sales and use tax.

10. **Bonds.** The Contractor shall secure and maintain, at the Contractor's expense, Payment and Performance Bonds as required by statute executed by a corporate surety licensed to do business in the State of Colorado. Such bonds shall be in the full amount of the contract price and shall be filed with the County prior to the commencement of any work on the Project.

11. **Indemnification and Insurance.** Contractor agrees to:

A. Indemnification. To the fullest extent permitted by law, the Contractor and each of its subcontractors shall indemnify and hold harmless the County, its officers, employees and insurers from and against all claims, damages, losses, expenses and demands, including court costs, attorney's fees and expenses, due to injuries, losses or damages arising out of, resulting from, or in any manner connected with Contractor's services on behalf of the County pursuant to this Contract, if any such injury, loss or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, error, mistake, negligence, or other fault of Contractor, any subcontractor, any officer, employee, representative or agent of any of them, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable; provided, however, that except for workers' compensation, disability benefits or other similar employee benefit claims, Contractor is not obligated to indemnify the County hereunder for that portion of any claims, damages, losses, demands, and expenses arising out of or resulting from any negligent act or omission of the County, or its agents and employees. Contractor's indemnification obligation hereunder shall not be construed to negate, abridge, or otherwise reduce any other right

or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph. With respect to any and all claims against the County, or any of its officers, employees, or agents by any employee of Contractor, any of its subcontractors, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation described above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any of its subcontractors under workers' compensation acts, disability benefit acts, or other employee benefit acts. Further, this indemnification is intended to comply with and be subject to § 13-50.5-102(8), C.R.S., as amended from time to time.

B. Procure and maintain commercial general liability insurance including completed operations, contractual liability, products liability and automobile liability, affording coverage for all claims for bodily injury including death and all claims for destruction of or damage to property, arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor, by subcontractors under it or anyone directly or indirectly employed by the Contractor or by subcontractor under it. Required coverage is outlined in **Revision of Section 107 of the Standard Special Provisions and made a part of this Contract.**

C. Obtain and maintain during the term of this Contract worker's compensation insurance as required by law. This insurance shall cover all of its employees employed under the terms of this Contract. If any of the work on the Project is sublet, the Contractor shall require each of its subcontractors to provide similar coverage for all of the subcontractor's employees to be engaged in such work.

D. Contractor is an independent contractor under this Contract. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times employees of the Contractor for all purposes. Contractor is required to maintain workers' compensation insurance for such employees as set forth in paragraph 11.C herein. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACTUAL RELATIONSHIP.

12. **No Waiver of Governmental Immunity Act.** The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

13. **Assignment.** The Contractor covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part, without the prior written approval of the Project Engineer. Any attempt by the Contractor to assign or transfer its rights

hereunder shall, at the option of the County, void the assignment or automatically terminate this Contract and all rights of the Contractor hereunder.

14. **Subletting of Contract.** The Contractor shall not sublet, sell, transfer, assign or otherwise dispose of the Contract, or its right, title or interest therein, without the written consent of the County. The Contractor may utilize the services of specialty Contractors on those parts of the Project which, under normal contracting practices, are performed by specialty subcontractors. The Contractor shall be fully responsible to the County for the acts and omissions of the subcontractors and of persons directly employed by them, as it is for the acts and omissions of persons directly employed by it. The Contractor shall provide appropriate provisions to be inserted on all subcontracts relative to the Project to bind the subcontractors to the Contractor by the terms of the Contract Documents to give the Contractor the same power in regard to termination of any subcontractor that the County may exercise over the Contractor under any provision of the Contract Documents.

15. **Non-Discrimination and Federal Assurances in Connection with Performance of Work.** The Contractor agrees not to refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, sex, age, color, national origin, or ancestry and further agrees to insert the foregoing provision in all subcontracts hereunder. Further, Contractor agrees to comply with the Standard Title VI Non-Discrimination Appendices A and E attached hereto and incorporated herein, and the foregoing shall be a provision in all subcontracts hereunder.

16. **Cancellation of Contract.** Failure of the Contractor to comply with any of the requirements of this Contract may be considered by the County as evidence of the inability on the part of the Contractor to maintain the quality and service standards necessary under this Contract and shall be sufficient cause for termination of the Contract and the County initiating legal action against the Performance Bond of the Contractor.

17. **Patented Devices, Materials and Processes.** If a Contractor is required or desires to use any design, device, invention, product, material or process covered by letters of patent or copyright, it shall provide for such use by suitable legal agreement with the patentee or copyright owner and the County and shall pay all license fees and royalties and assume all costs incident to such use and construction of the Project or incorporation in the Project. The Contractor agrees to defend, indemnify and save harmless the County from any and all claims for infringement by reason of the use of such patented design, device, invention, Project, material, or process or any trademark or copyright in connection with the construction of the Project pursuant to the Contract Documents and shall defend and indemnify the County for any costs, expense, and damages, including attorney's fees, which the County may be obliged to pay for any such infringement at any time such claim is made or prosecuted, including, but not limited to, after the completion of the Project. If the County determines, in the reasonable exercise of its discretion, that a joint defense for the County and the Contractor creates a conflict of interest, the County shall be permitted to select its own counsel, and the Contractor shall pay all reasonable attorneys' fees, expenses (including expert fees and expenses), and costs of the County's defense. The County may, if it so desires, withhold any payment due the Contractor so long as it shall be reasonably necessary to indemnify the County on account of such injuries or damage.

18. **Compliance with Safety and Health.** Contractor agrees, in the performance of this Contract, to comply with all safety orders, rules and regulations imposed pursuant to the Colorado Occupational Safety and Health Program, commonly referred to as COSHA, and/or all other safety orders and

regulations properly imposed by any other regulatory governmental agency of the State of Colorado or of the United States.

19. **Permits and Licenses.** Unless otherwise provided, the Contractor shall procure all permits and licenses and pay all charges and fees including, but not limited to, all inspection charges of agencies having appropriate jurisdiction, give all notices necessary and incidental to the due and lawful construction of the Project. County may assist Contractor, when necessary, in obtaining such permits and licenses.

20. **Venue.** Any and all legal actions pertaining or related to this Contract shall be filed and tried in the District Court in and for the County of Douglas, State of Colorado.

21. **Colorado Labor Preference.** The provisions of §§ 8-17-101 through 8-17-107, C.R.S., are applicable to this Contract. Colorado labor must be employed to perform the work to the extent of not less than eighty percent (80%) of each type of class of labor in the several classifications of skilled and common labor employed on the Project. The 80% requirement for Colorado labor shall be waived by the County if there is reasonable evidence to demonstrate insufficient Colorado labor to perform the work of the Project and if compliance with this requirement would create an undue burden that would substantially prevent the Project from proceeding to completion. Colorado labor means any person who is a resident of the State of Colorado at the time of the public works Project, without discrimination as to race, color, creed, sex, sexual orientation, marital status, national origin, ancestry, age, or religion except when sex is a bona fide occupational qualification. A resident of the State of Colorado is a person who can provide Colorado driver's license, a valid Colorado state issued photo identification, or documentation that he or she has resided in Colorado for the last 30 days. This Section is not applicable to any Project that receives Federal funds. Enforcement for violation of this Section is pursuant to rules and regulations to be promulgated by the Colorado Department of Labor pursuant to §§ 8-17-104, 8-1 7-105 and 8-17-106, C.R.S.

22. **Conflict of Interest.** The Contractor agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Contractor further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX A

(Updated October, 2020)

During the performance of this contract, the Contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the United States, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. **Non-discrimination:** The Contractor, with regard to the work performed by it during the Contract, will not discriminate on the grounds of race, color, or national origin, in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the Contract covers any activity, Project, or ~~a~~ program set forth in Appendix B of 49 CFR Part 21.

3. **Solicitations for Subcontractors, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the County, the Colorado Department of Transportation or U.S. government be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor will so certify to the County, the Colorado Department of Transportation or U.S. government, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the Non-discrimination provisions of this Contract, the County will impose such contract sanctions as it, the Colorado Department of Transportation or U.S. government may determine to be appropriate, including, but not limited to:

    a. withholding of payments to the Contractor under the Contract until the Contractor complies, and/or
    b. cancellation, termination, or suspending a Contract, in whole or in part.

6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract. or procurement as the County, the Colorado Department of Transportation or U.S. government may direct as a means of enforcing such provisions including sanctions for non-compliance. Provided, that, if the Contractor becomes involved in, or is threatened with litigation with a subcontractor, or supplier because of such direction, the Contractor may request the County to enter into any litigation to protect the interests of the County. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

STANDARD TITLE VI NON-DISCRIMINATION: APPENDIX E

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U .S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and Projects);
- Federal-Aid Highway Act of 1973, (23 U.S. C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC§ 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

IN WITNESS WHEREOF, the parties have set their hands and seal the day herein first above written.

AMERICAN WEST CONSTRUCTION, LLC

SIGNED: _____

PRINT NAME & TITLE: _____

DATE: _____

ATTEST:

_____

TITLE: _____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

ABE LAYDON Date
Chair

ATTEST

Deputy Clerk Date

APPROVED AS TO CONTENT:

DOUGLAS J. DEBORD Date
County Manager

APPROVED BY DOUGLAS COUNTY DEPARTMENT OF PUBLIC WORKS:

JANET HERMAN, P.E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

ANDREW COPLAND Date
Director of Finance

APPROVED AS TO LEGAL FORM:

CHRIS PRATT Date
Sr. Assistant County Attorney

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned_____, a corporation organized under the laws of the State of_____, hereinafter referred to as the "Contractor", and_____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **$2,778,770.00** lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, tools, superintendence, and other facilities and accessories for the construction of **GEOPOLYMER LINING PROJECTS, DOUGLAS COUNTY PROJECT NUMBER SP 2025-019,** in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this payment bond obligation is such that if the Contractor shall at all times promptly make payments of all amounts lawfully due to all persons supplying or furnishing it or its subcontractors with labor and materials, rental machinery, tools, or equipment, used or performed in the prosecution of work provided for in the above Contract and shall indemnify and save harmless the County to the extent of any and all payments in connection with the carrying out of such Contract which the County may be required to make under the law, then this obligation shall be null and void, otherwise, it shall remain in full force and effect;

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract, or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned _____, a corporation organized under the laws of the State of Colorado, hereinafter referred to as the "Contractor", and _____, a corporation organized under the laws of the State of _____, and authorized to transact business in the State of Colorado, hereinafter referred to as the "Surety", are held and firmly bound unto the COUNTY OF DOUGLAS, a political subdivision of the State of Colorado, hereinafter referred to as the "COUNTY", in the penal sum of **$2,778,770.00,** lawful money of the United States of America, for the payment of which sum the Contractor and Surety bind themselves and their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the above Contractor has on the ____ day of _____, _____, entered into a written contract with the County for furnishing all labor, materials, equipment, tools, superintendence, and other facilities and accessories for the construction of **GEOPOLYMER LINING PROJECTS, DOUGLAS COUNTY PROJECT NUMBER SP 2025-019**, in accordance with all Contract Documents therefore which are incorporated herein by reference and made a part hereof, and are herein referred to as the Contract.

NOW, **THEREFORE**, the condition of this performance bond is such that if the Contractor:

1. Promptly and faithfully observes, abides by and performs each and every covenant, condition and part of said Contract, including, but not limited to, its warranty provisions, in the time and manner prescribed in the Contract, and

2. Pays the County all losses, damages (liquidated or actual, including, but not limited to, damages caused by delays in the performance of the Contract), expenses, costs and attorneys' fees that the County sustains resulting from any breach or default by the Contractor under the Contract, then this bond is void; otherwise, it shall remain in full force and effect.

IN ADDITION, if said Contractor fails to duly pay for any labor, materials, team hire, sustenance, provisions, provender, or any other supplies used or consumed by said Contractor or its subcontractors in its performance of the work contracted to be done or fails to pay any person who supplies rental machinery, tools, or equipment, all amounts due as the result of the use of such machinery, tools, or equipment in the prosecution of the work, the Surety shall pay the same in an amount not exceeding the amount of this obligation, together with interest as provided by law.

PROVIDED FURTHER, that the said Surety, for value received, hereby stipulates and agrees that any and all changes in the Contract or compliance or noncompliance with the formalities in the Contract for making such changes shall not affect the Surety's obligations under this bond and the Surety hereby waives notice of any such changes.

IN WITNESS WHEREOF, said Contractor and said Surety have executed these presents as of this ____ day of _____, _____.

PERFORMANCE BOND
(CONTINUED)

_____
(Contractor)

BY: _____
(President)

_____
(Surety Company)

BY: _____
(Attorney-in-Fact)

(Accompany this bond with Attorney-in-Fact's authority from the Surety to execute bond, certified to include the date of the bond.)

WARRANTY

TO: Douglas County, Colorado

FOR: **GEOPOLYMER LINING PROJECTS**
DOUGLAS COUNTY PROJECT NUMBER SP 2025-019

The undersigned warrants the construction and installation of the above improvements in accordance with and as contemplated by the Project Plans and Specifications. Should any of the materials prove defective or should the work as a whole prove defective, due to faulty workmanship, material furnished or methods of installation, or should the work or any part thereof fail to operate properly as originally intended and in accordance with the Plans and Specifications, due to any of the above causes, all within **twelve months** after the date on which the Project is finally accepted by the County, the undersigned agrees to reimburse the County, upon demand, for its expenses incurred in restoring said work to the condition contemplated in said Project, including the cost of any such equipment or materials replaced and the cost of removing and replacing any other work necessary to make such replacement or repairs, or, upon demand by the County, to replace any such material and to repair said work completely without cost to the County so that said work will function successfully as originally contemplated.

The County shall have the unqualified option to make any needed replacements or repairs itself or to have such replacements or repairs done by the undersigned. In the event the County elects to have said work performed by the undersigned, the undersigned agrees that the repairs shall be made and such materials as are necessary shall be furnished and installed within a reasonable time after the receipt of demand from the County. If the undersigned shall fail or refuse to comply with his obligations under this warranty, the County shall be entitled to all costs and expenses, including attorneys' fees, reasonably incurred by reasons of the said failure or refusal.

EXECUTED this _____ day of _____, **2025**

CONTRACTOR: _____

SIGNED: _____

PRINTED NAME: _____

TITLE: _____

NOTICE OF INTENT TO AWARD
FOR THIS COMPLETION DATE CONTRACT

TO: **AMERICAN WEST CONSTRUCTION, LLC**

PROJECT DESCRIPTION: **GEOPOLYMER LINING PROJECTS**
DOUGLAS COUNTY PROJECT NUMBER SP 2025-019

The County has considered the Bid submitted by you for the above described work in response to its Bid Opening dated **AUGUST 13, 2025.**

You are hereby notified that your Bid has been conditionally accepted in the amount of **$2,778,770.00,** subject to approval by the Board of County Commissioners.

You are required by the Notice to Bidders to sign the Contract and furnish the required Contractor's Payment Bond, Performance Bond, Certificates of Insurance, Warranty and all other formal Contract Documents within **ten (10) calendar days from the date of this Notice of Intent to Award.**

If you fail to sign said Contract and to furnish said Bonds, Certificates of Insurance, Warranty and all other formal Contract Documents within **ten (10) days from the date of this Notice**, said County may consider your Bid as abandoned, and as a forfeiture of your Bid Bonds. The County will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Intent to Award to the County within three (3) days from the date of receipt of this Notice.

Dated_____

County: Douglas County
By: _____
JANET HERMAN, P.E.
Title: Director of Public Works

ACKNOWLEDGMENT: Receipt of the foregoing Notice of Intent to Award is hereby acknowledged. You are required to acknowledge and return this Notice of Intent to Award within three (3) days of receipt of this Notice:

Contractor: _____
By: _____
Print Name: _____
Title: _____
Date: _____
Telephone: _____

NOTICE TO PROCEED
FOR THIS COMPLETION DATE CONTRACT

TO: **AMERICAN WEST CONSTRUCTION, LLC**

FROM: **DOUGLAS COUNTY GOVERNMENT**

DATE: **SEPTEMBER 9, 2025**

REGARDING: **GEOPOLYMER LINING PROJECTS**
DOUGLAS COUNTY PROJECT NUMBER SP 2025-019

You are hereby notified that work associated with this Completion Date Contract will commence on **OCTOBER 1, 2025**. On that date, you are to start performing your obligations under the Contract between you and Douglas County, Colorado, dated **SEPTEMBER 9, 2025**. The Contract Time of **365 calendar days** will be used to establish the Completion Date. Therefore, the work shall be completed and ready for final acceptance by the Completion Date, which shall be **OCTOBER 1, 2026. You are required to return an acknowledged copy of this Notice to the County within three (3) days of receipt of this Notice**.

County: Board of County Commissioners of Douglas County

By: _____
JANET HERMAN, P.E.
Title: Director of Public Works

Date: _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged.

Contractor: _____

By: _____

Print Name: _____

Title: _____

Date: _____

Telephone: _____

COUNTY'S PAYMENT POLICIES

The following policies have been formulated to assure timely and accurate payments by Douglas County Government to its Contractors. Invoices submitted which are not in complete accordance with these policies will be returned (mailed) without payment to the Contractor for completion.

1. Each invoice for progress payment and/or final payment must list the description and location of the work being performed. Contractor's invoice for materials being billed must also be attached.

2. All invoices are to be submitted to Douglas County Department of Public Works, Engineering Division, Philip S. Miller Building, 100 Third Street, Suite 220, Castle Rock, CO 80104, and Attention: **Deborah Kula P.E., Project Engineer.**

3. Invoices must be submitted by the last day of the month to be paid net 30 days. Under no circumstances will a Contractor be paid more than once a month. Errors will be corrected on the next pay cycle.

4. Checks will be mailed monthly. When payment dates occur on Saturday, Sunday or a County holiday, payment will be made on the first working day following such date.

ACKNOWLEDGMENT

I have read the above procedures and understand that any deviation therefrom will cause delays in the payment of those invoices involved.

Contractor: _____

Signed by: _____

Print Name: _____

Title: _____

Date: _____

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Luke Thornton, Parks Program Coordinator

DESCRIPTION: Parks Funding Agreement Between Douglas County and the Town of Parker for $7,500,000 for the Construction of Salisbury Park North.

SUMMARY: The request is for approval of the Parks Funding Agreement between Douglas County and Parker for $7,500,000.

STAFF ASSESSMENT: It is staff's recommendation that the Parks Funding Agreement be approved by the Board of County Commissioners.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	9/3/2025
Steve Shoultz	Approve	9/3/2025
Jeff Garcia	Approve	9/4/2025
Andrew Copland	Escalated	9/4/2025
Christie Guthrie	Approve	9/5/2025
Christie Guthrie	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Samantha Hutchison - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

Staff Report - Parks Funding Agreement
Parks Funding Agreement - Salisbury Park North

DOUGLAS COUNTY
COLORADO

Staff Report

Date:

To: Douglas County Board of County Commissioners

Through: Douglas J. DeBord, County Manager

From: Terence T. Quinn, AICP, Director of Community Development

CC: Luke Thornton, CPRP, Parks Program Coordinator
Nick Giauque, CPRP, Parks Program Manager
Steve Shoultz CPRE, Assistant Director of Parks, Trails, and Building Grounds

Subject: Parks Funding agreement between Douglas County and The Town of Parker for $7,500,000 for the construction of Salisbury Park North

Board of County Commissioners Business Meeting: **September 2, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

This agreement between Douglas County and the Town of Parker (Parker) is for the funding award of $7,500,000 from the Parks, Trails, Historic Resources and Open Space tax (PTHROS) to Parker for the construction of Phase 1 of Salisbury Park North (SPN). Disbursement of funds will occur in two installments of $3,750,000. The first installment in 2025 and the second in 2026.

II. REQUEST

Staff is requesting approval of the Parks Funding Agreement between Douglas County and Parker for $7,500,000.

III. BACKGROUND

On September 6, 2024, Parker submitted a PTHROS funding application for $8,240,725 towards construction of SPN. Parker has dedicated $36,250,000 in matching funds to this request. The application was reviewed by staff and Parker presented their request to the Parks Advisory Board (PAB) on March 24, 2025. The PAB recommended this project for funding in alignment with the PTHROS tax resolution.

IV. RECOMMENDED ACTION

It is staff's recommendation that the Parks Funding Agreement be approved by the Board of County Commissioners.

ATTACHMENTS **PAGE**

Funding Agreement 3

Parks and Trails Funding Application

Project Name: Salisbury Park North

Date: 9/6/24

Applicant Information:

Name: Town of Parker

Type of Entity: Municipality in Douglas County Colorado

Authorized Representative: Mary Colton, Director of Parks, Recreation and Open Space

Contact Information: Mcolton@parkerco.gov or 303.805.3261

Project Information:

Project Type: New regional park development.

Property address: 11700 Motsenbocker Road Parker, CO 80134

State Parcel Number(s): 22332720200, 223328111001, 223328110001

Total acreage: 91.3

Geographic area to be benefitted by the project (local, community, regional):

The park will serve the Parker and Douglas County communities and a state-wide regional audience. It will be a significant addition to park space in the southeastern part of the Denver Metropolitan Area. Please see attached geographic service area, commissioner district, vicinity map and site plan.

Population to be benefitted by the project (including any special population groups):

The park is designed to be inclusive, catering to various populations. It will offer a wide range of amenities specific to their needs, including youth and adult baseball, softball, soccer, lacrosse, pickleball, tennis, basketball, an outdoor fitness area and a bike park skills course. A universally accessible play area with features for individuals with disabilities, including autism, auditory, ambulatory, mental and visual limits is also included. The ample gathering areas, walking trails and opportunities for non-programmed activities will also serve the general population, ensuring everyone feels valued and considered. Please see attached letters of support for the project.

Funding Information:

Total project cost: Phase 1 is $44,190,725 (Total estimated park cost is $78,580,995)

Requested Amount of County Funding: $8,240,725 (Shortfall to complete phase 1)

Percentage of project funded by the County: 18.6%

Applicant's financial contribution: $36,250,000

Financial contributions from other grants or project partners:

The Town of Parker is writing a 2025 Great Outdoors Colorado with a grant ask for $500,000.

In-kind contributions from other project partners:

Project Narrative:

Describe the proposed project, its overall intent and function, and funding request. Discuss the project's anticipated construction timeframe. Describe any additional approvals, permits, easements, or agreements required for the project. State who owns the property and will maintain the project in perpetuity.

Salisbury Park North is a 91.3-acre property centrally located within the Town of Parker. The town acquired the property in 2009 for park and open space purposes. It is zoned as a public facility, allowing various uses, including parks, recreation, and open space (see the attached location map). The site is vacant, relatively flat and undisturbed, with the Cherry Creek drainage area and the Cherry Creek Regional Bike Trail crossing through the northeast portion of the property. Motsenbocker Road borders the property on the west and provides vehicular access. Other surrounding uses include parks, open space, landscape nurseries, R.V. storage, and a single-family residential neighborhood. The park is directly adjacent to 156.5 acre Salisbury Park Equestrian Park and Sports Complex. The existing park has four baseball/softball fields, two multi-purpose fields, two playgrounds, open space and an equestrian center.

The Salisbury Park North Master Plan, a result of a collaborative public input process, was approved by the Town Council in 2014. This plan, shaped by the community's input, provides various amenities, including two lighted synthetic turf multi-purpose fields, four lighted natural grass multi-purpose ballfields, 21 lighted pickleball courts, two lighted tennis courts, two lighted basketball courts, two inclusive play areas, an outdoor fitness area, three bike park areas, four pavilions, open non-programmed grass area, three restroom buildings, parking, landscape, and irrigation. The addition of Salisbury Park North, a testament to the community's involvement, will create a 247.8-acre regional park complex that will be one of the largest active and passive parks in Douglas County, fostering a sense of community involvement and making every community member feel valued and important.

Due to limited funding, the park is anticipated to be built in four or more phases. The phase one park, the focus of this grant request and designed to cater to all ages and interests, primarily addresses the shortage of quality youth sports fields in Douglas County. Please see attached phasing plan. Adding four programmable youth baseball/softball fields and a pedestrian connection to the existing four fields presents a unique opportunity for tournament play, day-to-day practices, and leagues. The two lighted synthetic multi-purpose fields with blended lines will extend playing time into the evening and throughout the year, enhancing the park's appeal and impact.

The property is owned by the Town of Parker and is platted and ready for a Site Plan approval by the Planning Commission and Town Council. The project is currently in the design phase and conceptual, schematic, and design development drawings are complete. The next step is the completion of construction drawings, which will allow for the submittal of the Site Plan in November 2024. Water and electrical service design is underway with Parker Water and Sanitation District and CORE Electric. After the Site Plan is approved, the Town Council will grant easements for their utilities and construction of the phase one park will be bid. The project is anticipated to commence construction in late July 2025.

The Town of Parker is responsible for all park maintenance in perpetuity.

Additional Documentation:

☑ Maps showing project location, vicinity map, and proposed geographic service or benefit area.

☑ Overall site plan and color rendering for all proposed improvements. Include conceptual plans for proposed future phases. Separate applications are required for any requests to fund future phases.

☑ Other information the applicant deems useful for understanding its request

Signature: Mary Colton

Date: 9/6/24

COMMISSIONER DISTRICTS

Douglas County, Colorado

Passed and Adopted: Sept 28, 2021
BOCC Resolution: R-021-110
Precincts Passed and Adopted: January 18, 2022
BOCC Resolution No. R-022-005
Merlin Klotz, Clerk and Recorder

Precinct Information	Precinct Number	State Precinct Number	Congressional District	State Senate District	State House District
101	4303918101	4	30	39
102	4303918102	4	30	39
103	4303918103	4	30	39
104	4303918104	4	30	39
105	4303918105	4	30	39
106	4043918106	4	4	39
107	4043918107	4	4	39
108	4044518108	4	4	45
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Precinct Information	Precinct Number	State Precinct Number	Congressional District	State Senate District	State House District
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999	4023918999	4	2	39

Commissioner Districts

- Commissioner District I
- Commissioner District II
- Commissioner District III

Precincts
Townships
Sections
Parcels
Municipalities
Parks
Pike National Forest
Lakes
Intermittent Lakes

Roads

- Interstate
- US Highway
- State Highway
- Toll Highway
- Major Road
- Local Road
- Forest Road
- Gated Community
- Entrance/Exit Ramp

N W E S

1 0 1 2

Scale in Miles

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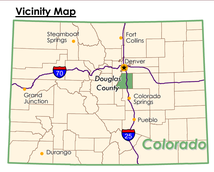
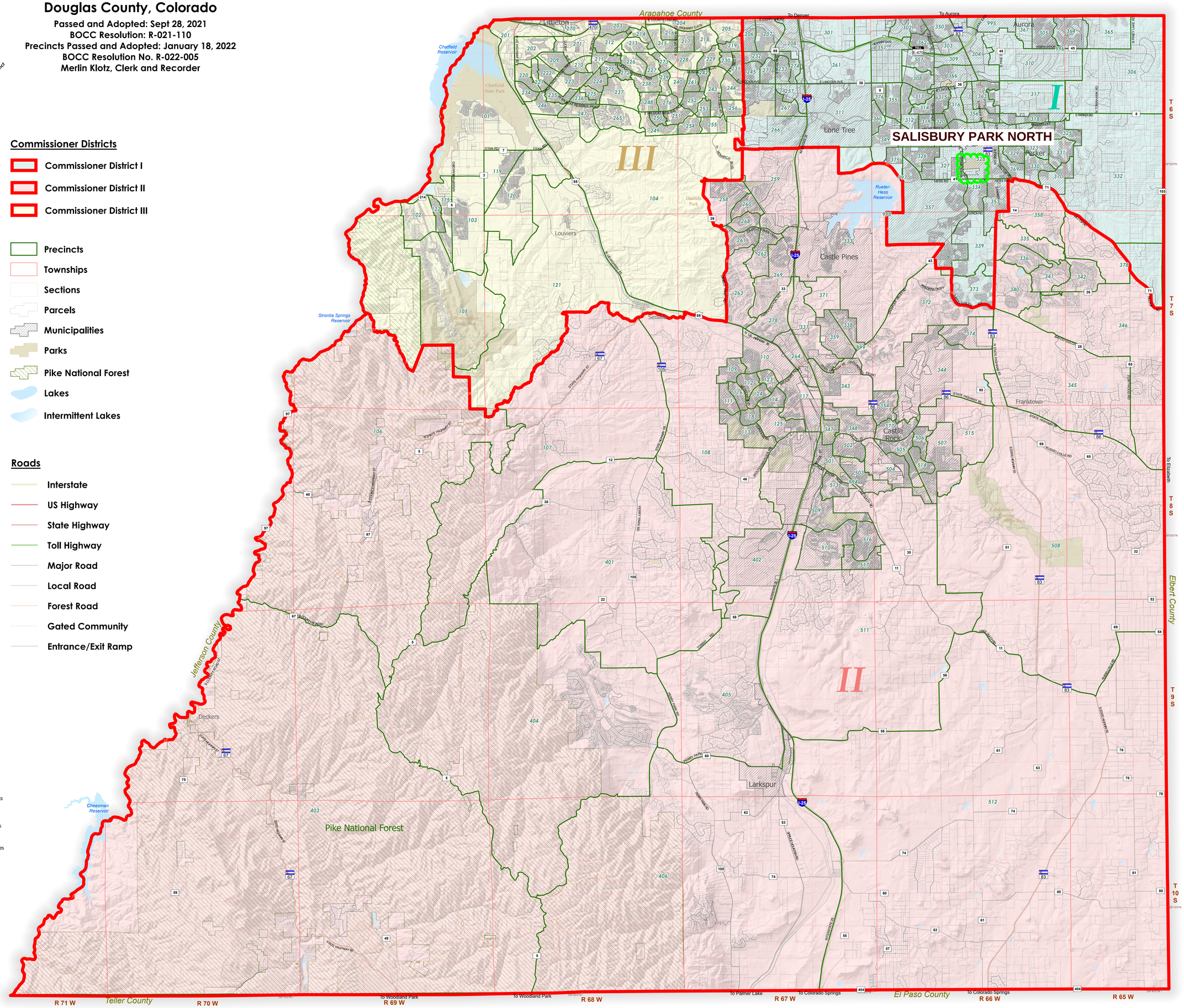
Douglas County GIS Services
Wilcox Bldg. 301 Wilcox St
Castle Rock, Colorado 80104

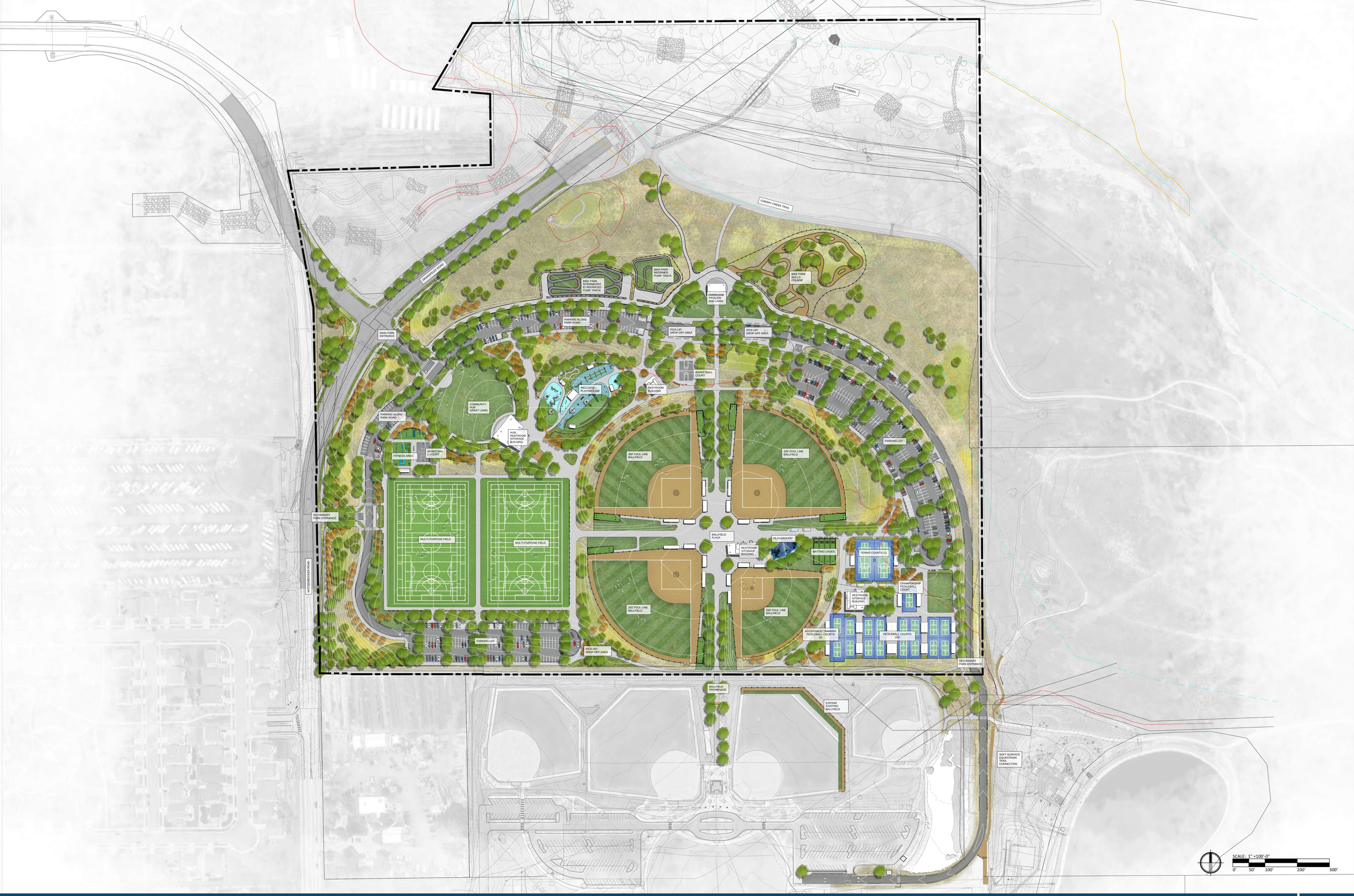
Vicinity Map





VICINITY MAP

*ABOVE IMAGE NOT TO SCALE



PARKER COLORADO

hord | coplan | macht

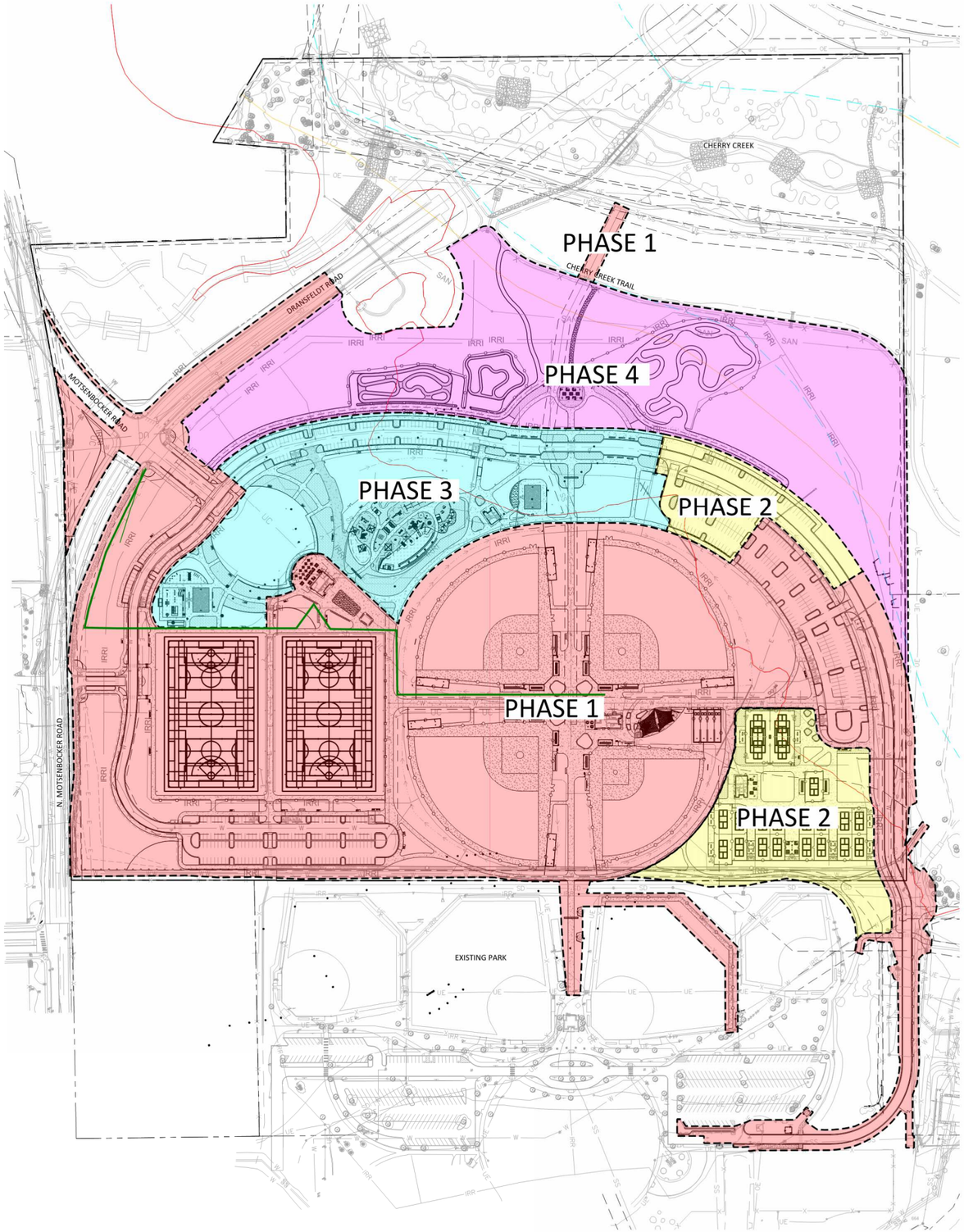
SALISBURY PARK NORTH SITE PLAN

TOWN OF PARKER, COLORADO

07/17/2024

hord | coplan | macht

hord | coplan | macht



PHASING LEGEND

- PHASE 1 (BALLFIELDS, MULTIPURPOSE FIELDS, PARKING)
- PHASE 2 (SPORTS COURTS, PARKING)
- PHASE 3 (COMMUNITY HUB, FITNESS AREA, INCLUSIVE PLAYGROUND, PARKING)
- PHASE 4 (BIKE PARK, OVERLOOK PAVILION, PARKING)

A1 OVERALL SITE PLAN AND PHASING PLAN

1" = 140'-0"

SCALE: 1" = 140'-0"

0' 70' 140' 280' 320'

CALL 811 2-BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE OR EXCAVATE FOR MARKING OF UNDERGROUND MEMBER UTILITIES

hord coplan macht
LANDSCAPE ARCHITECT / ARCHITECT
1800 Wazee St., Suite 450
Denver, CO 80202
p. 303.607.0977

CIVIL ENGINEER/STRUCTURAL ENGINEER
JVA Incorporated
1675 Larimer Street #550 Denver, COL 80202
p. 303.444.1951

ELECTRICAL ENGINEER
Ackerman Engineering, Inc.
3000 Youngfield St #264, Wheat Ridge, CO 80215
p. 303.278.7297

IRRIGATION
Avocet Irrigation
11757 W. Ken Caryl Ave., Suite F-509
Littleton, CO 80127
p. 303.986.2175

MECHANICAL ENGINEER
ENVISION Mechanical Engineers, Inc.
9777 Pyramid Ct #260, Englewood, CO 80112
p. 303.688.0223

Town of Parker
SALISBURY PARK NORTH
1700 MOTSENBOCKER RD
PARKER, CO 80134

hord coplan macht
ARCHITECTURE
LANDSCAPE ARCHITECTURE
PLANNING
INTERIOR DESIGN

	DATE	DESCRIPTION

Project Number:	223072.00
Sheet Issue Date:	2024-07-12
Drawn By:	EH, NS, ED, MS
Checked By:	RB, CB, AG

Key Map

Drawing
OVERALL SITE AND PHASING PLAN

G-010

DESIGN DEVELOPMENT

© Hord Coplan Macht, Inc.

THE LINE SHOWN ABOVE IS EXACTLY ONE INCH LONG AT THIS SIZE IF ORIGINAL PLOTTED

THE SQUARES ABOVE ARE COLOR, WITH BLACK AND WHITE LETTERS IF PRINTED CORRECTLY

C M Y K

DESIGN DEVELOPMENT ESTIMATE - REV 1

SALISBURY PARK NORTH

119220 N. MOTSENBOCKER RD.
HORD COPLAN MACHT

Prepared For

Hord Coplan Macht
1800 Wazee Street, Suite 450
Denver, CO 80202

Submitted On

23 August 2024

Prepared By

Rider Levett Bucknall
999 18th St, Suite 1125N
Denver, CO 80202

Our Ref

102

Project Number

DEN10281

RLB Rider Levett Bucknall

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

PROJECT DETAILS

Basis of Estimate

This estimate has been prepared at the request of Hord Coplan Macht to provide a Design Development Cost Estimate for the Salisbury Park North project located in Parker, CO.

The estimate is based upon measured quantities and built-up rates prepared from the Salisbury Park North 100% DD drawings dated 7/12/2024 and the Salisbury Park North Project Manual dated 7/12/202, prepared by Hord Coplan Macht.

Where information was insufficient, assumptions and allowances were made based wherever on discussions with the architect and engineers.

It is assumed that the project will be competitively bid by four to six general contractors and that the awarded contractor.

Unit pricing is based on 3rd Quarter 2024 costs. Construction contingency has been included at 5%. Design Contingency has been included at 3%.

Construction cost escalation has been carried at:

Phase 1: 4.5% and assumes a 3rd quarter 2025.

Phase 2: 7.5% and assumes a 2nd quarter 2026.

Phase 3: 16.5% and assumes a 2nd quarter 2028.

Phase 4: 21% and assumes a 2nd quarter 2029.

Items Specifically Excluded

. Hazardous materials abatement
. Furniture, Fittings and Equipment (FF&E)
. Appliances
. Murals and works of art
. Mock-ups
. Work outside the site boundaries unless noted otherwise
. Costs associated with phasing the construction work
. Out of hours working
. Special testing & inspections
. Permits & plan review fees
. Owner's contingency
. Land and legal costs
. Architectural, Engineering and other professional fees
. Items marked as "Excl." in the estimate
. Escalation beyond listed escalation dates

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

LOCATION SUMMARY

SA: Site Area
Rates Current At August 2024

Ref	Location	SA SF	Total Cost USD
PH1	Phase 1	1,698,493	44,190,725
PH2	Phase 2	256,885	13,653,844
PH3	Phase 3	385,486	15,217,442
PH4	Phase 4	608,194	8,359,102
ESTIMATED TOTAL COST			81,421,113

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.12	202,039
A1030	Slab on Grade	0.02	34,095
B1020	Roof Construction	0.25	422,683
B2010	Exterior Walls	0.21	363,124
B2020	Exterior Windows	0.01	16,717
B2030	Exterior Doors	0.04	64,700
B3010	Roof Coverings	0.43	730,103
B3020	Roof Openings	0.01	6,000
C1010	Partitions	0.06	107,855
C1020	Interior Doors	0.01	2,500
C1030	Fittings	0.04	68,346
C3010	Wall Finishes	0.02	32,180
C3020	Floor Finishes	0.02	27,821
C3030	Ceiling Finishes	0.24	415,274
D2010	Plumbing Fixtures	0.05	80,000
D2020	Domestic Water Distribution	0.07	117,862
D2030	Sanitary Waste	0.05	80,277
D2090	Other Plumbing Systems	0.02	33,377
D3040	Distribution Systems	0.02	36,330
D3050	Terminal & Package Units	0.03	55,218
D3060	Controls & Instrumentations	0.01	11,230
D3070	Systems Testing & Balancing	0.01	1,872
D3090	Other HVAC Systems & Equipment	0.01	10,464
D5010	Electrical Service & Distribution	0.11	186,940
D5020	Lighting and Branch Wiring	0.10	173,743
D5030	Communications & Security	0.04	66,820
E2010	Fixed Furnishings	0.03	55,500
F2010	Building Elements Demolition	0.01	6,730
G1010	Site Clearing	0.25	417,779
G1030	Site Earthwork	3.52	5,976,438
G2010	Roadways	0.20	345,909
G2020	Parking Lots	0.76	1,284,362
G2030	Pedestrian Paving	1.33	2,261,329
G2040	Site Development	2.32	3,940,839

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Site Area: 1,698,493 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 1

Ref	Description	SA USD/SF	Total Cost USD
G2050	**Landscaping**	**3.33**	**5,656,692**
G3010	**Water Supply**	**0.71**	**1,202,843**
G3020	**Sanitary Water**	**0.36**	**604,394**
G3030	**Storm Sewer**	**1.33**	**2,252,581**
G4010	**Electrical Distribution**	**0.23**	**389,155**
G4020	**Site Lighting**	**1.57**	**2,668,911**
G4030	**Site Communications & Security**	**0.27**	**455,271**
G4090	**Other Site Electrical Utilities**	**0.27**	**453,309**
ESTIMATED NET COST		**18.44**	**31,319,612**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			2,505,570
Insurance & Bonds - 1.25%			422,815
Overhead and Profit - 4%			1,369,920
Construction Contingency - 5%			1,780,897
Design Contingency - 3%			1,121,964
Escalation - assuming construction start Spring 2025 - 4.5%			1,733,435
Utility taps, meters, transformers			3,936,512
ESTIMATED TOTAL COST		**26.02**	**44,190,725**

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
441	F4.0 - Concrete footing - 4' x 4' x 1'	CY	1	900.00	900
102	F5.0 - Concrete footing - assumes 5' x 5' x 1'	CY	2	950.00	1,900
104	F7.0 - Concrete footing - assumes 7' x 7' x 1'-6"	CY	17	1,150.00	19,550
447	Batting cage footings - 2' x 5' round footing	CY	47	1,000.00	47,000
452	Concrete pilaster - 3'-6" x 3'-6" x 3'-10"	CY	11	1,000.00	11,000
453	Concrete pilaster - 2'-8" x 2"-8" x 5'	CY	38	950.00	36,385
106	Continuous concrete footing - 2'W x 1'T	CY	32	1,100.00	35,090
107	Concrete stem wall - 8" W x 36"T	CY	32	1,200.00	38,280
185	Dampproofing & protection board at stem wall and continuous footing	SF	3,410	3.50	11,934
	A1010 - Standard Foundations			**0.12 /SF**	**202,039**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	2,957	9.50	28,091
137	Thickened slab on grade - 8"	SF	117	11.75	1,375
186	Vapor barrier below slab on grade	SF	3,074	1.15	3,534
330	Aggregate base coarse - SOG	CY	37	30.00	1,095
	A1030 - Slab on Grade			**0.02 /SF**	**34,095**
B1020	**Roof Construction**				
116	"Tree" columns - round HSS	T	5.90	5,499.92	32,466
460	14k Joist	T	0.20	6,000.00	1,176
117	20k Joist	T	1.67	6,000.00	10,020
120	W8 Beam/Framing	T	0.45	5,498.90	2,491
121	W10 Beam	T	0.39	5,500.00	2,145
455	W12 Beam	T	15.59	5,499.97	85,750
456	W14 Beam	T	3.24	5,500.00	17,820
457	W18 Beam	T	1.70	5,500.00	9,350
459	W24 Girder	T	1.87	5,500.27	10,302
458	W27 Girder	T	13.55	5,500.00	74,525
128	HSS 4x4 - Outriggers	T	0.78	5,500.00	4,312
461	HSS 5x5 - Outriggers	T	0.66	5,500.00	3,608
131	HSS 6x5 - Joist/Outriggers	T	6.01	5,500.00	33,033
132	Metal roof deck	SF	6,022	8.50	51,185
138	Structural steel connections, plates, misc. angles, etc. +25%	T	13.00	6,500.00	84,500
	B1020 - Roof Construction			**0.25 /SF**	**422,683**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	3,480	40.00	139,204
109	Formed metal wall panel	SF	557	60.00	33,444

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
110	CMU - 8"	SF	4,038	28.00	113,050
111	Wall sheathing	SF	4,038	2.75	11,103
112	Sheet waterproofing - modified bituminous	SF	4,038	3.75	15,141
113	Board insulation - R12.5 XPS	SF	4,038	8.50	34,319
114	Cold formed metal framing	SF	557	18.50	10,313
188	Rough carpentry at exterior walls	SF	3,743	1.00	3,743
189	Caulking, joints, sealants at exterior walls	SF	3,743	0.75	2,807
	B2010 - Exterior Walls			**0.21 /SF**	**363,124**
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	223	75.00	16,717
	B2020 - Exterior Windows			**0.01 /SF**	**16,717**
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	13	2,500.00	32,500
145	Exterior HM pair door, including frame and hardware, painted	Pair	1	4,200.00	4,200
153	Insulated steel sectional door - 9'-4"W x 8'H	EA	1	13,000.00	13,000
159	Insulated SST sectional counter door - 8'H x 4'W	EA	2	7,500.00	15,000
	B2030 - Exterior Doors			**0.04 /SF**	**64,700**
B3010	**Roof Coverings**				
133	Cover board	SF	6,022	10.00	60,217
134	Poly iso roof insulation - R-30	SF	12,044	8.00	96,348
135	Ice and water shield	SF	6,022	18.00	108,391
136	Standing seam roof	SF	6,022	25.00	150,542
156	Sheet metal facia	LF	748	50.00	37,400
157	Integral gutter system	LF	140	55.00	7,694
158	Downspout	LF	46	34.99	1,592
191	Rough carpentry to roofs	SF	6,022	1.50	9,032
193	Flashing and accessories	SF	6,022	2.00	12,043
334	Building canopy - including coverboard, ice and water shield, and standing seam roofing	SF	4,747	52.00	246,844
	B3010 - Roof Coverings			**0.43 /SF**	**730,103**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	4	1,500.00	6,000
	B3020 - Roof Openings			**0.01 /SF**	**6,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	2,624	28.00	73,472
176	Interior drywall furring at office	SF	783	9.25	7,243
177	Interior drywall partition - assumes 3-5/8" stud with 5/8" GWB on both sides, batt insulation	SF	315	14.50	4,570

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
192	Caulking, joints, and sealants - interior partitions	SF	3,743	3.00	11,230
472	Fire stopping at rated CMU partitions	SF	756	15.00	11,340
	C1010 - Partitions			**0.06 /SF**	**107,855**
C1020	**Interior Doors**				
178	Interior HM single door, including frame and hardware, painted	EA	1	2,500.00	2,500
	C1020 - Interior Doors			**0.01 /SF**	**2,500**
C1030	**Fittings**				
146	Toilet partitions	EA	8	2,200.00	17,600
180	Urinal partition	LF	8	1,000.00	7,700
167	Soap dispenser - wall mounted	EA	5	350.00	1,750
147	Hand dryer	EA	10	1,500.00	15,000
291	Mirrors	EA	12	120.00	1,440
148	Wire shelving	LF	8	45.00	369
149	Child changing table	EA	2	750.00	1,500
150	Child protection seat	EA	2	500.00	1,000
168	Grab bar - 18"	EA	6	140.00	840
169	Grab bar - 36"	EA	12	175.00	2,100
170	Feminine product dispenser	EA	7	150.00	1,050
171	Toilet seat cover dispenser	EA	13	150.00	1,950
172	Toilet paper dispenser	EA	13	120.00	1,560
160	Building signage	EA	2	3,500.00	7,000
161	Acrylic room signage	SF	3,743	2.00	7,487
	C1030 - Fittings			**0.04 /SF**	**68,346**
C3010	**Wall Finishes**				
179	Paint to CMU	SF	1,312	2.50	3,281
478	Epoxy paint	SF	1,312	5.00	6,561
182	Paint to drywall partition	SF	2,635	2.75	7,248
477	FRP - 48"	SF	503	30.00	15,090
	C3010 - Wall Finishes			**0.02 /SF**	**32,180**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	1,855	3.00	5,566
174	Resinous flooring with integral cove base	SF	1,069	20.00	21,372
479	Rubber base	LF	441	2.00	883
	C3020 - Floor Finishes			**0.02 /SF**	**27,821**
C3030	**Ceiling Finishes**				
139	C-1: 24"x48" suspended scrubbable acoustical ceiling	SF	219	13.00	2,847
140	C-2: Tongue & groove wood decking	SF	7,109	55.00	390,995

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
141	C-3: Gypsum wall board on metal furring	SF	1,074	15.00	16,113
142	C-4: Painted structure	SF	1,773	3.00	5,319
143	C-5: Unfinished ceiling	SF	455		Excl.
	C3030 - Ceiling Finishes			**0.24 /SF**	**415,274**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	13	2,000.00	26,000
164	Urinal - wall mounted	EA	2	1,700.00	3,400
165	Lavatory - wall mounted with TMV	EA	18	1,850.00	33,300
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	2	5,000.00	10,000
194	Hose bibb	EA	4	350.00	1,400
198	Wall hydrant - freeze proof	EA	1	500.00	500
583	Sensor flushometers	EA	7	500.00	3,500
	D2010 - Plumbing Fixtures			**0.05 /SF**	**80,000**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	41	500.00	20,500
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	111	95.00	10,535
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	344	65.00	22,340
196	2" Pressure reducing valve	EA	2	3,500.00	7,000
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	2	2,000.00	4,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	4	4,000.00	16,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	3	8,350.00	25,050
288	Pipe insulation	LF	344	10.00	3,437
324	HW/CW Equipment hookups	EA	9	1,000.00	9,000
	D2020 - Domestic Water Distribution			**0.07 /SF**	**117,862**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	68	400.00	27,200
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	256	85.00	21,777
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	441	50.00	22,050
197	Floor drain - 2"	EA	10	550.00	5,500
219	Floor clean out - 4"	EA	1	100.00	100
485	2-way grade cleanout	EA	2	450.00	900
486	2" Cleanout	EA	7	150.00	1,050

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
488	3" Cleanout	EA	1	200.00	200
487	4" Cleanout	EA	6	250.00	1,500
	D2030 - Sanitary Waste			**0.05 /SF**	**80,277**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			33,377
	D2090 - Other Plumbing Systems			**0.02 /SF**	**33,377**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	2	700.00	1,400
264	Exhaust fan - 350 CFM	EA	7	2,400.00	16,800
490	Exhaust fan - 1000 CFM	EA	1	4,000.00	4,000
211	Make-up air louvers	EA	12	500.00	6,000
261	Exhaust grille	EA	11	150.00	1,650
212	Roof caps	EA	9	200.00	1,800
213	Ductwork for exhaust fans	Lb	360	13.00	4,680
	D3040 - Distribution Systems			**0.02 /SF**	**36,330**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	3	1,000.00	3,000
208	Electric unit heater - 4.8KW	EA	5	2,600.00	13,000
209	Electric unit heater - 5KW	EA	4	1,000.00	4,000
493	Split fan coil unit - 700-770 CFM	EA	4	2,850.00	11,400
491	Split condensing unit - 64 MBH	EA	2	5,000.00	10,000
326	Refrigerant and condensate to split system	LF	230	60.00	13,818
	D3050 - Terminal & Package Units			**0.03 /SF**	**55,218**
D3060	**Controls & Instrumentations**				
221	Controls	SF	3,743	3.00	11,230
	D3060 - Controls & Instrumentations			**0.01 /SF**	**11,230**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	3,743	0.50	1,872
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**1,872**
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			10,464
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**10,464**
D5010	**Electrical Service & Distribution**				
520	Panelboard - 1200A - per HCM 1200A	EA	1	20,000.00	20,000
225	Panelboard - 600A	EA	2	6,000.00	12,000
522	Panelboard - 500A	EA	1	5,000.00	5,000
523	Distribution board - 200A - Milbank Commerical Metered Pedestal	EA	2	8,000.00	16,000
231	Transformer - 300 kVA	EA	1	22,500.00	22,500

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
232	Transformer - 225 kVA	EA	1	16,875.00	16,875
242	Feeder - 1200A - per HCM 1200A	LF	35	525.00	18,375
235	Feeder - 600A	LF	69	250.00	17,250
584	Feeder - 500A	LF	35	200.00	7,000
236	Feeder - 400A	LF	35	150.00	5,175
238	Feeder - 300A	LF	35	130.00	4,485
240	Feeder - 200A	LF	69	70.00	4,830
586	Feeder - 30A	LF	1,098	25.00	27,450
243	Electric meter - install only	EA	2	5,000.00	10,000
	D5010 - Electrical Service & Distribution			**0.11 /SF**	**186,940**
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	28	1,750.00	49,000
551	Light fixture - A - recessed 2x4 flat panel	EA	4	200.00	800
552	Light fixture - B - wall mounted luminaire	EA	14	325.00	4,550
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	24	250.00	6,000
554	Light fixture - D - recessed 4" downlight	EA	5	300.00	1,500
555	Exterior light fixture - DD - recessed 4" downlight	EA	34	400.00	13,600
556	Exterior light fixture - EE - recessed linear	LF	97	350.00	33,950
558	Exterior light fixture - KK - wall mounted linear	LF	16	250.00	4,000
557	Exit light - X1	EA	2	200.00	400
559	Branch lighting conduit & wire	LF	1,635	10.00	16,348
560	Junction boxes	EA	42	60.00	2,520
566	Duplex receptacle	EA	9	90.00	810
561	Duplex receptacles, GFCI	EA	10	180.00	1,800
562	Duplex receptacles, GFCI, WP	EA	7	215.00	1,505
563	Fourplex receptacle	EA	6	250.00	1,500
564	Fourplex receptacle, with one-controlled load	EA	6	275.00	1,650
567	Thermal overload switch	EA	11	200.00	2,200
565	Branch power conduit & wire	LF	2,760	8.00	22,080
570	Lighting control - switch	EA	3	90.00	270
572	Lighting control - 3-way switch	EA	2	150.00	300
568	Lighting control - occupancy sensor switch	EA	4	200.00	800
569	Lighting control - low voltage switch	EA	3	400.00	1,200
571	Lighting control - occupancy sensor	EA	10	300.00	3,000
573	Lighting control conduit & wire	LF	660	6.00	3,960
	D5020 - Lighting and Branch Wiring			**0.10 /SF**	**173,743**
D5030	**Communications & Security**				
574	Communications - tele/data outlet and cabling	EA	3	300.00	900

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
575	Communications - WAP outlet and cabling	EA	2	500.00	1,000
247	Communications - infrastructure and devices only - scope completion	SF	3,743	4.00	14,974
256	Audio visual - infrastructure and public address systems only	SF	3,743	3.00	11,230
576	Audio visual - company switches	EA	2	2,000.00	4,000
577	Security - card readers	EA	8	1,000.00	8,000
578	Security - fixed camera	EA	4	2,000.00	8,000
253	Security - infrastructure and miscellaneous connections	SF	3,743	5.00	18,716
327	Fire alarm - not required	SF	3,743		Excl.
	D5030 - Communications & Security			**0.04 /SF**	**66,820**
E2010	**Fixed Furnishings**				
473	Base cabinets - plastic laminate	LF	38	500.00	19,000
474	Upper cabinets - plastic laminate	LF	23	400.00	9,200
475	Solid surface countertop	LF	42	450.00	18,900
476	Stainless steel countertop	LF	14	600.00	8,400
	E2010 - Fixed Furnishings			**0.03 /SF**	**55,500**
F2010	**Building Elements Demolition**				
480	Demo existing concession wall	SF	20	35.00	700
579	Demo existing coiling door	EA	1	350.00	350
580	Demo existing counter top	LF	14	50.00	700
581	Demo existing lavatories and faucets	EA	8	350.00	2,800
582	Demo existing flooring	SF	436	5.00	2,180
	F2010 - Building Elements Demolition			**0.01 /SF**	**6,730**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	39.0	2,000.00	78,080
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	1,698,493	0.20	339,699
349	Sediment control log	LF	6,092		Incl.
350	Inlet protection	EA	11		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
353	Outlet protection	EA	14		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**417,779**
G1030	**Site Earthwork**				
101	Site mobilization	LS	1	50,000.00	50,000
96	Strip existing topsoil for reuse - assumed 8" depth	CY	41,939	6.50	272,600
97	Earthwork cut/fill	CY	140,233	6.50	911,514

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
98	Import soils	CY	62,131	35.00	2,174,585
99	Rough grade site	SF	1,698,493	1.00	1,698,493
100	Fine grade site	SF	1,698,493	0.50	849,246
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**3.52 /SF**	**5,976,438**
G2010	**Roadways**				
391	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,541	38.00	58,573
392	Aggregate basecourse - 6" depth	CY	672	30.00	20,157
393	Asphalt paving - 5" thick	SY	4,030	30.00	120,912
394	Concrete curb & gutter	LF	3,558	35.00	124,530
395	No parking sign	EA	4	600.00	2,400
396	Pedestrian crossing sign	EA	2	600.00	1,200
398	Striping	SF	36,274	0.50	18,137
	G2010 - Roadways			**0.20 /SF**	**345,909**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	5,784	38.00	219,788
372	Aggregate basecourse - 6" depth	CY	2,892	30.00	86,757
1	Asphalt paving - 5" thick	SY	15,571	30.00	467,139
373	Concrete pan - 6" thick	SF	4,947	32.00	158,301
35	Concrete curb & gutter	LF	7,254	35.00	253,904
389	Mountable curb & gutter	LF	124	50.00	6,200
377	Stop sign	EA	10	600.00	6,000
378	ADA parking sign	EA	11	600.00	6,600
379	No parking sign	EA	4	600.00	2,400
387	Emergency access sign	EA	6	600.00	3,600
388	Drop-off only sign	EA	1	600.00	600
380	Stop bar	EA	2	1,500.00	3,000
399	Striping	SF	140,144	0.50	70,073
	G2020 - Parking Lots			**0.76 /SF**	**1,284,362**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	8,303	38.00	315,518
401	Aggregate basecourse - 4" thick	CY	1,978	30.00	59,343
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	53,041	7.50	397,803
385	Pedestrian concrete paving - 5" thick concrete paving	SF	107,161	7.50	803,711

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	43,853	10.00	438,531
383	Gravel walk - 4" - per section 4/CD-300	SF	20,129	3.50	70,452
436	Crusher fines paving - per section C1/L-500	SF	2,212	7.00	15,487
375	Concrete curb ramp	SF	3,591	20.00	71,824
376	Truncated dome pavers	SF	1,153	15.00	17,292
381	Sidewalk chase	LF	83	124.99	10,312
416	Concrete pad to dugouts	SF	5,088	12.00	61,056
	G2030 - Pedestrian Paving			**1.33 /SF**	**2,261,329**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	17	2,500.00	42,500
432	SF-02: Backless bench	EA	3	2,000.00	6,000
409	SF-04: Bike rack	EA	30	600.00	18,000
410	SF-05: Bike service station	EA	2	2,500.00	5,000
11	SF-06: Bleachers	LF	649	175.00	113,540
406	SF-07: Removable bollard	EA	1	1,800.00	1,800
435	SF-08: Corn hole	EA	4	2,200.00	8,800
407	SF-09: Pet waste station	EA	1	600.00	600
14	SF-11: Flag pole - 35'	EA	2	4,500.00	9,000
16	SF-13: Square picnic table	EA	10	7,500.00	75,000
15	SF-14: Rectangle picnic table	EA	11	8,000.00	88,000
408	SF-17: Trash/recycling receptacles	EA	36	1,500.00	54,000
59	Players bench	LF	256	150.00	38,400
321	Monument signage	EA	2	25,000.00	50,000
293	Monument sign foundations	EA	2	5,000.00	10,000
424	Scoreboard - baseball field	EA	4	20,000.00	80,000
412	Backstop kick board	SF	829	12.00	9,948
316	Foul poles	EA	8	5,000.00	40,000
318	4' x 4' Single pedestrian gate	EA	32	1,500.00	48,000
484	4' x 6' single pedestrian gate	EA	12	1,800.00	21,600
481	4' x 8' Single pedestrian gate	EA	4	2,000.00	8,000
482	4' x 12' Single pedestrian gate	EA	4	2,200.00	8,800
483	8' x 16' double swing gate	EA	8	4,000.00	32,000
434	Boulder seat wall	SF	566	115.00	65,090
20	Concrete retaining wall - form-facing finish	SF	786	135.00	106,083
21	MSE block retaining wall	SF	580	75.00	43,500
9	CIP Concrete stair	LF	64	95.01	6,090
415	Shade structure - Baseball bleachers	EA	8	64,288.63	514,309
413	Shade structure - Baseball dug out - 40'	EA	2	38,975.50	77,951

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
414	Shade structure - Baseball dugout - 48'	EA	6	46,386.50	278,319
618	Cedar privacy fence - 6'	LF	418	50.00	20,900
38	Decorative metal fence - 4'	LF	391	115.00	44,977
317	Black vinyl fencing - 4'	LF	468	75.00	35,070
423	Black vinyl fencing - 6'	LF	244	82.00	20,008
333	Black vinyl fencing - 8'	LF	4,365	90.00	392,877
312	Black vinyl fencing - 12'	LF	572	125.00	71,500
314	Black vinyl fencing - 30'	LF	319	215.00	68,585
619	Sports netting system - 10'	LF	1,100	68.00	74,800
50	Multi-purpose field - 6" washed drainage aggregate and geotextile fabric - including striping, and goal posts	SF	219,853	1.50	329,780
320	Playground - including poured in place rubber surfacing, painting, etc.	SF	5,279	30.00	158,358
52	Playground - Play Area Equipment provided per HCM	SF	5,279	70.62	372,820
454	Concrete pad at batting cages - 4"	SF	5,507	9.00	49,563
56	Batting cage - including 10' fencing, netting, and swing gates	SF	5,494	13.00	71,422
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	1,698,493	0.10	169,849
617	Allowance for artwork	LS	1	200,000.00	200,000
	G2040 - Site Development			**2.32 /SF**	**3,940,839**
G2050	**Landscaping**				
418	CIP concrete planter	CY	31	550.00	17,270
419	Footing to CIP concrete planter	CY	21	500.00	10,450
420	Precast planter wall - 1'-9" tall	LF	479	90.00	43,110
421	Foundations to precast planter wall	CY	120	550.00	66,000
404	Concrete mowband - 8" x 8"	LF	3,467	18.00	62,406
464	Native seed mix	SF	231,093	1.00	231,093
26	Artificial turf - multi-use field	SF	219,853	9.50	2,088,604
422	Synthetic turf - bullpen	SF	8,507	7.30	62,101
467	Planting bed (shrubs, perennials, and groundcovers)	SF	72,324	6.00	433,946
548	Ballfield infield mix	SF	155,227	1.75	271,647
465	Sod includes amendments	SF	325,129	2.15	699,028
466	Bioretention area - water quality / detention seed mix	CY	1,390	75.00	104,242
442	Deciduous shade tree	EA	268	750.00	201,000
444	Evergreen tree	EA	87	750.00	65,250
446	Ornamental tree	EA	104	750.00	78,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	679,191	1.80	1,222,545
310	Irrigation - 4" tap - per HCM, included in below the line	LS	1		Excl.
	G2050 - Landscaping			**3.33 /SF**	**5,656,692**
G3010	**Water Supply**				
69	12" PVC water main	LF	4,379	200.00	875,800
338	6" DIP water branch piping	LF	77	115.00	8,855
339	3/4" type K water branch piping	LF	61	38.00	2,318
342	2" type K water branch piping	LF	390	54.00	21,060
344	Water main plug - 6"	EA	1	200.00	200
335	Water main plug - 12"	EA	2	300.00	600
336	Water main bend - 12"	EA	18	300.00	5,400
345	Water main bend - 2"	EA	3	100.00	300
337	Water main tee	EA	12	500.00	6,000
70	Fire hydrant	EA	5	8,000.00	40,000
341	Connect to existing water main	EA	1	5,000.00	5,000
343	Connect to irrigation	EA	1	1,500.00	1,500
340	Connect to drinking fountain	EA	1	1,000.00	1,000
73	Water service meter	EA	3	3,000.00	9,000
298	Excavation, trenching, and backfill	LF	4,907	45.00	220,810
405	Drinking fountain	EA	1	5,000.00	5,000
	G3010 - Water Supply			**0.71 /SF**	**1,202,843**
G3020	**Sanitary Water**				
62	Connection to existing sanitary main	EA	1	2,500.00	2,500
346	4" PVC sanitary main	LF	621	120.00	74,520
71	8" PVC sanitary main	LF	1,872	160.00	299,520
72	4' Sanitary manhole	EA	4	20,000.00	80,000
347	Sanitary cleanout	EA	3	500.00	1,500
348	Sanitary sewer plug	EA	1	200.00	200
299	Excavation, trenching, and backfill	LF	2,493	45.00	112,185
95	Sanitary water - scope completion	SF	1,698,493	0.02	33,969
	G3020 - Sanitary Water			**0.36 /SF**	**604,394**
G3030	**Storm Sewer**				
360	6" perforated PVC underdrain piping	LF	1,157	130.00	150,410
74	12" PVC storm drain	LF	917	200.00	183,360
75	15" RCP storm drain	LF	194	140.00	27,160
76	18" RCP storm drain	LF	863	150.00	129,495
79	4' Storm drain manhole	EA	1	20,000.00	20,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
363	10' Box base manhole	EA	6	30,000.00	180,000
85	Double combination inlet	EA	3	5,000.00	15,000
81	Storm outlet structure	EA	4	20,000.00	80,000
362	12" CMP flared end section	EA	1	1,000.00	1,000
359	12" Concrete flared end section	EA	2	1,500.00	3,000
83	15" Concrete flared end section	EA	3	2,000.00	6,000
358	18" Concrete flared end section	EA	9	2,500.00	22,500
367	42" Concrete flared end section	EA	1	4,000.00	4,000
356	Concrete drain pan	LF	355	145.00	51,475
357	Single combination inlet	EA	6	3,000.00	18,000
361	Cleanout	EA	15	500.00	7,500
364	24" x 84" Box culvert	LF	785	750.00	588,750
366	36" x 60" Box culvert	LF	855	600.00	513,000
365	8" trench drain	LF	299	125.00	37,313
300	Excavation, trenching, and backfill	LF	4,769	45.00	214,618
	G3030 - Storm Sewer			**1.33 /SF**	**2,252,581**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
302	Feeder - 600A	LF	212	250.00	53,000
612	Feeder - 200A	LF	56	80.00	4,512
545	Duplex receptacle - WP, GFI	EA	14	250.00	3,500
549	Junction box	EA	10	150.00	1,500
550	Meter	EA	2	1,500.00	3,000
282	Dual EV charging station	EA	2	20,000.00	40,000
285	Conduit and wiring to devices	LF	5,300	22.00	116,600
297	Excavation, trenching, and backfill	LF	5,568	30.00	167,043
	G4010 - Electrical Distribution			**0.23 /SF**	**389,155**
G4020	**Site Lighting**				
546	Site lighting - AA2	EA	9	5,000.00	45,000
497	Site lighting - AA3	EA	12	5,000.00	60,000
498	Site lighting - AA4	EA	23	5,000.00	115,000
499	Site lighting - BB2	EA	41	2,750.00	112,750
500	Site lighting - BB3	EA	14	2,750.00	38,500
501	Site lighting - BB5	EA	7	2,750.00	19,250
530	Site lighting - FF	EA	6	750.00	4,500
511	Site lighting - HH	EA	8	750.00	6,000
271	Field and court lighting - single, 50'H	EA	4	29,000.00	116,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
272	Field and court lighting - double, 50'H	EA	2	35,000.00	70,000
273	Field and court lighting - single, 70'H assumed at ballfield	EA	24	40,000.00	960,000
495	Provide 120V power for musco vision backstop and/or pole mounted camera	EA	6	7,000.00	42,000
614	Field and court lighting - install	EA	36	350.00	12,600
514	Site lighting - S1 - sports lighting	EA	1		Incl.
509	Site lighting - S2 - sports lighting	EA	1		Incl.
510	Site lighting - S3 - sports lighting	EA	1		Incl.
515	Site lighting - S4 - sports lighting	EA	1		Incl.
513	Site lighting - S5 - sports lighting	EA	1		Incl.
512	Site lighting - S6 - sports lighting	EA	1		Incl.
534	Site lighting - A3 - sports lighting	EA	1		Incl.
535	Site lighting - A4 - sports lighting	EA	1		Incl.
528	Site lighting - A5 - sports lighting	EA	1		Incl.
531	Site lighting - A6 - sports lighting	EA	1		Incl.
529	Site lighting - A7 - sports lighting	EA	1		Incl.
527	Site lighting - A8 - sports lighting	EA	1		Incl.
539	Site lighting - B1 - sports lighting	EA	1		Incl.
542	Site lighting - B2 - sports lighting	EA	1		Incl.
533	Site lighting - B3 - sports lighting	EA	1		Incl.
536	Site lighting - B4 - sports lighting	EA	1		Incl.
525	Site lighting - B5 - sports lighting	EA	1		Incl.
532	Site lighting - B6 - sports lighting	EA	1		Incl.
543	Site lighting - B7 - sports lighting	EA	1		Incl.
526	Site lighting - B8 - sports lighting	EA	1		Incl.
540	Site lighting - C1 - sports lighting	EA	1		Incl.
541	Site lighting - C2 - sports lighting	EA	1		Incl.
538	Site lighting - C3 - sports lighting	EA	1		Incl.
537	Site lighting - C4 - sports lighting	EA	1		Incl.
517	Site lighting - C5 - sports lighting	EA	1		Incl.
519	Site lighting - C7 - sports lighting	EA	1		Incl.
518	Site lighting - C8 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	28,250	22.00	621,500
286	Site lighting - controls	SF	1,698,493	0.25	424,623
329	Excavation, trenching, and backfill	LF	28,250	0.75	21,188
	G4020 - Site Lighting			**1.57 /SF**	**2,668,911**

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
G4030	**Site Communications & Security**				
281	Audio visual - streaming light pole wiring connection allowance	EA	8	5,000.00	40,000
502	Telecom handhole	EA	4	5,000.00	20,000
504	Underground communications line - (1) 2-1/2" C	LF	2,083	40.00	83,316
507	Underground communications line - (2) 2-1/2" C	LF	146	80.00	11,680
503	Security handhole	EA	3	5,000.00	15,000
505	Underground security line - (1) 1-1/4" C	LF	1,893	25.00	47,325
506	Underground security line - (1) 2-1/2" C	LF	1,347	40.00	53,880
508	Underground security line - (2) 2-1/2" C	LF	357	80.00	28,560
544	Underground security line - (1) 4" C	LF	321	60.00	19,260
516	Security camera	EA	10	4,000.00	40,000
615	Dransfeldt Fiber in existing 2" conduit	LF	3,850	25.00	96,250
	G4030 - Site Communications & Security			**0.27 /SF**	**455,271**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			399,468
280	Lightning protection	SF	538,413	0.10	53,841
	G4090 - Other Site Electrical Utilities			**0.27 /SF**	**453,309**
ESTIMATED NET COST				**18.44 /SF**	**31,319,612**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.15	39,213
A1030	Slab on Grade	0.06	14,169
B1020	Roof Construction	0.35	89,240
B2010	Exterior Walls	0.59	152,400
B2020	Exterior Windows	0.03	8,798
B2030	Exterior Doors	0.11	28,000
B3010	Roof Coverings	1.09	279,022
B3020	Roof Openings	0.01	3,000
C1010	Partitions	0.17	42,974
C1030	Fittings	0.13	33,750
C3010	Wall Finishes	0.02	5,338
C3020	Floor Finishes	0.05	11,584
C3030	Ceiling Finishes	0.48	122,729
D2010	Plumbing Fixtures	0.12	30,900
D2020	Domestic Water Distribution	0.19	48,424
D2030	Sanitary Waste	0.11	28,349
D2090	Other Plumbing Systems	0.05	12,921
D3040	Distribution Systems	0.07	17,225
D3050	Terminal & Package Units	0.05	13,662
D3060	Controls & Instrumentations	0.02	4,518
D3070	Systems Testing & Balancing	0.01	753
D3090	Other HVAC Systems & Equipment	0.01	3,616
D5010	Electrical Service & Distribution	0.15	39,010
D5020	Lighting and Branch Wiring	0.25	64,031
D5030	Communications & Security	0.09	22,373
G1010	Site Clearing	0.25	63,197
G1030	Site Earthwork	2.13	547,151
G2020	Parking Lots	1.40	359,972
G2030	Pedestrian Paving	2.23	572,840
G2040	Site Development	16.42	4,218,663
G2050	Landscaping	1.32	338,748
G3010	Water Supply	0.39	100,178
G3020	Sanitary Water	0.02	5,138
G3030	Storm Sewer	0.88	227,198

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Site Area: 256,885 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 2

Ref	Description	SA USD/SF	Total Cost USD
G4010	**Electrical Distribution**	**2.07**	**530,706**
G4020	**Site Lighting**	**4.54**	**1,166,234**
G4030	**Site Communications & Security**	**0.01**	**1,924**
G4090	**Other Site Electrical Utilities**	**0.71**	**182,428**
ESTIMATED NET COST		**36.71**	**9,430,376**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			754,430
Insurance & Bonds - 1.25%			127,310
Overhead and Profit - 4%			412,485
Construction Contingency - 5%			536,230
Design Contingency - 3%			337,825
Escalation - assuming construction start April 2026 - 7.5%			869,899
Utility taps, meters, transformers			1,185,289
ESTIMATED TOTAL COST		**53.15**	**13,653,844**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
102	F5.0 - Concrete footing - assumes 5' x 5' x 1'	CY	2	950.00	1,900
453	Concrete pilaster - 2'-8" x 2"-8" x 5'	CY	3	950.00	2,565
106	Continuous concrete footing - 2'W x 1'T	CY	13	1,100.00	14,300
107	Concrete stem wall - 8" W x 36"T	CY	13	1,200.00	15,600
185	Dampproofing & protection board at stem wall and continuous footing	SF	1,385	3.50	4,848
	A1010 - Standard Foundations			**0.15 /SF**	**39,213**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	1,286	9.50	12,213
186	Vapor barrier below slab on grade	SF	1,286	1.15	1,479
330	Aggregate base coarse - SOG	CY	16	30.00	477
	A1030 - Slab on Grade			**0.06 /SF**	**14,169**
B1020	**Roof Construction**				
116	"Tree" columns - round HSS	T	1.04	5,500.48	5,704
460	14k Joist	T	0.84	6,000.00	5,064
125	18k Joist	T	0.75	6,000.00	4,500
120	W8 Beam/Framing	T	0.30	5,501.69	1,623
455	W12 Beam	T	1.46	5,500.00	8,008
127	W16 Beam	T	0.36	5,500.00	1,980
459	W24 Girder	T	2.61	5,499.81	14,338
128	HSS 4x4 - Outriggers	T	0.10	5,500.00	561
461	HSS 5x5 - Outriggers	T	0.66	5,500.00	3,630
132	Metal roof deck	SF	3,610	8.50	30,683
138	Structural steel connections, plates, misc. angles, etc. + 25%	T	2.02	6,499.75	13,149
	B1020 - Roof Construction			**0.35 /SF**	**89,240**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	1,521	40.00	60,828
109	Formed metal wall panel	SF	194	60.00	11,628
110	CMU - 8"	SF	1,715	28.00	48,006
111	Wall sheathing	SF	1,715	2.75	4,715
112	Sheet waterproofing - modified bituminous	SF	1,715	3.75	6,429
113	Board insulation - R12.5 XPS	SF	1,715	8.50	14,573
114	Cold formed metal framing	SF	194	18.50	3,585
188	Rough carpentry at exterior walls	SF	1,506	1.00	1,506
189	Caulking, joints, sealants at exterior walls	SF	1,506	0.75	1,130
	B2010 - Exterior Walls			**0.59 /SF**	**152,400**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	117	75.00	8,798
	B2020 - Exterior Windows			**0.03 /SF**	**8,798**
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	6	2,500.00	15,000
153	Insulated steel sectional door - 9'-4"W x 8'H	EA	1	13,000.00	13,000
	B2030 - Exterior Doors			**0.11 /SF**	**28,000**
B3010	**Roof Coverings**				
133	Cover board	SF	3,610	10.00	36,098
134	Poly iso roof insulation - R-30	SF	7,220	8.00	57,757
135	Ice and water shield	SF	3,610	18.00	64,976
136	Standing seam roof	SF	3,610	25.00	90,245
156	Sheet metal facia	LF	241	50.00	12,025
157	Integral gutter system	LF	96	55.01	5,286
191	Rough carpentry to roofs	SF	3,610	1.50	5,415
193	Flashing and accessories	SF	3,610	2.00	7,220
	B3010 - Roof Coverings			**1.09 /SF**	**279,022**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	2	1,500.00	3,000
	B3020 - Roof Openings			**0.01 /SF**	**3,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	1,254	28.00	35,109
177	Interior drywall partition - assumes 3-5/8" stud with 5/8" GWB on both sides, batt insulation	SF	231	14.50	3,347
192	Caulking, joints, and sealants - interior partitions	SF	1,506	3.00	4,518
	C1010 - Partitions			**0.17 /SF**	**42,974**
C1030	**Fittings**				
146	Toilet partitions	EA	5	2,200.00	11,000
180	Urinal partition	LF	2	1,000.00	2,100
167	Soap dispenser - wall mounted	EA	3	350.00	1,050
147	Hand dryer	EA	5	1,500.00	7,500
291	Mirrors	EA	5	120.00	600
148	Wire shelving	LF	4	45.00	198
149	Child changing table	EA	1	750.00	750
150	Child protection seat	EA	1	500.00	500
168	Grab bar - 18"	EA	3	140.00	420
169	Grab bar - 36"	EA	6	175.00	1,050
170	Feminine product dispenser	EA	3	150.00	450

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
171	Toilet seat cover dispenser	EA	6	150.00	900
172	Toilet paper dispenser	EA	6	120.00	720
160	Building signage	EA	1	3,500.00	3,500
161	Acrylic room signage	SF	1,506	2.00	3,012
	C1030 - Fittings			**0.13 /SF**	**33,750**
C3010	**Wall Finishes**				
179	Paint to CMU	SF	627	2.50	1,568
478	Epoxy paint	SF	627	5.00	3,136
182	Paint to drywall partition	SF	231	2.75	634
	C3010 - Wall Finishes			**0.02 /SF**	**5,338**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	783	3.00	2,349
174	Resinous flooring with integral cove base	SF	444	20.00	8,872
479	Rubber base	LF	182	2.00	363
	C3020 - Floor Finishes			**0.05 /SF**	**11,584**
C3030	**Ceiling Finishes**				
140	C-2: Tongue & groove wood decking	SF	2,106	55.00	115,830
141	C-3: Gypsum wall board on metal furring	SF	374	15.00	5,609
142	C-4: Painted structure	SF	430	3.00	1,290
143	C-5: Unfinished ceiling	SF	346		Excl.
	C3030 - Ceiling Finishes			**0.48 /SF**	**122,729**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	6	2,000.00	12,000
164	Urinal - wall mounted	EA	1	1,700.00	1,700
165	Lavatory - wall mounted with TMV	EA	5	1,850.00	9,250
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	1	5,000.00	5,000
194	Hose bibb	EA	3	350.00	1,050
	D2010 - Plumbing Fixtures			**0.12 /SF**	**30,900**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	17	500.00	8,500
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	13	95.04	1,226
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	171	65.00	11,135
196	2" Pressure reducing valve	EA	1	3,500.00	3,500
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	1	2,000.00	2,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	2	4,000.00	8,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	1	8,350.00	8,350

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
288	Pipe insulation	LF	171	10.00	1,713
324	HW/CW Equipment hookups	EA	4	1,000.00	4,000
	D2020 - Domestic Water Distribution			**0.19 /SF**	**48,424**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	30	400.00	12,000
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	36	85.00	3,094
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	170	50.00	8,505
197	Floor drain - 2"	EA	5	550.00	2,750
485	2-way grade cleanout	EA	1	450.00	450
486	2" Cleanout	EA	2	150.00	300
487	4" Cleanout	EA	5	250.00	1,250
	D2030 - Sanitary Waste			**0.11 /SF**	**28,349**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			12,921
	D2090 - Other Plumbing Systems			**0.05 /SF**	**12,921**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	1	700.00	700
264	Exhaust fan - 350 CFM	EA	3	2,400.00	7,200
267	Exhaust fan - 550 CFM	EA	1	2,850.00	2,850
211	Make-up air louvers	EA	5	500.00	2,500
261	Exhaust grille	EA	6	150.00	900
212	Roof caps	EA	4	200.00	800
213	Ductwork for exhaust fans	Lb	175	13.00	2,275
	D3040 - Distribution Systems			**0.07 /SF**	**17,225**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	1	1,000.00	1,000
208	Electric unit heater - 4.8KW	EA	2	2,600.00	5,200
209	Electric unit heater - 5KW	EA	2	1,000.00	2,000
492	Split condensing unit - 30 MBH	EA	1	2,000.00	2,000
326	Refrigerant and condensate to split system	LF	58	60.00	3,462
	D3050 - Terminal & Package Units			**0.05 /SF**	**13,662**
D3060	**Controls & Instrumentations**				
221	Controls	SF	1,506	3.00	4,518
	D3060 - Controls & Instrumentations			**0.02 /SF**	**4,518**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	1,506	0.50	753
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**753**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			3,616
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**3,616**
D5010	**Electrical Service & Distribution**				
226	Panelboard - 400A	EA	2	4,000.00	8,000
524	Panelboard - 300A - shown on Electrical One-Line	EA	1	3,000.00	3,000
233	Transformer - 150 kVA	EA	1	11,250.00	11,250
236	Feeder - 400A	LF	35	150.00	5,175
238	Feeder - 300A	LF	35	130.00	4,485
585	Feeder - 175A	LF	35	60.00	2,100
243	Electric meter - install only	EA	1	5,000.00	5,000
	D5010 - Electrical Service & Distribution			**0.15 /SF**	**39,010**
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	11	1,750.00	19,250
552	Light fixture - B - wall mounted luminaire	EA	7	325.00	2,275
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	13	250.00	3,250
554	Light fixture - D - recessed 4" downlight	EA	2	300.00	600
555	Exterior light fixture - DD - recessed 4" downlight	EA	22	400.00	8,800
557	Exit light - X1	EA	1	200.00	200
559	Branch lighting conduit & wire	LF	880	10.00	8,801
560	Junction boxes	EA	22	60.00	1,320
566	Duplex receptacle	EA	4	90.00	360
561	Duplex receptacles, GFCI	EA	6	180.00	1,080
562	Duplex receptacles, GFCI, WP	EA	3	215.00	645
563	Fourplex receptacle	EA	4	250.00	1,000
567	Thermal overload switch	EA	7	200.00	1,400
565	Branch power conduit & wire	LF	1,380	8.00	11,040
570	Lighting control - switch	EA	1	90.00	90
568	Lighting control - occupancy sensor switch	EA	2	200.00	400
569	Lighting control - low voltage switch	EA	1	400.00	400
571	Lighting control - occupancy sensor	EA	5	300.00	1,500
573	Lighting control conduit & wire	LF	270	6.00	1,620
	D5020 - Lighting and Branch Wiring			**0.25 /SF**	**64,031**
D5030	**Communications & Security**				
574	Communications - tele/data outlet and cabling	EA	1	300.00	300
247	Communications - infrastructure and devices only - scope completion	SF	1,506	4.00	6,024
256	Audio visual - infrastructure and public address systems only	SF	1,506	3.00	4,518

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
577	Security - card readers	EA	2	1,000.00	2,000
578	Security - fixed camera	EA	1	2,000.00	2,000
253	Security - infrastructure and miscellaneous connections	SF	1,506	5.00	7,531
327	Fire alarm - not required	SF	1,506		Excl.
	D5030 - Communications & Security			**0.09 /SF**	**22,373**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	5.9	2,000.00	11,820
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	256,885	0.20	51,377
349	Sediment control log	LF	1,216		Incl.
350	Inlet protection	EA	5		Incl.
351	Vehicle tracking control	EA	2		Incl.
352	Concrete washout area	EA	2		Incl.
353	Outlet protection	EA	5		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**63,197**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	6,343	6.50	41,230
97	Earthwork cut/fill	CY	6,855	6.50	44,558
98	Import soils	CY	1,601	35.00	56,035
99	Rough grade site	SF	256,885	1.00	256,885
100	Fine grade site	SF	256,885	0.50	128,443
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**2.13 /SF**	**547,151**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,746	38.00	66,333
372	Aggregate basecourse - 6" depth	CY	873	30.00	26,184
1	Asphalt paving - 5" thick	SY	4,788	30.00	143,646
373	Concrete pan - 6" thick	SF	735	32.00	23,523
35	Concrete curb & gutter	LF	2,198	35.00	76,940
377	Stop sign	EA	1	600.00	600
378	ADA parking sign	EA	2	600.00	1,200
399	Striping	SF	43,093	0.50	21,546
	G2020 - Parking Lots			**1.40 /SF**	**359,972**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	2,183	38.00	82,965
401	Aggregate basecourse - 4" thick	CY	668	30.00	20,040
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	9,749	7.50	73,121

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
385	Pedestrian concrete paving - 5" thick concrete paving	SF	44,343	7.50	332,573
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	4,854	10.00	48,543
375	Concrete curb ramp	SF	440	20.00	8,802
376	Truncated dome pavers	SF	191	15.00	2,858
381	Sidewalk chase	LF	32	125.02	3,938
	G2030 - Pedestrian Paving			**2.23 /SF**	**572,840**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	30	2,500.00	75,000
11	SF-06: Bleachers	LF	162	175.00	28,385
426	SF-11: Flag pole - 25'	EA	2	3,500.00	7,000
15	SF-14: Rectangle picnic table	EA	12	8,000.00	96,000
408	SF-17: Trash/recycling receptacles	EA	16	1,500.00	24,000
428	Sports court backboard	SF	320	10.00	3,200
429	Cabana bench	EA	1	5,000.00	5,000
425	Shade structure - pickelball championship court - 14' x 40'	EA	2	74,265.50	148,531
427	Shade structure - tennis/pickelball ends - 14' x 32'	EA	6	58,554.50	351,327
430	Shade structre - small central pickelball - 21'-2" x 32'	EA	4	119,866.50	479,466
431	Shade structure - large central pickelball - 31' x 32'	EA	2	121,500.50	243,001
317	Black vinyl fencing - 4'	LF	1,041	75.00	78,105
333	Black vinyl fencing - 8'	LF	1,699	90.00	152,883
315	Black vinyl fencing - 10'	LF	538	100.00	53,800
51	Pickleball court - including post-tensioned slab, striping, wind screen, and nets	SF	43,311	38.00	1,645,818
402	Perimeter beam at sports courts - 12" thick	LF	2,422	25.00	60,550
53	Tennis court - including slab, striping, and nets	SF	15,764	47.00	740,908
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	256,885	0.10	25,689
	G2040 - Site Development			**16.42 /SF**	**4,218,663**
G2050	**Landscaping**				
418	CIP concrete planter	CY	35	550.00	19,195
419	Footing to CIP concrete planter	CY	23	500.00	11,650
404	Concrete mowband - 8" x 8"	LF	171	18.00	3,082
464	Native seed mix	SF	31,883	1.00	31,883
467	Planting bed (shrubs, perennials, and groundcovers)	SF	10,504	6.00	63,025
465	Sod includes amendments	SF	19,412	2.15	41,735
442	Deciduous shade tree	EA	46	750.00	34,500
446	Ornamental tree	EA	22	750.00	16,500

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	65,099	1.80	117,178
	G2050 - Landscaping			**1.32 /SF**	**338,748**
G3010	**Water Supply**				
354	4" PVC water main	LF	227	120.00	27,240
342	2" type K water branch piping	LF	626	54.00	33,793
355	Cleanout	EA	1	800.00	800
298	Excavation, trenching, and backfill	LF	852	45.00	38,345
	G3010 - Water Supply			**0.39 /SF**	**100,178**
G3020	**Sanitary Water**				
95	Sanitary water - scope completion	SF	256,885	0.02	5,138
	G3020 - Sanitary Water			**0.02 /SF**	**5,138**
G3030	**Storm Sewer**				
74	12" PVC storm drain	LF	438	200.00	87,640
76	18" RCP storm drain	LF	99	150.00	14,835
85	Double combination inlet	EA	2	5,000.00	10,000
359	12" Concrete flared end section	EA	1	1,500.00	1,500
358	18" Concrete flared end section	EA	4	2,500.00	10,000
361	Cleanout	EA	9	500.00	4,500
365	8" trench drain	LF	529	125.00	66,062
368	Pond inlet	EA	2	3,000.00	6,000
369	Type C storm inlet	EA	1	2,500.00	2,500
300	Excavation, trenching, and backfill	LF	537	45.00	24,161
	G3030 - Storm Sewer			**0.88 /SF**	**227,198**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
611	Feeder - 300A	LF	43	120.00	5,160
545	Duplex receptacle - WP, GFI	EA	25	250.00	6,250
606	Push button	EA	18	350.00	6,300
616	Warning lights	EA	6	350.00	2,100
285	Conduit and wiring to devices	LF	9,800	22.00	215,600
297	Excavation, trenching, and backfill	LF	9,843	30.00	295,296
	G4010 - Electrical Distribution			**2.07 /SF**	**530,706**
G4020	**Site Lighting**				
497	Site lighting - AA3	EA	3	5,000.00	15,000
498	Site lighting - AA4	EA	4	5,000.00	20,000
499	Site lighting - BB2	EA	7	2,750.00	19,250
500	Site lighting - BB3	EA	1	2,750.00	2,750

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
501	Site lighting - BB5	EA	4	2,750.00	11,000
605	Site lighting - GG	EA	34	500.00	17,000
275	Field and court lighting - single 40'H assumed at sport courts	EA	25	28,000.00	700,000
614	Field and court lighting - install	EA	25	350.00	8,750
599	Site lighting - P1 - sports lighting	EA	1		Incl.
600	Site lighting - P2 - sports lighting	EA	1		Incl.
590	Site lighting - P3 - sports lighting	EA	1		Incl.
588	Site lighting - P4 - sports lighting	EA	1		Incl.
591	Site lighting - P5 - sports lighting	EA	1		Incl.
589	Site lighting - P6 - sports lighting	EA	1		Incl.
592	Site lighting - P7 - sports lighting	EA	1		Incl.
593	Site lighting - P8 - sports lighting	EA	1		Incl.
594	Site lighting - P9 - sports lighting	EA	1		Incl.
595	Site lighting - P10 - sports lighting	EA	1		Incl.
596	Site lighting - P11 - sports lighting	EA	1		Incl.
597	Site lighting - P12 - sports lighting	EA	1		Incl.
598	Site lighting - P13 - sports lighting	EA	1		Incl.
601	Site lighting - T1 - sports lighting	EA	1		Incl.
602	Site lighting - T2 - sports lighting	EA	1		Incl.
603	Site lighting - T3 - sports lighting	EA	1		Incl.
604	Site lighting - T4 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	13,550	22.00	298,100
286	Site lighting - controls	SF	256,885	0.25	64,221
329	Excavation, trenching, and backfill	LF	13,550	0.75	10,163
	G4020 - Site Lighting			**4.54 /SF**	**1,166,234**
G4030	**Site Communications & Security**				
504	Underground communications line - (1) 2-1/2" C	LF	48	40.00	1,924
	G4030 - Site Communications & Security			**0.01 /SF**	**1,924**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			182,428
	G4090 - Other Site Electrical Utilities			**0.71 /SF**	**182,428**
ESTIMATED NET COST				**36.71 /SF**	**9,430,376**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.07	26,997
A1030	Slab on Grade	0.02	8,473
B1020	Roof Construction	0.13	49,810
B2010	Exterior Walls	0.31	117,594
B2020	Exterior Windows	0.02	8,010
B2030	Exterior Doors	0.03	10,000
B3010	Roof Coverings	0.35	135,799
B3020	Roof Openings	0.01	3,000
C1010	Partitions	0.07	26,432
C1030	Fittings	0.11	44,011
C3010	Wall Finishes	0.01	3,162
C3020	Floor Finishes	0.02	9,442
C3030	Ceiling Finishes	0.14	52,658
D2010	Plumbing Fixtures	0.07	25,200
D2020	Domestic Water Distribution	0.11	42,259
D2030	Sanitary Waste	0.07	25,884
D2090	Other Plumbing Systems	0.03	11,201
D3040	Distribution Systems	0.03	12,860
D3050	Terminal & Package Units	0.02	7,200
D3060	Controls & Instrumentations	0.01	2,825
D3070	Systems Testing & Balancing	0.01	471
D3090	Other HVAC Systems & Equipment	0.01	2,336
D5010	Electrical Service & Distribution	0.29	111,080
D5020	Lighting and Branch Wiring	0.09	35,675
D5030	Communications & Security	0.04	16,299
G1010	Site Clearing	0.25	94,837
G1030	Site Earthwork	5.51	2,125,192
G2010	Roadways	0.29	113,539
G2020	Parking Lots	0.61	233,671
G2030	Pedestrian Paving	2.35	907,441
G2040	Site Development	7.75	2,988,743
G2050	Landscaping	3.35	1,292,256
G3010	Water Supply	0.85	328,222
G3020	Sanitary Water	0.02	7,710

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Site Area: 385,486 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 3

Ref	Description	SA USD/SF	Total Cost USD
G3030	**Storm Sewer**	**0.25**	**97,501**
G4010	**Electrical Distribution**	**0.67**	**258,939**
G4020	**Site Lighting**	**1.14**	**440,828**
G4090	**Other Site Electrical Utilities**	**0.22**	**86,282**
ESTIMATED NET COST		**25.33**	**9,763,839**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			781,107
Insurance & Bonds - 1.25%			131,812
Overhead and Profit - 4%			427,070
Construction Contingency - 5%			555,191
Design Contingency - 3%			349,771
Escalation - assuming construction start April 2028 - 16.5%			1,981,450
Utility taps, meters, transformers			1,227,202
ESTIMATED TOTAL COST		**39.48**	**15,217,442**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
106	Continuous concrete footing - 2'W x 1'T	CY	10	1,100.00	11,110
107	Concrete stem wall - 8" W x 36"T	CY	10	1,200.00	12,120
185	Dampproofing & protection board at stem wall and continuous footing	SF	1,076	3.50	3,767
	A1010 - Standard Foundations			**0.07 /SF**	**26,997**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	769	9.50	7,301
186	Vapor barrier below slab on grade	SF	769	1.15	884
330	Aggregate base coarse - SOG	CY	10	30.00	288
	A1030 - Slab on Grade			**0.02 /SF**	**8,473**
B1020	**Roof Construction**				
120	W8 Beam/Framing	T	0.37	5,500.00	2,046
455	W12 Beam	T	2.51	5,500.20	13,822
128	HSS 4x4 - Outriggers	T	0.12	5,500.00	682
461	HSS 5x5 - Outriggers	T	1.05	5,500.00	5,797
131	HSS 6x5 - Joist/Outriggers	T	0.61	5,500.00	3,377
462	HSS 8x4 - Outriggers	T	0.23	5,500.00	1,265
132	Metal roof deck	SF	1,747	8.50	14,845
138	Structural steel connections, plates, misc. angles, etc. + 25%	T	1.23	6,500.41	7,976
	B1020 - Roof Construction			**0.13 /SF**	**49,810**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	1,236	40.00	49,448
109	Formed metal wall panel	SF	110	60.00	6,588
110	CMU - 8"	SF	1,346	28.00	37,688
111	Wall sheathing	SF	1,346	2.75	3,702
112	Sheet waterproofing - modified bituminous	SF	1,346	3.75	5,048
113	Board insulation - R12.5 XPS	SF	1,346	8.50	11,441
114	Cold formed metal framing	SF	110	18.50	2,031
188	Rough carpentry at exterior walls	SF	942	1.00	942
189	Caulking, joints, sealants at exterior walls	SF	942	0.75	706
	B2010 - Exterior Walls			**0.31 /SF**	**117,594**
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	107	75.00	8,010
	B2020 - Exterior Windows			**0.02 /SF**	**8,010**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	4	2,500.00	10,000
	B2030 - Exterior Doors			**0.03 /SF**	**10,000**
B3010	**Roof Coverings**				
133	Cover board	SF	1,747	10.00	17,465
134	Poly iso roof insulation - R-30	SF	3,493	8.00	27,943
135	Ice and water shield	SF	1,747	18.00	31,437
136	Standing seam roof	SF	1,747	25.00	43,663
156	Sheet metal facia	LF	169	50.00	8,425
158	Downspout	LF	22	35.02	753
191	Rough carpentry to roofs	SF	1,747	1.50	2,620
193	Flashing and accessories	SF	1,747	2.00	3,493
	B3010 - Roof Coverings			**0.35 /SF**	**135,799**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	2	1,500.00	3,000
	B3020 - Roof Openings			**0.01 /SF**	**3,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	843	28.00	23,607
192	Caulking, joints, and sealants - interior partitions	SF	942	3.00	2,825
	C1010 - Partitions			**0.07 /SF**	**26,432**
C1030	**Fittings**				
146	Toilet partitions	EA	3	2,200.00	6,600
180	Urinal partition	LF	2	1,000.00	2,200
167	Soap dispenser - wall mounted	EA	2	350.00	700
147	Hand dryer	EA	5	1,500.00	7,500
291	Mirrors	EA	4	120.00	480
148	Wire shelving	LF	4	45.00	198
149	Child changing table	EA	1	750.00	750
150	Child protection seat	EA	1	500.00	500
151	Motorized adult changing table	EA	1	17,000.00	17,000
168	Grab bar - 18"	EA	3	140.00	420
169	Grab bar - 36"	EA	6	175.00	1,050
170	Feminine product dispenser	EA	2	150.00	300
171	Toilet seat cover dispenser	EA	3	150.00	450
172	Toilet paper dispenser	EA	4	120.00	480
160	Building signage	EA	1	3,500.00	3,500
161	Acrylic room signage	SF	942	2.00	1,883
	C1030 - Fittings			**0.11 /SF**	**44,011**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
C3010	**Wall Finishes**				
179	Paint to CMU	SF	422	2.50	1,054
478	Epoxy paint	SF	422	5.00	2,108
	C3010 - Wall Finishes			**0.01 /SF**	**3,162**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	315	3.00	944
174	Resinous flooring with integral cove base	SF	416	20.00	8,316
479	Rubber base	LF	91	2.00	182
	C3020 - Floor Finishes			**0.02 /SF**	**9,442**
C3030	**Ceiling Finishes**				
140	C-2: Tongue & groove wood decking	SF	844	55.00	46,420
141	C-3: Gypsum wall board on metal furring	SF	416	15.00	6,238
143	C-5: Unfinished ceiling	SF	312		Excl.
	C3030 - Ceiling Finishes			**0.14 /SF**	**52,658**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	4	2,000.00	8,000
164	Urinal - wall mounted	EA	1	1,700.00	1,700
165	Lavatory - wall mounted with TMV	EA	4	1,850.00	7,400
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	1	5,000.00	5,000
194	Hose bibb	EA	2	350.00	700
198	Wall hydrant - freeze proof	EA	1	500.00	500
	D2010 - Plumbing Fixtures			**0.07 /SF**	**25,200**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	14	500.00	7,000
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	37	95.00	3,534
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	125	65.00	8,125
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	1	2,000.00	2,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	2	4,000.00	8,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	1	8,350.00	8,350
288	Pipe insulation	LF	125	10.00	1,250
324	HW/CW Equipment hookups	EA	4	1,000.00	4,000
	D2020 - Domestic Water Distribution			**0.11 /SF**	**42,259**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	25	400.00	10,000
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	43	85.00	3,689

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	159	50.00	7,945
197	Floor drain - 2"	EA	5	550.00	2,750
485	2-way grade cleanout	EA	1	450.00	450
486	2" Cleanout	EA	2	150.00	300
487	4" Cleanout	EA	3	250.00	750
	D2030 - Sanitary Waste			**0.07 /SF**	**25,884**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			11,201
	D2090 - Other Plumbing Systems			**0.03 /SF**	**11,201**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	1	700.00	700
264	Exhaust fan - 350 CFM	EA	3	2,400.00	7,200
211	Make-up air louvers	EA	4	500.00	2,000
261	Exhaust grille	EA	4	150.00	600
212	Roof caps	EA	4	200.00	800
213	Ductwork for exhaust fans	Lb	120	13.00	1,560
	D3040 - Distribution Systems			**0.03 /SF**	**12,860**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	1	1,000.00	1,000
208	Electric unit heater - 4.8KW	EA	2	2,600.00	5,200
209	Electric unit heater - 5KW	EA	1	1,000.00	1,000
	D3050 - Terminal & Package Units			**0.02 /SF**	**7,200**
D3060	**Controls & Instrumentations**				
221	Controls	SF	942	3.00	2,825
	D3060 - Controls & Instrumentations			**0.01 /SF**	**2,825**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	942	0.50	471
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**471**
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			2,336
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**2,336**
D5010	**Electrical Service & Distribution**				
226	Panelboard - 400A	EA	1	4,000.00	4,000
523	Distribution board - 200A - Milbank Commerical Metered Pedestal	EA	2	8,000.00	16,000
236	Feeder - 400A	LF	575	150.00	86,250
240	Feeder - 200A	LF	69	70.00	4,830
	D5010 - Electrical Service & Distribution			**0.29 /SF**	**111,080**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	8	1,750.00	14,000
552	Light fixture - B - wall mounted luminaire	EA	5	325.00	1,625
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	4	250.00	1,000
554	Light fixture - D - recessed 4" downlight	EA	2	300.00	600
555	Exterior light fixture - DD - recessed 4" downlight	EA	9	400.00	3,600
559	Branch lighting conduit & wire	LF	400	10.00	4,000
560	Junction boxes	EA	17	60.00	1,020
561	Duplex receptacles, GFCI	EA	3	180.00	540
562	Duplex receptacles, GFCI, WP	EA	2	215.00	430
567	Thermal overload switch	EA	4	200.00	800
565	Branch power conduit & wire	LF	780	8.00	6,240
568	Lighting control - occupancy sensor switch	EA	1	200.00	200
571	Lighting control - occupancy sensor	EA	3	300.00	900
573	Lighting control conduit & wire	LF	120	6.00	720
	D5020 - Lighting and Branch Wiring			**0.09 /SF**	**35,675**
D5030	**Communications & Security**				
247	Communications - infrastructure and devices only - scope completion	SF	942	4.00	3,766
256	Audio visual - infrastructure and public address systems only	SF	942	3.00	2,825
577	Security - card readers	EA	1	1,000.00	1,000
578	Security - fixed camera	EA	2	2,000.00	4,000
253	Security - infrastructure and miscellaneous connections	SF	942	5.00	4,708
327	Fire alarm - not required	SF	942		Excl.
	D5030 - Communications & Security			**0.04 /SF**	**16,299**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	8.9	2,000.00	17,740
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	385,486	0.20	77,097
349	Sediment control log	LF	1,102		Incl.
350	Inlet protection	EA	6		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
353	Outlet protection	EA	4		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**94,837**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	9,518	6.50	61,869
97	Earthwork cut/fill	CY	35,963	6.50	233,759

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
98	Import soils	CY	35,181	35.00	1,231,335
99	Rough grade site	SF	385,486	1.00	385,486
100	Fine grade site	SF	385,486	0.50	192,743
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**5.51 /SF**	**2,125,192**
G2010	**Roadways**				
391	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	498	38.00	18,909
392	Aggregate basecourse - 6" depth	CY	218	30.00	6,543
393	Asphalt paving - 5" thick	SY	1,308	30.00	39,228
397	Raised concrete crosswalk	SF	315	25.00	7,875
394	Concrete curb & gutter	LF	900	35.00	31,500
395	No parking sign	EA	4	600.00	2,400
396	Pedestrian crossing sign	EA	2	600.00	1,200
398	Striping	SF	11,768	0.50	5,884
	G2010 - Roadways			**0.29 /SF**	**113,539**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,181	38.00	44,859
372	Aggregate basecourse - 6" depth	CY	590	30.00	17,709
1	Asphalt paving - 5" thick	SY	3,280	30.00	98,385
35	Concrete curb & gutter	LF	1,570	35.00	54,961
378	ADA parking sign	EA	5	600.00	3,000
399	Striping	SF	29,514	0.50	14,757
	G2020 - Parking Lots			**0.61 /SF**	**233,671**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	3,452	38.00	131,161
401	Aggregate basecourse - 4" thick	CY	1,049	30.00	31,464
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	26,554	7.50	199,156
385	Pedestrian concrete paving - 5" thick concrete paving	SF	58,384	7.50	437,882
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	8,256	10.00	82,556
436	Crusher fines paving - per section C1/L-500	SF	2,208	7.00	15,453
375	Concrete curb ramp	SF	300	20.00	5,994
376	Truncated dome pavers	SF	252	15.00	3,775
	G2030 - Pedestrian Paving			**2.35 /SF**	**907,441**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	4	2,500.00	10,000
432	SF-02: Backless bench	EA	4	2,000.00	8,000

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
621	Swing benches	EA	3	3,000.00	9,000
409	SF-04: Bike rack	EA	4	600.00	2,400
407	SF-09: Pet waste station	EA	1	600.00	600
620	SF-12: Hammock	EA	4	6,500.00	26,000
15	SF-14: Rectangle picnic table	EA	8	8,000.00	64,000
408	SF-17: Trash/recycling receptacles	EA	10	1,500.00	15,000
437	Storage shed	EA	1	40,000.00	40,000
440	CIP concrete bridge	SF	219	200.00	43,800
469	Promenade entry feature	EA	3	10,000.00	30,000
318	4' x 4' Single pedestrian gate	EA	2	1,500.00	3,000
319	4' x 10' Single pedestrian gate	EA	1	2,200.00	2,200
434	Boulder seat wall	SF	1,182	115.00	135,930
20	Concrete retaining wall - form-facing finish	SF	354	135.00	47,817
23	CIP concrete seatwall	LF	502	380.00	190,760
9	CIP Concrete stair	LF	147	95.00	13,955
433	Precast concrete occupiable stairs	LF	102	200.00	20,400
439	Shade structure - playground - 20' x 30'	EA	1	59,474.00	59,474
451	Shade structure - play area - 10' x 20'	EA	4	28,470.50	113,882
38	Decorative metal fence - 4'	LF	925	115.00	106,363
43	Basketball court - included post-tensioned slab, painting, striping, basketball hoops	SF	4,800	22.00	105,600
49	Fitness area - including ground covering, equipment, etc.	SF	6,679	40.00	267,160
320	Playground - including poured in place rubber surfacing, painting, etc.	SF	17,163	30.00	514,902
295	Playground - Play area Equipment provided per HCM, including structural concrete wall, misting system and associated utilities	SF	17,164	65.25	1,119,951
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	385,486	0.10	38,549
	G2040 - Site Development			**7.75 /SF**	**2,988,743**
G2050	**Landscaping**				
418	CIP concrete planter	CY	12	550.00	6,435
419	Footing to CIP concrete planter	CY	8	500.00	3,900
404	Concrete mowband - 8" x 8"	LF	805	18.00	14,482
464	Native seed mix	SF	73,009	1.00	73,009
438	Synthetic turf - playground	SF	15,365	7.30	112,165
467	Planting bed (shrubs, perennials, and groundcovers)	SF	68,826	6.00	412,954
465	Sod includes amendments	SF	49,604	2.15	106,648
466	Bioretention area - water quality / detention seed mix	CY	824	75.00	61,808
442	Deciduous shade tree	EA	126	750.00	94,500

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
444	Evergreen tree	EA	8	750.00	6,000
446	Ornamental tree	EA	39	750.00	29,250
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	206,170	1.80	371,105
	G2050 - Landscaping			**3.35 /SF**	**1,292,256**
G3010	**Water Supply**				
69	12" PVC water main	LF	1,067	200.00	213,400
338	6" DIP water branch piping	LF	59	115.00	6,785
370	1" type K water branch piping	LF	51	42.00	2,142
342	2" type K water branch piping	LF	236	54.00	12,755
336	Water main bend - 12"	EA	8	300.00	2,400
345	Water main bend - 2"	EA	2	100.00	200
337	Water main tee	EA	3	500.00	1,500
70	Fire hydrant	EA	2	8,000.00	16,000
341	Connect to existing water main	EA	1	5,000.00	5,000
343	Connect to irrigation	EA	1	1,500.00	1,500
73	Water service meter	EA	1	3,000.00	3,000
298	Excavation, trenching, and backfill	LF	1,412	45.00	63,540
	G3010 - Water Supply			**0.85 /SF**	**328,222**
G3020	**Sanitary Water**				
95	Sanitary water - scope completion	SF	385,486	0.02	7,710
	G3020 - Sanitary Water			**0.02 /SF**	**7,710**
G3030	**Storm Sewer**				
76	18" RCP storm drain	LF	372	150.00	55,770
79	4' Storm drain manhole	EA	1	20,000.00	20,000
80	2' x 2' field inlet	EA	2	2,500.00	5,000
300	Excavation, trenching, and backfill	LF	372	45.00	16,731
	G3030 - Storm Sewer			**0.25 /SF**	**97,501**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
612	Feeder - 200A	LF	58	80.00	4,608
545	Duplex receptacle - WP, GFI	EA	8	250.00	2,000
549	Junction box	EA	2	150.00	300
550	Meter	EA	1	1,500.00	1,500
609	Ground box	EA	8	750.00	6,000
282	Dual EV charging station	EA	2	20,000.00	40,000
285	Conduit and wiring to devices	LF	3,900	22.00	85,800

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
297	Excavation, trenching, and backfill	LF	3,958	30.00	118,731
	G4010 - Electrical Distribution			**0.67 /SF**	**258,939**
G4020	**Site Lighting**				
546	Site lighting - AA2	EA	4	5,000.00	20,000
498	Site lighting - AA4	EA	5	5,000.00	25,000
499	Site lighting - BB2	EA	15	2,750.00	41,250
500	Site lighting - BB3	EA	5	2,750.00	13,750
501	Site lighting - BB5	EA	3	2,750.00	8,250
607	Site lighting - CC	EA	2	5,000.00	10,000
605	Site lighting - GG	EA	8	500.00	4,000
275	Field and court lighting - single 40'H assumed at sport courts	EA	2	28,000.00	56,000
614	Field and court lighting - install	EA	2	350.00	700
610	Site lighting - BA1 - sports lighting	EA	1		Incl.
608	Site lighting - BA2 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	7,275	22.00	160,050
286	Site lighting - controls	SF	385,486	0.25	96,372
329	Excavation, trenching, and backfill	LF	7,275	0.75	5,456
	G4020 - Site Lighting			**1.14 /SF**	**440,828**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			86,282
	G4090 - Other Site Electrical Utilities			**0.22 /SF**	**86,282**
ESTIMATED NET COST				**25.33 /SF**	**9,763,839**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
D5020	**Lighting and Branch Wiring**	**0.01**	**6,311**
G1010	**Site Clearing**	**0.25**	**149,599**
G1030	**Site Earthwork**	**2.56**	**1,556,107**
G2030	**Pedestrian Paving**	**0.58**	**355,457**
G2040	**Site Development**	**2.98**	**1,812,086**
G2050	**Landscaping**	**1.70**	**1,031,540**
G4020	**Site Lighting**	**0.40**	**243,380**
G4090	**Other Site Electrical Utilities**	**0.04**	**24,969**
ESTIMATED NET COST		**8.52**	**5,179,449**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			414,356
Insurance & Bonds - 1.25%			69,923
Overhead and Profit - 4%			226,549
Construction Contingency - 5%			294,514
Design Contingency - 3%			185,544
Escalation - assuming construction start April 2029 - 21%			1,337,770
Utility taps, meters, transformers			650,997
ESTIMATED TOTAL COST		**13.74**	**8,359,102**

ELEMENTS ITEM - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D5020	**Lighting and Branch Wiring**				
555	Exterior light fixture - DD - recessed 4" downlight	EA	9	400.00	3,600
559	Branch lighting conduit & wire	LF	180	10.00	1,801
562	Duplex receptacles, GFCI, WP	EA	2	215.00	430
565	Branch power conduit & wire	LF	60	8.00	480
	D5020 - Lighting and Branch Wiring			**0.01 /SF**	**6,311**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	14.0	2,000.00	27,960
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	608,194	0.20	121,639
349	Sediment control log	LF	2,271		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**149,599**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	15,017	6.50	97,612
97	Earthwork cut/fill	CY	12,769	6.50	82,999
98	Import soils	CY	12,663	35.00	443,205
99	Rough grade site	SF	608,194	1.00	608,194
100	Fine grade site	SF	608,194	0.50	304,097
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**2.56 /SF**	**1,556,107**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,419	38.00	53,922
401	Aggregate basecourse - 4" thick	CY	473	30.00	14,193
385	Pedestrian concrete paving - 5" thick concrete paving	SF	38,312	7.50	287,342
	G2030 - Pedestrian Paving			**0.58 /SF**	**355,457**
G2040	**Site Development**				
409	SF-04: Bike rack	EA	12	600.00	7,200
407	SF-09: Pet waste station	EA	1	600.00	600
15	SF-14: Rectangle picnic table	EA	7	8,000.00	56,000
408	SF-17: Trash/recycling receptacles	EA	6	1,500.00	9,000
463	Shade structure - 32' x 56'	EA	1	165,067.00	165,067
36	Wood estate fence - 4'	LF	2,634	100.00	263,400
294	Bike park budget - provided by HCM	LS	1	1,250,000.00	1,250,000
44	Bike park - advanced pump track	SF	29,400		Incl.
45	Bike park - beginner pump track	SF	15,661		Incl.

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS ITEM - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
47	Bike park - skills course	SF	56,287		Incl.
48	Bike path - concrete paving	SF	81,078		Incl.
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	608,194	0.10	60,819
	G2040 - Site Development			**2.98 /SF**	**1,812,086**
G2050	**Landscaping**				
404	Concrete mowband - 8" x 8"	LF	40	18.01	724
464	Native seed mix	SF	507,607	1.00	507,607
467	Planting bed (shrubs, perennials, and groundcovers)	SF	4,361	6.00	26,165
465	Sod includes amendments	SF	26,253	2.15	56,443
442	Deciduous shade tree	EA	57	750.00	42,750
444	Evergreen tree	EA	32	750.00	24,000
446	Ornamental tree	EA	5	750.00	3,750
613	Temporary irrigation	SF	435,753	0.50	217,877
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	84,569	1.80	152,224
	G2050 - Landscaping			**1.70 /SF**	**1,031,540**
G4020	**Site Lighting**				
499	Site lighting - BB2	EA	1	2,750.00	2,750
277	Site lighting - distribution conduit and wiring - underground	LF	75	22.00	1,650
331	Site lighting - Bike park allowance	SF	434,374	0.20	86,875
286	Site lighting - controls	SF	608,194	0.25	152,049
329	Excavation, trenching, and backfill	LF	75	0.75	56
	G4020 - Site Lighting			**0.40 /SF**	**243,380**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			24,969
	G4090 - Other Site Electrical Utilities			**0.04 /SF**	**24,969**
ESTIMATED NET COST				**8.52 /SF**	**5,179,449**

Salisbury Sports Complex	*Expected Completion*	*Potential Funding Sources*
Complete Salisbury North design and construction.	Ongoing	Possible Grants/Parks and Recreation Fund
Update signage to separate the two distinct recreation opportunities (equestrian and athletic).	2021-2023	Parks and Recreation Fund
Determine and implement a direct connection to the East West Trail.	2019-2020	Parks and Recreation Fund
New South Recreation Center		
Establish partnerships with Senior Services, local health care providers, and other pertinent agencies to explore funding opportunities.	2023-2027	Parks and Recreation Fund/ General Fund/External Sources
Initiate a site selection evaluation and explore funding for site design and completion.	2023-2027	Parks and Recreation Fund
New Ice Arena		
Investigate establishing a new indoor ice arena, operated in conjunction with public or for-profit partners. If opportunity exists, conduct co-funded feasibility study.	2021-2025	Possible Grants
Preservation Park		
Revisit Preservation Park master plan to include an updated vision and enhance connectivity opportunities.	2019-2020	Parks and Recreation Fund

THEME 2: ENHANCE INCLUSIVE PROGRAMING

GOAL

1. Provide inclusive programming for all ages, abilities, and income levels

STRATEGIC ACTIONS

	Expected Completion	*Potential Funding Sources*
Address the priorities identified in the Town of Parker Parks, Open Space, and Recreation ADA Site Visit Report (October 2017).	Ongoing	Possible Grants/Parks and Recreation Fund
Modernize sports and athletic facilities to optimize inclusive access.	Ongoing	Parks and Recreation Fund
Establish a policy for the internal review of existing and future park plans to provide greater inclusion.	Ongoing	No Funding Needed
Coordinate with homeowners associations to improve ADA access of existing and future HOA-operated parks.	Ongoing	No Funding Needed
Establish and actively promote a communication policy and network to facilitate the conveyance, review, and timely response to accessibility concerns from community members.	2019	No Funding Needed
Provide educational opportunities for staff on inclusion best practices.	2019	Parks and Recreation Fund
Set a departmental goal of having a minimum of two staff members trained in identifying accessibility issues.	2021-2023	Parks and Recreation Fund
Expand availability of universally inclusive playgrounds to the greatest extent possible, targeting 25% of all playgrounds in the next 10 years.	2023-2027	Possible Grants/Parks and Recreation Fund

August 21, 2024

Town of Parker
Mary Colton, Director of Parks, Trails, and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of the Colorado Rapids Youth Soccer Club, a youth soccer club serving hundreds of Parker youth, I am writing to express our full support for the Town of Parker's Salisbury Park North development project, specifically constructing two lighted synthetic turf multi-use fields. This project is crucial for meeting the growing demands of our community, particularly in the realm of youth sports, including soccer, lacrosse, and football.

As an organization deeply involved in youth soccer within Parker and the surrounding communities, we have seen and experienced firsthand the challenges posed by the limited availability of quality sports fields in the South Metro Area. The existing facilities are unsuited for long-term local participation, and families are leaving town to search for opportunities in neighboring cities. Adding these new fields would significantly elevate the opportunity to provide much-needed space for our local athletes to train and compete closer to home.

Moreover, including lighted synthetic turf will extend the usability of these fields, allowing for year-round play and accommodating practices and games during evening hours and throughout the winter. This is particularly beneficial for working families who rely on after-school and evening programs and for sport-specific-focused families who participate year-round. The versatility of these fields to support multiple sports also ensures that they will serve a broad spectrum of the community, maximizing the impact of the investment.

The rapid and continued population growth in Douglas County has only heightened the need for additional sports facilities. With more families moving into the area, the demand for organized sports and recreational activities continues to rise. The proposed multi-use fields at Salisbury Park North will play a vital role in supporting our local youth's physical and social development, promoting healthy lifestyles, teamwork, and community engagement.

We strongly believe this project will provide lasting benefits to the residents of Parker and the surrounding areas. The expansion of Salisbury Park North is an investment in not just infrastructure but also the well-being and future of our community.

If you have any questions or require additional information, please do not hesitate to contact me directly at aaron@rapidsyouthsoccer.org].

Thank you for considering our perspective and your ongoing efforts to enhance our community's recreational facilities.

Sincerely,

Aaron Nagel
Chief Executive Officer
Colorado Rapids Youth Soccer Club

Lutheran High School

Nurturing Academic Excellence, Encouraging Growth in Christ

8/20/2024

Town of Parker
Mary Colton, Director of Parks, Trails and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of the Lutheran High School, we are writing in support of the Town of Parker's Salisbury Park North development project, specifically, the multi-use fields proposed for the park. As we understand, the Town's site plan includes two lighted synthetic turf multi-use fields that would support soccer, lacrosse, and football.

Lutheran High School currently rents Salisbury Softball and Baseball fields on a consistent basis. Without the city fields Lutheran would not be able to have a softball program, and our baseball team would be forced to cut the number of teams they have. Unfortunately, there is a shortage of field space and the new multi-use fields was an answer to our prayers.

These fields would allow Lutheran to do the following:

-The multi-use fields would greatly benefit Lutheran because we would have a rental space for our Lacrosse, Football and Girls and Boys Soccer programs when we are hosting games at Lutheran and our field is unavailable. Currently, our teams are forced to not practice at all or rent from places that are 25-45 minutes away from our campus.

-Continue to have 4 levels of baseball and more athletes competing.

-Our softball programs (currently we have 2 levels) could practice at the same time and location making it easier for our families.

The Parker community is exploding with growth and there is a desperate need for field space to ensure that our youth can continue to be active and healthy. Without these mutli-use fields and baseball/softball fields I believe we will see program cuts made and unfortunately a number of athletes will no longer be able to

participate in the sport they love. We appreciate the current field space, but the current space is no longer sufficient for the high demand. Let's keep Parker Youth active and build the fields that are needed to not just help Lutheran High School, but to help the City of Parker!

If you have any questions or need additional information, please get in touch with me directly at rachelle.robbins@lhsparker.org.

Sincerely,

Rachelle M. Robbins

Lutheran High School Athletic Director

Mary,

I hope this letter finds you well. I wanted to take a moment to express my deepest gratitude for your support of the Parker Youth Sports organization. The Town of Parker's support has made a significant impact on the youth of Parker, and I am grateful for your willingness to invest and support our mission in the future. We would love to partner with the Town of Parker on the future of Salisbury Park North.

Parker Youth Sports, Inc. is a nonprofit, all volunteer youth sports organization dedicated to providing and developing quality youth athletic programs for the youth of the Parker community and surrounding areas.

Parker Youth Incorporated of Parker, CO is a licensed 501©(3), nonprofit organization whose mission is to, not only provide quality youth sport programs but to develop a positive learning environment for athletic and coaching skills, sportsmanship, leadership, community and team effort.

Parker Youth was formed in 1986 by a group of dedicated individuals whose goal was to see the children of Parker participate and compete in a program that would not only focus on fun and physical fitness, but would mentally prepare them for their future as well. Our mission is being successfully continued to this day.

We all understand that activities that children participate in improves the cognitive, physical, social, and emotional well-being. Through play, children learn about the world and themselves. They also learn skills they need for study, work and relationships in the future.

Parker Youth Sports, Inc.

We currently have the following sports:

- Spring – baseball, lacrosse, softball and co-ed volleyball
- Summer – lacrosse (camps/clinics), co-ed outdoor volleyball
- Fall – baseball, cheer, football, lacrosse (camps/clinics), softball
- Winter – boys and girls basketball

Baseball 2024 – population as of 2020 census

- Highlands Ranch Warriors – 30 teams (population 106,000)
- Aurora Spartans – 12 teams (population 386,000)
- Castle Rock Raptors – 31 teams (population 73,000)
- Parker Hawks – 56 teams (population 57,000)

Softball 2024

- Highlands Ranch Warriors – 8 teams
- Aurora Spartans – 0 teams

- Castle Rock Raptors – 2 teams
- Parker Hawks – 14 teams

Participants:

- Spring Baseball – 675, Spring Softball – 170, Spring Lacrosse 260, Spring Volleyball – 75 total - 1180
- Summer Lacrosse – 50, Summer Volleyball – 75 - total 225
- Fall Baseball – 720, Cheer – 60, Football 425, Lacrosse 125, Softball 170 Total – 1500
- Winter Basketball – 350

This year alone (2024) we have turned away the following participants due to lack of fields:

- Baseball 215 (spring and fall)
- Softball 52 (spring and fall)
- Football 87 (fall)
- Lacrosse 28 (spring)

As the population of Parker continues to grow, PYS turns away more and more children. Our registration tends to fill up within 3 days of opening. Parker Youth have goals to expand so more children have the opportunity to play.

"Participation in youth team sports has been linked with lower rates of depression and anxiety, along with a reduced risk of suicide and substance abuse," says Soroosh Amanat, MD, a family medicine physician with interest in sports medicine at Scripps Coastal Medical Center Eastlake. "Plus, more time playing sports means less time on social media, which has been proven to have a negative effect on the well-being of kids and adolescents."

Thank you for your consideration,

Kristy Thomas

Parker Youth Sports, Inc.

August, 20 2024

Town of Parker
Mary Colton, Director of Parks, Trails and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of Triple Crown Sports we are writing in support of the Town of Parker's Salisbury Park North development project, specifically, the multi-use fields proposed for the park. As we understand, the Town's site plan includes two lighted synthetic turf multi-use fields that would support several youth sports.

The state of Colorado hosts our 1100 team youth fastpitch tournament each summer. It is the largest in our sport and brings more economic impact annually to our state than any other youth sporting event. There is a lack of additional facilities in the Denver metro area and we are hopeful to play at this beautiful facility in Parker. With a current waiting list to utilize this facility the addition of Salsbury Park North for youth sports will hopefully allow us and many other youth sports organizations to do so.

If you have any questions or need additional information, please get in touch with me directly at stephanie@triplecrowsportst.com.

Thank You

Stephanie Klaviter

Director of Fastpitch

Triple Crown Sports

PARKS FUNDING AGREEMENT

Project Title: **Salisbury Park North**

Project Period: _____

Project Award: **$7,500,000**

PARTIES TO AGREEMENT:

DOUGLAS COUNTY: The Board of County Commissioners of the County of Douglas, State of Colorado (the "Board")
Address: 100 Third Street
Castle Rock, CO 80104
Telephone: (303) 660-7401
Facsimile: (303) 688-1293

Project Owner/Manager: **Town of Parker**

Address: _____
_____
Contact Name: _____
Telephone: (___) ___-_____
Email: _____

RECITALS

A. In 2022, the Douglas County voters approved a referred tax measure allocating funding for local parks with the discretion to make some of that funding available to local partners to fund public parks as recommended by a citizen advisory committee, the Parks Advisory Board.

B. Owner/Manager submitted a funding application to the Board that contemplates the execution of the project entitled above (the "Project"). The Project is described in more detail in **Exhibit A**.

C. Owner/Manager shall adhere to the payment terms outlined in **Exhibit B** and the reporting requirements outlined in **Exhibit C**.

D. The Board approved Owner/Manager's application on **September 9, 2025** subject to the execution of this funding agreement (the "Agreement").

AGREEMENT

NOW, THEREFORE, in consideration of the parties' mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Incorporation of Recitals and Exhibits A, B, and C.** The recitals set forth above and all exhibits are hereby incorporated herein.

2. **Funding and Project.** Subject to the terms and conditions set forth in this Agreement, the Board hereby awards to Owner/Manager a sum not to exceed **$7,500,000** (the "Funding Award"). Owner/Manager agrees to provide at minimum **$36,250,000** in additional funds to complete the Project**.** The Funding Award shall be used by Owner/Manager solely to complete the Project, in substantial conformity with **Exhibit A**.

3. **Project Scope.** Owner/Manager shall not materially modify the Project without the prior written approval of the Board. Any material modification to the Project undertaken without the Board's prior written consent may be deemed a breach of this Agreement, entitling the Board to all remedies available under this Agreement. The Board has sole discretion to determine whether any changes constitute a material modification.

Owner/Manager agrees to manage all aspects of the design, land use entitlement, construction, permitting and inspections of the Project. The Owner/Manager shall be responsible for paying for all design, construction, permitting and inspection costs associated with the Project, including any cost in excess of the cost estimates shown on **Exhibit A**, as may be amended in accordance with the terms of this agreement.

Owner/Manager will own and maintain the Project that is located within property owned by the Owner/Manager or located within the jurisdiction of the Owner/Manager.

4. **Authorized Representative.** The Director of Community Development, or their designee, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving, the work performed by the Owner/Manager under this Agreement as may be needed.

5. **Payment of Funding.** Subject to the Board's determination in its sole discretion that Owner/Manager is in compliance with this Agreement, the Board shall disburse the funds for the Project subject to the terms described in **Exhibit B** (the "Payment Terms"). Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is **($7,500,000)**. In no event shall the County be liable for payment under this Agreement for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Agreement nor is anything set forth herein a limitation of liability for the Owner/Manager. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

6. **Reporting Requirement.** Owner/Manager agrees to submit the reports as described in **Exhibit C.**

7. **Procurement:** To the extent possible, Grantee shall adhere to the Douglas County Government purchasing policy or an equivalent selection process that will ensure fair and competitive bids/quotes are obtained for the use of any Grant Award funds under this Agreement. If Grantee will significantly deviate

from such a process, express written permission from the County must be obtained prior to proceeding with the Project.

8. **Compliance with Regulatory Requirements and Federal and State Mandates.** Owner/Manager hereby assumes responsibility for compliance with all regulatory requirements in all applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, Owner/Manager agrees to comply with all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

9. **Confidentiality.** The parties agree to keep any specialized details of security arrangements or physical or cyber assets, confidential to the extent possible under the law. Any Party will notify the other of any request to disclose such information prior to its release in order to elicit consent or concerns regarding such disclosure.

10. **Indemnification**. The County cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Owner/Manager or any other person or entity whatsoever, for any purpose whatsoever. The Owner/Manager shall, to the extent permitted by law, defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the Owner/Manager need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

11. **Independent Contractor.** The Owner/Manager is an independent contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the Owner/Manager shall be and remain at all times, employees or volunteers of the Owner/Manager for all purposes. It is not intended, nor shall it be construed that the Owner/Manager, its employees, or volunteers are agents, employees or officers of the County for any purpose whatsoever.

12. **No Waiver of Governmental Immunity Act**. The parties hereto understand and agree that their commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or any other immunities or defenses from liability otherwise available to the Parties.

13. **Audits and Accounting**. Owner/Manager shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Project. Owner/Manager shall maintain standard financial accounts, documents, and records relating to the use, management, and operation of the Project. The Board shall have the right, upon reasonable notice to Owner/Manager, to audit the books and records of Owner/Manager which pertain to the Project and to the use and disposition of the Board funds. The Board shall retain the authority to audit for two years after Project completion.

14. **Inspection**. The Board shall have the right to inspect the Project area to ascertain compliance with this Agreement during business hours at any time during the Project and up to six months after termination or completion of the Project.

15. **Termination by County for Convenience.** The County may terminate this Agreement at any time and for any reason at its sole discretion by providing Owner/Manager written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such

termination, Owner/Manager shall be entitled to compensation for activities performed in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the available budget balance at the time of the effective date of the termination.

16. Effect of Project Completion or Termination. Owner/Manager agrees that Project completion or termination of this Agreement does not invalidate continuing obligations imposed on Owner/Manager by this Agreement. Project completion or termination of this Agreement does not alter the County's authority to disallow costs and recover funds on the basis of a later audit or other review and does not alter Owner/Manager's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

17. Notices. Notices concerning termination of this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the Owner/Manager to:	Douglas County Community Development Department, Parks Division Attn: Terence Quinn 100 Third Street Castle Rock, CO 80104 (303) 660-7460 E-mail parksandtrails@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail attorney@douglas.co.us
and by the County to:	_____ _____ _____ _____ (____) ____-_____ Email: _____

Said notices shall be delivered personally during normal business hours to the appropriate office above, by prepaid first-class U.S. mail, via facsimile, via electronic mail, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

18. Assignment. Owner/Manager may not assign its rights under this Agreement.

19. Applicable Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

20. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

21. **Fax and Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one Agreement. In addition, the parties agree to recognize signatures of this Agreement transmitted by fax, email or PDF, as if they were original signatures.

22. **Third Party Beneficiary.** The Board and Owner/Manager hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the Board and Owner/Manager, and that no third-party beneficiaries are intended.

23. **Waiver.** The failure of either party to enforce a term hereof shall not be deemed a waiver of such term or right of enforcement as to that breach or any subsequent breach of the same, similar, or different nature. No waiver shall be enforceable hereunder unless signed by the party against whom the waiver is sought to be enforced.

24. **Entire Agreement.** Except as expressly provided herein, this Agreement constitutes the entire agreement of the parties. No oral understanding or agreement not incorporated in this Agreement shall be binding upon the parties. No changes in this Agreement shall be valid, unless made as an amendment to this Agreement, approved by the Board, and signed by the parties in this Agreement.

(remainder of page intentionally blank)

IN WITNESS WHEREOF, the parties by signature below of their authorized representatives execute this Agreement effective as of the _____ day of _____ 2024.

OWNER/MANAGER: _____

Name: _____
Title: _____
Date: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, _____ by _____.

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord
County Manager

Date: _____

APPROVED AS TO CONTENT:

_____
Terence Quinn
Director, Community & Resource Services

Date: _____

APPROVED AS TO LEGAL FORM:

_____
Christopher Pratt
Senior Assistant County Attorney

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date: _____

EXHIBIT A

PARK IMPROVEMENTS PROJECT DETAILS

The Salisbury Park North Project is described in the Project funding application submitted by the Owner/Manager dated 09/06/24 (attached). The Project scope and budget is further detailed below:

(remainder of page intentionally blank)

EXHIBIT B
PAYMENT TERMS

Douglas County will provide up to **$7,500,000** in funding to be used exclusively for the Project as described in Exhibit A.

Once approved funding will be paid according to the following:

- Douglas County agrees to provide one disbursement of $3,750,000 to the Owner/Manager in 2025 within 30 days of the execution of this agreement.
- Douglas County agrees to provide one disbursement of $3,750,000 to the Owner/Manager in 2026 within 30 days after requested by the Owner/Manager.
- Any amounts invoiced for the Project in excess of the total funds awarded under the Agreement are the responsibility of Owner/Manager.
- Costs to be covered by the County funds awarded for this Project are only for those directly incurred for actual work completed designing or constructing the Project in accordance with the plans, budget, and schedule previously approved by the County. No administrative, legal, maintenance, or other indirect design/construction costs will be reimbursed unless expressly permitted in writing by the County. At the sole discretion of the County, any changes to the Project not approved by the County may not be paid and any resultant reduction in costs of such changes may be deducted from the total Funding Award.
- If the project is not completed in three years time the Owner/Manager will refund the County a proportional share (17%) of any amount less than the full $43,750,000 that may not have been spent.
- If the project is completed for less than the full $43,750,000, the Owner/Manager will refund a proportional (17%) share of any savings.

No official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and Owner/Manager shall not to hire, pay, or contract for services of any official, officer or employee of the County or otherwise take any action that could constitute or create a conflict of interest with the County.

EXHIBIT C

REPORTING REQUIREMENTS

Owner/Manager will ensure quarterly reporting to the County of the progress on the Project. These reports will include percentage complete, timeline/schedule to completion, any significant issues, and other information requested by the County for this particular Project. Any reports containing sensitive specialized information of security arrangements should be clearly marked "Not Intended For Public Disclosure" and the top and bottom of each page.

In addition to the above, the Owner/Manager will provide a final report within 90 days of the completion of the Project. The purpose of this report is to describe the results of the funding award. Focus your answers on how the Project was beneficial to the community and the outcomes you observed. Provide as much narrative as needed to demonstrate success and tell your story. A sample report is shown below. Please review the organizational information and correct any information that may have changed.

Project Period: **From** _____ **To** _____

Organization: _____

Project Name: _____

Funding Amount: $_____

Contact Name: _____ **Title:** _____

Phone: _____ **Email:** _____

1. Describe how the Project funds were used, the progress made toward your goals and objectives and the impact on your facility (e.g. results or outcomes).

2. Describe any feedback you have received from outside your organization as a result of the Project.

3. Did you form any new partnerships? If yes, please describe the partnership(s) and the impact on your efforts.

4. If there were any major variances in the anticipated expenditures as compared to the approved budget submitted in your application, please describe what changed.

5. How many individuals are served by your organization that will be impacted by the Project?

6. Please provide pictures and/or design plans of the project.

_____ _____

Signature of Executive Director or Authorized Board Officer **Date**

Parks and Trails Funding Application

Project Name: Salisbury Park North

Date: 9/6/24

Applicant Information:

Name: Town of Parker

Type of Entity: Municipality in Douglas County Colorado

Authorized Representative: Mary Colton, Director of Parks, Recreation and Open Space

Contact Information: Mcolton@parkerco.gov or 303.805.3261

Project Information:

Project Type: New regional park development.

Property address: 11700 Motsenbocker Road Parker, CO 80134

State Parcel Number(s): 22332720200, 223328111001, 223328110001

Total acreage: 91.3

Geographic area to be benefitted by the project (local, community, regional):

The park will serve the Parker and Douglas County communities and a state-wide regional audience. It will be a significant addition to park space in the southeastern part of the Denver Metropolitan Area. Please see attached geographic service area, commissioner district, vicinity map and site plan.

Population to be benefitted by the project (including any special population groups):

The park is designed to be inclusive, catering to various populations. It will offer a wide range of amenities specific to their needs, including youth and adult baseball, softball, soccer, lacrosse, pickleball, tennis, basketball, an outdoor fitness area and a bike park skills course. A universally accessible play area with features for individuals with disabilities, including autism, auditory, ambulatory, mental and visual limits is also included. The ample gathering areas, walking trails and opportunities for non-programmed activities will also serve the general population, ensuring everyone feels valued and considered. Please see attached letters of support for the project.

Funding Information:

Total project cost: Phase 1 is $44,190,725 (Total estimated park cost is $78,580,995)

Requested Amount of County Funding: $8,240,725 (Shortfall to complete phase 1)

Percentage of project funded by the County: 18.6%

Applicant's financial contribution: $36,250,000

Financial contributions from other grants or project partners:

The Town of Parker is writing a 2025 Great Outdoors Colorado with a grant ask for $500,000.

In-kind contributions from other project partners:

Project Narrative:

Describe the proposed project, its overall intent and function, and funding request. Discuss the project's anticipated construction timeframe. Describe any additional approvals, permits, easements, or agreements required for the project. State who owns the property and will maintain the project in perpetuity.

Salisbury Park North is a 91.3-acre property centrally located within the Town of Parker. The town acquired the property in 2009 for park and open space purposes. It is zoned as a public facility, allowing various uses, including parks, recreation, and open space (see the attached location map). The site is vacant, relatively flat and undisturbed, with the Cherry Creek drainage area and the Cherry Creek Regional Bike Trail crossing through the northeast portion of the property. Motsenbocker Road borders the property on the west and provides vehicular access. Other surrounding uses include parks, open space, landscape nurseries, R.V. storage, and a single-family residential neighborhood. The park is directly adjacent to 156.5 acre Salisbury Park Equestrian Park and Sports Complex. The existing park has four baseball/softball fields, two multi-purpose fields, two playgrounds, open space and an equestrian center.

The Salisbury Park North Master Plan, a result of a collaborative public input process, was approved by the Town Council in 2014. This plan, shaped by the community's input, provides various amenities, including two lighted synthetic turf multi-purpose fields, four lighted natural grass multi-purpose ballfields, 21 lighted pickleball courts, two lighted tennis courts, two lighted basketball courts, two inclusive play areas, an outdoor fitness area, three bike park areas, four pavilions, open non-programmed grass area, three restroom buildings, parking, landscape, and irrigation. The addition of Salisbury Park North, a testament to the community's involvement, will create a 247.8-acre regional park complex that will be one of the largest active and passive parks in Douglas County, fostering a sense of community involvement and making every community member feel valued and important.

Due to limited funding, the park is anticipated to be built in four or more phases. The phase one park, the focus of this grant request and designed to cater to all ages and interests, primarily addresses the shortage of quality youth sports fields in Douglas County. Please see attached phasing plan. Adding four programmable youth baseball/softball fields and a pedestrian connection to the existing four fields presents a unique opportunity for tournament play, day-to-day practices, and leagues. The two lighted synthetic multi-purpose fields with blended lines will extend playing time into the evening and throughout the year, enhancing the park's appeal and impact.

The property is owned by the Town of Parker and is platted and ready for a Site Plan approval by the Planning Commission and Town Council. The project is currently in the design phase and conceptual, schematic, and design development drawings are complete. The next step is the completion of construction drawings, which will allow for the submittal of the Site Plan in November 2024. Water and electrical service design is underway with Parker Water and Sanitation District and CORE Electric. After the Site Plan is approved, the Town Council will grant easements for their utilities and construction of the phase one park will be bid. The project is anticipated to commence construction in late July 2025.

The Town of Parker is responsible for all park maintenance in perpetuity.

Additional Documentation:

✔ Maps showing project location, vicinity map, and proposed geographic service or benefit area.

✔ Overall site plan and color rendering for all proposed improvements. Include conceptual plans for proposed future phases. Separate applications are required for any requests to fund future phases.

✔ Other information the applicant deems useful for understanding its request

Signature: Mary Colton

Date: 9/6/24

COMMISSIONER DISTRICTS

Douglas County, Colorado

Passed and Adopted: Sept 28, 2021
BOCC Resolution: R-021-110
Precincts Passed and Adopted: January 18, 2022
BOCC Resolution No. R-022-005
Merlin Klotz, Clerk and Recorder

Precinct Information	Precinct Number	State Precinct Number	Congressional District	State Senate District	State House District
101	4303918101	4	30	39
102	4303918102	4	30	39
103	4303918103	4	30	39
104	4303918104	4	30	39
105	4303918105	4	30	39
106	4043918106	4	4	39
107	4043918107	4	4	39
108	4044518108	4	4	45
109	4024518109	4	2	45
110	4024518110	4	2	45
111	4024518111	4	2	45
112	4024518112	4	2	45
113	4024518113	4	2	45
114	4024518114	4	2	45
115	4303918115	4	30	39
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122	4303918122	4	30	39
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999	4023918999	4	2	39

Commissioner Districts

- Commissioner District I
- Commissioner District II
- Commissioner District III

Precincts
Townships
Sections
Parcels
Municipalities
Parks
Pike National Forest
Lakes
Intermittent Lakes

Roads

- Interstate
- US Highway
- State Highway
- Toll Highway
- Major Road
- Local Road
- Forest Road
- Gated Community
- Entrance/Exit Ramp

N W E S

1 0 1 2

Scale in Miles

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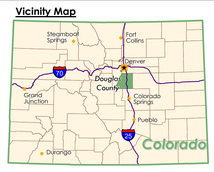
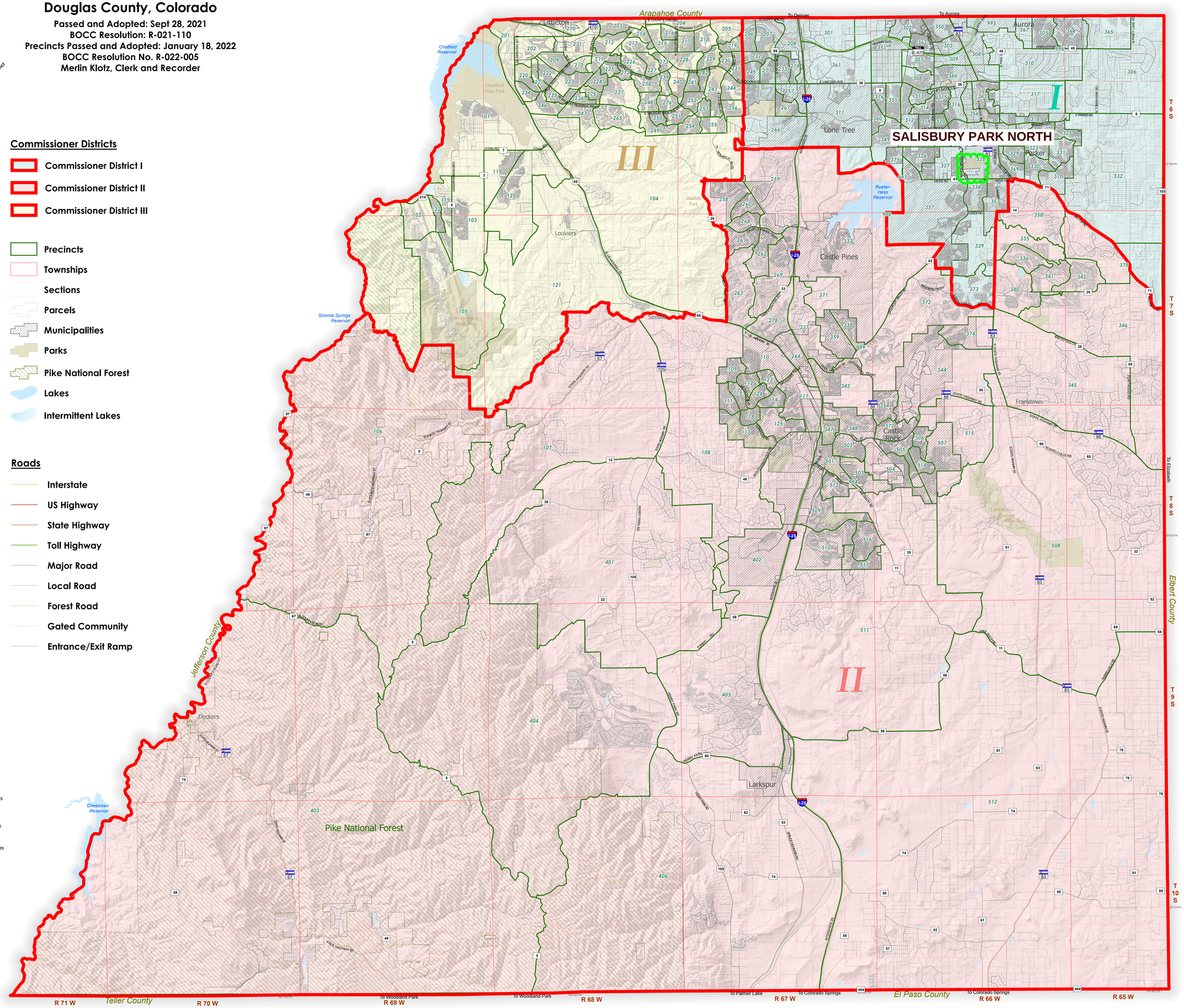
Douglas County GIS Services
Wilcox Bldg. 301 Wilcox St
Castle Rock, Colorado 80104

Vicinity Map





VICINITY MAP

*ABOVE IMAGE NOT TO SCALE

CHERRY CREEK

CHERRY CREEK TRAIL

MAIN PARK ENTRANCE

PARKING ALONG PARK ROAD

BIKE PARK INTERMEDIATE/ ADVANCED PUMP TRACK

BIKE PARK BEGINNER PUMP TRACK

OVERLOOK PAVILION AND LAWN

BIKE PARK SKILLS COURSE

PICK-UP/ DROP-OFF AREA

PICK-UP/ DROP-OFF AREA

BASKETBALL COURT

INCLUSIVE PLAYGROUND

RESTROOM BUILDING

COMMUNITY HUB GREAT LAWN

HUB RESTROOM /STORAGE BUILDING

PARKING ALONG PARK ROAD

FITNESS AREA

BASKETBALL COURT

300' FOUL LINE BALLFIELD

320' FOUL LINE BALLFIELD

PARKING LOT

SECONDARY PARK ENTRANCE

MULTI-PURPOSE FIELD

MULTI-PURPOSE FIELD

NORTHRIDGE ROAD

BALLFIELD PLAZA

RESTROOM /STORAGE BUILDING

PLAYGROUND

BATTING CAGES

TENNIS COURTS (2)

CHAMPIONSHIP PICKLEBALL COURT

RESTROOM /STORAGE BUILDING

257 FOUL LINE BALLFIELD

ACCESSIBLE/ TRAINING PICKLEBALL COURTS (2)

PICKLEBALL COURTS (10)

PARKING LOT

PICK-UP/ DROP-OFF AREA

SECONDARY PARK ENTRANCE

BALLFIELD PROMENADE

EXPAND EXISTING BALLFIELD

SOFT SURFACE EQUESTRIAN TRAIL CONNECTION

SCALE: 1" =100'-0"

0' 50' 100' 200' 300'

PARKER COLORADO

hord | coplan | macht

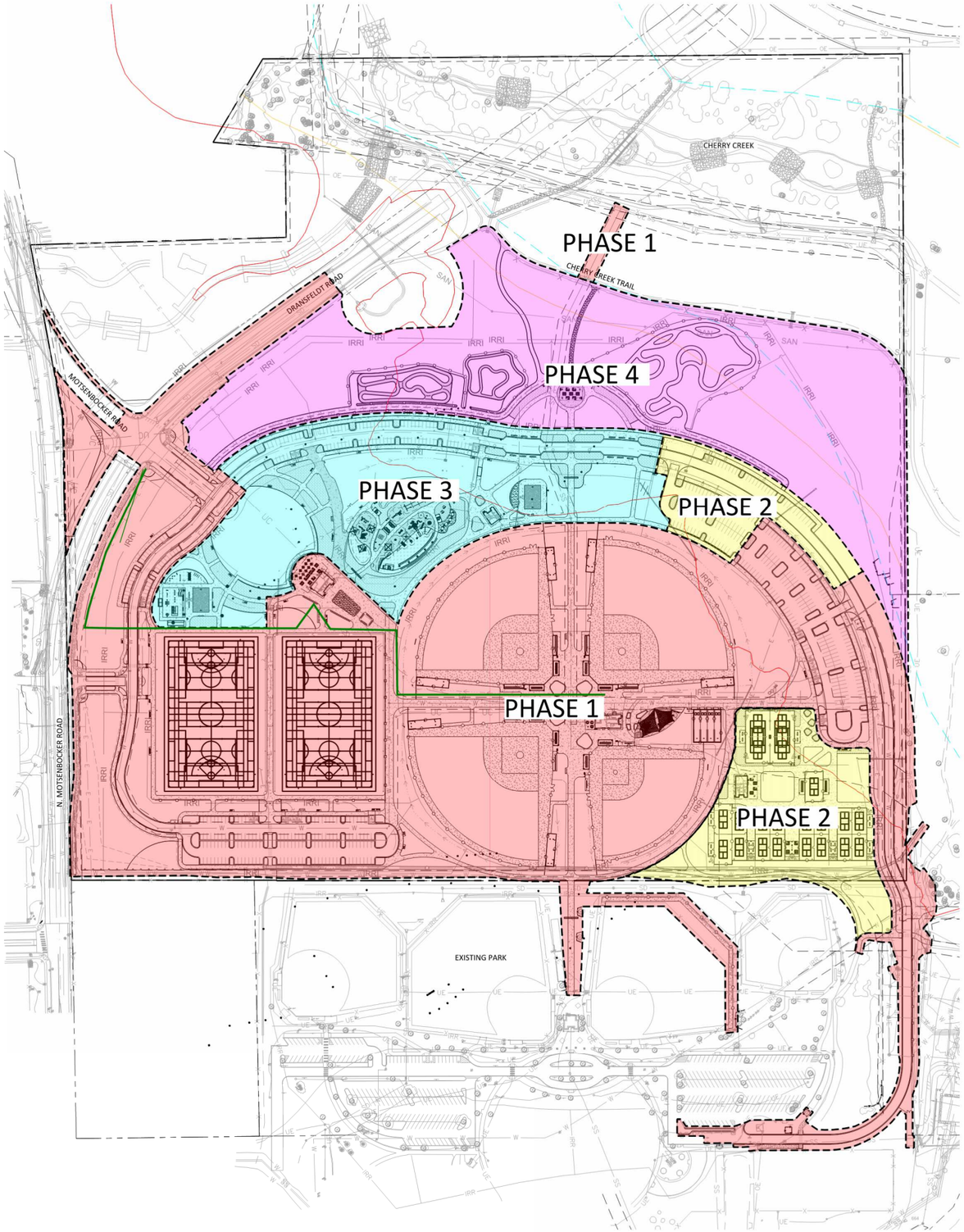
SALISBURY PARK NORTH SITE PLAN

TOWN OF PARKER, COLORADO

07/17/2024

hord | coplan | macht

hord | coplan | macht



PHASING LEGEND

- PHASE 1 (BALLFIELDS, MULTIPURPOSE FIELDS, PARKING)
- PHASE 2 (SPORTS COURTS, PARKING)
- PHASE 3 (COMMUNITY HUB, FITNESS AREA, INCLUSIVE PLAYGROUND, PARKING)
- PHASE 4 (BIKE PARK, OVERLOOK PAVILION, PARKING)

A1 OVERALL SITE PLAN AND PHASING PLAN

1" = 140'-0"

SCALE: 1" = 140'-0"

0' 70' 140' 280' 320'

CALL 811 2-BUSINESS DAYS IN ADVANCE BEFORE YOU DIG, GRADE OR EXCAVATE FOR MARKING OF UNDERGROUND MEMBER UTILITIES

THE LINE SHOWN ABOVE IS EXACTLY ONE INCH LONG AT THIS SIZE IF DRAWING PLACED

THE SQUARES ABOVE ARE COLOR, WITH BLACK AND WHITE LETTERS IF PRINTED CORRECTLY

C M Y K

hord coplan macht

LANDSCAPE ARCHITECT / ARCHITECT
1800 Wazee St., Suite 450
Denver, CO 80202
p. 303.607.0977

CIVIL ENGINEER/STRUCTURAL ENGINEER
JVA Incorporated
1675 Larimer Street #550 Denver, COL 80202
p. 303.444.1951

ELECTRICAL ENGINEER
Ackerman Engineering, Inc.
3000 Youngfield St #264, Wheat Ridge, CO 80215
p. 303.278.7297

IRRIGATION
Avocet Irrigation
11757 W. Ken Caryl Ave., Suite F-509
Littleton, CO 80127
p. 303.986.2175

MECHANICAL ENGINEER
ENVISION Mechanical Engineers, Inc.
9777 Pyramid Ct #260, Englewood, CO 80112
p. 303.688.0223

960

Town of Parker
SALISBURY PARK NORTH
1700 MOTSENBOCKER RD
PARKER, CO 80134

hord coplan macht

ARCHITECTURE
LANDSCAPE ARCHITECTURE
PLANNING
INTERIOR DESIGN

	DATE	DESCRIPTION

Project Number:	223072.00
Sheet Issue Date:	2024-07-12
Drawn By:	EH, NS, ED, MS
Checked By:	RB, CB, AG

Key Map

Drawing

OVERALL SITE AND PHASING PLAN

G-010

DESIGN DEVELOPMENT

© Hord Coplan Macht, Inc.

DESIGN DEVELOPMENT ESTIMATE - REV 1

SALISBURY PARK NORTH

119220 N. MOTSENBOCKER RD.
HORD COPLAN MACHT

Prepared For

Hord Coplan Macht
1800 Wazee Street, Suite 450
Denver, CO 80202

Submitted On

23 August 2024

Prepared By

Rider Levett Bucknall
999 18th St, Suite 1125N
Denver, CO 80202

Our Ref

102

Project Number

DEN10281

RLB Rider Levett Bucknall

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

PROJECT DETAILS

Basis of Estimate

This estimate has been prepared at the request of Hord Coplan Macht to provide a Design Development Cost Estimate for the Salisbury Park North project located in Parker, CO.

The estimate is based upon measured quantities and built-up rates prepared from the Salisbury Park North 100% DD drawings dated 7/12/2024 and the Salisbury Park North Project Manual dated 7/12/202, prepared by Hord Coplan Macht.

Where information was insufficient, assumptions and allowances were made based wherever on discussions with the architect and engineers.

It is assumed that the project will be competitively bid by four to six general contractors and that the awarded contractor.

Unit pricing is based on 3rd Quarter 2024 costs. Construction contingency has been included at 5%. Design Contingency has been included at 3%.

Construction cost escalation has been carried at:

Phase 1: 4.5% and assumes a 3rd quarter 2025.

Phase 2: 7.5% and assumes a 2nd quarter 2026.

Phase 3: 16.5% and assumes a 2nd quarter 2028.

Phase 4: 21% and assumes a 2nd quarter 2029.

Items Specifically Excluded

. Hazardous materials abatement
. Furniture, Fittings and Equipment (FF&E)
. Appliances
. Murals and works of art
. Mock-ups
. Work outside the site boundaries unless noted otherwise
. Costs associated with phasing the construction work
. Out of hours working
. Special testing & inspections
. Permits & plan review fees
. Owner's contingency
. Land and legal costs
. Architectural, Engineering and other professional fees
. Items marked as "Excl." in the estimate
. Escalation beyond listed escalation dates

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

LOCATION SUMMARY

SA: Site Area
Rates Current At August 2024

Ref	Location	SA SF	Total Cost USD
PH1	Phase 1	1,698,493	44,190,725
PH2	Phase 2	256,885	13,653,844
PH3	Phase 3	385,486	15,217,442
PH4	Phase 4	608,194	8,359,102
ESTIMATED TOTAL COST			81,421,113

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.12	202,039
A1030	Slab on Grade	0.02	34,095
B1020	Roof Construction	0.25	422,683
B2010	Exterior Walls	0.21	363,124
B2020	Exterior Windows	0.01	16,717
B2030	Exterior Doors	0.04	64,700
B3010	Roof Coverings	0.43	730,103
B3020	Roof Openings	0.01	6,000
C1010	Partitions	0.06	107,855
C1020	Interior Doors	0.01	2,500
C1030	Fittings	0.04	68,346
C3010	Wall Finishes	0.02	32,180
C3020	Floor Finishes	0.02	27,821
C3030	Ceiling Finishes	0.24	415,274
D2010	Plumbing Fixtures	0.05	80,000
D2020	Domestic Water Distribution	0.07	117,862
D2030	Sanitary Waste	0.05	80,277
D2090	Other Plumbing Systems	0.02	33,377
D3040	Distribution Systems	0.02	36,330
D3050	Terminal & Package Units	0.03	55,218
D3060	Controls & Instrumentations	0.01	11,230
D3070	Systems Testing & Balancing	0.01	1,872
D3090	Other HVAC Systems & Equipment	0.01	10,464
D5010	Electrical Service & Distribution	0.11	186,940
D5020	Lighting and Branch Wiring	0.10	173,743
D5030	Communications & Security	0.04	66,820
E2010	Fixed Furnishings	0.03	55,500
F2010	Building Elements Demolition	0.01	6,730
G1010	Site Clearing	0.25	417,779
G1030	Site Earthwork	3.52	5,976,438
G2010	Roadways	0.20	345,909
G2020	Parking Lots	0.76	1,284,362
G2030	Pedestrian Paving	1.33	2,261,329
G2040	Site Development	2.32	3,940,839

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

Site Area: 1,698,493 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 1

Ref	Description	SA USD/SF	Total Cost USD
G2050	Landscaping	3.33	5,656,692
G3010	Water Supply	0.71	1,202,843
G3020	Sanitary Water	0.36	604,394
G3030	Storm Sewer	1.33	2,252,581
G4010	Electrical Distribution	0.23	389,155
G4020	Site Lighting	1.57	2,668,911
G4030	Site Communications & Security	0.27	455,271
G4090	Other Site Electrical Utilities	0.27	453,309
ESTIMATED NET COST		**18.44**	**31,319,612**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			2,505,570
Insurance & Bonds - 1.25%			422,815
Overhead and Profit - 4%			1,369,920
Construction Contingency - 5%			1,780,897
Design Contingency - 3%			1,121,964
Escalation - assuming construction start Spring 2025 - 4.5%			1,733,435
Utility taps, meters, transformers			3,936,512
ESTIMATED TOTAL COST		**26.02**	**44,190,725**

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
441	F4.0 - Concrete footing - 4' x 4' x 1'	CY	1	900.00	900
102	F5.0 - Concrete footing - assumes 5' x 5' x 1'	CY	2	950.00	1,900
104	F7.0 - Concrete footing - assumes 7' x 7' x 1'-6"	CY	17	1,150.00	19,550
447	Batting cage footings - 2' x 5' round footing	CY	47	1,000.00	47,000
452	Concrete pilaster - 3'-6" x 3'-6" x 3'-10"	CY	11	1,000.00	11,000
453	Concrete pilaster - 2'-8" x 2"-8" x 5'	CY	38	950.00	36,385
106	Continuous concrete footing - 2'W x 1'T	CY	32	1,100.00	35,090
107	Concrete stem wall - 8" W x 36"T	CY	32	1,200.00	38,280
185	Dampproofing & protection board at stem wall and continuous footing	SF	3,410	3.50	11,934
	A1010 - Standard Foundations			**0.12 /SF**	**202,039**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	2,957	9.50	28,091
137	Thickened slab on grade - 8"	SF	117	11.75	1,375
186	Vapor barrier below slab on grade	SF	3,074	1.15	3,534
330	Aggregate base coarse - SOG	CY	37	30.00	1,095
	A1030 - Slab on Grade			**0.02 /SF**	**34,095**
B1020	**Roof Construction**				
116	"Tree" columns - round HSS	T	5.90	5,499.92	32,466
460	14k Joist	T	0.20	6,000.00	1,176
117	20k Joist	T	1.67	6,000.00	10,020
120	W8 Beam/Framing	T	0.45	5,498.90	2,491
121	W10 Beam	T	0.39	5,500.00	2,145
455	W12 Beam	T	15.59	5,499.97	85,750
456	W14 Beam	T	3.24	5,500.00	17,820
457	W18 Beam	T	1.70	5,500.00	9,350
459	W24 Girder	T	1.87	5,500.27	10,302
458	W27 Girder	T	13.55	5,500.00	74,525
128	HSS 4x4 - Outriggers	T	0.78	5,500.00	4,312
461	HSS 5x5 - Outriggers	T	0.66	5,500.00	3,608
131	HSS 6x5 - Joist/Outriggers	T	6.01	5,500.00	33,033
132	Metal roof deck	SF	6,022	8.50	51,185
138	Structural steel connections, plates, misc. angles, etc. +25%	T	13.00	6,500.00	84,500
	B1020 - Roof Construction			**0.25 /SF**	**422,683**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	3,480	40.00	139,204
109	Formed metal wall panel	SF	557	60.00	33,444

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
110	CMU - 8"	SF	4,038	28.00	113,050
111	Wall sheathing	SF	4,038	2.75	11,103
112	Sheet waterproofing - modified bituminous	SF	4,038	3.75	15,141
113	Board insulation - R12.5 XPS	SF	4,038	8.50	34,319
114	Cold formed metal framing	SF	557	18.50	10,313
188	Rough carpentry at exterior walls	SF	3,743	1.00	3,743
189	Caulking, joints, sealants at exterior walls	SF	3,743	0.75	2,807
	B2010 - Exterior Walls			**0.21 /SF**	**363,124**
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	223	75.00	16,717
	B2020 - Exterior Windows			**0.01 /SF**	**16,717**
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	13	2,500.00	32,500
145	Exterior HM pair door, including frame and hardware, painted	Pair	1	4,200.00	4,200
153	Insulated steel sectional door - 9'-4"W x 8'H	EA	1	13,000.00	13,000
159	Insulated SST sectional counter door - 8'H x 4'W	EA	2	7,500.00	15,000
	B2030 - Exterior Doors			**0.04 /SF**	**64,700**
B3010	**Roof Coverings**				
133	Cover board	SF	6,022	10.00	60,217
134	Poly iso roof insulation - R-30	SF	12,044	8.00	96,348
135	Ice and water shield	SF	6,022	18.00	108,391
136	Standing seam roof	SF	6,022	25.00	150,542
156	Sheet metal facia	LF	748	50.00	37,400
157	Integral gutter system	LF	140	55.00	7,694
158	Downspout	LF	46	34.99	1,592
191	Rough carpentry to roofs	SF	6,022	1.50	9,032
193	Flashing and accessories	SF	6,022	2.00	12,043
334	Building canopy - including coverboard, ice and water shield, and standing seam roofing	SF	4,747	52.00	246,844
	B3010 - Roof Coverings			**0.43 /SF**	**730,103**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	4	1,500.00	6,000
	B3020 - Roof Openings			**0.01 /SF**	**6,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	2,624	28.00	73,472
176	Interior drywall furring at office	SF	783	9.25	7,243
177	Interior drywall partition - assumes 3-5/8" stud with 5/8" GWB on both sides, batt insulation	SF	315	14.50	4,570

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
192	Caulking, joints, and sealants - interior partitions	SF	3,743	3.00	11,230
472	Fire stopping at rated CMU partitions	SF	756	15.00	11,340
	C1010 - Partitions			**0.06 /SF**	**107,855**
C1020	**Interior Doors**				
178	Interior HM single door, including frame and hardware, painted	EA	1	2,500.00	2,500
	C1020 - Interior Doors			**0.01 /SF**	**2,500**
C1030	**Fittings**				
146	Toilet partitions	EA	8	2,200.00	17,600
180	Urinal partition	LF	8	1,000.00	7,700
167	Soap dispenser - wall mounted	EA	5	350.00	1,750
147	Hand dryer	EA	10	1,500.00	15,000
291	Mirrors	EA	12	120.00	1,440
148	Wire shelving	LF	8	45.00	369
149	Child changing table	EA	2	750.00	1,500
150	Child protection seat	EA	2	500.00	1,000
168	Grab bar - 18"	EA	6	140.00	840
169	Grab bar - 36"	EA	12	175.00	2,100
170	Feminine product dispenser	EA	7	150.00	1,050
171	Toilet seat cover dispenser	EA	13	150.00	1,950
172	Toilet paper dispenser	EA	13	120.00	1,560
160	Building signage	EA	2	3,500.00	7,000
161	Acrylic room signage	SF	3,743	2.00	7,487
	C1030 - Fittings			**0.04 /SF**	**68,346**
C3010	**Wall Finishes**				
179	Paint to CMU	SF	1,312	2.50	3,281
478	Epoxy paint	SF	1,312	5.00	6,561
182	Paint to drywall partition	SF	2,635	2.75	7,248
477	FRP - 48"	SF	503	30.00	15,090
	C3010 - Wall Finishes			**0.02 /SF**	**32,180**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	1,855	3.00	5,566
174	Resinous flooring with integral cove base	SF	1,069	20.00	21,372
479	Rubber base	LF	441	2.00	883
	C3020 - Floor Finishes			**0.02 /SF**	**27,821**
C3030	**Ceiling Finishes**				
139	C-1: 24"x48" suspended scrubbable acoustical ceiling	SF	219	13.00	2,847
140	C-2: Tongue & groove wood decking	SF	7,109	55.00	390,995

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
141	C-3: Gypsum wall board on metal furring	SF	1,074	15.00	16,113
142	C-4: Painted structure	SF	1,773	3.00	5,319
143	C-5: Unfinished ceiling	SF	455		Excl.
	C3030 - Ceiling Finishes			**0.24 /SF**	**415,274**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	13	2,000.00	26,000
164	Urinal - wall mounted	EA	2	1,700.00	3,400
165	Lavatory - wall mounted with TMV	EA	18	1,850.00	33,300
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	2	5,000.00	10,000
194	Hose bibb	EA	4	350.00	1,400
198	Wall hydrant - freeze proof	EA	1	500.00	500
583	Sensor flushometers	EA	7	500.00	3,500
	D2010 - Plumbing Fixtures			**0.05 /SF**	**80,000**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	41	500.00	20,500
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	111	95.00	10,535
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	344	65.00	22,340
196	2" Pressure reducing valve	EA	2	3,500.00	7,000
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	2	2,000.00	4,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	4	4,000.00	16,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	3	8,350.00	25,050
288	Pipe insulation	LF	344	10.00	3,437
324	HW/CW Equipment hookups	EA	9	1,000.00	9,000
	D2020 - Domestic Water Distribution			**0.07 /SF**	**117,862**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	68	400.00	27,200
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	256	85.00	21,777
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	441	50.00	22,050
197	Floor drain - 2"	EA	10	550.00	5,500
219	Floor clean out - 4"	EA	1	100.00	100
485	2-way grade cleanout	EA	2	450.00	900
486	2" Cleanout	EA	7	150.00	1,050

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
488	3" Cleanout	EA	1	200.00	200
487	4" Cleanout	EA	6	250.00	1,500
	D2030 - Sanitary Waste			**0.05 /SF**	**80,277**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			33,377
	D2090 - Other Plumbing Systems			**0.02 /SF**	**33,377**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	2	700.00	1,400
264	Exhaust fan - 350 CFM	EA	7	2,400.00	16,800
490	Exhaust fan - 1000 CFM	EA	1	4,000.00	4,000
211	Make-up air louvers	EA	12	500.00	6,000
261	Exhaust grille	EA	11	150.00	1,650
212	Roof caps	EA	9	200.00	1,800
213	Ductwork for exhaust fans	Lb	360	13.00	4,680
	D3040 - Distribution Systems			**0.02 /SF**	**36,330**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	3	1,000.00	3,000
208	Electric unit heater - 4.8KW	EA	5	2,600.00	13,000
209	Electric unit heater - 5KW	EA	4	1,000.00	4,000
493	Split fan coil unit - 700-770 CFM	EA	4	2,850.00	11,400
491	Split condensing unit - 64 MBH	EA	2	5,000.00	10,000
326	Refrigerant and condensate to split system	LF	230	60.00	13,818
	D3050 - Terminal & Package Units			**0.03 /SF**	**55,218**
D3060	**Controls & Instrumentations**				
221	Controls	SF	3,743	3.00	11,230
	D3060 - Controls & Instrumentations			**0.01 /SF**	**11,230**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	3,743	0.50	1,872
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**1,872**
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			10,464
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**10,464**
D5010	**Electrical Service & Distribution**				
520	Panelboard - 1200A - per HCM 1200A	EA	1	20,000.00	20,000
225	Panelboard - 600A	EA	2	6,000.00	12,000
522	Panelboard - 500A	EA	1	5,000.00	5,000
523	Distribution board - 200A - Milbank Commerical Metered Pedestal	EA	2	8,000.00	16,000
231	Transformer - 300 kVA	EA	1	22,500.00	22,500

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
232	Transformer - 225 kVA	EA	1	16,875.00	16,875
242	Feeder - 1200A - per HCM 1200A	LF	35	525.00	18,375
235	Feeder - 600A	LF	69	250.00	17,250
584	Feeder - 500A	LF	35	200.00	7,000
236	Feeder - 400A	LF	35	150.00	5,175
238	Feeder - 300A	LF	35	130.00	4,485
240	Feeder - 200A	LF	69	70.00	4,830
586	Feeder - 30A	LF	1,098	25.00	27,450
243	Electric meter - install only	EA	2	5,000.00	10,000
	D5010 - Electrical Service & Distribution			**0.11 /SF**	**186,940**
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	28	1,750.00	49,000
551	Light fixture - A - recessed 2x4 flat panel	EA	4	200.00	800
552	Light fixture - B - wall mounted luminaire	EA	14	325.00	4,550
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	24	250.00	6,000
554	Light fixture - D - recessed 4" downlight	EA	5	300.00	1,500
555	Exterior light fixture - DD - recessed 4" downlight	EA	34	400.00	13,600
556	Exterior light fixture - EE - recessed linear	LF	97	350.00	33,950
558	Exterior light fixture - KK - wall mounted linear	LF	16	250.00	4,000
557	Exit light - X1	EA	2	200.00	400
559	Branch lighting conduit & wire	LF	1,635	10.00	16,348
560	Junction boxes	EA	42	60.00	2,520
566	Duplex receptacle	EA	9	90.00	810
561	Duplex receptacles, GFCI	EA	10	180.00	1,800
562	Duplex receptacles, GFCI, WP	EA	7	215.00	1,505
563	Fourplex receptacle	EA	6	250.00	1,500
564	Fourplex receptacle, with one-controlled load	EA	6	275.00	1,650
567	Thermal overload switch	EA	11	200.00	2,200
565	Branch power conduit & wire	LF	2,760	8.00	22,080
570	Lighting control - switch	EA	3	90.00	270
572	Lighting control - 3-way switch	EA	2	150.00	300
568	Lighting control - occupancy sensor switch	EA	4	200.00	800
569	Lighting control - low voltage switch	EA	3	400.00	1,200
571	Lighting control - occupancy sensor	EA	10	300.00	3,000
573	Lighting control conduit & wire	LF	660	6.00	3,960
	D5020 - Lighting and Branch Wiring			**0.10 /SF**	**173,743**
D5030	**Communications & Security**				
574	Communications - tele/data outlet and cabling	EA	3	300.00	900

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
575	Communications - WAP outlet and cabling	EA	2	500.00	1,000
247	Communications - infrastructure and devices only - scope completion	SF	3,743	4.00	14,974
256	Audio visual - infrastructure and public address systems only	SF	3,743	3.00	11,230
576	Audio visual - company switches	EA	2	2,000.00	4,000
577	Security - card readers	EA	8	1,000.00	8,000
578	Security - fixed camera	EA	4	2,000.00	8,000
253	Security - infrastructure and miscellaneous connections	SF	3,743	5.00	18,716
327	Fire alarm - not required	SF	3,743		Excl.
	D5030 - Communications & Security			**0.04 /SF**	**66,820**
E2010	**Fixed Furnishings**				
473	Base cabinets - plastic laminate	LF	38	500.00	19,000
474	Upper cabinets - plastic laminate	LF	23	400.00	9,200
475	Solid surface countertop	LF	42	450.00	18,900
476	Stainless steel countertop	LF	14	600.00	8,400
	E2010 - Fixed Furnishings			**0.03 /SF**	**55,500**
F2010	**Building Elements Demolition**				
480	Demo existing concession wall	SF	20	35.00	700
579	Demo existing coiling door	EA	1	350.00	350
580	Demo existing counter top	LF	14	50.00	700
581	Demo existing lavatories and faucets	EA	8	350.00	2,800
582	Demo existing flooring	SF	436	5.00	2,180
	F2010 - Building Elements Demolition			**0.01 /SF**	**6,730**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	39.0	2,000.00	78,080
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	1,698,493	0.20	339,699
349	Sediment control log	LF	6,092		Incl.
350	Inlet protection	EA	11		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
353	Outlet protection	EA	14		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**417,779**
G1030	**Site Earthwork**				
101	Site mobilization	LS	1	50,000.00	50,000
96	Strip existing topsoil for reuse - assumed 8" depth	CY	41,939	6.50	272,600
97	Earthwork cut/fill	CY	140,233	6.50	911,514

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
98	Import soils	CY	62,131	35.00	2,174,585
99	Rough grade site	SF	1,698,493	1.00	1,698,493
100	Fine grade site	SF	1,698,493	0.50	849,246
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**3.52 /SF**	**5,976,438**
G2010	**Roadways**				
391	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,541	38.00	58,573
392	Aggregate basecourse - 6" depth	CY	672	30.00	20,157
393	Asphalt paving - 5" thick	SY	4,030	30.00	120,912
394	Concrete curb & gutter	LF	3,558	35.00	124,530
395	No parking sign	EA	4	600.00	2,400
396	Pedestrian crossing sign	EA	2	600.00	1,200
398	Striping	SF	36,274	0.50	18,137
	G2010 - Roadways			**0.20 /SF**	**345,909**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	5,784	38.00	219,788
372	Aggregate basecourse - 6" depth	CY	2,892	30.00	86,757
1	Asphalt paving - 5" thick	SY	15,571	30.00	467,139
373	Concrete pan - 6" thick	SF	4,947	32.00	158,301
35	Concrete curb & gutter	LF	7,254	35.00	253,904
389	Mountable curb & gutter	LF	124	50.00	6,200
377	Stop sign	EA	10	600.00	6,000
378	ADA parking sign	EA	11	600.00	6,600
379	No parking sign	EA	4	600.00	2,400
387	Emergency access sign	EA	6	600.00	3,600
388	Drop-off only sign	EA	1	600.00	600
380	Stop bar	EA	2	1,500.00	3,000
399	Striping	SF	140,144	0.50	70,073
	G2020 - Parking Lots			**0.76 /SF**	**1,284,362**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	8,303	38.00	315,518
401	Aggregate basecourse - 4" thick	CY	1,978	30.00	59,343
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	53,041	7.50	397,803
385	Pedestrian concrete paving - 5" thick concrete paving	SF	107,161	7.50	803,711

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	43,853	10.00	438,531
383	Gravel walk - 4" - per section 4/CD-300	SF	20,129	3.50	70,452
436	Crusher fines paving - per section C1/L-500	SF	2,212	7.00	15,487
375	Concrete curb ramp	SF	3,591	20.00	71,824
376	Truncated dome pavers	SF	1,153	15.00	17,292
381	Sidewalk chase	LF	83	124.99	10,312
416	Concrete pad to dugouts	SF	5,088	12.00	61,056
	G2030 - Pedestrian Paving			**1.33 /SF**	**2,261,329**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	17	2,500.00	42,500
432	SF-02: Backless bench	EA	3	2,000.00	6,000
409	SF-04: Bike rack	EA	30	600.00	18,000
410	SF-05: Bike service station	EA	2	2,500.00	5,000
11	SF-06: Bleachers	LF	649	175.00	113,540
406	SF-07: Removable bollard	EA	1	1,800.00	1,800
435	SF-08: Corn hole	EA	4	2,200.00	8,800
407	SF-09: Pet waste station	EA	1	600.00	600
14	SF-11: Flag pole - 35'	EA	2	4,500.00	9,000
16	SF-13: Square picnic table	EA	10	7,500.00	75,000
15	SF-14: Rectangle picnic table	EA	11	8,000.00	88,000
408	SF-17: Trash/recycling receptacles	EA	36	1,500.00	54,000
59	Players bench	LF	256	150.00	38,400
321	Monument signage	EA	2	25,000.00	50,000
293	Monument sign foundations	EA	2	5,000.00	10,000
424	Scoreboard - baseball field	EA	4	20,000.00	80,000
412	Backstop kick board	SF	829	12.00	9,948
316	Foul poles	EA	8	5,000.00	40,000
318	4' x 4' Single pedestrian gate	EA	32	1,500.00	48,000
484	4' x 6' single pedestrian gate	EA	12	1,800.00	21,600
481	4' x 8' Single pedestrian gate	EA	4	2,000.00	8,000
482	4' x 12' Single pedestrian gate	EA	4	2,200.00	8,800
483	8' x 16' double swing gate	EA	8	4,000.00	32,000
434	Boulder seat wall	SF	566	115.00	65,090
20	Concrete retaining wall - form-facing finish	SF	786	135.00	106,083
21	MSE block retaining wall	SF	580	75.00	43,500
9	CIP Concrete stair	LF	64	95.01	6,090
415	Shade structure - Baseball bleachers	EA	8	64,288.63	514,309
413	Shade structure - Baseball dug out - 40'	EA	2	38,975.50	77,951

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
414	Shade structure - Baseball dugout - 48'	EA	6	46,386.50	278,319
618	Cedar privacy fence - 6'	LF	418	50.00	20,900
38	Decorative metal fence - 4'	LF	391	115.00	44,977
317	Black vinyl fencing - 4'	LF	468	75.00	35,070
423	Black vinyl fencing - 6'	LF	244	82.00	20,008
333	Black vinyl fencing - 8'	LF	4,365	90.00	392,877
312	Black vinyl fencing - 12'	LF	572	125.00	71,500
314	Black vinyl fencing - 30'	LF	319	215.00	68,585
619	Sports netting system - 10'	LF	1,100	68.00	74,800
50	Multi-purpose field - 6" washed drainage aggregate and geotextile fabric - including striping, and goal posts	SF	219,853	1.50	329,780
320	Playground - including poured in place rubber surfacing, painting, etc.	SF	5,279	30.00	158,358
52	Playground - Play Area Equipment provided per HCM	SF	5,279	70.62	372,820
454	Concrete pad at batting cages - 4"	SF	5,507	9.00	49,563
56	Batting cage - including 10' fencing, netting, and swing gates	SF	5,494	13.00	71,422
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	1,698,493	0.10	169,849
617	Allowance for artwork	LS	1	200,000.00	200,000
	G2040 - Site Development			**2.32 /SF**	**3,940,839**
G2050	**Landscaping**				
418	CIP concrete planter	CY	31	550.00	17,270
419	Footing to CIP concrete planter	CY	21	500.00	10,450
420	Precast planter wall - 1'-9" tall	LF	479	90.00	43,110
421	Foundations to precast planter wall	CY	120	550.00	66,000
404	Concrete mowband - 8" x 8"	LF	3,467	18.00	62,406
464	Native seed mix	SF	231,093	1.00	231,093
26	Artificial turf - multi-use field	SF	219,853	9.50	2,088,604
422	Synthetic turf - bullpen	SF	8,507	7.30	62,101
467	Planting bed (shrubs, perennials, and groundcovers)	SF	72,324	6.00	433,946
548	Ballfield infield mix	SF	155,227	1.75	271,647
465	Sod includes amendments	SF	325,129	2.15	699,028
466	Bioretention area - water quality / detention seed mix	CY	1,390	75.00	104,242
442	Deciduous shade tree	EA	268	750.00	201,000
444	Evergreen tree	EA	87	750.00	65,250
446	Ornamental tree	EA	104	750.00	78,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	679,191	1.80	1,222,545
310	Irrigation - 4" tap - per HCM, included in below the line	LS	1		Excl.
	G2050 - Landscaping			**3.33 /SF**	**5,656,692**
G3010	**Water Supply**				
69	12" PVC water main	LF	4,379	200.00	875,800
338	6" DIP water branch piping	LF	77	115.00	8,855
339	3/4" type K water branch piping	LF	61	38.00	2,318
342	2" type K water branch piping	LF	390	54.00	21,060
344	Water main plug - 6"	EA	1	200.00	200
335	Water main plug - 12"	EA	2	300.00	600
336	Water main bend - 12"	EA	18	300.00	5,400
345	Water main bend - 2"	EA	3	100.00	300
337	Water main tee	EA	12	500.00	6,000
70	Fire hydrant	EA	5	8,000.00	40,000
341	Connect to existing water main	EA	1	5,000.00	5,000
343	Connect to irrigation	EA	1	1,500.00	1,500
340	Connect to drinking fountain	EA	1	1,000.00	1,000
73	Water service meter	EA	3	3,000.00	9,000
298	Excavation, trenching, and backfill	LF	4,907	45.00	220,810
405	Drinking fountain	EA	1	5,000.00	5,000
	G3010 - Water Supply			**0.71 /SF**	**1,202,843**
G3020	**Sanitary Water**				
62	Connection to existing sanitary main	EA	1	2,500.00	2,500
346	4" PVC sanitary main	LF	621	120.00	74,520
71	8" PVC sanitary main	LF	1,872	160.00	299,520
72	4' Sanitary manhole	EA	4	20,000.00	80,000
347	Sanitary cleanout	EA	3	500.00	1,500
348	Sanitary sewer plug	EA	1	200.00	200
299	Excavation, trenching, and backfill	LF	2,493	45.00	112,185
95	Sanitary water - scope completion	SF	1,698,493	0.02	33,969
	G3020 - Sanitary Water			**0.36 /SF**	**604,394**
G3030	**Storm Sewer**				
360	6" perforated PVC underdrain piping	LF	1,157	130.00	150,410
74	12" PVC storm drain	LF	917	200.00	183,360
75	15" RCP storm drain	LF	194	140.00	27,160
76	18" RCP storm drain	LF	863	150.00	129,495
79	4' Storm drain manhole	EA	1	20,000.00	20,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
363	10' Box base manhole	EA	6	30,000.00	180,000
85	Double combination inlet	EA	3	5,000.00	15,000
81	Storm outlet structure	EA	4	20,000.00	80,000
362	12" CMP flared end section	EA	1	1,000.00	1,000
359	12" Concrete flared end section	EA	2	1,500.00	3,000
83	15" Concrete flared end section	EA	3	2,000.00	6,000
358	18" Concrete flared end section	EA	9	2,500.00	22,500
367	42" Concrete flared end section	EA	1	4,000.00	4,000
356	Concrete drain pan	LF	355	145.00	51,475
357	Single combination inlet	EA	6	3,000.00	18,000
361	Cleanout	EA	15	500.00	7,500
364	24" x 84" Box culvert	LF	785	750.00	588,750
366	36" x 60" Box culvert	LF	855	600.00	513,000
365	8" trench drain	LF	299	125.00	37,313
300	Excavation, trenching, and backfill	LF	4,769	45.00	214,618
	G3030 - Storm Sewer			**1.33 /SF**	**2,252,581**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
302	Feeder - 600A	LF	212	250.00	53,000
612	Feeder - 200A	LF	56	80.00	4,512
545	Duplex receptacle - WP, GFI	EA	14	250.00	3,500
549	Junction box	EA	10	150.00	1,500
550	Meter	EA	2	1,500.00	3,000
282	Dual EV charging station	EA	2	20,000.00	40,000
285	Conduit and wiring to devices	LF	5,300	22.00	116,600
297	Excavation, trenching, and backfill	LF	5,568	30.00	167,043
	G4010 - Electrical Distribution			**0.23 /SF**	**389,155**
G4020	**Site Lighting**				
546	Site lighting - AA2	EA	9	5,000.00	45,000
497	Site lighting - AA3	EA	12	5,000.00	60,000
498	Site lighting - AA4	EA	23	5,000.00	115,000
499	Site lighting - BB2	EA	41	2,750.00	112,750
500	Site lighting - BB3	EA	14	2,750.00	38,500
501	Site lighting - BB5	EA	7	2,750.00	19,250
530	Site lighting - FF	EA	6	750.00	4,500
511	Site lighting - HH	EA	8	750.00	6,000
271	Field and court lighting - single, 50'H	EA	4	29,000.00	116,000

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
272	Field and court lighting - double, 50'H	EA	2	35,000.00	70,000
273	Field and court lighting - single, 70'H assumed at ballfield	EA	24	40,000.00	960,000
495	Provide 120V power for musco vision backstop and/or pole mounted camera	EA	6	7,000.00	42,000
614	Field and court lighting - install	EA	36	350.00	12,600
514	Site lighting - S1 - sports lighting	EA	1		Incl.
509	Site lighting - S2 - sports lighting	EA	1		Incl.
510	Site lighting - S3 - sports lighting	EA	1		Incl.
515	Site lighting - S4 - sports lighting	EA	1		Incl.
513	Site lighting - S5 - sports lighting	EA	1		Incl.
512	Site lighting - S6 - sports lighting	EA	1		Incl.
534	Site lighting - A3 - sports lighting	EA	1		Incl.
535	Site lighting - A4 - sports lighting	EA	1		Incl.
528	Site lighting - A5 - sports lighting	EA	1		Incl.
531	Site lighting - A6 - sports lighting	EA	1		Incl.
529	Site lighting - A7 - sports lighting	EA	1		Incl.
527	Site lighting - A8 - sports lighting	EA	1		Incl.
539	Site lighting - B1 - sports lighting	EA	1		Incl.
542	Site lighting - B2 - sports lighting	EA	1		Incl.
533	Site lighting - B3 - sports lighting	EA	1		Incl.
536	Site lighting - B4 - sports lighting	EA	1		Incl.
525	Site lighting - B5 - sports lighting	EA	1		Incl.
532	Site lighting - B6 - sports lighting	EA	1		Incl.
543	Site lighting - B7 - sports lighting	EA	1		Incl.
526	Site lighting - B8 - sports lighting	EA	1		Incl.
540	Site lighting - C1 - sports lighting	EA	1		Incl.
541	Site lighting - C2 - sports lighting	EA	1		Incl.
538	Site lighting - C3 - sports lighting	EA	1		Incl.
537	Site lighting - C4 - sports lighting	EA	1		Incl.
517	Site lighting - C5 - sports lighting	EA	1		Incl.
519	Site lighting - C7 - sports lighting	EA	1		Incl.
518	Site lighting - C8 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	28,250	22.00	621,500
286	Site lighting - controls	SF	1,698,493	0.25	424,623
329	Excavation, trenching, and backfill	LF	28,250	0.75	21,188
	G4020 - Site Lighting			**1.57 /SF**	**2,668,911**

ELEMENTS ITEM - PHASE 1

Site Area: 1,698,493 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
G4030	**Site Communications & Security**				
281	Audio visual - streaming light pole wiring connection allowance	EA	8	5,000.00	40,000
502	Telecom handhole	EA	4	5,000.00	20,000
504	Underground communications line - (1) 2-1/2" C	LF	2,083	40.00	83,316
507	Underground communications line - (2) 2-1/2" C	LF	146	80.00	11,680
503	Security handhole	EA	3	5,000.00	15,000
505	Underground security line - (1) 1-1/4" C	LF	1,893	25.00	47,325
506	Underground security line - (1) 2-1/2" C	LF	1,347	40.00	53,880
508	Underground security line - (2) 2-1/2" C	LF	357	80.00	28,560
544	Underground security line - (1) 4" C	LF	321	60.00	19,260
516	Security camera	EA	10	4,000.00	40,000
615	Dransfeldt Fiber in existing 2" conduit	LF	3,850	25.00	96,250
	G4030 - Site Communications & Security			**0.27 /SF**	**455,271**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			399,468
280	Lightning protection	SF	538,413	0.10	53,841
	G4090 - Other Site Electrical Utilities			**0.27 /SF**	**453,309**
ESTIMATED NET COST				**18.44 /SF**	**31,319,612**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.15	39,213
A1030	Slab on Grade	0.06	14,169
B1020	Roof Construction	0.35	89,240
B2010	Exterior Walls	0.59	152,400
B2020	Exterior Windows	0.03	8,798
B2030	Exterior Doors	0.11	28,000
B3010	Roof Coverings	1.09	279,022
B3020	Roof Openings	0.01	3,000
C1010	Partitions	0.17	42,974
C1030	Fittings	0.13	33,750
C3010	Wall Finishes	0.02	5,338
C3020	Floor Finishes	0.05	11,584
C3030	Ceiling Finishes	0.48	122,729
D2010	Plumbing Fixtures	0.12	30,900
D2020	Domestic Water Distribution	0.19	48,424
D2030	Sanitary Waste	0.11	28,349
D2090	Other Plumbing Systems	0.05	12,921
D3040	Distribution Systems	0.07	17,225
D3050	Terminal & Package Units	0.05	13,662
D3060	Controls & Instrumentations	0.02	4,518
D3070	Systems Testing & Balancing	0.01	753
D3090	Other HVAC Systems & Equipment	0.01	3,616
D5010	Electrical Service & Distribution	0.15	39,010
D5020	Lighting and Branch Wiring	0.25	64,031
D5030	Communications & Security	0.09	22,373
G1010	Site Clearing	0.25	63,197
G1030	Site Earthwork	2.13	547,151
G2020	Parking Lots	1.40	359,972
G2030	Pedestrian Paving	2.23	572,840
G2040	Site Development	16.42	4,218,663
G2050	Landscaping	1.32	338,748
G3010	Water Supply	0.39	100,178
G3020	Sanitary Water	0.02	5,138
G3030	Storm Sewer	0.88	227,198

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Site Area: 256,885 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 2

Ref	Description	SA USD/SF	Total Cost USD
G4010	**Electrical Distribution**	**2.07**	**530,706**
G4020	**Site Lighting**	**4.54**	**1,166,234**
G4030	**Site Communications & Security**	**0.01**	**1,924**
G4090	**Other Site Electrical Utilities**	**0.71**	**182,428**
ESTIMATED NET COST		**36.71**	**9,430,376**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			754,430
Insurance & Bonds - 1.25%			127,310
Overhead and Profit - 4%			412,485
Construction Contingency - 5%			536,230
Design Contingency - 3%			337,825
Escalation - assuming construction start April 2026 - 7.5%			869,899
Utility taps, meters, transformers			1,185,289
ESTIMATED TOTAL COST		**53.15**	**13,653,844**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
102	F5.0 - Concrete footing - assumes 5' x 5' x 1'	CY	2	950.00	1,900
453	Concrete pilaster - 2'-8" x 2"-8" x 5'	CY	3	950.00	2,565
106	Continuous concrete footing - 2'W x 1'T	CY	13	1,100.00	14,300
107	Concrete stem wall - 8" W x 36"T	CY	13	1,200.00	15,600
185	Dampproofing & protection board at stem wall and continuous footing	SF	1,385	3.50	4,848
	A1010 - Standard Foundations			**0.15 /SF**	**39,213**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	1,286	9.50	12,213
186	Vapor barrier below slab on grade	SF	1,286	1.15	1,479
330	Aggregate base coarse - SOG	CY	16	30.00	477
	A1030 - Slab on Grade			**0.06 /SF**	**14,169**
B1020	**Roof Construction**				
116	"Tree" columns - round HSS	T	1.04	5,500.48	5,704
460	14k Joist	T	0.84	6,000.00	5,064
125	18k Joist	T	0.75	6,000.00	4,500
120	W8 Beam/Framing	T	0.30	5,501.69	1,623
455	W12 Beam	T	1.46	5,500.00	8,008
127	W16 Beam	T	0.36	5,500.00	1,980
459	W24 Girder	T	2.61	5,499.81	14,338
128	HSS 4x4 - Outriggers	T	0.10	5,500.00	561
461	HSS 5x5 - Outriggers	T	0.66	5,500.00	3,630
132	Metal roof deck	SF	3,610	8.50	30,683
138	Structural steel connections, plates, misc. angles, etc. + 25%	T	2.02	6,499.75	13,149
	B1020 - Roof Construction			**0.35 /SF**	**89,240**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	1,521	40.00	60,828
109	Formed metal wall panel	SF	194	60.00	11,628
110	CMU - 8"	SF	1,715	28.00	48,006
111	Wall sheathing	SF	1,715	2.75	4,715
112	Sheet waterproofing - modified bituminous	SF	1,715	3.75	6,429
113	Board insulation - R12.5 XPS	SF	1,715	8.50	14,573
114	Cold formed metal framing	SF	194	18.50	3,585
188	Rough carpentry at exterior walls	SF	1,506	1.00	1,506
189	Caulking, joints, sealants at exterior walls	SF	1,506	0.75	1,130
	B2010 - Exterior Walls			**0.59 /SF**	**152,400**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	117	75.00	8,798
	B2020 - Exterior Windows			**0.03 /SF**	**8,798**
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	6	2,500.00	15,000
153	Insulated steel sectional door - 9'-4"W x 8'H	EA	1	13,000.00	13,000
	B2030 - Exterior Doors			**0.11 /SF**	**28,000**
B3010	**Roof Coverings**				
133	Cover board	SF	3,610	10.00	36,098
134	Poly iso roof insulation - R-30	SF	7,220	8.00	57,757
135	Ice and water shield	SF	3,610	18.00	64,976
136	Standing seam roof	SF	3,610	25.00	90,245
156	Sheet metal facia	LF	241	50.00	12,025
157	Integral gutter system	LF	96	55.01	5,286
191	Rough carpentry to roofs	SF	3,610	1.50	5,415
193	Flashing and accessories	SF	3,610	2.00	7,220
	B3010 - Roof Coverings			**1.09 /SF**	**279,022**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	2	1,500.00	3,000
	B3020 - Roof Openings			**0.01 /SF**	**3,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	1,254	28.00	35,109
177	Interior drywall partition - assumes 3-5/8" stud with 5/8" GWB on both sides, batt insulation	SF	231	14.50	3,347
192	Caulking, joints, and sealants - interior partitions	SF	1,506	3.00	4,518
	C1010 - Partitions			**0.17 /SF**	**42,974**
C1030	**Fittings**				
146	Toilet partitions	EA	5	2,200.00	11,000
180	Urinal partition	LF	2	1,000.00	2,100
167	Soap dispenser - wall mounted	EA	3	350.00	1,050
147	Hand dryer	EA	5	1,500.00	7,500
291	Mirrors	EA	5	120.00	600
148	Wire shelving	LF	4	45.00	198
149	Child changing table	EA	1	750.00	750
150	Child protection seat	EA	1	500.00	500
168	Grab bar - 18"	EA	3	140.00	420
169	Grab bar - 36"	EA	6	175.00	1,050
170	Feminine product dispenser	EA	3	150.00	450

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
171	Toilet seat cover dispenser	EA	6	150.00	900
172	Toilet paper dispenser	EA	6	120.00	720
160	Building signage	EA	1	3,500.00	3,500
161	Acrylic room signage	SF	1,506	2.00	3,012
	C1030 - Fittings			**0.13 /SF**	**33,750**
C3010	**Wall Finishes**				
179	Paint to CMU	SF	627	2.50	1,568
478	Epoxy paint	SF	627	5.00	3,136
182	Paint to drywall partition	SF	231	2.75	634
	C3010 - Wall Finishes			**0.02 /SF**	**5,338**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	783	3.00	2,349
174	Resinous flooring with integral cove base	SF	444	20.00	8,872
479	Rubber base	LF	182	2.00	363
	C3020 - Floor Finishes			**0.05 /SF**	**11,584**
C3030	**Ceiling Finishes**				
140	C-2: Tongue & groove wood decking	SF	2,106	55.00	115,830
141	C-3: Gypsum wall board on metal furring	SF	374	15.00	5,609
142	C-4: Painted structure	SF	430	3.00	1,290
143	C-5: Unfinished ceiling	SF	346		Excl.
	C3030 - Ceiling Finishes			**0.48 /SF**	**122,729**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	6	2,000.00	12,000
164	Urinal - wall mounted	EA	1	1,700.00	1,700
165	Lavatory - wall mounted with TMV	EA	5	1,850.00	9,250
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	1	5,000.00	5,000
194	Hose bibb	EA	3	350.00	1,050
	D2010 - Plumbing Fixtures			**0.12 /SF**	**30,900**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	17	500.00	8,500
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	13	95.04	1,226
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	171	65.00	11,135
196	2" Pressure reducing valve	EA	1	3,500.00	3,500
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	1	2,000.00	2,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	2	4,000.00	8,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	1	8,350.00	8,350

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
288	Pipe insulation	LF	171	10.00	1,713
324	HW/CW Equipment hookups	EA	4	1,000.00	4,000
	D2020 - Domestic Water Distribution			**0.19 /SF**	**48,424**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	30	400.00	12,000
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	36	85.00	3,094
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	170	50.00	8,505
197	Floor drain - 2"	EA	5	550.00	2,750
485	2-way grade cleanout	EA	1	450.00	450
486	2" Cleanout	EA	2	150.00	300
487	4" Cleanout	EA	5	250.00	1,250
	D2030 - Sanitary Waste			**0.11 /SF**	**28,349**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			12,921
	D2090 - Other Plumbing Systems			**0.05 /SF**	**12,921**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	1	700.00	700
264	Exhaust fan - 350 CFM	EA	3	2,400.00	7,200
267	Exhaust fan - 550 CFM	EA	1	2,850.00	2,850
211	Make-up air louvers	EA	5	500.00	2,500
261	Exhaust grille	EA	6	150.00	900
212	Roof caps	EA	4	200.00	800
213	Ductwork for exhaust fans	Lb	175	13.00	2,275
	D3040 - Distribution Systems			**0.07 /SF**	**17,225**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	1	1,000.00	1,000
208	Electric unit heater - 4.8KW	EA	2	2,600.00	5,200
209	Electric unit heater - 5KW	EA	2	1,000.00	2,000
492	Split condensing unit - 30 MBH	EA	1	2,000.00	2,000
326	Refrigerant and condensate to split system	LF	58	60.00	3,462
	D3050 - Terminal & Package Units			**0.05 /SF**	**13,662**
D3060	**Controls & Instrumentations**				
221	Controls	SF	1,506	3.00	4,518
	D3060 - Controls & Instrumentations			**0.02 /SF**	**4,518**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	1,506	0.50	753
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**753**

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			3,616
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**3,616**
D5010	**Electrical Service & Distribution**				
226	Panelboard - 400A	EA	2	4,000.00	8,000
524	Panelboard - 300A - shown on Electrical One-Line	EA	1	3,000.00	3,000
233	Transformer - 150 kVA	EA	1	11,250.00	11,250
236	Feeder - 400A	LF	35	150.00	5,175
238	Feeder - 300A	LF	35	130.00	4,485
585	Feeder - 175A	LF	35	60.00	2,100
243	Electric meter - install only	EA	1	5,000.00	5,000
	D5010 - Electrical Service & Distribution			**0.15 /SF**	**39,010**
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	11	1,750.00	19,250
552	Light fixture - B - wall mounted luminaire	EA	7	325.00	2,275
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	13	250.00	3,250
554	Light fixture - D - recessed 4" downlight	EA	2	300.00	600
555	Exterior light fixture - DD - recessed 4" downlight	EA	22	400.00	8,800
557	Exit light - X1	EA	1	200.00	200
559	Branch lighting conduit & wire	LF	880	10.00	8,801
560	Junction boxes	EA	22	60.00	1,320
566	Duplex receptacle	EA	4	90.00	360
561	Duplex receptacles, GFCI	EA	6	180.00	1,080
562	Duplex receptacles, GFCI, WP	EA	3	215.00	645
563	Fourplex receptacle	EA	4	250.00	1,000
567	Thermal overload switch	EA	7	200.00	1,400
565	Branch power conduit & wire	LF	1,380	8.00	11,040
570	Lighting control - switch	EA	1	90.00	90
568	Lighting control - occupancy sensor switch	EA	2	200.00	400
569	Lighting control - low voltage switch	EA	1	400.00	400
571	Lighting control - occupancy sensor	EA	5	300.00	1,500
573	Lighting control conduit & wire	LF	270	6.00	1,620
	D5020 - Lighting and Branch Wiring			**0.25 /SF**	**64,031**
D5030	**Communications & Security**				
574	Communications - tele/data outlet and cabling	EA	1	300.00	300
247	Communications - infrastructure and devices only - scope completion	SF	1,506	4.00	6,024
256	Audio visual - infrastructure and public address systems only	SF	1,506	3.00	4,518

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
577	Security - card readers	EA	2	1,000.00	2,000
578	Security - fixed camera	EA	1	2,000.00	2,000
253	Security - infrastructure and miscellaneous connections	SF	1,506	5.00	7,531
327	Fire alarm - not required	SF	1,506		Excl.
	D5030 - Communications & Security			**0.09 /SF**	**22,373**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	5.9	2,000.00	11,820
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	256,885	0.20	51,377
349	Sediment control log	LF	1,216		Incl.
350	Inlet protection	EA	5		Incl.
351	Vehicle tracking control	EA	2		Incl.
352	Concrete washout area	EA	2		Incl.
353	Outlet protection	EA	5		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**63,197**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	6,343	6.50	41,230
97	Earthwork cut/fill	CY	6,855	6.50	44,558
98	Import soils	CY	1,601	35.00	56,035
99	Rough grade site	SF	256,885	1.00	256,885
100	Fine grade site	SF	256,885	0.50	128,443
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**2.13 /SF**	**547,151**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,746	38.00	66,333
372	Aggregate basecourse - 6" depth	CY	873	30.00	26,184
1	Asphalt paving - 5" thick	SY	4,788	30.00	143,646
373	Concrete pan - 6" thick	SF	735	32.00	23,523
35	Concrete curb & gutter	LF	2,198	35.00	76,940
377	Stop sign	EA	1	600.00	600
378	ADA parking sign	EA	2	600.00	1,200
399	Striping	SF	43,093	0.50	21,546
	G2020 - Parking Lots			**1.40 /SF**	**359,972**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	2,183	38.00	82,965
401	Aggregate basecourse - 4" thick	CY	668	30.00	20,040
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	9,749	7.50	73,121

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
385	Pedestrian concrete paving - 5" thick concrete paving	SF	44,343	7.50	332,573
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	4,854	10.00	48,543
375	Concrete curb ramp	SF	440	20.00	8,802
376	Truncated dome pavers	SF	191	15.00	2,858
381	Sidewalk chase	LF	32	125.02	3,938
	G2030 - Pedestrian Paving			**2.23 /SF**	**572,840**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	30	2,500.00	75,000
11	SF-06: Bleachers	LF	162	175.00	28,385
426	SF-11: Flag pole - 25'	EA	2	3,500.00	7,000
15	SF-14: Rectangle picnic table	EA	12	8,000.00	96,000
408	SF-17: Trash/recycling receptacles	EA	16	1,500.00	24,000
428	Sports court backboard	SF	320	10.00	3,200
429	Cabana bench	EA	1	5,000.00	5,000
425	Shade structure - pickelball championship court - 14' x 40'	EA	2	74,265.50	148,531
427	Shade structure - tennis/pickelball ends - 14' x 32'	EA	6	58,554.50	351,327
430	Shade structre - small central pickelball - 21'-2" x 32'	EA	4	119,866.50	479,466
431	Shade structure - large central pickelball - 31' x 32'	EA	2	121,500.50	243,001
317	Black vinyl fencing - 4'	LF	1,041	75.00	78,105
333	Black vinyl fencing - 8'	LF	1,699	90.00	152,883
315	Black vinyl fencing - 10'	LF	538	100.00	53,800
51	Pickleball court - including post-tensioned slab, striping, wind screen, and nets	SF	43,311	38.00	1,645,818
402	Perimeter beam at sports courts - 12" thick	LF	2,422	25.00	60,550
53	Tennis court - including slab, striping, and nets	SF	15,764	47.00	740,908
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	256,885	0.10	25,689
	G2040 - Site Development			**16.42 /SF**	**4,218,663**
G2050	**Landscaping**				
418	CIP concrete planter	CY	35	550.00	19,195
419	Footing to CIP concrete planter	CY	23	500.00	11,650
404	Concrete mowband - 8" x 8"	LF	171	18.00	3,082
464	Native seed mix	SF	31,883	1.00	31,883
467	Planting bed (shrubs, perennials, and groundcovers)	SF	10,504	6.00	63,025
465	Sod includes amendments	SF	19,412	2.15	41,735
442	Deciduous shade tree	EA	46	750.00	34,500
446	Ornamental tree	EA	22	750.00	16,500

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	65,099	1.80	117,178
	G2050 - Landscaping			**1.32 /SF**	**338,748**
G3010	**Water Supply**				
354	4" PVC water main	LF	227	120.00	27,240
342	2" type K water branch piping	LF	626	54.00	33,793
355	Cleanout	EA	1	800.00	800
298	Excavation, trenching, and backfill	LF	852	45.00	38,345
	G3010 - Water Supply			**0.39 /SF**	**100,178**
G3020	**Sanitary Water**				
95	Sanitary water - scope completion	SF	256,885	0.02	5,138
	G3020 - Sanitary Water			**0.02 /SF**	**5,138**
G3030	**Storm Sewer**				
74	12" PVC storm drain	LF	438	200.00	87,640
76	18" RCP storm drain	LF	99	150.00	14,835
85	Double combination inlet	EA	2	5,000.00	10,000
359	12" Concrete flared end section	EA	1	1,500.00	1,500
358	18" Concrete flared end section	EA	4	2,500.00	10,000
361	Cleanout	EA	9	500.00	4,500
365	8" trench drain	LF	529	125.00	66,062
368	Pond inlet	EA	2	3,000.00	6,000
369	Type C storm inlet	EA	1	2,500.00	2,500
300	Excavation, trenching, and backfill	LF	537	45.00	24,161
	G3030 - Storm Sewer			**0.88 /SF**	**227,198**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
611	Feeder - 300A	LF	43	120.00	5,160
545	Duplex receptacle - WP, GFI	EA	25	250.00	6,250
606	Push button	EA	18	350.00	6,300
616	Warning lights	EA	6	350.00	2,100
285	Conduit and wiring to devices	LF	9,800	22.00	215,600
297	Excavation, trenching, and backfill	LF	9,843	30.00	295,296
	G4010 - Electrical Distribution			**2.07 /SF**	**530,706**
G4020	**Site Lighting**				
497	Site lighting - AA3	EA	3	5,000.00	15,000
498	Site lighting - AA4	EA	4	5,000.00	20,000
499	Site lighting - BB2	EA	7	2,750.00	19,250
500	Site lighting - BB3	EA	1	2,750.00	2,750

ELEMENTS ITEM - PHASE 2

Site Area: 256,885 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
501	Site lighting - BB5	EA	4	2,750.00	11,000
605	Site lighting - GG	EA	34	500.00	17,000
275	Field and court lighting - single 40'H assumed at sport courts	EA	25	28,000.00	700,000
614	Field and court lighting - install	EA	25	350.00	8,750
599	Site lighting - P1 - sports lighting	EA	1		Incl.
600	Site lighting - P2 - sports lighting	EA	1		Incl.
590	Site lighting - P3 - sports lighting	EA	1		Incl.
588	Site lighting - P4 - sports lighting	EA	1		Incl.
591	Site lighting - P5 - sports lighting	EA	1		Incl.
589	Site lighting - P6 - sports lighting	EA	1		Incl.
592	Site lighting - P7 - sports lighting	EA	1		Incl.
593	Site lighting - P8 - sports lighting	EA	1		Incl.
594	Site lighting - P9 - sports lighting	EA	1		Incl.
595	Site lighting - P10 - sports lighting	EA	1		Incl.
596	Site lighting - P11 - sports lighting	EA	1		Incl.
597	Site lighting - P12 - sports lighting	EA	1		Incl.
598	Site lighting - P13 - sports lighting	EA	1		Incl.
601	Site lighting - T1 - sports lighting	EA	1		Incl.
602	Site lighting - T2 - sports lighting	EA	1		Incl.
603	Site lighting - T3 - sports lighting	EA	1		Incl.
604	Site lighting - T4 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	13,550	22.00	298,100
286	Site lighting - controls	SF	256,885	0.25	64,221
329	Excavation, trenching, and backfill	LF	13,550	0.75	10,163
	G4020 - Site Lighting			**4.54 /SF**	**1,166,234**
G4030	**Site Communications & Security**				
504	Underground communications line - (1) 2-1/2" C	LF	48	40.00	1,924
	G4030 - Site Communications & Security			**0.01 /SF**	**1,924**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			182,428
	G4090 - Other Site Electrical Utilities			**0.71 /SF**	**182,428**
ESTIMATED NET COST				**36.71 /SF**	**9,430,376**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
A1010	Standard Foundations	0.07	26,997
A1030	Slab on Grade	0.02	8,473
B1020	Roof Construction	0.13	49,810
B2010	Exterior Walls	0.31	117,594
B2020	Exterior Windows	0.02	8,010
B2030	Exterior Doors	0.03	10,000
B3010	Roof Coverings	0.35	135,799
B3020	Roof Openings	0.01	3,000
C1010	Partitions	0.07	26,432
C1030	Fittings	0.11	44,011
C3010	Wall Finishes	0.01	3,162
C3020	Floor Finishes	0.02	9,442
C3030	Ceiling Finishes	0.14	52,658
D2010	Plumbing Fixtures	0.07	25,200
D2020	Domestic Water Distribution	0.11	42,259
D2030	Sanitary Waste	0.07	25,884
D2090	Other Plumbing Systems	0.03	11,201
D3040	Distribution Systems	0.03	12,860
D3050	Terminal & Package Units	0.02	7,200
D3060	Controls & Instrumentations	0.01	2,825
D3070	Systems Testing & Balancing	0.01	471
D3090	Other HVAC Systems & Equipment	0.01	2,336
D5010	Electrical Service & Distribution	0.29	111,080
D5020	Lighting and Branch Wiring	0.09	35,675
D5030	Communications & Security	0.04	16,299
G1010	Site Clearing	0.25	94,837
G1030	Site Earthwork	5.51	2,125,192
G2010	Roadways	0.29	113,539
G2020	Parking Lots	0.61	233,671
G2030	Pedestrian Paving	2.35	907,441
G2040	Site Development	7.75	2,988,743
G2050	Landscaping	3.35	1,292,256
G3010	Water Supply	0.85	328,222
G3020	Sanitary Water	0.02	7,710

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Site Area: 385,486 SF
Rates Current At August 2024

ELEMENTS SUMMARY - PHASE 3

Ref	Description	SA USD/SF	Total Cost USD
G3030	**Storm Sewer**	**0.25**	**97,501**
G4010	**Electrical Distribution**	**0.67**	**258,939**
G4020	**Site Lighting**	**1.14**	**440,828**
G4090	**Other Site Electrical Utilities**	**0.22**	**86,282**
ESTIMATED NET COST		**25.33**	**9,763,839**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			781,107
Insurance & Bonds - 1.25%			131,812
Overhead and Profit - 4%			427,070
Construction Contingency - 5%			555,191
Design Contingency - 3%			349,771
Escalation - assuming construction start April 2028 - 16.5%			1,981,450
Utility taps, meters, transformers			1,227,202
ESTIMATED TOTAL COST		**39.48**	**15,217,442**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
A1010	**Standard Foundations**				
106	Continuous concrete footing - 2'W x 1'T	CY	10	1,100.00	11,110
107	Concrete stem wall - 8" W x 36"T	CY	10	1,200.00	12,120
185	Dampproofing & protection board at stem wall and continuous footing	SF	1,076	3.50	3,767
	A1010 - Standard Foundations			**0.07 /SF**	**26,997**
A1030	**Slab on Grade**				
115	Slab on grade - 5"	SF	769	9.50	7,301
186	Vapor barrier below slab on grade	SF	769	1.15	884
330	Aggregate base coarse - SOG	CY	10	30.00	288
	A1030 - Slab on Grade			**0.02 /SF**	**8,473**
B1020	**Roof Construction**				
120	W8 Beam/Framing	T	0.37	5,500.00	2,046
455	W12 Beam	T	2.51	5,500.20	13,822
128	HSS 4x4 - Outriggers	T	0.12	5,500.00	682
461	HSS 5x5 - Outriggers	T	1.05	5,500.00	5,797
131	HSS 6x5 - Joist/Outriggers	T	0.61	5,500.00	3,377
462	HSS 8x4 - Outriggers	T	0.23	5,500.00	1,265
132	Metal roof deck	SF	1,747	8.50	14,845
138	Structural steel connections, plates, misc. angles, etc. + 25%	T	1.23	6,500.41	7,976
	B1020 - Roof Construction			**0.13 /SF**	**49,810**
B2010	**Exterior Walls**				
108	Modular clay brick	SF	1,236	40.00	49,448
109	Formed metal wall panel	SF	110	60.00	6,588
110	CMU - 8"	SF	1,346	28.00	37,688
111	Wall sheathing	SF	1,346	2.75	3,702
112	Sheet waterproofing - modified bituminous	SF	1,346	3.75	5,048
113	Board insulation - R12.5 XPS	SF	1,346	8.50	11,441
114	Cold formed metal framing	SF	110	18.50	2,031
188	Rough carpentry at exterior walls	SF	942	1.00	942
189	Caulking, joints, sealants at exterior walls	SF	942	0.75	706
	B2010 - Exterior Walls			**0.31 /SF**	**117,594**
B2020	**Exterior Windows**				
183	Hollow metal frame and glazing, painted	SF	107	75.00	8,010
	B2020 - Exterior Windows			**0.02 /SF**	**8,010**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
B2030	**Exterior Doors**				
144	Exterior HM single door, including frame and hardware, painted	EA	4	2,500.00	10,000
	B2030 - Exterior Doors			**0.03 /SF**	**10,000**
B3010	**Roof Coverings**				
133	Cover board	SF	1,747	10.00	17,465
134	Poly iso roof insulation - R-30	SF	3,493	8.00	27,943
135	Ice and water shield	SF	1,747	18.00	31,437
136	Standing seam roof	SF	1,747	25.00	43,663
156	Sheet metal facia	LF	169	50.00	8,425
158	Downspout	LF	22	35.02	753
191	Rough carpentry to roofs	SF	1,747	1.50	2,620
193	Flashing and accessories	SF	1,747	2.00	3,493
	B3010 - Roof Coverings			**0.35 /SF**	**135,799**
B3020	**Roof Openings**				
154	Solar daylight tube - 14"	EA	2	1,500.00	3,000
	B3020 - Roof Openings			**0.01 /SF**	**3,000**
C1010	**Partitions**				
175	CMU partition - 8"	SF	843	28.00	23,607
192	Caulking, joints, and sealants - interior partitions	SF	942	3.00	2,825
	C1010 - Partitions			**0.07 /SF**	**26,432**
C1030	**Fittings**				
146	Toilet partitions	EA	3	2,200.00	6,600
180	Urinal partition	LF	2	1,000.00	2,200
167	Soap dispenser - wall mounted	EA	2	350.00	700
147	Hand dryer	EA	5	1,500.00	7,500
291	Mirrors	EA	4	120.00	480
148	Wire shelving	LF	4	45.00	198
149	Child changing table	EA	1	750.00	750
150	Child protection seat	EA	1	500.00	500
151	Motorized adult changing table	EA	1	17,000.00	17,000
168	Grab bar - 18"	EA	3	140.00	420
169	Grab bar - 36"	EA	6	175.00	1,050
170	Feminine product dispenser	EA	2	150.00	300
171	Toilet seat cover dispenser	EA	3	150.00	450
172	Toilet paper dispenser	EA	4	120.00	480
160	Building signage	EA	1	3,500.00	3,500
161	Acrylic room signage	SF	942	2.00	1,883
	C1030 - Fittings			**0.11 /SF**	**44,011**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
C3010	**Wall Finishes**				
179	Paint to CMU	SF	422	2.50	1,054
478	Epoxy paint	SF	422	5.00	2,108
	C3010 - Wall Finishes			**0.01 /SF**	**3,162**
C3020	**Floor Finishes**				
162	Sealed concrete	SF	315	3.00	944
174	Resinous flooring with integral cove base	SF	416	20.00	8,316
479	Rubber base	LF	91	2.00	182
	C3020 - Floor Finishes			**0.02 /SF**	**9,442**
C3030	**Ceiling Finishes**				
140	C-2: Tongue & groove wood decking	SF	844	55.00	46,420
141	C-3: Gypsum wall board on metal furring	SF	416	15.00	6,238
143	C-5: Unfinished ceiling	SF	312		Excl.
	C3030 - Ceiling Finishes			**0.14 /SF**	**52,658**
D2010	**Plumbing Fixtures**				
163	Water closet - wall mounted	EA	4	2,000.00	8,000
164	Urinal - wall mounted	EA	1	1,700.00	1,700
165	Lavatory - wall mounted with TMV	EA	4	1,850.00	7,400
166	Mop sink	EA	1	1,900.00	1,900
173	Dual drinking fountain	EA	1	5,000.00	5,000
194	Hose bibb	EA	2	350.00	700
198	Wall hydrant - freeze proof	EA	1	500.00	500
	D2010 - Plumbing Fixtures			**0.07 /SF**	**25,200**
D2020	**Domestic Water Distribution**				
287	Domestic water fixture rough-in	EA	14	500.00	7,000
195	2" Domestic water service pipe - including excavation, trenching, and backfill	LF	37	95.00	3,534
245	HW/CW Domestic water piping, including fittings, hangers, and valves, etc. - assumes 3/4"	LF	125	65.00	8,125
199	IWH-1 - Instananeous electric water heater - 7.5 KW	EA	1	2,000.00	2,000
200	IWH-2 - Instantaneous electric water heater - 15 KW	EA	2	4,000.00	8,000
201	IWH-3 - Instantaneous electric water heater - 31.2 KW	EA	1	8,350.00	8,350
288	Pipe insulation	LF	125	10.00	1,250
324	HW/CW Equipment hookups	EA	4	1,000.00	4,000
	D2020 - Domestic Water Distribution			**0.11 /SF**	**42,259**
D2030	**Sanitary Waste**				
289	Sanitary waste fixture rough-in	EA	25	400.00	10,000
220	Sanitary water service piping - 4", including excavation, trenching, and backfill	LF	43	85.00	3,689

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
260	Sanitary waste and vent piping, including fittings, valves, and earthwork - assumes 3"	LF	159	50.00	7,945
197	Floor drain - 2"	EA	5	550.00	2,750
485	2-way grade cleanout	EA	1	450.00	450
486	2" Cleanout	EA	2	150.00	300
487	4" Cleanout	EA	3	250.00	750
	D2030 - Sanitary Waste			**0.07 /SF**	**25,884**
D2090	**Other Plumbing Systems**				
290	Subcontractor GCs/GRs	Item			11,201
	D2090 - Other Plumbing Systems			**0.03 /SF**	**11,201**
D3040	**Distribution Systems**				
205	Exhaust fan - 100 CFM	EA	1	700.00	700
264	Exhaust fan - 350 CFM	EA	3	2,400.00	7,200
211	Make-up air louvers	EA	4	500.00	2,000
261	Exhaust grille	EA	4	150.00	600
212	Roof caps	EA	4	200.00	800
213	Ductwork for exhaust fans	Lb	120	13.00	1,560
	D3040 - Distribution Systems			**0.03 /SF**	**12,860**
D3050	**Terminal & Package Units**				
215	Electric unit heater - 1.5KW	EA	1	1,000.00	1,000
208	Electric unit heater - 4.8KW	EA	2	2,600.00	5,200
209	Electric unit heater - 5KW	EA	1	1,000.00	1,000
	D3050 - Terminal & Package Units			**0.02 /SF**	**7,200**
D3060	**Controls & Instrumentations**				
221	Controls	SF	942	3.00	2,825
	D3060 - Controls & Instrumentations			**0.01 /SF**	**2,825**
D3070	**Systems Testing & Balancing**				
222	Testing & balancing	SF	942	0.50	471
	D3070 - Systems Testing & Balancing			**0.01 /SF**	**471**
D3090	**Other HVAC Systems & Equipment**				
223	Subcontractor GCs & GRs	Item			2,336
	D3090 - Other HVAC Systems & Equipment			**0.01 /SF**	**2,336**
D5010	**Electrical Service & Distribution**				
226	Panelboard - 400A	EA	1	4,000.00	4,000
523	Distribution board - 200A - Milbank Commerical Metered Pedestal	EA	2	8,000.00	16,000
236	Feeder - 400A	LF	575	150.00	86,250
240	Feeder - 200A	LF	69	70.00	4,830
	D5010 - Electrical Service & Distribution			**0.29 /SF**	**111,080**

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D5020	**Lighting and Branch Wiring**				
246	Mechanical equipment connections	EA	8	1,750.00	14,000
552	Light fixture - B - wall mounted luminaire	EA	5	325.00	1,625
553	Light fixture - C - enclosed and gasketed 4' long trouffer	EA	4	250.00	1,000
554	Light fixture - D - recessed 4" downlight	EA	2	300.00	600
555	Exterior light fixture - DD - recessed 4" downlight	EA	9	400.00	3,600
559	Branch lighting conduit & wire	LF	400	10.00	4,000
560	Junction boxes	EA	17	60.00	1,020
561	Duplex receptacles, GFCI	EA	3	180.00	540
562	Duplex receptacles, GFCI, WP	EA	2	215.00	430
567	Thermal overload switch	EA	4	200.00	800
565	Branch power conduit & wire	LF	780	8.00	6,240
568	Lighting control - occupancy sensor switch	EA	1	200.00	200
571	Lighting control - occupancy sensor	EA	3	300.00	900
573	Lighting control conduit & wire	LF	120	6.00	720
	D5020 - Lighting and Branch Wiring			**0.09 /SF**	**35,675**
D5030	**Communications & Security**				
247	Communications - infrastructure and devices only - scope completion	SF	942	4.00	3,766
256	Audio visual - infrastructure and public address systems only	SF	942	3.00	2,825
577	Security - card readers	EA	1	1,000.00	1,000
578	Security - fixed camera	EA	2	2,000.00	4,000
253	Security - infrastructure and miscellaneous connections	SF	942	5.00	4,708
327	Fire alarm - not required	SF	942		Excl.
	D5030 - Communications & Security			**0.04 /SF**	**16,299**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	8.9	2,000.00	17,740
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	385,486	0.20	77,097
349	Sediment control log	LF	1,102		Incl.
350	Inlet protection	EA	6		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
353	Outlet protection	EA	4		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**94,837**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	9,518	6.50	61,869
97	Earthwork cut/fill	CY	35,963	6.50	233,759

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
98	Import soils	CY	35,181	35.00	1,231,335
99	Rough grade site	SF	385,486	1.00	385,486
100	Fine grade site	SF	385,486	0.50	192,743
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**5.51 /SF**	**2,125,192**
G2010	**Roadways**				
391	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	498	38.00	18,909
392	Aggregate basecourse - 6" depth	CY	218	30.00	6,543
393	Asphalt paving - 5" thick	SY	1,308	30.00	39,228
397	Raised concrete crosswalk	SF	315	25.00	7,875
394	Concrete curb & gutter	LF	900	35.00	31,500
395	No parking sign	EA	4	600.00	2,400
396	Pedestrian crossing sign	EA	2	600.00	1,200
398	Striping	SF	11,768	0.50	5,884
	G2010 - Roadways			**0.29 /SF**	**113,539**
G2020	**Parking Lots**				
371	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,181	38.00	44,859
372	Aggregate basecourse - 6" depth	CY	590	30.00	17,709
1	Asphalt paving - 5" thick	SY	3,280	30.00	98,385
35	Concrete curb & gutter	LF	1,570	35.00	54,961
378	ADA parking sign	EA	5	600.00	3,000
399	Striping	SF	29,514	0.50	14,757
	G2020 - Parking Lots			**0.61 /SF**	**233,671**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	3,452	38.00	131,161
401	Aggregate basecourse - 4" thick	CY	1,049	30.00	31,464
374	Pedestrian concrete paving - 5" thick concrete sidewalk	SF	26,554	7.50	199,156
385	Pedestrian concrete paving - 5" thick concrete paving	SF	58,384	7.50	437,882
384	Pedestrian concrete paving - 7" thick heavy duty concrete paving	SF	8,256	10.00	82,556
436	Crusher fines paving - per section C1/L-500	SF	2,208	7.00	15,453
375	Concrete curb ramp	SF	300	20.00	5,994
376	Truncated dome pavers	SF	252	15.00	3,775
	G2030 - Pedestrian Paving			**2.35 /SF**	**907,441**
G2040	**Site Development**				
403	SF-01: Backed bench - 6'	EA	4	2,500.00	10,000
432	SF-02: Backless bench	EA	4	2,000.00	8,000

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
621	Swing benches	EA	3	3,000.00	9,000
409	SF-04: Bike rack	EA	4	600.00	2,400
407	SF-09: Pet waste station	EA	1	600.00	600
620	SF-12: Hammock	EA	4	6,500.00	26,000
15	SF-14: Rectangle picnic table	EA	8	8,000.00	64,000
408	SF-17: Trash/recycling receptacles	EA	10	1,500.00	15,000
437	Storage shed	EA	1	40,000.00	40,000
440	CIP concrete bridge	SF	219	200.00	43,800
469	Promenade entry feature	EA	3	10,000.00	30,000
318	4' x 4' Single pedestrian gate	EA	2	1,500.00	3,000
319	4' x 10' Single pedestrian gate	EA	1	2,200.00	2,200
434	Boulder seat wall	SF	1,182	115.00	135,930
20	Concrete retaining wall - form-facing finish	SF	354	135.00	47,817
23	CIP concrete seatwall	LF	502	380.00	190,760
9	CIP Concrete stair	LF	147	95.00	13,955
433	Precast concrete occupiable stairs	LF	102	200.00	20,400
439	Shade structure - playground - 20' x 30'	EA	1	59,474.00	59,474
451	Shade structure - play area - 10' x 20'	EA	4	28,470.50	113,882
38	Decorative metal fence - 4'	LF	925	115.00	106,363
43	Basketball court - included post-tensioned slab, painting, striping, basketball hoops	SF	4,800	22.00	105,600
49	Fitness area - including ground covering, equipment, etc.	SF	6,679	40.00	267,160
320	Playground - including poured in place rubber surfacing, painting, etc.	SF	17,163	30.00	514,902
295	Playground - Play area Equipment provided per HCM, including structural concrete wall, misting system and associated utilities	SF	17,164	65.25	1,119,951
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	385,486	0.10	38,549
	G2040 - Site Development			**7.75 /SF**	**2,988,743**
G2050	**Landscaping**				
418	CIP concrete planter	CY	12	550.00	6,435
419	Footing to CIP concrete planter	CY	8	500.00	3,900
404	Concrete mowband - 8" x 8"	LF	805	18.00	14,482
464	Native seed mix	SF	73,009	1.00	73,009
438	Synthetic turf - playground	SF	15,365	7.30	112,165
467	Planting bed (shrubs, perennials, and groundcovers)	SF	68,826	6.00	412,954
465	Sod includes amendments	SF	49,604	2.15	106,648
466	Bioretention area - water quality / detention seed mix	CY	824	75.00	61,808
442	Deciduous shade tree	EA	126	750.00	94,500

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
444	Evergreen tree	EA	8	750.00	6,000
446	Ornamental tree	EA	39	750.00	29,250
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	206,170	1.80	371,105
	G2050 - Landscaping			**3.35 /SF**	**1,292,256**
G3010	**Water Supply**				
69	12" PVC water main	LF	1,067	200.00	213,400
338	6" DIP water branch piping	LF	59	115.00	6,785
370	1" type K water branch piping	LF	51	42.00	2,142
342	2" type K water branch piping	LF	236	54.00	12,755
336	Water main bend - 12"	EA	8	300.00	2,400
345	Water main bend - 2"	EA	2	100.00	200
337	Water main tee	EA	3	500.00	1,500
70	Fire hydrant	EA	2	8,000.00	16,000
341	Connect to existing water main	EA	1	5,000.00	5,000
343	Connect to irrigation	EA	1	1,500.00	1,500
73	Water service meter	EA	1	3,000.00	3,000
298	Excavation, trenching, and backfill	LF	1,412	45.00	63,540
	G3010 - Water Supply			**0.85 /SF**	**328,222**
G3020	**Sanitary Water**				
95	Sanitary water - scope completion	SF	385,486	0.02	7,710
	G3020 - Sanitary Water			**0.02 /SF**	**7,710**
G3030	**Storm Sewer**				
76	18" RCP storm drain	LF	372	150.00	55,770
79	4' Storm drain manhole	EA	1	20,000.00	20,000
80	2' x 2' field inlet	EA	2	2,500.00	5,000
300	Excavation, trenching, and backfill	LF	372	45.00	16,731
	G3030 - Storm Sewer			**0.25 /SF**	**97,501**
G4010	**Electrical Distribution**				
230	Utility transformer - by CORE	LS	1		Excl.
234	Primary feeder - by CORE	LS	1		Excl.
612	Feeder - 200A	LF	58	80.00	4,608
545	Duplex receptacle - WP, GFI	EA	8	250.00	2,000
549	Junction box	EA	2	150.00	300
550	Meter	EA	1	1,500.00	1,500
609	Ground box	EA	8	750.00	6,000
282	Dual EV charging station	EA	2	20,000.00	40,000
285	Conduit and wiring to devices	LF	3,900	22.00	85,800

ELEMENTS ITEM - PHASE 3

Site Area: 385,486 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
297	Excavation, trenching, and backfill	LF	3,958	30.00	118,731
	G4010 - Electrical Distribution			**0.67 /SF**	**258,939**
G4020	**Site Lighting**				
546	Site lighting - AA2	EA	4	5,000.00	20,000
498	Site lighting - AA4	EA	5	5,000.00	25,000
499	Site lighting - BB2	EA	15	2,750.00	41,250
500	Site lighting - BB3	EA	5	2,750.00	13,750
501	Site lighting - BB5	EA	3	2,750.00	8,250
607	Site lighting - CC	EA	2	5,000.00	10,000
605	Site lighting - GG	EA	8	500.00	4,000
275	Field and court lighting - single 40'H assumed at sport courts	EA	2	28,000.00	56,000
614	Field and court lighting - install	EA	2	350.00	700
610	Site lighting - BA1 - sports lighting	EA	1		Incl.
608	Site lighting - BA2 - sports lighting	EA	1		Incl.
277	Site lighting - distribution conduit and wiring - underground	LF	7,275	22.00	160,050
286	Site lighting - controls	SF	385,486	0.25	96,372
329	Excavation, trenching, and backfill	LF	7,275	0.75	5,456
	G4020 - Site Lighting			**1.14 /SF**	**440,828**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			86,282
	G4090 - Other Site Electrical Utilities			**0.22 /SF**	**86,282**
ESTIMATED NET COST				**25.33 /SF**	**9,763,839**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS SUMMARY - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	SA USD/SF	Total Cost USD
D5020	**Lighting and Branch Wiring**	**0.01**	**6,311**
G1010	**Site Clearing**	**0.25**	**149,599**
G1030	**Site Earthwork**	**2.56**	**1,556,107**
G2030	**Pedestrian Paving**	**0.58**	**355,457**
G2040	**Site Development**	**2.98**	**1,812,086**
G2050	**Landscaping**	**1.70**	**1,031,540**
G4020	**Site Lighting**	**0.40**	**243,380**
G4090	**Other Site Electrical Utilities**	**0.04**	**24,969**
ESTIMATED NET COST		**8.52**	**5,179,449**
MARGINS & ADJUSTMENTS			
General Conditions and General Requirements - 8%			414,356
Insurance & Bonds - 1.25%			69,923
Overhead and Profit - 4%			226,549
Construction Contingency - 5%			294,514
Design Contingency - 3%			185,544
Escalation - assuming construction start April 2029 - 21%			1,337,770
Utility taps, meters, transformers			650,997
ESTIMATED TOTAL COST		**13.74**	**8,359,102**

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS ITEM - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
D5020	**Lighting and Branch Wiring**				
555	Exterior light fixture - DD - recessed 4" downlight	EA	9	400.00	3,600
559	Branch lighting conduit & wire	LF	180	10.00	1,801
562	Duplex receptacles, GFCI, WP	EA	2	215.00	430
565	Branch power conduit & wire	LF	60	8.00	480
	D5020 - Lighting and Branch Wiring			**0.01 /SF**	**6,311**
G1010	**Site Clearing**				
64	Site clearing and grubbing	Acre	14.0	2,000.00	27,960
65	Temporary erosion and sediment control, street cleaning, dust control, snow removal, traffic control, etc.	SF	608,194	0.20	121,639
349	Sediment control log	LF	2,271		Incl.
351	Vehicle tracking control	EA	1		Incl.
352	Concrete washout area	EA	1		Incl.
	G1010 - Site Clearing			**0.25 /SF**	**149,599**
G1030	**Site Earthwork**				
96	Strip existing topsoil for reuse - assumed 8" depth	CY	15,017	6.50	97,612
97	Earthwork cut/fill	CY	12,769	6.50	82,999
98	Import soils	CY	12,663	35.00	443,205
99	Rough grade site	SF	608,194	1.00	608,194
100	Fine grade site	SF	608,194	0.50	304,097
400	Allowance for temporary dewatering	LS	1	20,000.00	20,000
	G1030 - Site Earthwork			**2.56 /SF**	**1,556,107**
G2030	**Pedestrian Paving**				
382	Over-excavated, moisture treated, and recompacted subgrade - 12" depth	CY	1,419	38.00	53,922
401	Aggregate basecourse - 4" thick	CY	473	30.00	14,193
385	Pedestrian concrete paving - 5" thick concrete paving	SF	38,312	7.50	287,342
	G2030 - Pedestrian Paving			**0.58 /SF**	**355,457**
G2040	**Site Development**				
409	SF-04: Bike rack	EA	12	600.00	7,200
407	SF-09: Pet waste station	EA	1	600.00	600
15	SF-14: Rectangle picnic table	EA	7	8,000.00	56,000
408	SF-17: Trash/recycling receptacles	EA	6	1,500.00	9,000
463	Shade structure - 32' x 56'	EA	1	165,067.00	165,067
36	Wood estate fence - 4'	LF	2,634	100.00	263,400
294	Bike park budget - provided by HCM	LS	1	1,250,000.00	1,250,000
44	Bike park - advanced pump track	SF	29,400		Incl.
45	Bike park - beginner pump track	SF	15,661		Incl.

SALISBURY PARK NORTH

DESIGN DEVELOPMENT ESTIMATE - REV 1

Rider Levett Bucknall

ELEMENTS ITEM - PHASE 4

Site Area: 608,194 SF
Rates Current At August 2024

Ref	Description	Unit	Qty	Rate USD	Total Cost USD
47	Bike park - skills course	SF	56,287		Incl.
48	Bike path - concrete paving	SF	81,078		Incl.
322	Signage - Wayfinding, rules & regulations, markers, interpretive	SF	608,194	0.10	60,819
	G2040 - Site Development			**2.98 /SF**	**1,812,086**
G2050	**Landscaping**				
404	Concrete mowband - 8" x 8"	LF	40	18.01	724
464	Native seed mix	SF	507,607	1.00	507,607
467	Planting bed (shrubs, perennials, and groundcovers)	SF	4,361	6.00	26,165
465	Sod includes amendments	SF	26,253	2.15	56,443
442	Deciduous shade tree	EA	57	750.00	42,750
444	Evergreen tree	EA	32	750.00	24,000
446	Ornamental tree	EA	5	750.00	3,750
613	Temporary irrigation	SF	435,753	0.50	217,877
60	Irrigation - native seeding, planting bed, sod, bio-retention planting	SF	84,569	1.80	152,224
	G2050 - Landscaping			**1.70 /SF**	**1,031,540**
G4020	**Site Lighting**				
499	Site lighting - BB2	EA	1	2,750.00	2,750
277	Site lighting - distribution conduit and wiring - underground	LF	75	22.00	1,650
331	Site lighting - Bike park allowance	SF	434,374	0.20	86,875
286	Site lighting - controls	SF	608,194	0.25	152,049
329	Excavation, trenching, and backfill	LF	75	0.75	56
	G4020 - Site Lighting			**0.40 /SF**	**243,380**
G4090	**Other Site Electrical Utilities**				
244	Subcontractor GCs & GRs	Item			24,969
	G4090 - Other Site Electrical Utilities			**0.04 /SF**	**24,969**
ESTIMATED NET COST				**8.52 /SF**	**5,179,449**

Salisbury Sports Complex	*Expected Completion*	*Potential Funding Sources*
Complete Salisbury North design and construction.	Ongoing	Possible Grants/Parks and Recreation Fund
Update signage to separate the two distinct recreation opportunities (equestrian and athletic).	2021-2023	Parks and Recreation Fund
Determine and implement a direct connection to the East West Trail.	2019-2020	Parks and Recreation Fund
New South Recreation Center		
Establish partnerships with Senior Services, local health care providers, and other pertinent agencies to explore funding opportunities.	2023-2027	Parks and Recreation Fund/ General Fund/External Sources
Initiate a site selection evaluation and explore funding for site design and completion.	2023-2027	Parks and Recreation Fund
New Ice Arena		
Investigate establishing a new indoor ice arena, operated in conjunction with public or for-profit partners. If opportunity exists, conduct co-funded feasibility study.	2021-2025	Possible Grants
Preservation Park		
Revisit Preservation Park master plan to include an updated vision and enhance connectivity opportunities.	2019-2020	Parks and Recreation Fund

THEME 2: ENHANCE INCLUSIVE PROGRAMING

GOAL

1. Provide inclusive programming for all ages, abilities, and income levels

STRATEGIC ACTIONS

	Expected Completion	*Potential Funding Sources*
Address the priorities identified in the Town of Parker Parks, Open Space, and Recreation ADA Site Visit Report (October 2017).	Ongoing	Possible Grants/Parks and Recreation Fund
Modernize sports and athletic facilities to optimize inclusive access.	Ongoing	Parks and Recreation Fund
Establish a policy for the internal review of existing and future park plans to provide greater inclusion.	Ongoing	No Funding Needed
Coordinate with homeowners associations to improve ADA access of existing and future HOA-operated parks.	Ongoing	No Funding Needed
Establish and actively promote a communication policy and network to facilitate the conveyance, review, and timely response to accessibility concerns from community members.	2019	No Funding Needed
Provide educational opportunities for staff on inclusion best practices.	2019	Parks and Recreation Fund
Set a departmental goal of having a minimum of two staff members trained in identifying accessibility issues.	2021-2023	Parks and Recreation Fund
Expand availability of universally inclusive playgrounds to the greatest extent possible, targeting 25% of all playgrounds in the next 10 years.	2023-2027	Possible Grants/Parks and Recreation Fund

August 21, 2024

Town of Parker
Mary Colton, Director of Parks, Trails, and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of the Colorado Rapids Youth Soccer Club, a youth soccer club serving hundreds of Parker youth, I am writing to express our full support for the Town of Parker's Salisbury Park North development project, specifically constructing two lighted synthetic turf multi-use fields. This project is crucial for meeting the growing demands of our community, particularly in the realm of youth sports, including soccer, lacrosse, and football.

As an organization deeply involved in youth soccer within Parker and the surrounding communities, we have seen and experienced firsthand the challenges posed by the limited availability of quality sports fields in the South Metro Area. The existing facilities are unsuited for long-term local participation, and families are leaving town to search for opportunities in neighboring cities. Adding these new fields would significantly elevate the opportunity to provide much-needed space for our local athletes to train and compete closer to home.

Moreover, including lighted synthetic turf will extend the usability of these fields, allowing for year-round play and accommodating practices and games during evening hours and throughout the winter. This is particularly beneficial for working families who rely on after-school and evening programs and for sport-specific-focused families who participate year-round. The versatility of these fields to support multiple sports also ensures that they will serve a broad spectrum of the community, maximizing the impact of the investment.

The rapid and continued population growth in Douglas County has only heightened the need for additional sports facilities. With more families moving into the area, the demand for organized sports and recreational activities continues to rise. The proposed multi-use fields at Salisbury Park North will play a vital role in supporting our local youth's physical and social development, promoting healthy lifestyles, teamwork, and community engagement.

We strongly believe this project will provide lasting benefits to the residents of Parker and the surrounding areas. The expansion of Salisbury Park North is an investment in not just infrastructure but also the well-being and future of our community.

If you have any questions or require additional information, please do not hesitate to contact me directly at aaron@rapidsyouthsoccer.org].

Thank you for considering our perspective and your ongoing efforts to enhance our community's recreational facilities.

Sincerely,

Aaron Nagel
Chief Executive Officer
Colorado Rapids Youth Soccer Club

Lutheran High School

Nurturing Academic Excellence, Encouraging Growth in Christ

8/20/2024

Town of Parker
Mary Colton, Director of Parks, Trails and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of the Lutheran High School, we are writing in support of the Town of Parker's Salisbury Park North development project, specifically, the multi-use fields proposed for the park. As we understand, the Town's site plan includes two lighted synthetic turf multi-use fields that would support soccer, lacrosse, and football.

Lutheran High School currently rents Salisbury Softball and Baseball fields on a consistent basis. Without the city fields Lutheran would not be able to have a softball program, and our baseball team would be forced to cut the number of teams they have. Unfortunately, there is a shortage of field space and the new multi-use fields was an answer to our prayers.

These fields would allow Lutheran to do the following:

-The multi-use fields would greatly benefit Lutheran because we would have a rental space for our Lacrosse, Football and Girls and Boys Soccer programs when we are hosting games at Lutheran and our field is unavailable. Currently, our teams are forced to not practice at all or rent from places that are 25-45 minutes away from our campus.

-Continue to have 4 levels of baseball and more athletes competing.

-Our softball programs (currently we have 2 levels) could practice at the same time and location making it easier for our families.

The Parker community is exploding with growth and there is a desperate need for field space to ensure that our youth can continue to be active and healthy. Without these mutli-use fields and baseball/softball fields I believe we will see program cuts made and unfortunately a number of athletes will no longer be able to

participate in the sport they love. We appreciate the current field space, but the current space is no longer sufficient for the high demand. Let's keep Parker Youth active and build the fields that are needed to not just help Lutheran High School, but to help the City of Parker!

If you have any questions or need additional information, please get in touch with me directly at rachelle.robbins@lhsparker.org.

Sincerely,

Rachelle M. Robbins

Lutheran High School Athletic Director

Mary,

I hope this letter finds you well. I wanted to take a moment to express my deepest gratitude for your support of the Parker Youth Sports organization. The Town of Parker's support has made a significant impact on the youth of Parker, and I am grateful for your willingness to invest and support our mission in the future. We would love to partner with the Town of Parker on the future of Salisbury Park North.

Parker Youth Sports, Inc. is a nonprofit, all volunteer youth sports organization dedicated to providing and developing quality youth athletic programs for the youth of the Parker community and surrounding areas.

Parker Youth Incorporated of Parker, CO is a licensed 501©(3), nonprofit organization whose mission is to, not only provide quality youth sport programs but to develop a positive learning environment for athletic and coaching skills, sportsmanship, leadership, community and team effort.

Parker Youth was formed in 1986 by a group of dedicated individuals whose goal was to see the children of Parker participate and compete in a program that would not only focus on fun and physical fitness, but would mentally prepare them for their future as well. Our mission is being successfully continued to this day.

We all understand that activities that children participate in improves the cognitive, physical, social, and emotional well-being. Through play, children learn about the world and themselves. They also learn skills they need for study, work and relationships in the future.

Parker Youth Sports, Inc.

We currently have the following sports:

- Spring – baseball, lacrosse, softball and co-ed volleyball
- Summer – lacrosse (camps/clinics), co-ed outdoor volleyball
- Fall – baseball, cheer, football, lacrosse (camps/clinics), softball
- Winter – boys and girls basketball

Baseball 2024 – population as of 2020 census

- Highlands Ranch Warriors – 30 teams (population 106,000)
- Aurora Spartans – 12 teams (population 386,000)
- Castle Rock Raptors – 31 teams (population 73,000)
- Parker Hawks – 56 teams (population 57,000)

Softball 2024

- Highlands Ranch Warriors – 8 teams
- Aurora Spartans – 0 teams

- Castle Rock Raptors – 2 teams
- Parker Hawks – 14 teams

Participants:

- Spring Baseball – 675, Spring Softball – 170, Spring Lacrosse 260, Spring Volleyball – 75 total - 1180
- Summer Lacrosse – 50, Summer Volleyball – 75 - total 225
- Fall Baseball – 720, Cheer – 60, Football 425, Lacrosse 125, Softball 170 Total – 1500
- Winter Basketball – 350

This year alone (2024) we have turned away the following participants due to lack of fields:

- Baseball 215 (spring and fall)
- Softball 52 (spring and fall)
- Football 87 (fall)
- Lacrosse 28 (spring)

As the population of Parker continues to grow, PYS turns away more and more children. Our registration tends to fill up within 3 days of opening. Parker Youth have goals to expand so more children have the opportunity to play.

"Participation in youth team sports has been linked with lower rates of depression and anxiety, along with a reduced risk of suicide and substance abuse," says Soroosh Amanat, MD, a family medicine physician with interest in sports medicine at Scripps Coastal Medical Center Eastlake. "Plus, more time playing sports means less time on social media, which has been proven to have a negative effect on the well-being of kids and adolescents."

Thank you for your consideration,

Kristy Thomas

Parker Youth Sports, Inc.

August, 20 2024

Town of Parker
Mary Colton, Director of Parks, Trails and Open Space
20120 E. Mainstreet
Parker, CO 80134-7335

Re: Multi-Use Sports Fields in Parker

Dear Ms. Colton,

On behalf of Triple Crown Sports we are writing in support of the Town of Parker's Salisbury Park North development project, specifically, the multi-use fields proposed for the park. As we understand, the Town's site plan includes two lighted synthetic turf multi-use fields that would support several youth sports.

The state of Colorado hosts our 1100 team youth fastpitch tournament each summer. It is the largest in our sport and brings more economic impact annually to our state than any other youth sporting event. There is a lack of additional facilities in the Denver metro area and we are hopeful to play at this beautiful facility in Parker. With a current waiting list to utilize this facility the addition of Salsbury Park North for youth sports will hopefully allow us and many other youth sports organizations to do so.

If you have any questions or need additional information, please get in touch with me directly at stephanie@triplecrowsportst.com.

Thank You

Stephanie Klaviter

Director of Fastpitch

Triple Crown Sports

MEETING DATE: September 9, 2025

STAFF PERSON RESPONSIBLE: Luke Thornton, Parks Program Coordinator

DESCRIPTION: Parks Funding Agreement Between Douglas County and the City of Lone Tree for $7,500,000 for the Construction of High Note Regional Park.

SUMMARY: The request is for approval of the Parks Funding Agreement between Douglas County and the City of Lone Tree for $7,500,000 from the Parks, Trails, Historic Resources and Open Space tax for the construction of Phase 1 of high Note Regional Park.

STAFF ASSESSMENT: It is staff's recommendation that the Parks Funding Agreement be approved by the Board of County Commissioners.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	9/5/2025
Steve Shoultz	Approve	9/5/2025
Jeff Garcia	Approve	9/5/2025
Christie Guthrie	Escalated	9/5/2025
Jill Janz	Approve	9/5/2025
Doug DeBord	Approve	9/5/2025
Samantha Hutchison - FYI	Notified - FYI	9/5/2025

ATTACHMENTS:

Staff Report - City of Lone Tree - Parks Funding Agreement

DOUGLAS COUNTY
COLORADO

Staff Report

Date:

To: Douglas County Board of County Commissioners

Through: Douglas J. DeBord, County Manager

From: Terence T. Quinn, AICP, Director of Community Development TQ

CC: Luke Thornton, CPRP, Parks Program Coordinator
Nick Giauque, CPRP, Parks Program Manager
Steve Shoultz CPRE, Assistant Director of Parks, Trails, and Building Grounds

Subject: Parks Funding agreement between Douglas County and The City of Lone Tree for $7,500,000 for the construction of High Note Regional Park

Board of County Commissioners Business Meeting: **September 9, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

This agreement between Douglas County and the City of Lone Tree (Lone Tree) is for the funding award of $7,500,000 from the Parks, Trails, Historic Resources and Open Space tax (PTHROS) to Lone Tree for the construction of Phase 1 of High Note Regional Park (HNRP). Disbursement of funds will occur in three installments of $2,500,000. The first installment in 2025, the second in 2026, and the third in 2027.

II. REQUEST

Staff is requesting approval of the Parks Funding Agreement between Douglas County and Lone Tree for $7,500,000.

III. BACKGROUND

On February 29, 2024, Lone Tree submitted a PTHROS funding application for $8,000,000 towards construction of HNRP. Lone Tree has dedicated $16,000,000 in matching funds to this request $8,000,000 will be provided by Lone Tree and $8,000,000 will be provided by South Suburban Parks and Recreation. The application was reviewed by staff and Lone Tree presented their request to the Parks Advisory Board (PAB) on September 11, 2024. The PAB recommended this project for funding in alignment with the PTHROS tax resolution.

IV. RECOMMENDED ACTION

It is staff's recommendation that the Parks Funding Agreement be approved by the Board of County Commissioners.

ATTACHMENTS **PAGE**

Funding Agreement 3

PARKS FUNDING AGREEMENT

Project Title: **High Note Regional Park**

Project Period: _____

Project Award: **$7,500,000**

PARTIES TO AGREEMENT:

DOUGLAS COUNTY: The Board of County Commissioners of the County of Douglas, State of Colorado (the "Board")
Address: 100 Third Street
Castle Rock, CO 80104
Telephone: (303) 660-7401
Facsimile: (303) 688-1293

Project Owner/Manager: **City of Lone Tree**

Address: _____
_____
Contact Name: _____
Telephone: (___) ___-_____
Email: _____

RECITALS

A. In 2022, the Douglas County voters approved a referred tax measure allocating funding for local parks with the discretion to make some of that funding available to local partners to fund public parks as recommended by a citizen advisory committee, the Parks Advisory Board.

B. Owner/Manager submitted a funding application to the Board that contemplates the execution of the project entitled above (the "Project"). The Project is described in more detail in **Exhibit A**.

C. Owner/Manager shall adhere to the payment terms outlined in **Exhibit B** and the reporting requirements outlined in **Exhibit C**.

D. The Board approved Owner/Manager's application on **September 9, 2025** subject to the execution of this funding agreement (the "Agreement").

AGREEMENT

NOW, THEREFORE, in consideration of the parties' mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Incorporation of Recitals and Exhibits A, B, and C.** The recitals set forth above and all exhibits are hereby incorporated herein.

2. **Funding and Project.** Subject to the terms and conditions set forth in this Agreement, the Board hereby awards to Owner/Manager a sum not to exceed **$7,500,000** (the "Funding Award"). Owner/Manager agrees to provide at minimum **$16,000,000** in additional funds to complete the Project**.** The Funding Award shall be used by Owner/Manager solely to complete the Project, in substantial conformity with **Exhibit A**.

3. **Project Scope.** Owner/Manager shall not materially modify the Project without the prior written approval of the Board. Any material modification to the Project undertaken without the Board's prior written consent may be deemed a breach of this Agreement, entitling the Board to all remedies available under this Agreement. The Board has sole discretion to determine whether any changes constitute a material modification.

Owner/Manager agrees to manage all aspects of the design, land use entitlement, construction, permitting and inspections of the Project. The Owner/Manager shall be responsible for paying for all design, construction, permitting and inspection costs associated with the Project, including any cost in excess of the cost estimates shown on **Exhibit A**, as may be amended in accordance with the terms of this agreement.

Owner/Manager will own and maintain the Project that is located within property owned by the Owner/Manager or located within the jurisdiction of the Owner/Manager.

4. **Authorized Representative.** The Director of Community Development, or their designee, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving, the work performed by the Owner/Manager under this Agreement as may be needed.

5. **Payment of Funding.** Subject to the Board's determination in its sole discretion that Owner/Manager is in compliance with this Agreement, the Board shall disburse the funds for the Project subject to the terms described in **Exhibit B** (the "Payment Terms"). Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is **($7,500,000)**. In no event shall the County be liable for payment under this Agreement for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Agreement nor is anything set forth herein a limitation of liability for the Owner/Manager. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

6. **Reporting Requirement.** Owner/Manager agrees to submit the reports as described in **Exhibit C.**

7. **Procurement:** To the extent possible, Grantee shall adhere to the Douglas County Government purchasing policy or an equivalent selection process that will ensure fair and competitive bids/quotes are obtained for the use of any Grant Award funds under this Agreement. If Grantee will significantly deviate

from such a process, express written permission from the County must be obtained prior to proceeding with the Project.

8. **Compliance with Regulatory Requirements and Federal and State Mandates.** Owner/Manager hereby assumes responsibility for compliance with all regulatory requirements in all applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, Owner/Manager agrees to comply with all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

9. **Confidentiality.** The parties agree to keep any specialized details of security arrangements or physical or cyber assets, confidential to the extent possible under the law. Any Party will notify the other of any request to disclose such information prior to its release in order to elicit consent or concerns regarding such disclosure.

10. **Indemnification**. The County cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Owner/Manager or any other person or entity whatsoever, for any purpose whatsoever. The Owner/Manager shall, to the extent permitted by law, defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the Owner/Manager need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

11. **Independent Contractor.** The Owner/Manager is an independent contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the Owner/Manager shall be and remain at all times, employees or volunteers of the Owner/Manager for all purposes. It is not intended, nor shall it be construed that the Owner/Manager, its employees, or volunteers are agents, employees or officers of the County for any purpose whatsoever.

12. **No Waiver of Governmental Immunity Act**. The parties hereto understand and agree that their commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or any other immunities or defenses from liability otherwise available to the Parties.

13. **Audits and Accounting**. Owner/Manager shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Project. Owner/Manager shall maintain standard financial accounts, documents, and records relating to the use, management, and operation of the Project. The Board shall have the right, upon reasonable notice to Owner/Manager, to audit the books and records of Owner/Manager which pertain to the Project and to the use and disposition of the Board funds. The Board shall retain the authority to audit for two years after Project completion.

14. **Inspection**. The Board shall have the right to inspect the Project area to ascertain compliance with this Agreement during business hours at any time during the Project and up to six months after termination or completion of the Project.

15. **Termination by County for Convenience.** The County may terminate this Agreement at any time and for any reason at its sole discretion by providing Owner/Manager written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such

termination, Owner/Manager shall be entitled to compensation for activities performed in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the available budget balance at the time of the effective date of the termination.

16. Effect of Project Completion or Termination. Owner/Manager agrees that Project completion or termination of this Agreement does not invalidate continuing obligations imposed on Owner/Manager by this Agreement. Project completion or termination of this Agreement does not alter the County's authority to disallow costs and recover funds on the basis of a later audit or other review and does not alter Owner/Manager's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

17. Notices. Notices concerning termination of this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the Owner/Manager to:	Douglas County Community Development Department, Parks Division Attn: Terence Quinn 100 Third Street Castle Rock, CO 80104 (303) 660-7460 E-mail parksandtrails@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail attorney@douglas.co.us
and by the County to:	_____ _____ _____ _____ (____) ____-_____ Email: _____

Said notices shall be delivered personally during normal business hours to the appropriate office above, by prepaid first-class U.S. mail, via facsimile, via electronic mail, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

18. Assignment. Owner/Manager may not assign its rights under this Agreement.

19. Applicable Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

20. **Severability.** If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

21. **Fax and Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one Agreement. In addition, the parties agree to recognize signatures of this Agreement transmitted by fax, email or PDF, as if they were original signatures.

22. **Third Party Beneficiary.** The Board and Owner/Manager hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the Board and Owner/Manager, and that no third-party beneficiaries are intended.

23. **Waiver.** The failure of either party to enforce a term hereof shall not be deemed a waiver of such term or right of enforcement as to that breach or any subsequent breach of the same, similar, or different nature. No waiver shall be enforceable hereunder unless signed by the party against whom the waiver is sought to be enforced.

24. **Entire Agreement.** Except as expressly provided herein, this Agreement constitutes the entire agreement of the parties. No oral understanding or agreement not incorporated in this Agreement shall be binding upon the parties. No changes in this Agreement shall be valid, unless made as an amendment to this Agreement, approved by the Board, and signed by the parties in this Agreement.

(remainder of page intentionally blank)

IN WITNESS WHEREOF, the parties by signature below of their authorized representatives execute this Agreement effective as of the _____ day of _____ 2024.

OWNER/MANAGER: _____

Name: _____
Title: _____
Date: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, _____ by _____.

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord
County Manager

Date: _____

APPROVED AS TO CONTENT:

_____
Terence Quinn
Director, Community & Resource Services

Date: _____

APPROVED AS TO LEGAL FORM:

_____
Christopher Pratt
Senior Assistant County Attorney

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date: _____

EXHIBIT A

PARK IMPROVEMENTS PROJECT DETAILS

The High Note Regional Park project is described in the Project funding application submitted by the Owner/Manager dated 12/08/23 (attached). The Project scope and budget is further detailed below:

(remainder of page intentionally blank)

EXHIBIT B
PAYMENT TERMS

Douglas County will provide up to **$7,500,000** in funding to be used exclusively for the Project as described in Exhibit A.

Once approved funding will be paid according to the following:

- Douglas County agrees to provide one disbursement of $2,500,000 to the Owner/Manager in 2025 within 30 days of the execution of this agreement.
- Douglas County agrees to provide one disbursement of $2,500,000 to the Owner/Manager in 2026 within 30 days after requested by the Owner/Manager.
- Douglas County agrees to provide one disbursement of $2,500,000 to the Owner/Manager in 2027 within 30 days after requested by the Owner/Manager.
- Any amounts invoiced for the Project in excess of the total funds awarded under the Agreement are the responsibility of Owner/Manager.
- Costs to be covered by the County funds awarded for this Project are only for those directly incurred for actual work completed designing or constructing the Project in accordance with the plans, budget, and schedule previously approved by the County. No administrative, legal, maintenance, or other indirect design/construction costs will be reimbursed unless expressly permitted in writing by the County. At the sole discretion of the County, any changes to the Project not approved by the County may not be paid and any resultant reduction in costs of such changes may be deducted from the total Funding Award.
- If the project is not completed in three years' time, the Owner/Manager will refund the County a proportional share (32%) of any amount less than the full $23,500,000 that may not have been spent.
- If the project is completed for less than the full $23,500,000, the Owner/Manager will refund a proportional (32%) share of any savings.

No official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and Owner/Manager shall not to hire, pay, or contract for services of any official, officer or employee of the County or otherwise take any action that could constitute or create a conflict of interest with the County.

EXHIBIT C

REPORTING REQUIREMENTS

Owner/Manager will ensure quarterly reporting to the County of the progress on the Project. These reports will include percentage complete, timeline/schedule to completion, any significant issues, and other information requested by the County for this particular Project. Any reports containing sensitive specialized information of security arrangements should be clearly marked "Not Intended For Public Disclosure" and the top and bottom of each page.

In addition to the above, the Owner/Manager will provide a final report within 90 days of the completion of the Project. The purpose of this report is to describe the results of the funding award. Focus your answers on how the Project was beneficial to the community and the outcomes you observed. Provide as much narrative as needed to demonstrate success and tell your story. A sample report is shown below. Please review the organizational information and correct any information that may have changed.

Project Period: **From** _____ **To** _____

Organization: _____

Project Name: _____

Funding Amount: $_____

Contact Name: _____ **Title:** _____

Phone: _____ **Email:** _____

1. Describe how the Project funds were used, the progress made toward your goals and objectives and the impact on your facility (e.g. results or outcomes).

2. Describe any feedback you have received from outside your organization as a result of the Project.

3. Did you form any new partnerships? If yes, please describe the partnership(s) and the impact on your efforts.

4. If there were any major variances in the anticipated expenditures as compared to the approved budget submitted in your application, please describe what changed.

5. How many individuals are served by your organization that will be impacted by the Project?

6. Please provide pictures and/or design plans of the project.

_____ _____

Signature of Executive Director or Authorized Board Officer **Date**

High Note Regional Park

Partnership Request

Submitted By

CITY OF LONE TREE

SOUTH SUBURBAN PARKS & RECREATION

Prepared For

DOUGLAS COUNTY COLORADO

Designing Lone Tree, South Suburban, and Douglas County's Next Signature Public Space

On a High Note: Designing Lone Tree, South Suburban, and Douglas County's Next Signature Public Space

The City of Lone Tree and South Suburban Parks and Recreation are thrilled to invite Douglas County to join our partnership in creating High Note Regional Park, a one-of-a-kind project that promises to create a lasting legacy for Douglas County. High Note Regional Park is poised to become a vivid focal point for our region, offering unparalleled recreational, cultural, and economic benefits to our community. With the County as a partner, we can make this visionary project a reality, building on Douglas County's reputation as one of the nation's healthiest and most vibrant communities.

This application will provide you with a comprehensive overview of the High Note Regional Park project, highlighting the unique aspects that set it apart and make it an ideal investment for Douglas County:

- A strategic location with excellent regional connectivity, including light-rail transit access and multiple trail connections, making it a true destination for residents and visitors alike.
- An iconic design focused along a central promenade, referred to as "The Braid", creates a unique public gathering space unlike anything else in the region that balances vibrant active spaces with connection to the natural environment.
- A focus on community-building and gathering spaces with intentional spaces for residents to collide and build new community connections, creating better mental and physical health outcomes.
- A diverse array of amenities designed to cater to a wide range of interests and abilities, including links to the future home of Tall Tales Ranch, ensuring that the park serves as an inclusive and welcoming space for all.
- A commitment to preserving and showcasing the rich cultural and historical heritage of Douglas County, including the rehabilitation of Happy Canyon Creek, connections to Schweiger Ranch, and intentional recognition of indigenous artifacts found on-site.
- The potential to generate significant economic benefits for the county, supporting the neighboring Lone Tree City Center, the County's next economic anchor.
- A strong collaborative approach, with support and contributions from a wide range of partners, including the City of Lone Tree, South Suburban Park and Recreation District, RidgeGate Investments Inc., and Shea Homes.

Joining The Ranks of Douglas County's Exceptional Regional Parks

High Note Regional Park will add to the County's existing slate of regional recreation facilities that provide both active and passive recreation access to all of Douglas County. High Note Regional Park is centrally located in north-central Douglas County, just 2.5 miles from the center of the county's 360,000-person population (US Census).

Highland Heritage Regional Park (Highlands Ranch)

Challenger Regional Park (Parker)

Fairgrounds Regional Park (Castle Rock)

Bayou Gulch Regional Park (The Pinery/Franktown)

A Unique Request for a Unique Generational Project

Douglas County's support is critical to making this project a reality. You'll note that the partnership request is proposed to have a unique structure compared to other park requests and is more similar in format and scale to partnerships made for infrastructure projects. To ensure this large-scale, generational project can happen, this application contemplates a 3-year funding request:

- $300,000 from each partner in 2024 for design, with remaining funds rolled over to construction.
- $4 million in 2025 and $3.7 million in 2026 for construction, totaling an $8 million commitment from each partner for construction of phase 1.

This proposal is made with the understanding that each partner may need to fund this project with additional funds outside their traditional parks and recreation funding sources. It is also made with the understanding that each partner cannot commit future governing bodies to funding in future years. For this reason, it is asked that each partner add the amount to their Capital Improvement Plans (CIPs) and that the funding structure is addressed in an Intergovernmental Agreement (IGA) for the project.

We are confident that the High Note Regional Park will become a shining example of what can be achieved through collaboration, vision, and dedication to our shared goals. We look forward to working together to create a lasting and meaningful impact on the future of Douglas County and the lives of its residents.

Narrative

Detailed narrative describing the proposed project, its overall intent and function, and funding request. Identify and discuss the Board's funding priorities which will be met through implementation of the project. Discuss the project's anticipated construction timeframe. Describe any additional approvals, permits, easements, or agreements required for the project.

Overview

High Note Regional Park is a new 80-acre park planned in the RidgeGate East neighborhood near I-25 and RidgeGate Parkway. High Note will be a destination for recreation, athletics, community connections, and cultural experiences for individuals of all ages and interests. Not only will this be a regional attraction due to the thoughtfully designed layout and community-desired amenities, High Note will be a part of a regional multi-modal transportation hub with public transit access and multiple regional trail connections. The regional park provides a balanced variety of uses, including active recreation, a plaza, civic green, amphitheater, formal and nature trails, natural open space, and the rehabilitation of Happy Canyon Creek.

Initial Visioning & Project Goals

As part of the park's initial visioning process, the following goals were identified:

- **Signature Park –** Create a signature regional park for everyone, incorporating principles identified in the SSPRD Master Plan: Quality First, Enrich Wellness, Connect to Nature, and Lead Sustainability
- **Access for All to the Natural Environment –** Offer all members of the community access to the unique natural environment, especially the creek and related water features
- **Riparian Habitat –** Protect and enhance a diverse riparian habitat
- **Environmentally-friendly Stormwater Management –** Design a park that incorporates state-of-the-art floodplain and storm water management
- **Active & Passive Recreation –** Accommodate the active recreation demands of a growing community of people of all ages and abilities with synthetic multi-purpose fields, sports courts, picnic areas, gathering places, trails, etc.
- **Connections –** Connect the regional park to the historic Schweiger Ranch, Bluffs open space, Reuter-Hess Reservoir, and the regional trail network, including the Cherry Creek system and surrounding communities
- **Community Events –** Accommodate vibrant community events throughout the year
- **Partnering –** Identify opportunities and programs to partner with public, private, and non-profit organizations to enhance access to everyone in the community
- **Transit Accessible –** Take advantage of unparalleled transit access with RTD's RidgeGate Station nearby

Community & Trail Connections

The regional park concept is centered around "The Braid", a central promenade trail that flows through the park, connecting the various park uses across High Note Avenue and to the future Happy Canyon Regional Trail. A future neighborhood park, school, and recreation center site benefit from being adjacent to the regional park. In addition to the trail elements of the braid, further trail connections include an incline challenge trail, a bridge to the Havana St. Bikeway, and connections to the nearby Schweiger Ranch, Tall Tales Ranch, affordable housing, RTD's RidgeGate station, open spaces, and Douglas County's East-West Trail.

Public Need

The opportunity and need for a regional park are established in the 2018 South Suburban Master Plan Addendum, specifically developed for the RidgeGate East Community. The plan identifies the need for parks, trails, and recreational amenities and facilities that meet or exceed the level of service for the remainder of the District. The plan notes that the regional park should provide "recreational opportunities for nature-oriented, outdoor recreation as well as features such as playgrounds, group picnic shelters, walking trails and athletic fields." Additionally, the plan states that the regional park should "include an emphasis on achieving a balance of resource protection and public use."

Community Involvement

The proposed High Note Regional Park Site Plan is the culmination of over three years of planning and community involvement. In 2020, the City of Lone Tree hired the Architerra Group, a local landscape architecture firm, to lead a collaborative effort between the city, South Suburban, and RidgeGate to plan the regional park. Planning for the park kicked off in the summer of 2020 and continued through 2021. Public comments received during the planning process led to the development of a preliminary plan. Citizen advisory groups, including the Lone Tree Recreation Advisory Committee, Douglas County Parks Advisory Board, and Douglas County Open Space Advisory Committee, provided input on the preliminary plan in 2021 and 2022.

Park Amenities

See illustrative site plan in document "3. Site Plan"

- Event Lawn – a civic green with an amphitheater stage/theater programmed by the Lone Tree Arts Center. It will have seated capacity for 5,000 individuals and standing capacity of 10,000-15,000 people.
- The Vista – a knoll with a view of the creek and aligned with the adjacent street, incline (fitness stairs), and vertical artwork at the summit
- The Braid – ½ mile-long organizing feature with walking paths, trail, artwork, seating, and activity "rooms"
- Off-leash Dog Park
- Bouldering and Climbing Area

- Fitness Court – outdoor exercise equipment
- Festival Terrace – a flexible plaza with restrooms, concessions, shade pavilions, lawns, and picnic areas, and an interactive water feature
- Creek Access Plaza – provides water-play and access to Happy Canyon Creek
- Playground – a large, multi-level playground with a climbing wall
- Sports Courts – pickleball and basketball
- Multi-use fields – lighted turf fields with concessions, restrooms, playgrounds
- Canopy Walk – an elevated walkway in the tree canopy with exploration nodes
- The Hawk's Nest – an overlook at the tree canopy with vertical artwork
- Happy Canyon Creek – rehabilitated creek corridor with adjacent regional trail running the length of the park, trail connections and nature exploration
- Water Quality/Detention Pond – controls runoff and filters stormwater
- Parking Lots – one on either side of High Note Avenue with drop-off areas

Trail Connections

- Happy Canyon Regional Trail
- East West Trail
- The Braid w/ Vista & Canopy Walk
- Incline Challenge Trail
- Bridge & Trail to Havana St. Bikeway, RidgeGate Station, Tall Tales Ranch

RidgeGate Background

RidgeGate is a master-planned community located in the City of Lone Tree. RidgeGate West, west of I-25, is an established community and neighborhood parks. RidgeGate East, east of I-25, is in the initial development stage. It will include 3 residential villages and a 440 acre downtown area known as the Lone Tree City Center. RidgeGate is donating the land to meet land dedication requirements.

Construction Costs

Detailed cost estimates are not available until further site design occurs. For 2024, the County is asked to contribute $300,000 to match $300,000 contributions made by the City of Lone Tree and South Suburban for a total of $900,000. Remaining funds would roll over to construction. Phasing will be determined in the coming design phases to meet the anticipated construction budget.

The anticipated construction cost of the first phase is between $24 and $30 million dollars, with a total request of an $8 million multi-year commitment from each partner (Lone Tree, South Suburban, and Douglas County) for the first phase of the project. Additional funding opportunities and partners continue to be explored.

Parks and Trails, Open Space, and Historic Resources – Funding Application Process

Intent: *The intent of the application process is to ensure that tax-payer dollars for parks and trail improvements, open space acquisitions, and historic resource projects will be distributed in a transparent and objective manner, maximizing benefits for all County's residents.*

Funding Sources: *Douglas County Parks and Trails, Open Space, and Historic Resource Funds and other funds which may be allocated by the Board of County Commissioners (Board). The availability of funds in current and future years will be a key factor in the Board's consideration of funding requests.*

Eligible Applicants: *Applicants may include Title 32 Metropolitan Districts, incorporated municipalities, and similar jurisdictions and authorities which primarily serve Douglas County residents and businesses. The Board may also consider requests made by other entities, including private landowners, for projects which benefit the public.*

Process: *Applications must be submitted during the designated window at the beginning of each year. A presubmittal meeting with Community Development staff (Parks and Trails or Planning Resources) and/or Open Space staff is required to discuss the proposed funding request, project overview, submittal requirements, and the Board's funding priorities and objectives. Presubmittal meetings may occur any time before the application deadline.*

Staff assesses each application and forwards its report to the appropriate Advisory Board(s), i.e.: Park Advisory Board, COSAC, or Historic Preservation Board. The Advisory Board will review the package of annual requests and make a recommendation to the Board of based on available funding.

The Board will make the final decision on annual park and trail, open space, and historic resources funding requests at a regular business meeting. If awarded funding, applicants will be required to enter into an agreement with the County setting forth Board performance expectations and benchmarks for funding disbursement.

Timeframe

The project is currently being designed, with design continuing into 2024. Groundbreaking is anticipated at the end of 2024 or early 2025 with the park opening to the public around 2026.

Approvals & Permits

The Preliminary Site Plan has already been adopted by both the Lone Tree City Council and the South Suburban Park & Recreation District Board. As the design develops, a formal Site Improvement Plan will be submitted to the City of Lone Tree and will follow the City's development process. Throughout the process, the park will have fees waived by the City of Lone Tree.

Board Priorities

This project achieves the priorities of the Board of County Commissioners, meeting the high standards expected by the Douglas County community.

1. *The project reflects community values as expressed in one or more of the Board's core priorities: historic & natural resources, economic foundations, county services, health & human services, transportation, and public safety.*
   This project, centrally located in the County, provides access to the natural areas of Happy Canyon Creek, is a gateway to the hills of the East/West Regional Trail, provides connections to Schweiger Ranch and Indigenous artifacts, supports development of the Lone Tree City Center, and connects to regional trails, bikeways, and RTD's RidgeGate Station.

2. *The project is consistent with the goals, objectives, and policies set forth in the County's adopted Comprehensive Master Plan; Parks, Trails, and Open Space Master Plan; and Open Space Vision Plan.*
   This project aligns with the goals, objectives and policies outlined in the County's documents. In particular, this project sets the standard for the County's vision of *"An integrated system of regional parks and trails providing diverse recreational opportunities that enhance the quality of life for Douglas County citizens and support programs for healthy communities and active lifestyles."* High Note Regional Park connects to multiple planned regional trails and provides regional park recreation amenities in a growing and centrally accessible part of the County.

3. *If proposed as a funding source, all applicable requirements set forth in the 2022 voter-approved Park and Open Space Sales and Use Tax Resolution have been met.*
   The applicants believe the project has met all applicable requirements, however the applicants note that because of the size and scope of this regional project additional county funding sources, in addition to the dedicated sales and use tax, may be required to fund this generational project.

4. *Community outreach for the project has been accomplished and public support demonstrated.*
The project was first contemplated in the year 2000 when Lone Tree voters voted to annex RidgeGate into the community. A regional park in this location was committed to as part of that vote.

The City and South Suburban held the first round of public engagement about the project in 2021. The survey results from that outreach are attached to this application and showed overwhelming support for the project. Outreach was also conducted as part of South Suburban's 2018 Master Plan Addendum planning for the RidgeGate East area, along with outreach conducted as part South Suburban's 2023 Master Plan update.

The project currently has no residences as neighbors, however the master plan has been provided to Shea Homes for them to share with future homebuyers in the neighborhood so that those community members know what they are moving in next to. A website, cityoflonetree.com/regionalpark, has been live since 2022 to provide the public updates on the project.

Project neighbors, including Schweiger Ranch and Tall Tales Ranch have been engaged throughout the process and are supportive of the project.

5. *Matching funds or in-kind contributions for the project are provided by the requesting entity.*
The $8 million request of Douglas County will be matched with $16 million from the applicants--$8 million from Lone Tree and $8 million from the South Suburban Park and Recreation District. Additionally, this project benefits from over $54 million in in-kind contributions in the form of land dedication, earthwork, canyon stabilization and trail construction. $400,000 has already been expended or budgeted by the applicants to develop the master plan submitted in this application, and significant continued investment in the project is reflected in both Lone Tree and South Suburban's capital plans. As part of the 2024 budget process, it will be recommended that each governing body align their 5-year capital plans for phase 1 construction.

6. *A portion of the project will be funded through other grant awards or partnerships.*
As outlined above, the City of Lone Tree, South Suburban, RidgeGate, Rampart Range Metropolitan District, and Shea Homes have created a strong partnership to bring this project to life. Additional awards and partnerships will continue to be explored.

7. *Sufficiently detailed project plans and cost estimates have been developed as a basis for the requested amount of funding.*
Project funding for 2024 is for design with remaining funds rolling over for construction for a first phase. Elements to be constructed with the first phase of $24-30 million will be determined as part of the design process.

8. *The project is consistent with the overall park, open space, and cultural resource plans of the requesting entity.*
   The park has been in Lone Tree's plans since the area was annexed in the year 2000. South Suburban has contemplated this plan in its documents, including the RidgeGate East Addendum to its Master Plan.

9. *User fees have been identified and are fair and reasonable for all members of the public.*
   No user fees will be charged for access to the park. There may be fees for events, concerts, shows, and participation in sport leagues.

10. *If a required project component, a state-certified conservation easement holder has been identified and is party to the application.*
    Not applicable to this project.

11. *Ongoing operation and maintenance costs have been accounted for in the applicant's budget.*
    South Suburban will be the entity responsible for maintenance of the park facility. It is accounted for in their long-term maintenance plans.

12. *If the project requires County land use approval, such approval has been obtained or will be obtained prior to project commencement.*
    Not applicable- this project will go through the Lone Tree land use approval process.

13. *For multi-year funding requests, the project is capable of being constructed in phases. If subsequent phases are not funded or constructed, the initial project must provide a significant benefit to the public.*
    The scale of this project means it will be built in phases. The intent for the first phase is to build the core of the park and provide both active and passive recreation opportunities along with community gathering space. The size of the partnership request for construction reflects the commitment to deliver a substantial first phase that provides substantial public benefit on day one.

14. *The project represents a one-time opportunity to achieve a high-priority Board objective.*
    As the area reaches build-out, High Note Regional Park represents a one-time chance to build a regional park facility in the north-central part of the County, along I-25, where the County would not be responsible for ongoing maintenance or operations.

15. *The project contributes towards a balancing of project types and services throughout the County.*
    Douglas County has developed regional park facilities in Highlands Ranch (Highland Heritage Regional Park), Castle Rock (Fairgrounds Regional Park), Parker (Challenger Regional Park), and near The Pinery and Franktown (Bayou Gulch Regional Park). This project provides a one-time opportunity to build a regional park in the north-central county. While Bluffs Regional Park does exist in the area, it does not provide the same active recreation and community gathering space as the County's other regional parks.

16. *Requests for funding supplement, rather than replace, land dedications or improvements required as part of a County land use approval process.*
    Not applicable for this project.

Parks and Trails, Open Space, and Historic Resources – Funding Application

APPLICATION SUBMITTAL DEADLINE: FEBRUARY 29th
PRESUBMITTAL MEETING DATE: FEBRUARY 14th
APPLICATION ACCEPTANCE DATE: _____
PROJECT NAME: High Note Regional Park

<u>Summary Information</u> (see pages 4 and 5 for detailed project information):

Applicant Name: City of Lone Tree & South Suburban Park and Recreation District

Type of Entity: Local Government & Special District

Authorized Representative: Austin Good, Assistant City Manager, City of Lone Tree
Ryan Hegreness, Deputy Director of Business Services, South Suburban

Contact Information: austin.good@cityoflonetree.com
720-509-1256

RHegreness@ssprd.org
303-483-7003

Project Summary (brief description of scope and function): High Note Regional Park (Previously known as Lone Tree Regional Park) is a new 80-acre park planned in the RidgeGate neighborhood near I-25 and RidgeGate Parkway. High Note will be a destination for recreation, athletics, community connections, and cultural experiences for individuals of all ages and interests. Not only will this be a regional attraction due to the thoughtfully designed layout and community-desired amenities, High Note will also be one of the best-connected parks in the Denver region with light-rail transit access and multiple regional trail connections. The regional park will provide a balanced variety of uses, including active recreation, a plaza, civic green, amphitheater, formal and nature trails, natural open space, and the rehabilitation of Happy Canyon Creek.

Project Type (property acquisition, cultural resource protection, park or trail design and construction): Park/Trail Design & Construction

Property address or State Parcel #'s: State Parcel IDs: 2231-231-14-002, 2231-231-14-001, 2231-232-08-001, 2231-232-08-002, 2231-232-08 003

State Parcel Number(s): State Parcel IDs: 2231-231-14-002, 2231-231-14-001, 2231-232-08-001, 2231-232-08-002, 2231-232-08 003

Total acreage: 78.372 acres

Geographic area to be benefitted by the project (local, community, regional): Regional

Population to be benefitted by the project (including any special population groups):

The park is centrally located in north-central Douglas County, just 2.5 miles from the center of the county's 360,000-person population (US Census). Further, the park will be a part of South Suburban's district, which serves over 151,000 residents throughout the south metro area. Given the regional venues and scale of the park, it is anticipated that the space will regularly draw from individuals up to a 30-minute drive away. 1.7 million individuals live within this radius.

Park amenities that will draw from these population areas include:

- A large amphitheater, programmed by the Lone Tree Arts Center, will have a seated capacity for 5,000 individuals and standing capacity of 10,000-15,000 people. Being programmed by the Lone Tree Arts Center will provide even more expanded access to the caliber and diversity of programmed the region has already grown to expect. This will also ensure the amphitheater is used to its full potential with frequent and regular events.
- 5 multi-purpose fields, programmed by South Suburban, will host practices, games, and tournaments for up to 100,000 players and their families annually.
- The large destination playground is anticipated to be a regional draw.

The neighborhood around the park is already taking shape. This will provide direct access, within a 20-minute walk, for:

- Many residents in Meridian, a district in unincorporated Douglas County. Additional residents live in nearby Stepping Stone and Meridian Village.
- Up to 40,000 residents and workers in the future Lone Tree City Center, just on the other side of RidgeGate Parkway.
- Tall Tales Ranch, a coming community for individuals with Intellectual and Developmental Disabilities (IDD).
- 300 affordable housing units, including the first 67 delivered in the Talus affordable housing project.
- 200 seniors in the Reserve at Lone Tree development that recently broke ground.
- 2,500 additional units actively under construction around RidgeGate Station and in the Lyric neighborhood.

Environmental, cultural, scenic, landmark, or historic resource to be protected:

The park is situated near the historic Schweiger Ranch and has been designed to both respect that space and provide connections for events and cultural exploration. The Ranch provides a look back in time to a restored and preserved homestead from the 1800s.

Additionally, through the Happy Canyon Creek Stabilization project, artifacts have been found from the local Indigenous population. 1000s of artifacts dating to three different periods of time have been recovered in and near the regional park site. The upper most material dates to around 700 years old, followed by occupations that date to 1700 years, and 2600 years old. The oldest portions of the site date to around 4000 years old. Most of the Area 2 artifacts date to the 700-year-old occupation. Area tribes have been engaged in this process.

Interpretive signage will be installed in the park as part of the creek stabilization project currently underway.

Total project cost:

Requested Amount of County Funding: $4 million in 2025 and $3.7 million in 2026 for construction funding. Douglas County has already contributed $300 Thousand for 2024. As a valued partner, we are committed to spending our matching funds first, then spending matching funds from Douglas County.

Applicant's financial contribution: City of Lone Tree: $8 million, South Suburban: $8 million

Financial contributions from other grants or project partners: The City of Lone Tree and South Suburban are in the process of pursuing multiple grants to help offset the costs for this project. This includes but is not limited to a Great Outdoors Community Impact Grant, Denver South Organization funding, US Soccer Foundation Grant, and soliciting donations from the many commercial businesses based in the City of Lone Tree.

In-kind contributions from other project partners: The project has secured an estimated $54.2 million from in-kind contributions, including:
• Land Donation from RidgeGate: 80 acres of prime real estate estimated at $40-$50 million (already deeded to the City of Lone Tree)
• Happy Canyon Creek Stabilization by Rampart Range Metropolitan District: Estimated at $12 million, including construction of the Happy Canyon Regional Trail
• 80% Earthwork Development by Shea Homes: Estimated at $2.2 million

Parks and Trails, Open Space, and Historic Resources – Funding Application

Required Application Submittal Items (as applicable to the request):

- ☐ Summary information (see sheet 3)
  Document 1. Intro, Application Forms, and Narrative (Page 5 of this document)

- ☐ Detailed narrative describing the proposed project, its overall intent and function, and funding request. Identify and discuss the Board's funding priorities which will be met through implementation of the project. Discuss the project's anticipated construction timeframe. Describe any additional approvals, permits, easements, or agreements required for the project.
  Document 1. Intro, Application Forms, and Narrative (Page 10 of this document)

- ☐ Maps showing project location, vicinity map, and proposed geographic service or benefit area.
  Documents 2.a – 2.c (Project Location Map, Project Vicinity Map, Project Benefit Area Map)

- ☐ Overall site plan and color rendering for all proposed improvements. Include conceptual plans for proposed future phases. Separate applications are required for any requests to fund future phases.
  Document 3. Site Plan

- ☐ Detailed plans (as applicable to the request).

Document 4. Detailed Plan & Renderings

☐ Detailed project cost estimate for property or easement acquisition, assessment, design and construction, and ongoing maintenance. Unless the request is for funding of the design phase, cost estimates for improvements should be based upon engineered construction plans at a 90% or greater level of completion.

As the project is currently under design, the 2025 requested amount will be to begin construction on the first phase of the High Note Regional Park. The phase 1 plan will be developed targeting a $24-$30 million budget, with the County being asked to be equal $8 million funding partners with the City of Lone Tree and South Suburban. Additional funds are being explored, including grants and sponsorships, for any phase 1 aspects above the $24 million in combined contributions from Lone Tree, South Suburban, and the County.

☐ Source of applicant funding (approved budget or similar document)
Documents 5.a, 5.b, 5.c, and 5.d are the full 2023 & 2024 budgets for South Suburban and the City of Lone Tree, showing existing commitments. Through the 2025 budgeting process, both the Lone Tree City Council and South Suburban Board will consider the recommended $4,000,000 match with the proposed County contribution for advancing construction work. As part of the 2025 budget process, it will also be recommended to each governing body to align each entities 5-year capital plan to include 2025 and 2026 contributions for construction of phase 1. The City of Lone Tree and South Suburban Parks and Rec have already included their matching funds of $8M each into their respective 5 year capital improvement plans. We are requesting the County make the same commitment for this project.

☐ Applicant's adopted master plan for parks and trails, open space, and/or cultural resources
Document 6. South Suburban 2022 Master Plan

☐ Letters from participating partners
Folder 7. Participating Partner Letters

☐ Letters of support from community members
Folder 8. Participating Partner Letters

Note that because of the short turn-around time to submit this application, there was a limit on the number of letters that were able to be submitted. The project team anticipates adding more letters of support as the project is presented to the Parks Advisory Board and the Board of County Commissioners.

☐ Other information as may be requested by the County at the presubmittal meeting:

- _____
- _____
- Additional items for historic or cultural resources-related requests may include the following:

- Paleontological, Archaeological or Historic Structure Assessments that have been performed on the proposed project area.
- Information regarding any County, State or National Historic Register listing.
- Information as to how the Secretary of Interior Standards will be addressed as a best practice (please note there are standards for Structures and Archaeology).
- Historic documents or records that may apply to the proposed project.

- Additional items for park and trail improvements requests may include the following:
  - Service area radius (including acreage and population)
  - Linear feet of proposed trail and connections to existing trail systems
  - Functional classification of park or trail improvement relative to the County's local, community, and regional park definitions
  - Projected user fees
  - Availability of water, sewer, stormwater, parking, and road access
  - Community outreach efforts
  - Multi-use park and trail elements
  -

Folder 9. Cultural Resources includes images from the excavation of indigenous artifacts found on the regional park site. Additional information on this and the other bullets listed in this section can be found in the application text on page 6 of this document under "Environmental, cultural, scenic, landmark, or historic resource to be protected."

☐ Other information the applicant deems useful for understanding its request

Document 10.a Community Outreach Survey Results
Document 10.b Project Webpage for the Public

RTD STATION

S. HAVANA ST.

HIGH NOTE AVE.

RIDGEGATE PKWY.

SCHWEIGER RANCH

TALL TALES

HAPPY CANYON CREEK

HAPPY CANYON CREEK REGIONAL TRAIL

HAPPY CANYON CREEK

HAPPY CANYON CREEK REGIONAL TRAIL

FUTURE NEIGHBORHOOD PARK

~1 ACRE

~240 SPACES

STANZA LN.

GABLE LN.

LYRIC ST.

PROPOSED RESIDENTIAL DEVELOPMENT

FUTURE SCHOOL

PROPOSED RESIDENTIAL DEVELOPMENT

PROPOSED RESIDENTIAL DEVELOPMENT

RETAINING WALL
~320' LONG, UP TO 10' TALL

~310 SPACES

LEGEND

1 - EVENT LAWN
- 350' X 275' EVENT LAWN
- STAGE

2 - THE VISTA
- 100' HIGHER THAN CREEK
- STEEPENED AND ALIGNED WITH ADJACENT STREET
- FITNESS STAIRS (80' VERTICAL)
- VERTICAL ARTWORK AT SUMMIT

3 - THE BRAID
- ORGANIZING FEATURE ACROSS PARK
- 1/2 MILE LONG
- WALKING PATHS
- ARTWORK
- SEATING / ACTIVITY "ROOMS"

4 - OFF-LEASH DOG PARK

5 - BOULDERING / CLIMBING AREA

6 - FITNESS COURT
- OUTDOOR EXERCISE EQUIPMENT

7 - FESTIVAL TERRACE
- FLEXIBLE PLAZA SPACE
- RESTROOM/CONCESSIONS
- INTERACTIVE WATER FEATURE
- SHELTERS
- LAWN AND PICNIC AREAS

8 - PARKING AREAS

9 - CREEK ACCESS PLAZA

10 - MULTI-LEVEL PLAYGROUND WITH CLIMBING WALL

11 - PICKLEBALL COURTS (8 TOTAL)

12 - BASKETBALL COURTS (2 TOTAL)

13 - DROP-OFF AREAS

14 - PLAYGROUND

15 - MULTI-USE FIELDS
- (5) MULTI-USE FIELDS (360' X 220')
- SYNTHETIC TURF
- LIGHTED

16 - WATER QUALITY / DETENTION POND

17 - CONCESSIONS & RESTROOM BUILDING

18 - CANOPY WALK
- ~1200' LONG
- ELEVATED WALK (25-30' ABOVE CREEK)
- EXPLORATION NODES

19 - THE HAWK'S NEST
- OVERLOOK
- VERTICAL ARTWORK

NORTH

0' 50' 100' 200'

SCALE: 1" = 100'

HIGH NOTE **REGIONAL PARK**

April 7th, 2022

PRELIMINARY PLAN

ARCHITERRA GROUP

CITY OF LONE TREE

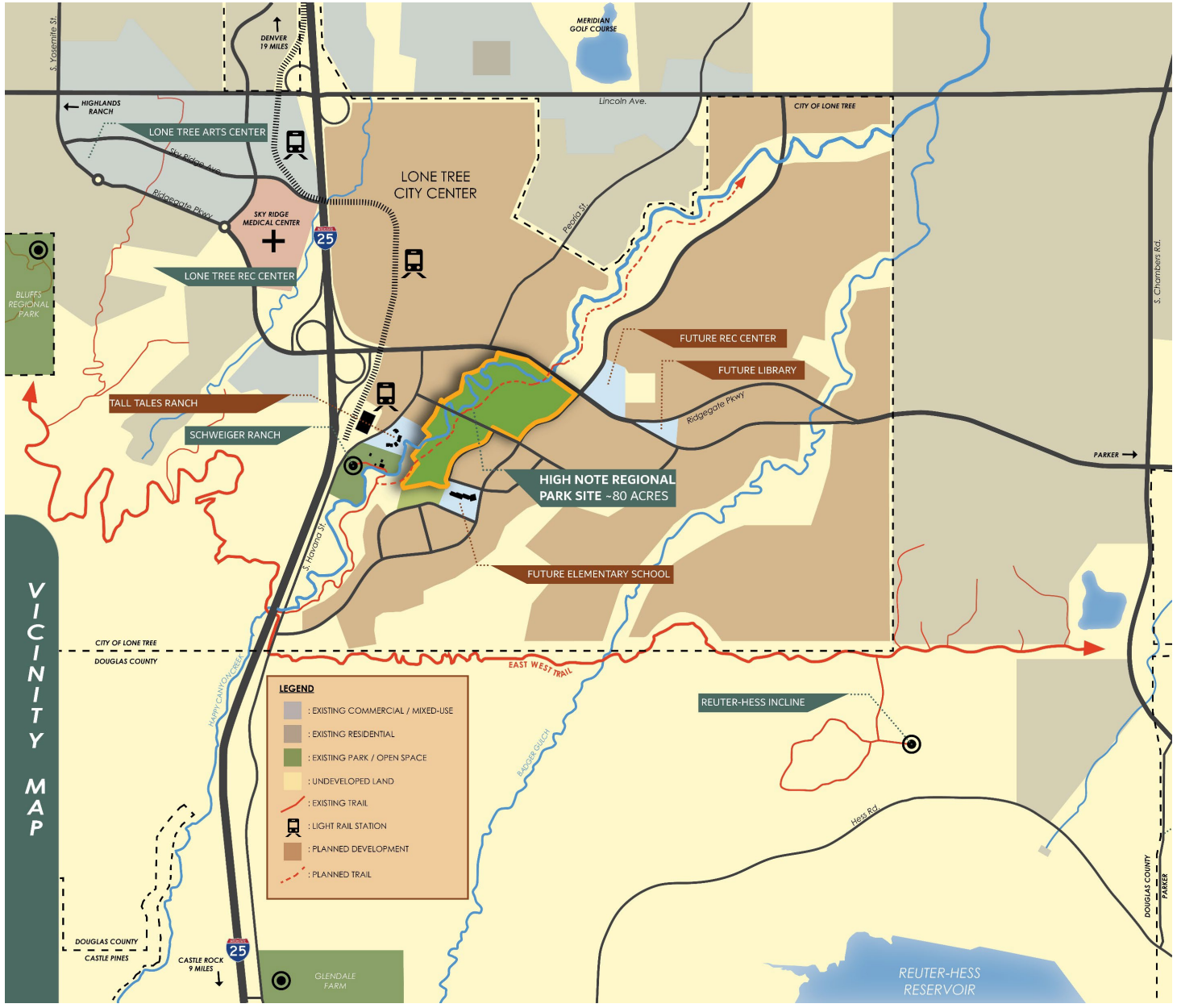
SOUTH SUBURBAN PARKS & RECREATION

RG RidgeGate

1043

High Note Regional Park

Vicinity Map



Final Site Plan

Final Site Plan

Festival Terrace

Final Site Plan

Festival Terrace

Final Site Plan

The Braid

Final Site Plan

Final Site Plan

The Braid

Final Site Plan

Final Site Plan

Final Site Plan

Final Site Plan

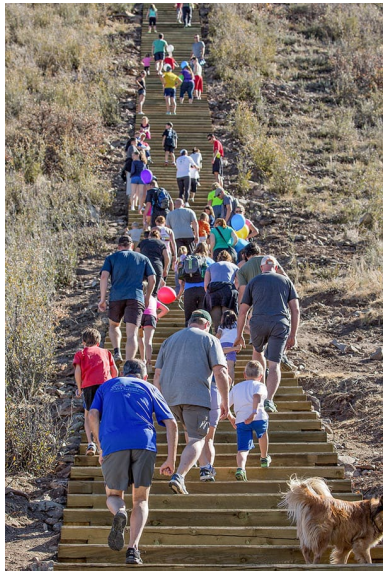
Final Site Plan

Final Site Plan

Fitness Court

Final Site Plan

Fitness Court

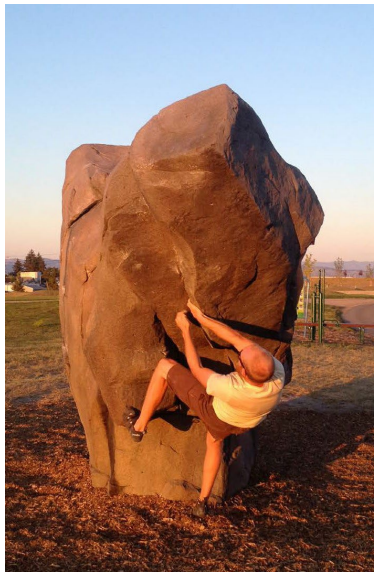


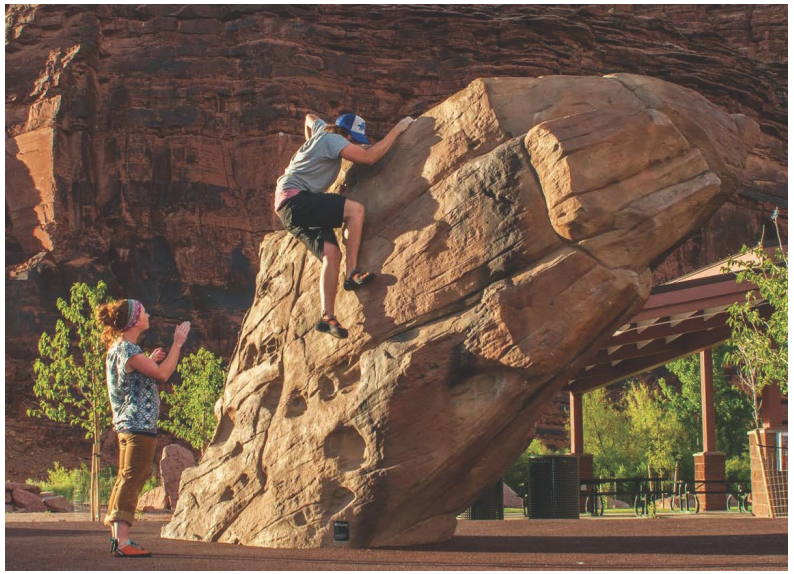
Final Site Plan

Bouldering

Final Site Plan

Bouldering





Final Site Plan

Final Site Plan

Playground

Final Site Plan

Creek Interaction

Final Site Plan

Creek Interaction

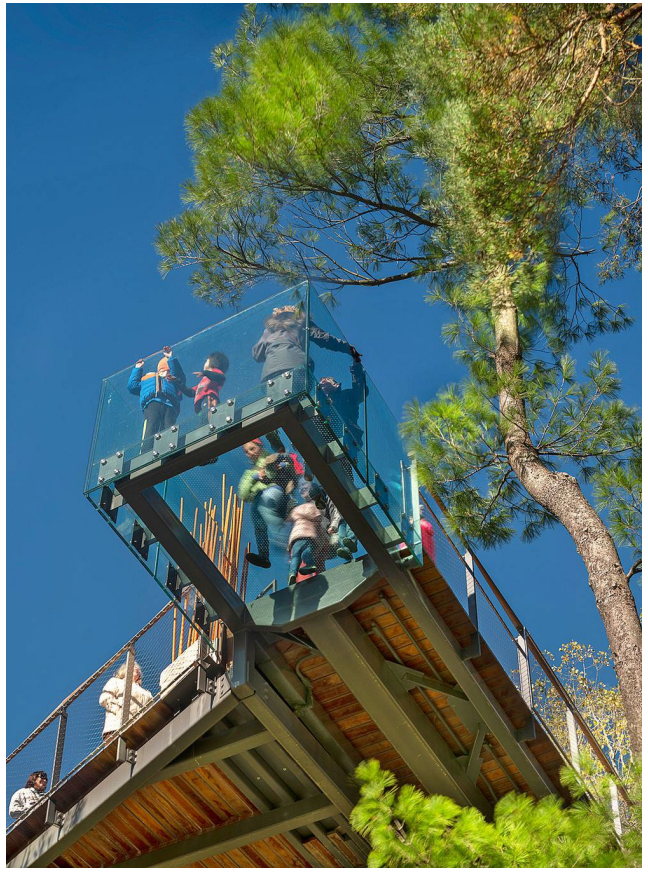
Final Site Plan

Final Site Plan

Canopy Walk

Final Site Plan

Canopy Walk



Final Site Plan

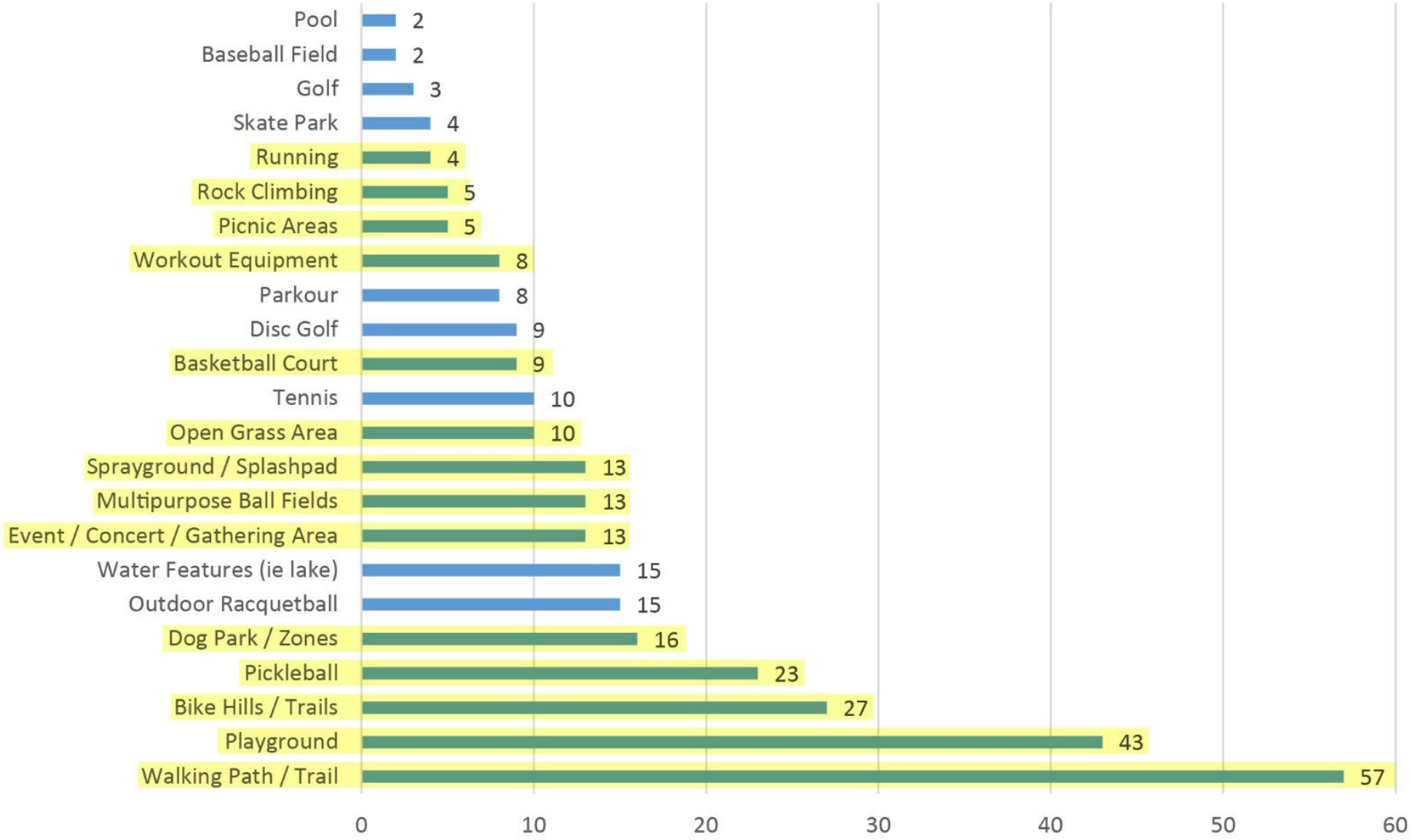
HIGH NOTE REGIONAL PARK

MAY 11, 2022

FINAL SITE PLAN

Public Input Summary

Final Site Plan Elements



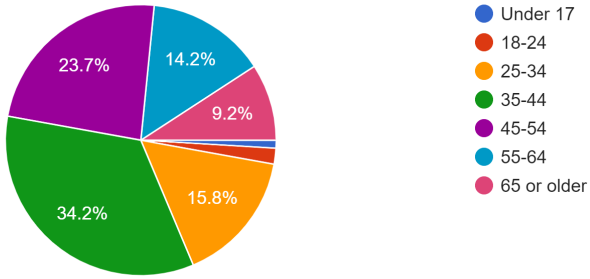
Lone Tree Regional Park: Public Input Summary

APRIL 2021

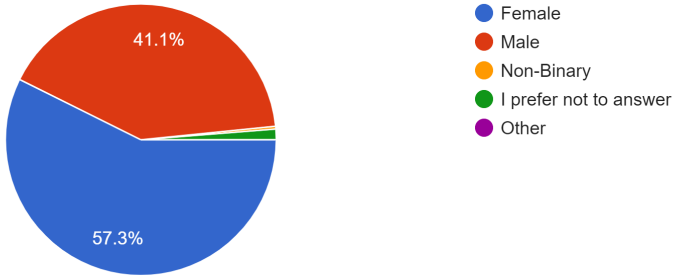
Number of Responses: 325
Input Period: March 8 - April 9, 2021
Also See: AllData.xlsx

For additional comments, please see the AllData.xlsx document.

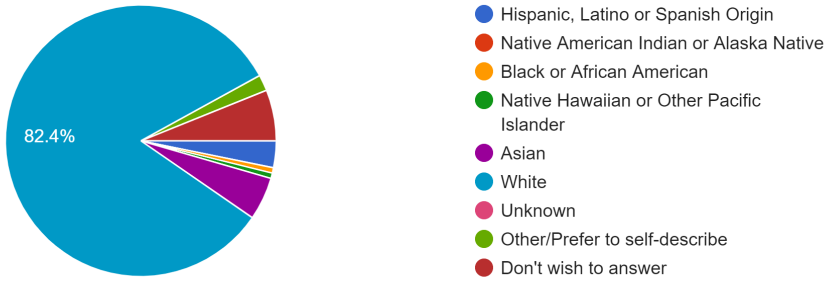
What is your age?
316 responses



How would you describe your gender?
314 responses

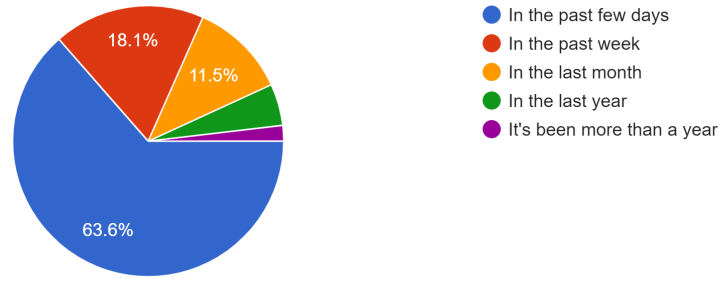


How would you describe your ethnicity?
313 responses



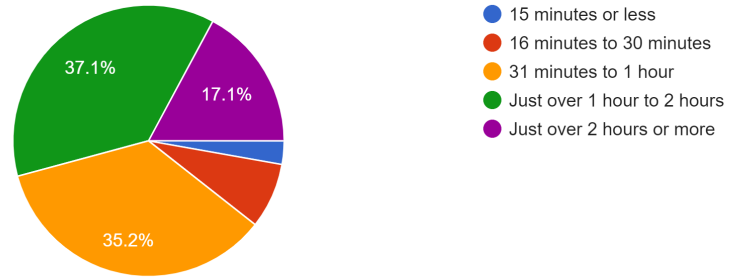
When was the last time you went to a park?

321 responses

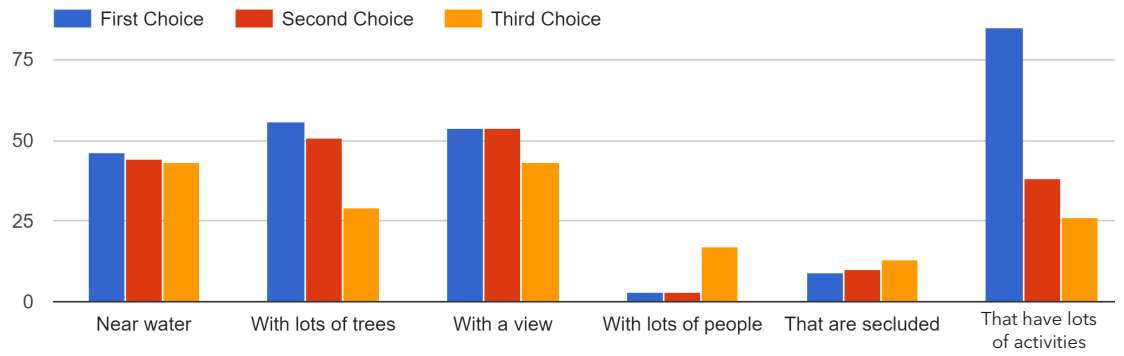


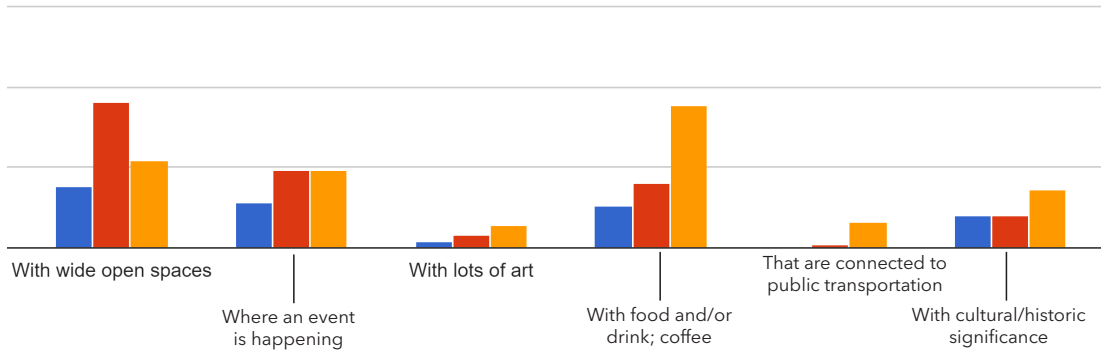
How long did you spend at the last park you went to?

321 responses

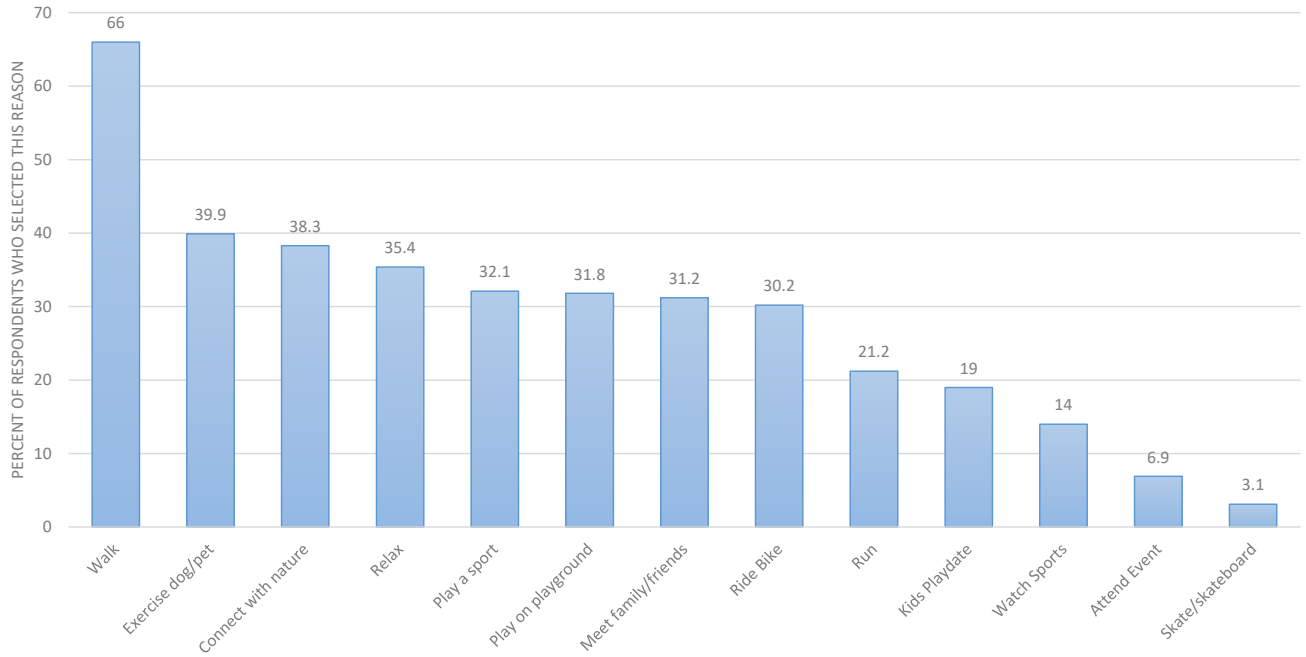


When I'm in a new city, I'm most drawn to explore areas: (rank)

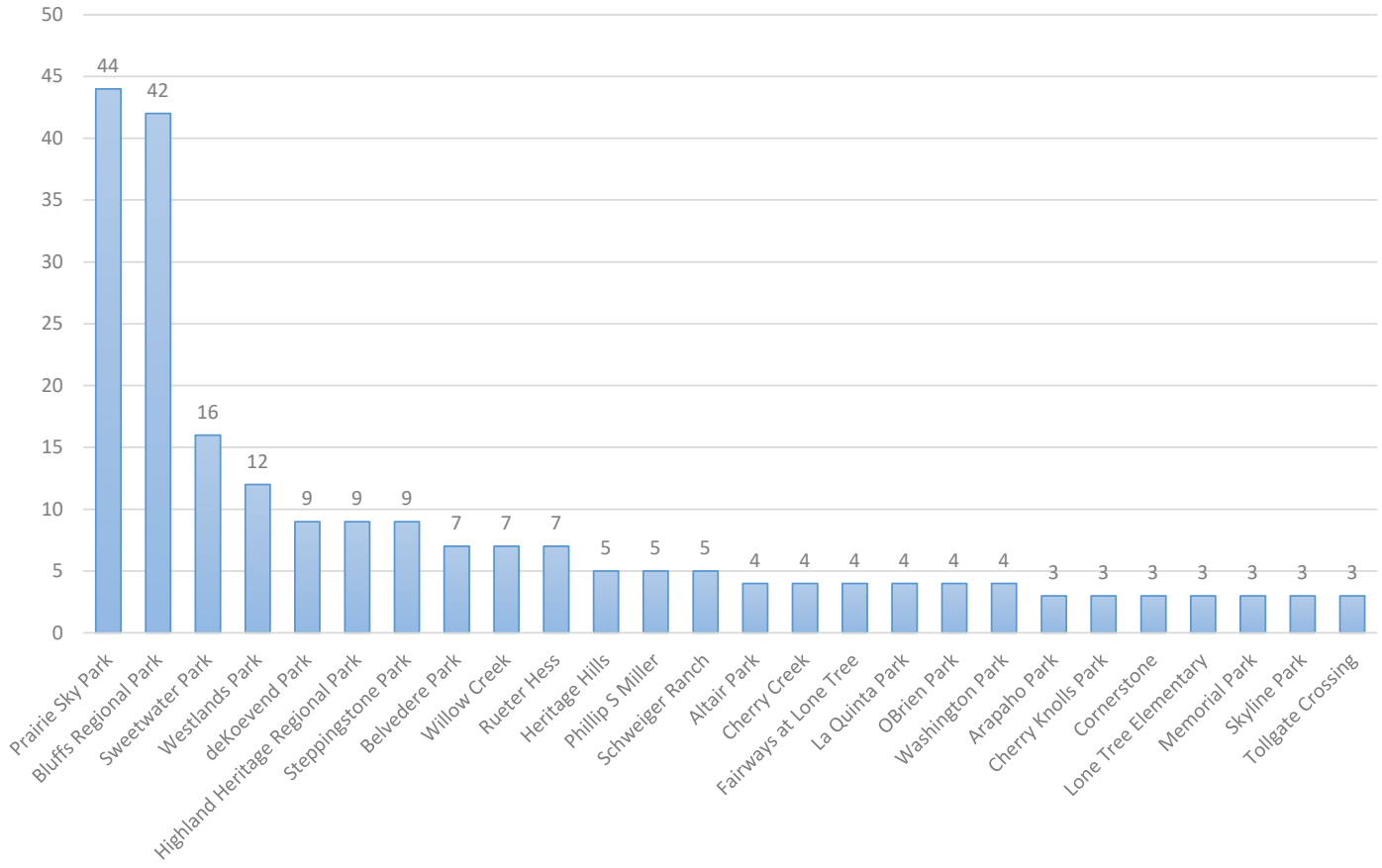




The last few times you went to a park, why did you go there? (top responses)



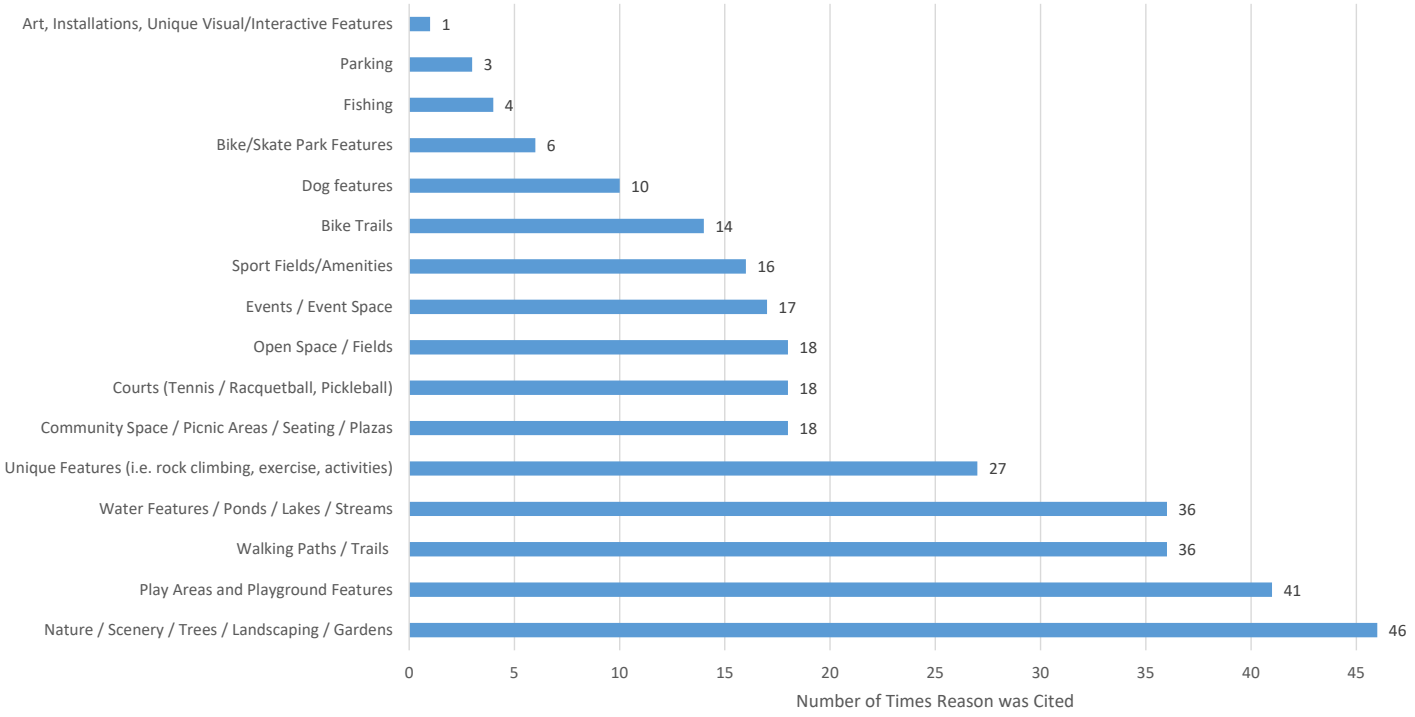
Which park did you last visit? (top responses)



Over your lifetime, which park or public space (like a plaza) is most memorable to you (name & location)?

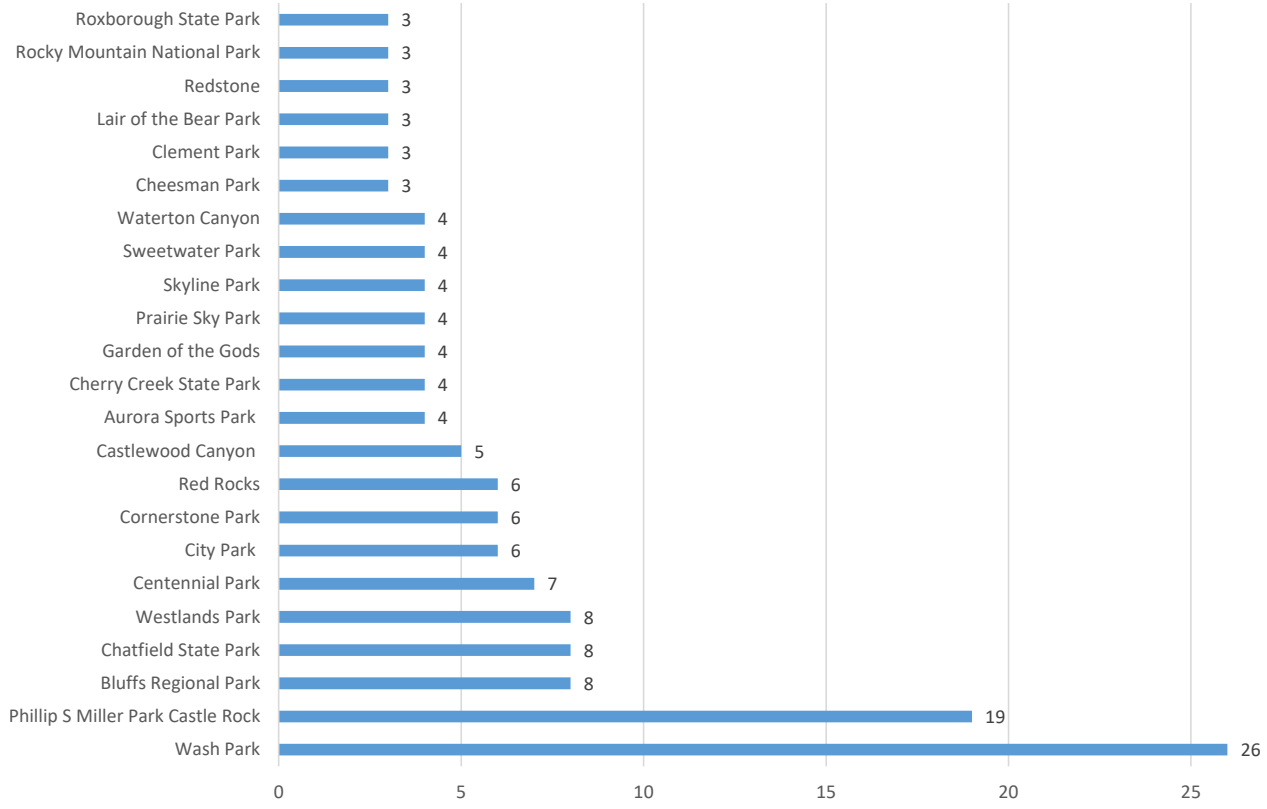
*see "All Data" document for all responses

Why were these parks memorable? (top responses)



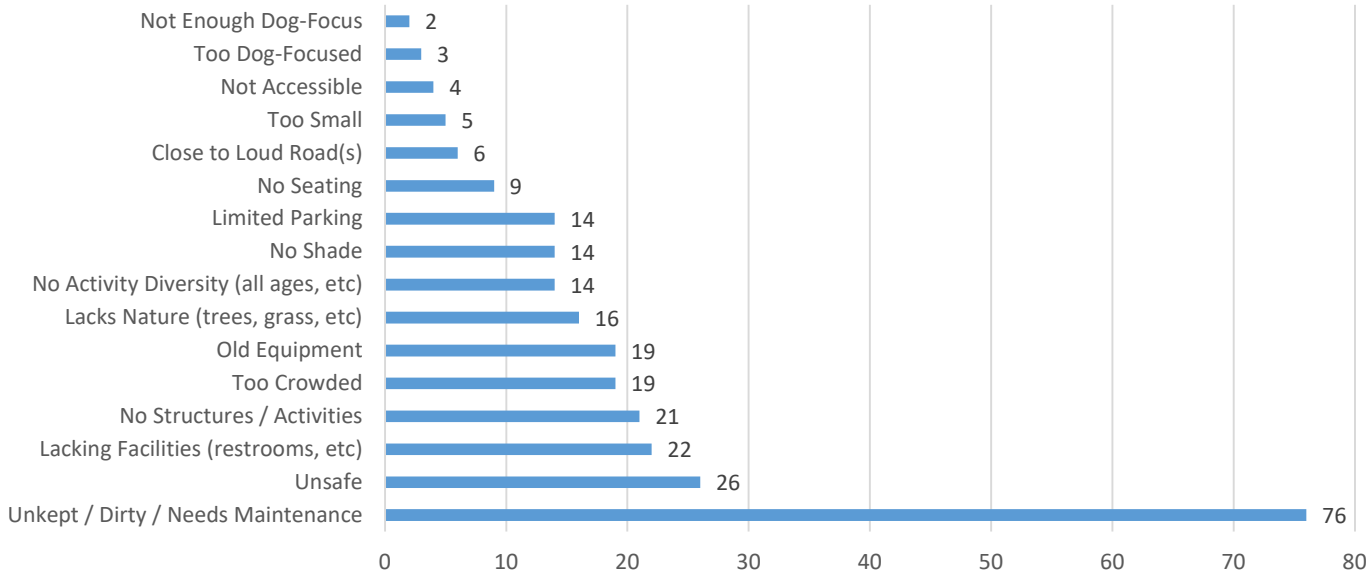
Are there parks more than 30 minutes drive from your home that you regularly visit? If so, which park(s)? (chart includes parks with more than two mentions in responses)

*63 "no" responses to this question



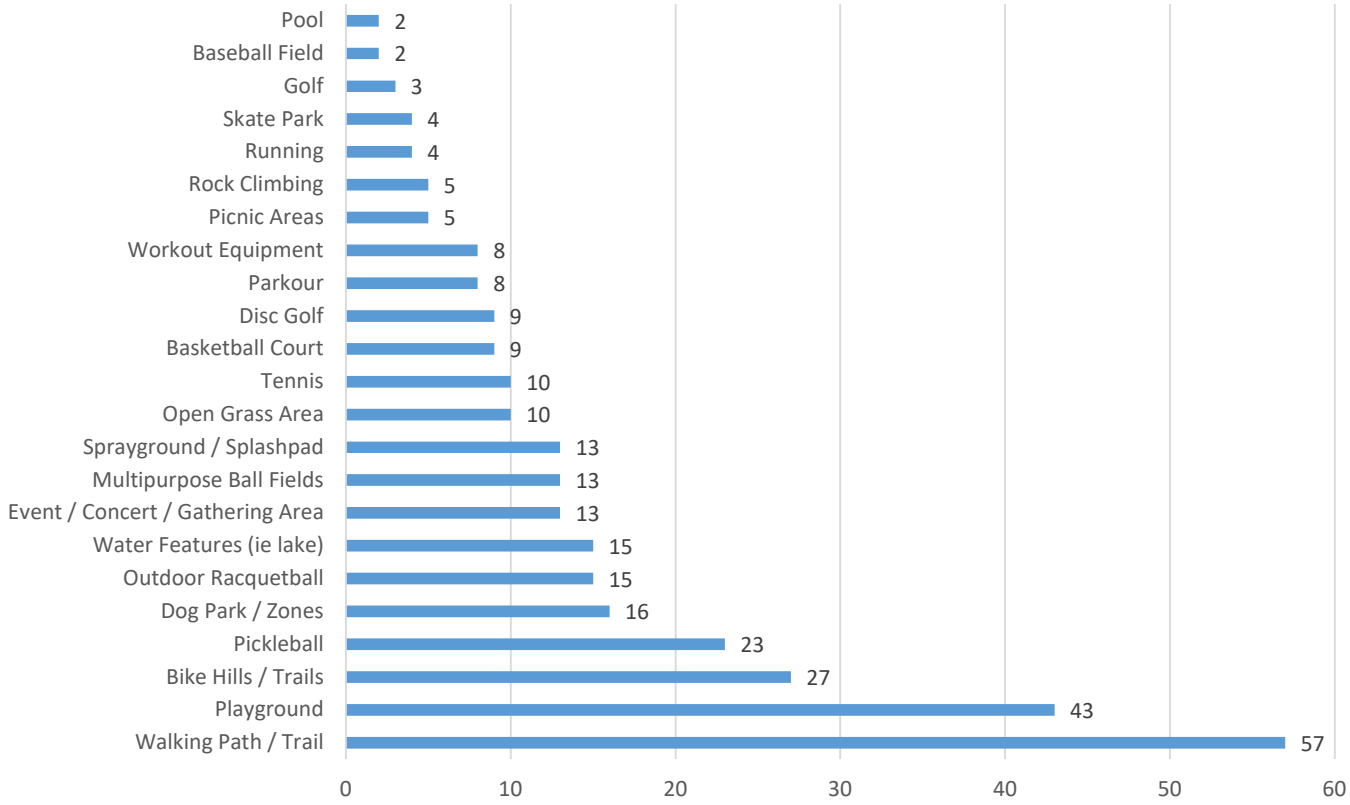
Have you been to any parks or public spaces that you'd give a one star review? What would cause you to give a poor review for a park or public space?

(chart includes reasons that were mentioned more than once)



What's a traditional park activity you'd absolutely want included in Lone Tree's new park?

(chart includes activities that were mentioned twice or more)



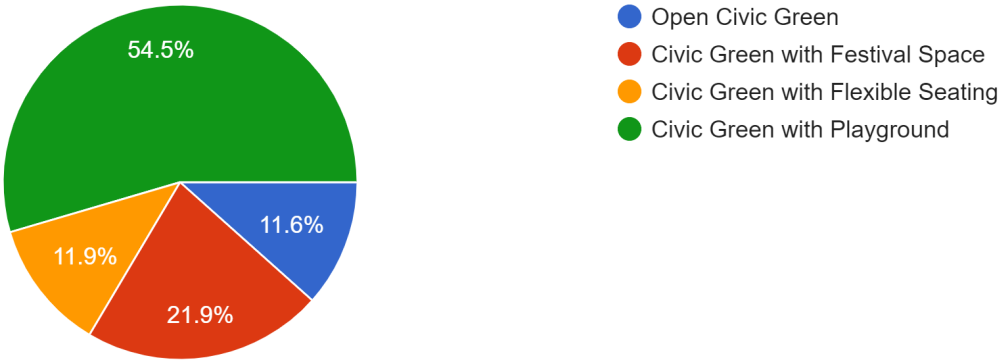
Do you have any out-of-the-box ideas you want to throw out there to make Lone Tree's new park unique?

*see "All Data" document for all responses

Civic Green

Which option do you prefer?

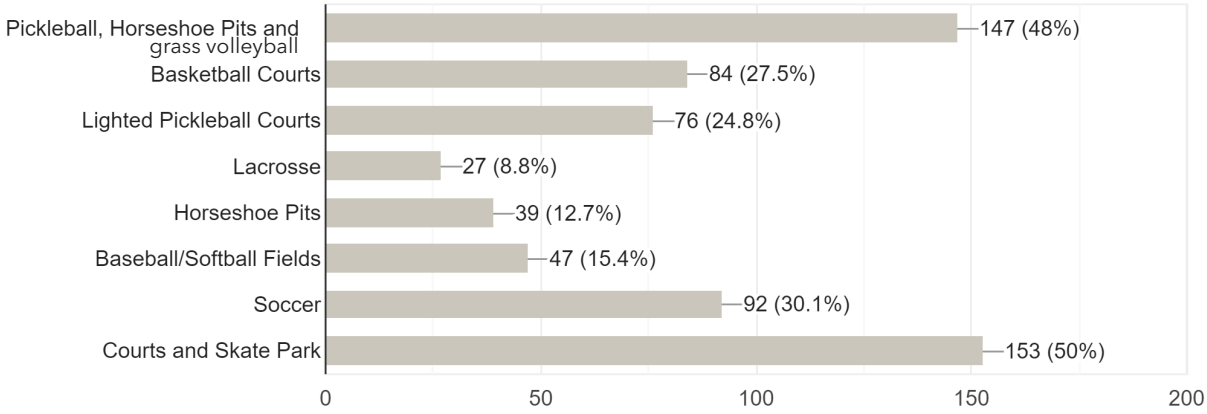
319 responses



Sports

Which option do you prefer? (Please pick your top three)

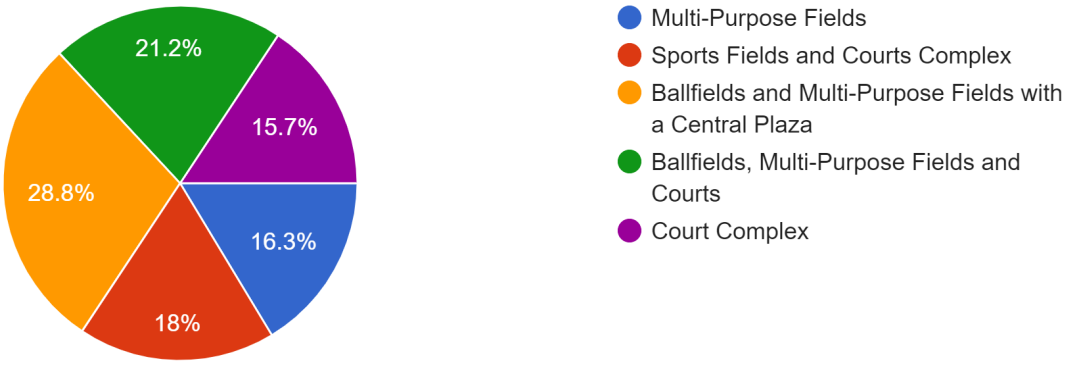
306 responses



Regional Park Sport Fields

Which option do you prefer?

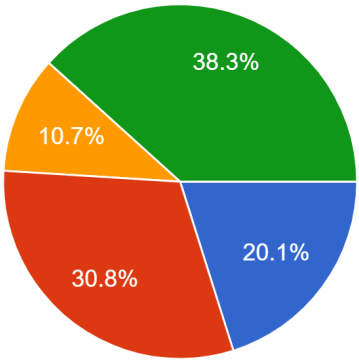
306 responses



Outdoor Fitness Space

Which do you prefer?

308 responses

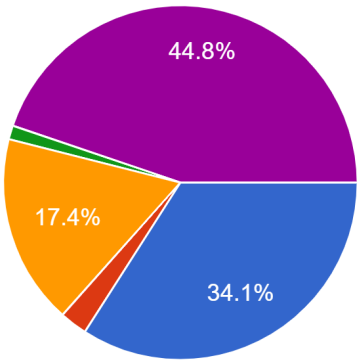


- Outdoor Fitness Plaza
- Ninja Warrior Style Obstacle Course
- Traditional Outdoor Fitness Equipment
- Fitness Obstacle Course

Amphitheater

Which option do you prefer?

317 responses

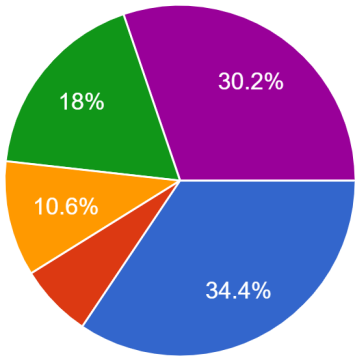


- Contemporary Covered Amphitheater with Interactive Water Feature
- Covered Amphitheater Surrounded by Green
- Open Amphitheater with Lawn Seating
- Tiered Amphitheater Stage
- Tiered Amphitheater with Seating

Civic Spaces

Which option do you prefer?

311 responses

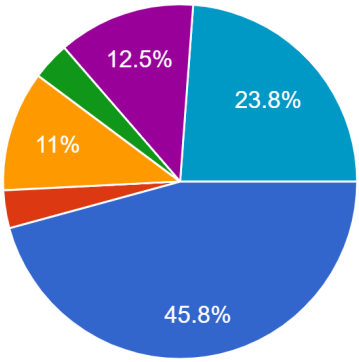


- Civic Space with Water Feature
- Community Plaza with Shade Structure
- Plaza with Art
- Multi-use Community Plaza
- Large, Flexible Plaza Space

Creek Integration

Which option do you prefer?

319 responses

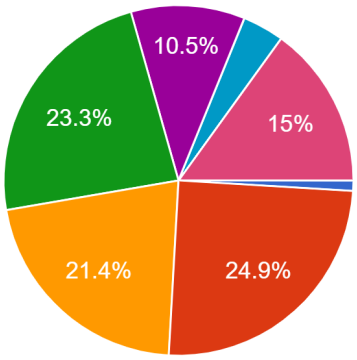


- Walkway and Natural Creek Access
- Formal Overlook
- Natural Boulder Overlook
- Metal Boardwalk Through Wetlands
- Stepping Stones and Shelter next to Creek
- Walls and Steps to Creek

Interactive Water Feature

Which option do you prefer?

313 responses

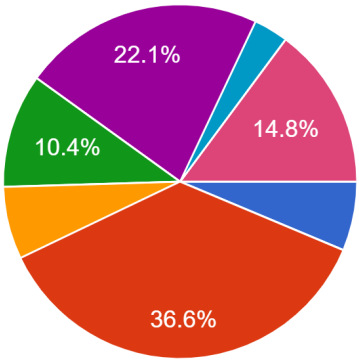


- Dam Water Feature
- Natural Interactive Water Feature
- Playground Water Feature
- Riparian Water Feature
- Stepped Water Feature
- Water Feature with Grass
- Plaza with Splash Pad

Pavilions

Which option do you prefer?

317 responses

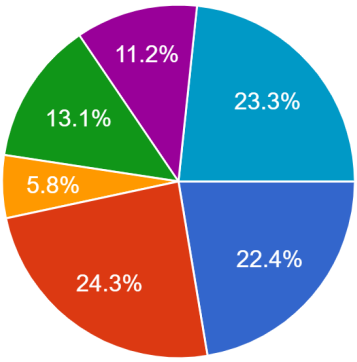


- Clerestory Dodecagon Pavilion
- Clerestory Park Pavilion
- Glass Pavilion
- Modern Park Pavilion
- Traditional Park Pavilion
- Park Pavilion
- Angled/Tiered Pavilion

Public Art

Which option do you prefer?

313 responses

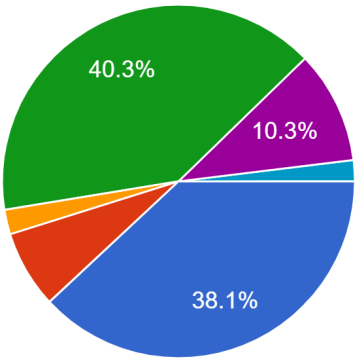


- Unique Shade Structures
- Functional Public Art
- Gabion Art
- Garden Art
- Large Public Art
- Sculpture Garden

Regional Playgrounds

Which option do you prefer?

310 responses

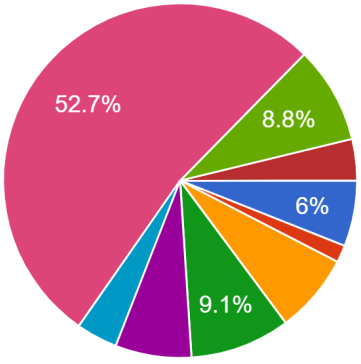


- Nature Inspired Playground
- Play Slope
- Themed Playground Feature
- Tiered Regional Playground
- Urban Playground
- Whimsical Playground

Unique Park Elements

Which option do you prefer?

317 responses



- Artistic Seating
- Corten Steel Walls
- Hammock Garden
- Interactive Swinging Seating
- Intimate Flexible Seating Areas
- Lawn Chairs
- Nature Walk
- Nature-Inspired Features
- Solar Powered Elements

SOUTH SUBURBAN PARKS & RECREATION

Planning & Development

4810 East County Line Road
Littleton, CO 80126
303.798.5131

April 28, 2023

Douglas County Board of Commissioners
and Douglas County Boards & Committees
100 Third Street
Castle Rock, CO 80104

RE: High Note Regional Park Partnership Request

Dear Board of County Commissioners and Board & Committee Members,

As the Executive Director of the South Suburban Park and Recreation District, I invite Douglas County to join the District and the City of Lone Tree in the planning and construction of High Note Regional Park. We aim to create an innovative park concept that will meet the needs of Douglas County residents, expand District amenities, and become a regional destination for recreation.

Located near I-25 and RidgeGate Parkway, High Note Regional Park is designed to bring communities together by providing recreation opportunities for people of all ages and abilities. The park will include a wide range of amenities, from athletic facilities and community gathering spaces to nature trails and cultural experiences, creating a community asset and regional destination that will draw visitors from all of Douglas County.

South Suburban Park and Recreation District is committed to realizing this vision through planning, partnerships, and collaboration. Over three years of community involvement and planning have brought us to where we are today. By working together, we can create a space that fosters health and wellness, enriches lives, and sets a new benchmark for regional parks. South Suburban's 5-Year Capital Improvement Plan earmarks $300,000 for design in 2024 and a total of $8 million for construction between 2025 and 2026, subject to appropriation by the Board of Directors in future annual budgets.

Your partnership and support are crucial in implementing this project. South Suburban Park and Recreation District urges Douglas County to partner with the District and the City of Lone Tree to make High Note Regional Park a destination for Douglas County residents.

Sincerely,

Rob Hanna
Executive Director

CITY OF LONE TREE COLORADO

cityoflonetree.com | 303.708.1818
9220 Kimmer Drive Suite 100, Lone Tree, CO 80124

May 2, 2023

Douglas County Board of County Commissioners
100 Third Street
Castle Rock, CO 80104

Dear Board of County Commissioners,

We are thrilled to present the City of Lone Tree and South Suburban's High Note Regional Park project and to request your partnership in this exciting endeavor. This proposed 80-acre park, located in north-central Douglas County, represents a unique opportunity to establish a recreational and cultural destination that will benefit residents throughout the region and will cement Douglas County as one of the nation's best places to live and recreate.

The collaborative process that has gone into the planning of High Note Regional Park reflects the community-focused values that make Douglas County such a wonderful place to live. The park's iconic design and diverse amenities, such as athletic fields, nature trails, and amphitheater, will offer a wealth of recreational opportunities for individuals of all ages, interests, and abilities. Additionally, the park's strategic location near I-25, transit, and regional trails will facilitate easy access for residents from every corner of our county and region. Further, this park showcases our dedication to providing public access to our community's beautiful natural environment.

We believe that the partnership between the City of Lone Tree, South Suburban, and Douglas County will yield an extraordinary public space that promotes community building and mental and physical health. We are excited about the potential of High Note Regional Park and look forward to working together as we bring this vision to life. Thank you for considering our request for partnership in this project. Your support will be instrumental in creating a lasting legacy that benefits the entire Douglas County community.

Sincerely,

Jackie Millet

Jackie Millet
Mayor
City of Lone Tree

April 24, 2023

Douglas County Commissioners & Douglas County Boards & Committees

100 Third Street

Castle Rock, CO 80104

Dear Douglas County Commissioners and Board and Committee Members,

As the Executive Director of Tall Tales Ranch, I am delighted to express our support for the High Note Regional Park project. Tall Tales Ranch is dedicated to creating a thriving live-work community for individuals with intellectual and developmental disabilities (IDD). We believe that the development of High Note Regional Park as our future neighbor will enhance the quality of life for our residents and the broader Douglas County community.

The diverse amenities offered by High Note Regional Park, including the event lawn, accessible playground, sports courts, and the festival terrace, will provide inclusive recreational opportunities for people of all abilities. The park's integration with regional trail networks and public transit ensures that it will be an accessible and welcoming space for our residents and their families. Moreover, the park will foster a sense of community and belonging, which aligns with our mission at Tall Tales Ranch.

We are excited about the potential of High Note Regional Park to serve as a vibrant gathering place for residents of Tall Tales Ranch and the wider Douglas County community. Your partnership and support will be invaluable in transforming this vision into a reality. Together, we can create a space that promotes inclusivity, encourages healthy lifestyles, and nurtures connections for all residents.

Sincerely,

Laura McKenna

Laura McKenna
Executive Director, Tall Tales Ranch

RAMPART RANGE METROPOLITAN DISTRICT NOS. 1 - 9
8390 E. Crescent Pkwy., Suite 300
Greenwood Village, CO 80111
303-779-5710
www.rrmd.org

April 25, 2023

Douglas County Board of Commissioners
Douglas County
100 Third Street
Castle, Rock, CO 80104

Dear Commissioners:

As the President of the Rampart Range Metropolitan District, I am writing to express the District's support for the High Note Regional Park project and to request Douglas County's partnership in this important endeavor. Rampart Range Metropolitan District #5 has already contributed to the Happy Canyon Creek Stabilization project, and will be constructing the future Happy Canyon Regional Trail, which will run through the park and connect to the East-West Trail.

We believe that the development of High Note Regional Park will significantly benefit the residents of both RidgeGate and Douglas County with its inclusive design and diverse amenities, such as the event lawn, sports courts, playground, and the festival terrace; making it an ideal destination for community members of all ages and interests. The park's seamless integration with regional trail networks, including the Happy Canyon Regional Trail and the East-West Trail, will enhance connectivity and accessibility for residents throughout Douglas County, fostering a greater sense of community and promoting outdoor recreation.

The District is excited about High Note Regional Park becoming an invaluable community asset. The County's partnership and support will be instrumental in bringing this vision to life. By working together, we can create a space that nurtures connections, encourages healthy lifestyles, and enriches the quality of life for all who call Douglas County home.

Sincerely,

Keith Simon,
Board President

April 24, 2023

Douglas County Commissioners & Douglas County Boards & Committees
100 Third Street
Castle Rock, CO 80104

Douglas County Commissioners and Board and Committee Members,

As the Chair of the Lone Tree Recreation Advisory Committee, I am writing to express our collective support for the High Note Regional Park project and to request your partnership in this exciting initiative. Our committee, composed of dedicated Lone Tree residents, firmly believes that this proposed 80-acre park will significantly contribute to the enrichment and well-being of the entire Douglas County community.

High Note Regional Park is poised to become a vibrant destination for people of all ages and backgrounds. One of the strengths of High Note Regional Park is the extensive community involvement in its planning and development process. Over the past three years, public comments and input from various citizen advisory groups, including our own Recreation Advisory Committee, have helped shape the park's design and offerings. This collaborative effort has ensured that the park reflects the desires and priorities of our community members.

We are confident that the High Note Regional Park will be a shining example of what can be achieved when we work together to improve the lives of our residents. Your partnership and support will be invaluable in making this vision a reality. Together, we can create a space that fosters community connections and enriches the quality of life for all who call Douglas County home.

Sincerely,

Mike Parr

Chair, Lone Tree Recreation Advisory Committee

April 25, 2023

Douglas County Board of County Commissioners
Douglas County
100 Third Street
Castle Rock, CO 80104

RE: High Note Regional Park Letter of Support

Dear Commissioners:

On behalf of RidgeGate Investments, Inc. and Coventry Development Corporation, the master developer of the RidgeGate community, I would like to express our full support for the High Note Regional Park project. RidgeGate Investments, Inc. donated 80 acres to the City of Lone Tree for the park with the belief that the park would become a regional destination and significantly enhance the quality of life for residents throughout Douglas County.

The vision for High Note Regional Park is a testament to the collaborative spirit that has characterized the RidgeGate development. Together with the City of Lone Tree and the South Suburban Parks and Recreation District, we have worked diligently and tirelessly to create a master planned community that seamlessly integrates residential, commercial, and recreational spaces. The regional park is a key component of this vision by offering a diverse range of amenities from athletics and community connections to cultural experiences and nature trails, which cater to all ages and interests.

Douglas County's support of the regional park will further strengthen this strategic alliance and ensure the park's long-term success. As a regional attraction, High Note Regional Park will not only serve the residents of RidgeGate but will also become a destination for people throughout the County. The park's strategic location and accessibility to public transit and regional trail networks will be an invaluable resource for the growing community.

RidgeGate and Coventry Development are confident High Note Regional Park will be a exemplary model of what can be achieved when public and private entities work together to create exceptional recreational spaces. With Douglas County's partnership and support, that vision can be realized for a regional park which will enrich the lives of all who call Douglas County home.

We look forward to the opportunity to collaborate on this transformative project and create a legacy that will benefit generations to come.

Sincerely,

Keith D. Simon,
Executive Vice President &
Director of Development

Coventry Development Corporation
9878 Schwab Way, Suite 415
Lone Tree, Colorado 80124

office: 720-279-2581

fax: 720-279-2582

ridgegate.com

SR
EST. 1874
SCHWEIGER
RANCH

April 25, 2023

Douglas County Board of Commissioners
Douglas County
100 Third Street
Castle Rock, CO 80104

Dear Commissioners:

On behalf of Schweiger Ranch Foundation and it Board of Directors, I am pleased to express our support for the High Note Regional Park.

The future High Note Regional Park borders Schweiger Ranch to its east and creates a visual, and use, buffer to the development on the east side of Happy Canyon Creek. The thoughtful design and varied amenities offered by High Note Regional Park not only benefit Schweiger Ranch's envisioned programming but will also create a vibrant destination for the community. The park's integration with the regional trail networks will enable seamless connections between Schweiger Ranch and the park while complementing Schweiger Ranch's mission of providing diverse recreational and educational opportunities to foster an understanding and enjoyment of the area's cultural and natural heritage. High Note Regional Park will benefit to the greater community by facilitating educational and recreational experiences that enrich the lives of Douglas County residents.

The Foundation is excited about High Note Regional Park becoming a hub for community engagement, cultural appreciation, and outdoor recreation. Support and partnership from Douglas County will be imperative to the success of this project and celebrating Douglas County's shared heritage.

Sincerest regards,

Elizabeth

Elizabeth Matthews
Executive Director

SCHWEIGER RANCH FOUNDATION
9878 Schwab Way, Suite 415
Lone Tree, Colorado 80124 720-279-2581