



ADAMS COUNTY

COLORADO

BOARD OF COUNTY COMMISSIONERS

Eva J. Henry - District #1
Charles "Chaz" Tedesco - District #2
Erik Hansen - District #3
Steve O'Dorisio - District #4
Jan Pawlowski - District #5

**STUDY SESSION AGENDA
TUESDAY
February 16, 2016**

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE.

1:00 P.M.	ATTENDEE(S):	Heidi Miller
	ITEM:	Executive Session Pursuant to C.R.S. 24-6-402(4)(b) and (e) for the Purpose of Receiving Legal Advice and Negotiation Discussions Regarding Oil and Gas Regulation in Adams County
2:00 P.M.	ATTENDEE(S):	Jeanne Shreve / Kevin Doran
	ITEM:	Legislative Working Group
2:30 P.M.	ATTENDEE(S):	Ed Finger
	ITEM:	Naming Policy / HSC Change Order
3:00 P.M.	ATTENDEE(S):	Ed Finger / Mike Goins / Sean Braden
	ITEM:	Land Discussion
4:00 P.M.	ATTENDEE(S):	Mike Goins / Jen Rutter
	ITEM:	Old Shooting Range
4:30 P.M.	ATTENDEE(S):	Todd Leopold
	ITEM:	Administrative Item Review / Commissioner Communications

(AND SUCH OTHER MATTERS OF PUBLIC BUSINESS WHICH MAY ARISE)

AGENDA IS SUBJECT TO CHANGE



STUDY SESSION AGENDA ITEM

DATE: February 16, 2016
SUBJECT: Naming Policy / Change Orders
FROM: Ed Finger, Deputy County Manager
AGENCY/DEPARTMENT: County Manager's Office, Facilities Department, Finance Department
ATTENDEES: Ed Finger, Deputy County Manager; Mike Goins, Facilities Director; Ben Dahlman, Finance Director
PURPOSE OF ITEM: To discuss a potential county naming policy as well as potential purchasing policy changes for change orders.
STAFF RECOMMENDATION: That the BoCC provide direction on a potential naming policy as well as potential purchasing policy changes for change orders.

BACKGROUND:

During a 2015 study session, a majority of the board members present expressed interest in a policy for naming county buildings. County staff would like to discuss the parameters of such a policy, including whether additional county assets should be part of a potential naming policy.

Additionally, during a 2015 study session, staff requested an opportunity to modify the county's change order policy. Staff was directed to bring the issue back at a later date.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Facilities Department
Finance Department
Parks and Open Space Department
Transportation Department

ATTACHED DOCUMENTS:

PowerPoint presentation – Potential County Naming Policy
PowerPoint presentation – Project Change Orders

FISCAL IMPACT:

Either mark if there is no fiscal impact or provide the following information for the recommended action:

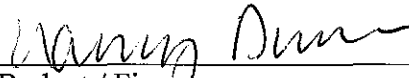
Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$0
Annual operating costs:	\$0
Annual net operating (cost) / income:	\$0
Capital costs:	\$0
Expenditure included in approved operating budget:	\$0
Expenditure included in approved capital budget:	\$0
New FTEs requested:	0

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:

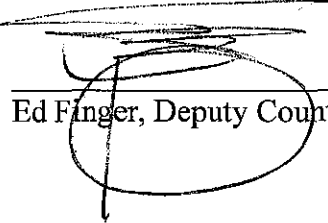


Todd Leopold, County Manager



Budget / Finance

Raymond H. Gonzales, Deputy County Manager



Ed Finger, Deputy County Manager



Potential County Naming Policy

Study Session
February 16, 2016

Purpose of Study Session

- In a previous study session, the majority of the BoCC expressed interest in exploring the possibility of a county naming policy.
- The purpose of today's study session is to define the parameters of a draft policy.

Scope of policy

- ***Should the policy be a facility naming policy, or should it be a facilities, places and streets naming policy?***

1. Facilities?

A. County buildings?

B. Parks and recreational facilities (structures)?

2. Places and streets?

A. Parks, open spaces, lakes and reservoirs, and trails?

B. Streets?

Criteria

- ***What criteria should be used to determine worthiness of naming honor?***
 1. Allow donor naming?
 - A. If yes:
 - I. Materiality or threshold of contribution to a project?
 - II. Propriety of acceptance, due diligence, criteria?
 - III. Require requests for competitive proposals?
 2. Allow honorary naming?
 - A. If yes:
 - I. Create criteria for societal contribution, county-wide influence or outstanding contribution to the state, nation or world?
 3. Name posthumously?
 4. Name after living persons as well? Different criteria for donors?

Process

1. Who can recommend?
 - A. Anyone?
 - B. BoCC only?
 - C. Naming recommendation committee?
2. Require an application, written case or other justification?
3. Screening or review process before BoCC consideration?
 - A. If yes:
 - I. Naming evaluation committee?
 - II. Other group?
4. Reflection period after announced recommendation and before decision?

Process (continued)

5. Perpetuation (length) of naming:
 - A. Different for donor naming vs. honorary naming?
 - B. For facilities – limited to life of facility?
 - C. Create criteria for renaming an existing named facility?
 - D. For places or streets:
 - I. In perpetuity?
 - II. Defined period of time?
6. Exceptions to policy permitted?
7. Create standards for marketing, signage and other presentation of naming?

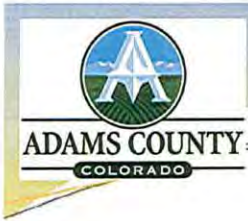
Other

Anything else?



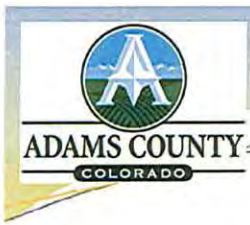
Project Change Orders

Improving Approval Process
February 16, 2016



Current Process

- Adams County Purchasing Policy 1085 defines our change order process for all changes to contracts and/or purchase orders.
- Change Order intent:
 - cover unforeseen conditions outside contractor control
 - keep the project moving
 - insure appropriate authorization is obtained
- Time consuming and administratively intensive process in obtaining approvals, particularly for construction projects (i.e.; building, bridges, roads, etc).



Recommended Adjustment

- Incorporate exception into policy to allow for a more efficient and effective method of obtaining approvals for construction projects.
- Covers unforeseen conditions, while maintaining the intent of the project, and keep it moving.
- Must be within preapproved appropriated funds.
 - Using what we've already planned to use.
- Maintain approval integrity by requiring authorization from Finance Director and County Manager.
- Present to BOCC during study session.



STUDY SESSION AGENDA ITEM

DATE: February 16, 2016
SUBJECT: County-Owned Land
FROM: Ed Finger, Deputy County Manager
AGENCY/DEPARTMENT: County Manager's Office, Facilities Department
ATTENDEES: Ed Finger, Deputy County Manager; Mike Goins, Facilities Director; Sean Braden, Project Manager
PURPOSE OF ITEM: To review the county's land inventory
STAFF RECOMMENDATION: This report is informational

BACKGROUND:

The Commission requested a presentation of county-owned land inventory in a previous study session. Staff will give a presentation.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Facilities Department

ATTACHED DOCUMENTS:

FISCAL IMPACT:

Either mark if there is no fiscal impact or provide the following information for the recommended action:

Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$0
Annual operating costs:	\$0
Annual net operating (cost) / income:	\$0
Capital costs:	\$0
Expenditure included in approved operating budget:	\$0
Expenditure included in approved capital budget:	\$0
New FTEs requested:	0

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:

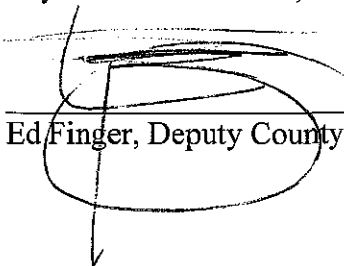


Todd Leopold, County Manager



Budget / Finance

Raymond H. Gonzales, Deputy County Manager



Ed Finger, Deputy County Manager



STUDY SESSION AGENDA ITEM

DATE: February 16, 2016
SUBJECT: Project Update for: Old Shooting Range Site Remediation
FROM: Seán Braden, Project Manager
AGENCY/DEPARTMENT: Facility Planning & Operations
ATTENDEES: Mike Goins, Facility Operations Director; Jen Rutter, Environmental Analyst
PURPOSE OF ITEM: Project Updates & Next Steps
STAFF RECOMMENDATION: None - Update on Project Scope and Potential Impact

BACKGROUND:

The previous Sheriff Office Shooting Range (14451 Riverdale Road) has been vacated since the opening of the Flatrock Training Center in 2013. Project intent is to return the site to an Open Space condition.

The Study Session presentation is to provide an update to the Board on project scope, environmental conditions, and proposed next steps.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office
County Attorney's Office
Facility Planning & Operations
Community and Economic Development

ATTACHED DOCUMENTS:

PowerPoint Presentation

FISCAL IMPACT:

Either mark X if there is no fiscal impact or provide the following information for the recommended action:

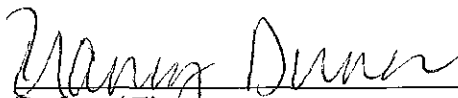
Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:

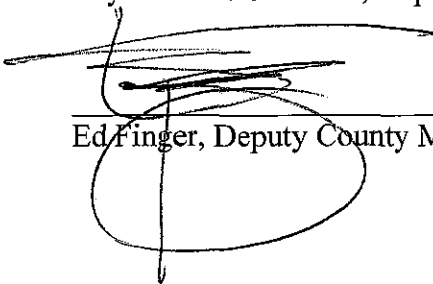


Todd Leopold, County Manager



Nancy Dunbar
Budget / Finance

Raymond H. Gonzales, Deputy County Manager



Ed Finger, Deputy County Manager



“Old” Shooting Range

Phase I Update & Remediation Planning

February 16, 2016





Project Overview

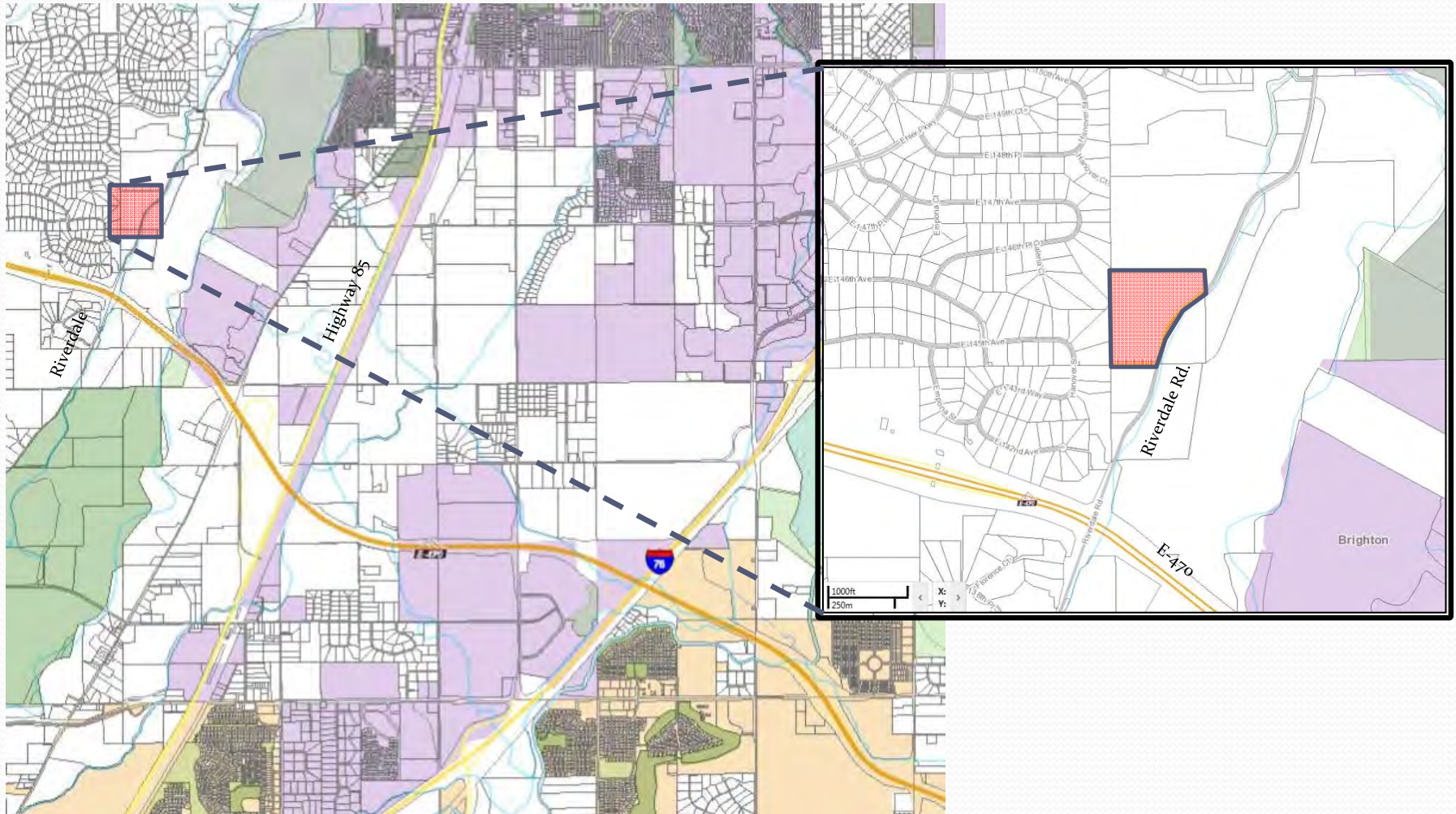
- Project Purpose
- What We Have Done
 - Phase I Environmental Assessment
 - Coordination with CDPHE
- What We Have Found
- What's Next



Project Purpose

- Most Recent Use was the Sheriff's Office Shooting Range
 - Used up to 2013 when Flat Rock opened a new facility
 - "Vacated" the Old Shooting Range leaving Lead (bullets & casings) deposits behind
- ***Project Intent is to remediate the site and return the land to 'Open Space' use.***
 - Potential for alternative uses
 - Dog Park, BMX Track, Archery Range
 - Park? Sale?
- Non-County Stakeholders:
 - Oil & Gas: Anadarko and Texas Tea
 - Neighboring Properties: Todd Creek and Residences

14451 Riverdale Road



14451 Riverdale Road (30 acres)



South Range



North Range

14451 Riverdale Road (30 acres)



Burn Barrel (Fireworks)



Leach Field



Texas Tea Well



Disposal Area

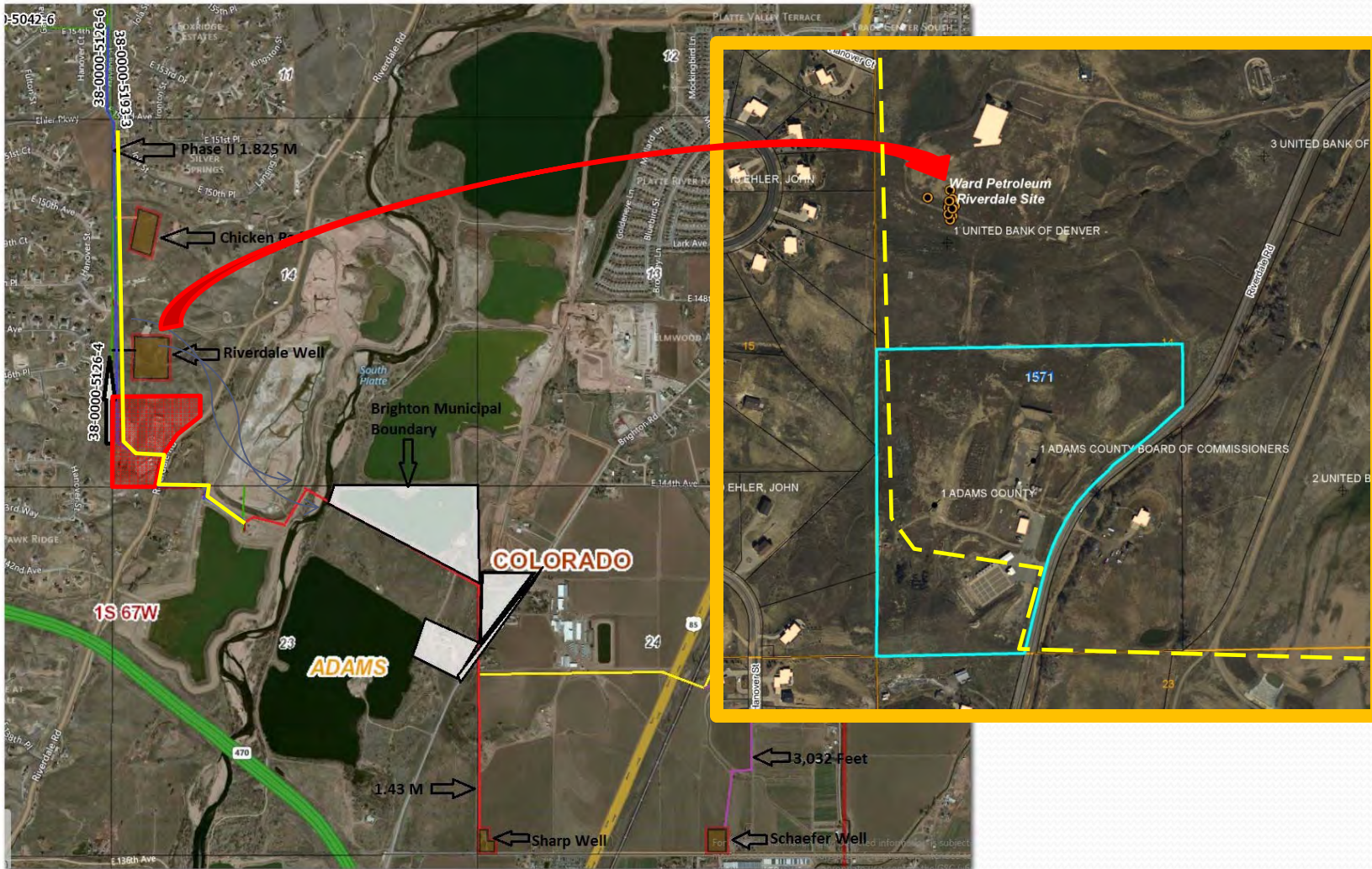


30" Storm Drain Outlet



SWAT Tire Area

Oil & Gas Pipelines *(Gathering Line)*





What We have Done

- Procured an Environmental Consultant in October 2015
 - Quantum Water
- Completed a Phase I Environmental Assessment in December 2015
- Met with CDPHE (12/17/15 & 1/7/16)
- Preparing Preliminary Site Assessment Work Plan
 - In Progress / Draft Document under review
 - Under Review with CDPHE
- Water Sample from Neighboring Water Well
- In process of posting perimeter signage (*not completed*)
 - Keep Out / No Trespassing

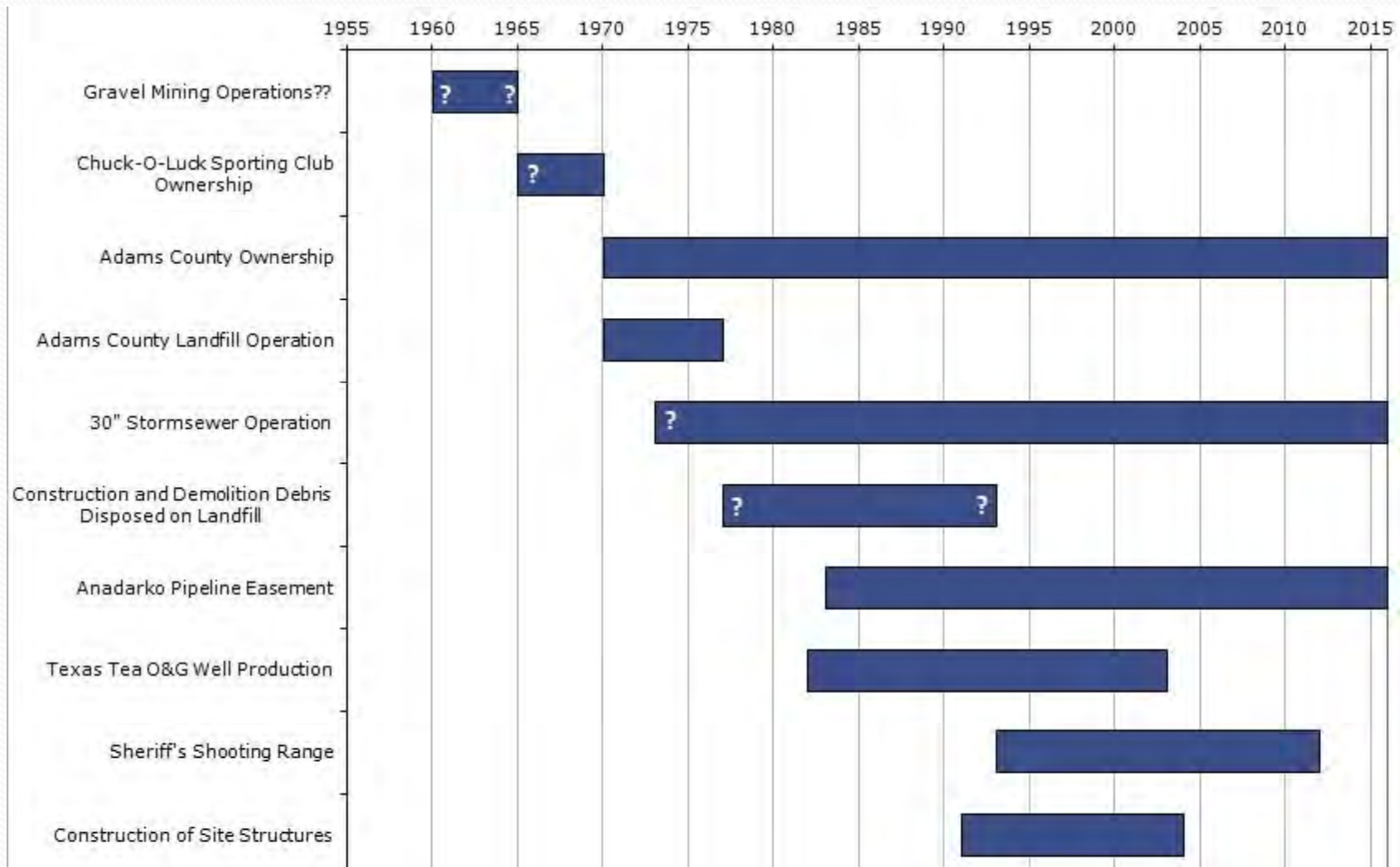


Phase I Assessment Summary

- Site History
 - Prior to Adams County Ownership
 - Aggregate Mining Activities
 - Owned as a Sporting Clay / Gun Club (Chuck-O-Luck)
 - Adams County obtained Ownership in 1970
 - Municipal Waste Landfill from 1970 to 1977
 - Texas Tea well established (1982)
 - 1983 Anadarko (predecessors) installed pipeline
 - 1993 to end of 2012 operated as Sheriff Office Shooting Range
 - 2013 property “Vacated”



Historical Timeline

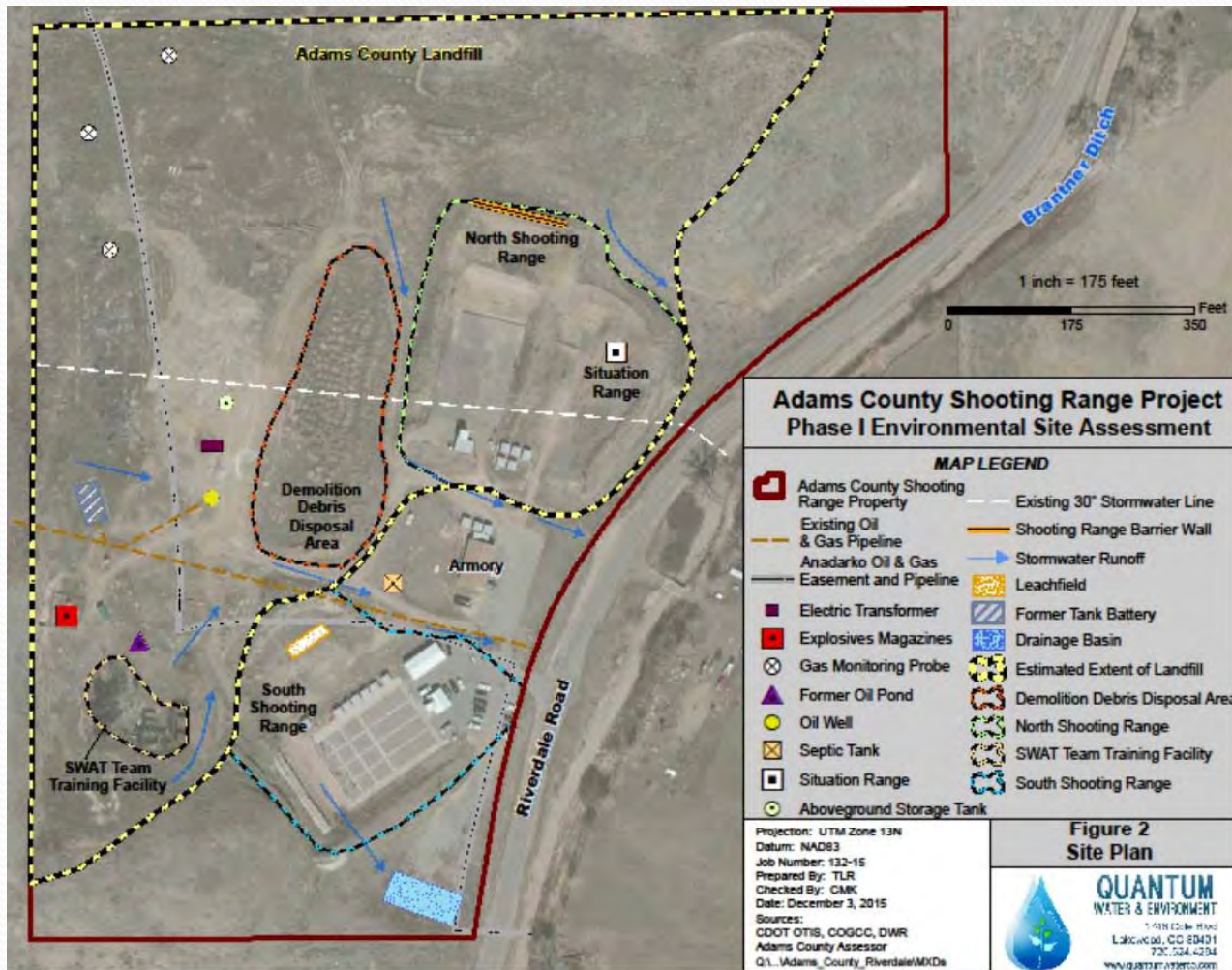




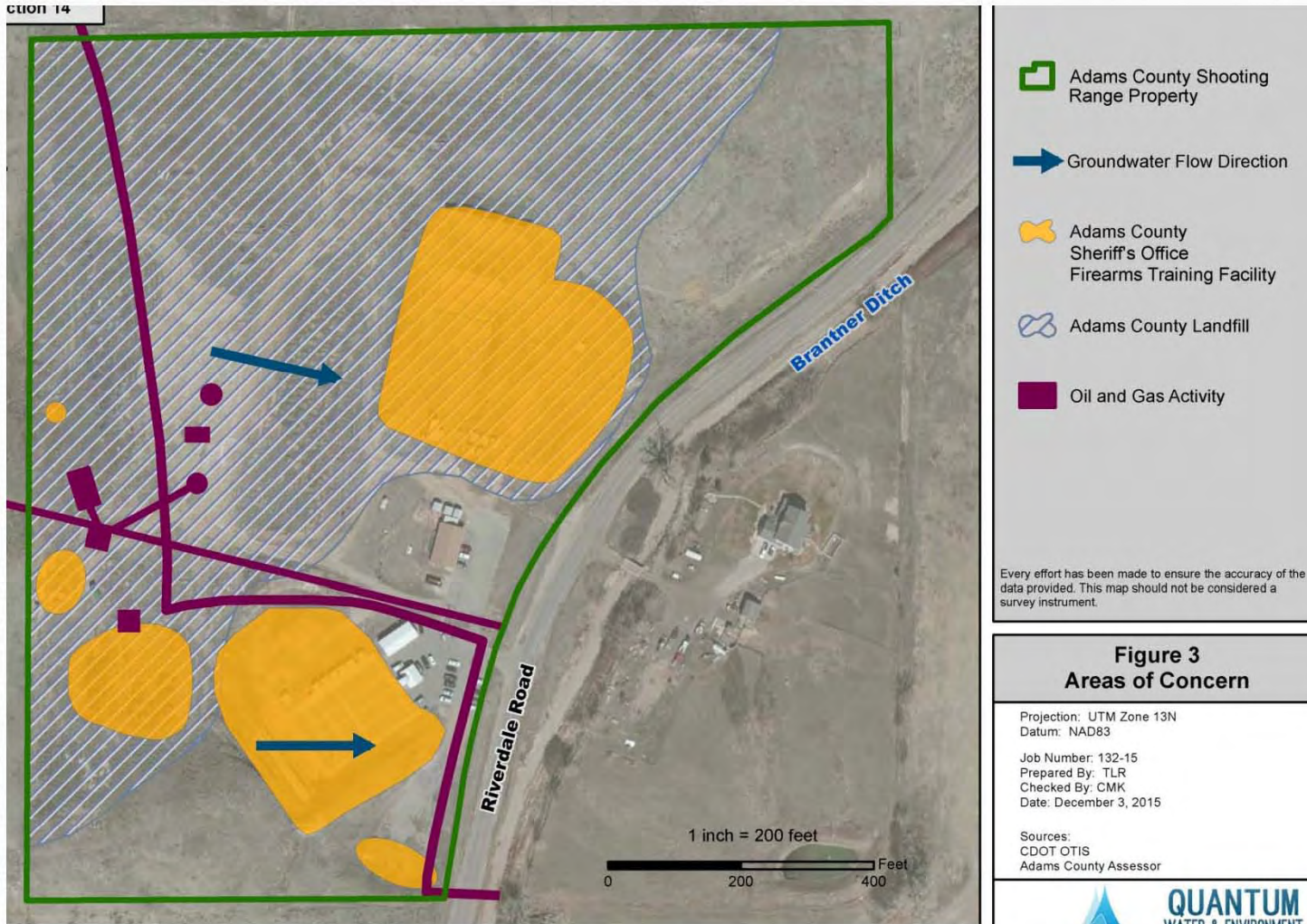
Phase I Assessment Summary

- Recognized Environmental Conditions
 - Landfill
 - Unlined & Insufficient Cover by today's Standards
 - Methane Production/Off-gassing
 - Storm Drain (30") runs through the landfill
 - Shooting Range / Lead
 - Open Ranges
 - Various Deposits on Site
 - Rubber Tire Disposal (SWAT Training)
 - Lead from bullets/casings
 - Gas Pipeline (Anadarko) & Well (Texas Tea)
 - Intent for new Pipeline by Anadarko
 - Leach Field (Septic Field) & Water Well for Restrooms
 - Potential for caustic chemicals from solvents for guns

Environmental Conditions Plan



Areas of Concern





What's Next (Short Term)

- Step 1: Engage Legal Counsel for Guidance
- Step 2: Proceed with Site Assessment (per Work Plan)
 - Site Safety Plan (Draft Complete)
 - Physical Assessment & Data Gathering
 - Laboratory Analysis & Findings
- Step 3: Potential Detailed Data Gathering
 - Based on Site Assessment / Findings
- Step 4: Engage Anadarko & Texas Tea to start negotiating solutions



What's Next (Long Term)

- Depending on Findings / Requirements:
 - Additional Investigations / Data Gathering
 - Notification of Impacted Stakeholders (if any)
- Develop the Corrective Action Plan (CAP):
 - BoCC Review and Acceptance
 - CDPHE Permitting & Approvals
- Remediation/Construction Documents
 - Preparation from Mid to Late 2016
 - Bidding in Late 2016
 - Site Work / Construction in 2017



Potential Remediation Costs:

- Consultants:
 - Environmental: \$250,000 (\$100,000 encumbered)
 - Legal: TBD depending on needs
- Temporary Facilities:
 - Fencing: \$100,000
- Remediation:
 - Landfill Cover: \$750,000 to \$1,250,000
 - Lead Cleanup: \$250,000 to \$500,000
 - Other: \$500,000
- Total Cost Estimate Range: \$1,500,000 to \$3,000,000
- Possible Funding Sources:
 - Existing “Hazardous and Solid Waste Fund”: approx. \$1,500,000
 - Potential for Grants: Open Space, GOCO, researching others



The End