



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 April 12, 2016

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE.

11:00 A.M.	ATTENDEE(S):	Ed Finger / Linda Angell
	ITEM:	Community Corrections
11:30 A.M.	ATTENDEE(S):	Jeanne Shreve / Kevin Doran
	ITEM:	Legislative Working Group
12:00 P.M.	ATTENDEE(S):	Jeanne Shreve
	ITEM:	Intergovernmental Relations Office Projects / Updates
12:30 P.M.	ATTENDEE(S):	Nancy Duncan / Theresa Wilson / Pernell Olson / Raylene Taylor
	ITEM:	First Quarter Amendment 2016 Budget
1:15 P.M.	ATTENDEE(S):	Nancy Duncan / Theresa Wilson / Pernell Olson / Raylene Taylor
	ITEM:	Budget Prioritization Process / FY17 Development
2:00 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: April 12, 2016
SUBJECT: Community Corrections
FROM: Ed Finger, Deputy County Manager
AGENCY/DEPARTMENT: County Manager's Office, Community Corrections
ATTENDEES: Ed Finger, Deputy County Manager; Linda Angell, Community Corrections Coordinator
PURPOSE OF ITEM: To present a status update on Community Corrections programs and facilities
STAFF RECOMMENDATION: That the Board receive a report on the status of the Community Corrections Operations and provide direction on future steps.

BACKGROUND:

The Board of County Commissioners has previously directed staff regarding facility and program development related to Community Corrections. Staff will provide a presentation on the progress and status of these efforts and seeks confirmation of the forward plan.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office
Community Corrections
Facility Operations
County Attorney's Office

ATTACHED DOCUMENTS:

PowerPoint presentation

FISCAL IMPACT:

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

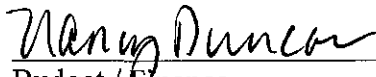
Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:

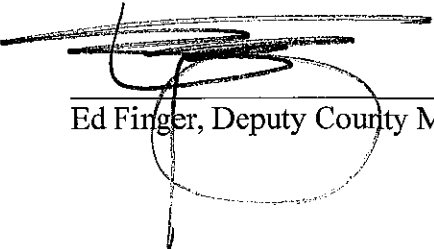


Todd Leopold, County Manager



Nancy Duncan
Budget / Finance

Raymond H. Gonzales, Deputy County Manager



Ed Finger, Deputy County Manager



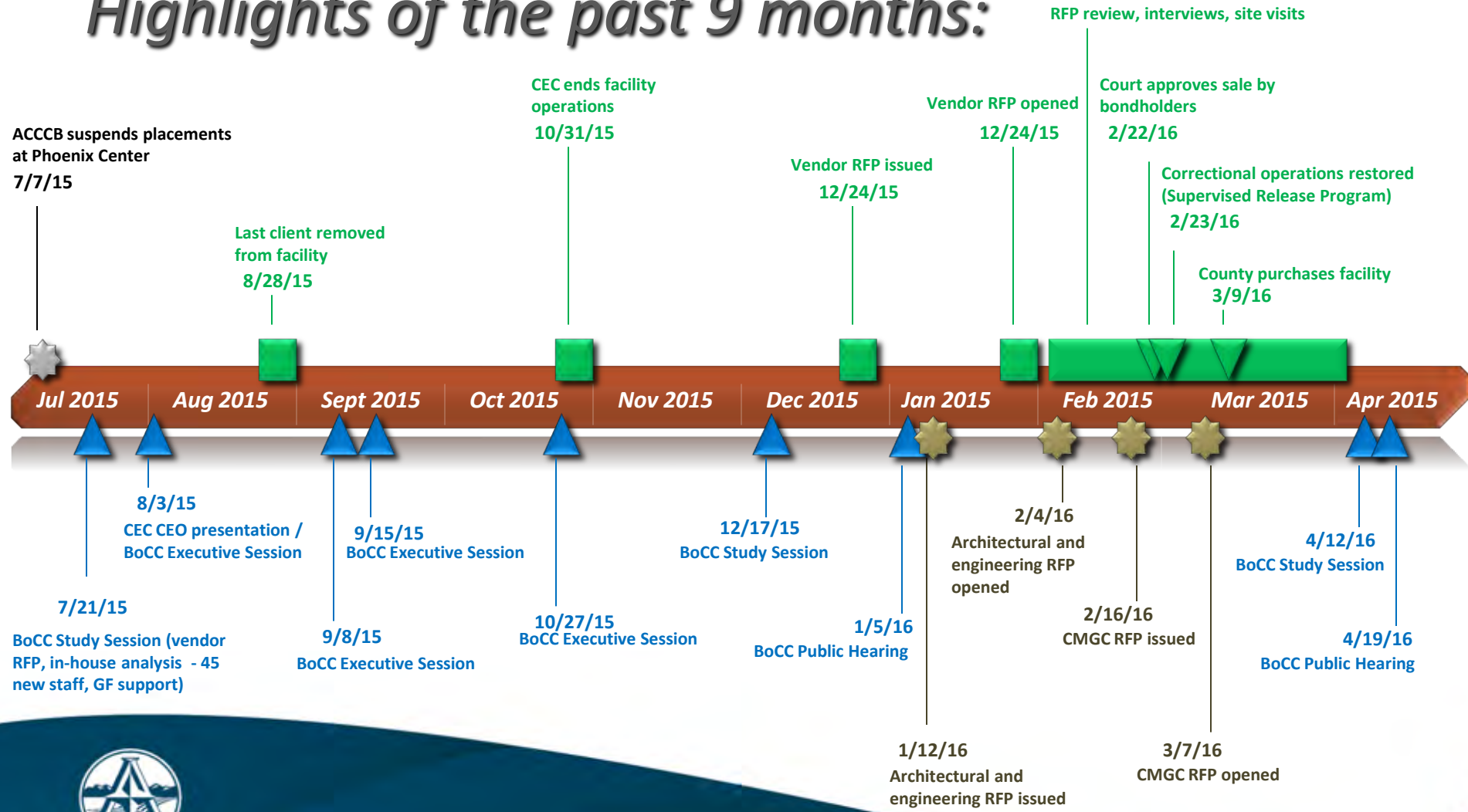
ADAMS COUNTY

COLORADO

Community Corrections Program Update

April 12, 2016

Highlights of the past 9 months:



Meetings with community corrections board; trustee and building owner negotiations; staff meetings; building inspections; etc.

Recap of previous BoCC direction:

- September 15, 2015:
 - Purchase the Phoenix Center ✓
 - Rehabilitate the Phoenix Center - *Hiring vendors*
- December 17, 2015:
 - Issue vendor RFP to restore operations ✓
 - Develop a long-term alternative sanctions strategy - *In progress*
 - Communicate to potential vendors regarding the alternative sanctions study and the potential for this contract to be limited in duration ✓

Proposed Next Steps:

- ***April 19, 2016:***
 - Public Hearing agenda item on vendor RFP
 - Public Hearing agenda item on architectural award for community corrections facility
- ***Late April/ early May***– interview with 2 CMGC finalists, Public Hearing agenda item on CMGC award
- ***Immediate Goal*** – partial system restoration this summer, phased restoration through remainder of following year
- ***Future Strategy*** – Alternative Sanctioning Subcommittee recommendations



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: April 12, 2016
SUBJECT: First Amendment to the 2016 Adopted Budget
FROM: Nancy Duncan, Budget Manager
AGENCY/DEPARTMENT: Budget Office
ATTENDEES: Budget Office Staff
PURPOSE OF ITEM: Review requested amendment items with the Board of County Commissioners and answer any questions regarding these items.
STAFF RECOMMENDATION: After review of the First Amendment, to adopt the 2016 First Budget Amendment at a future Public Hearing.

BACKGROUND:

This is to amend the 2016 Adams County Adopted Budget.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office and Budget Office

ATTACHED DOCUMENTS:

- 2016 1st Carryover Summary
- 2016 1st Carryover Detail
- 2016 1st Budget Amendment Summary
- 2016 1st Budget Amendment Detail

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:	

Additional Note:

Due to the length of the amendment, please see attached Amendment Summary and Detail for fiscal impact.

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Wally Duncan
Budget / Finance

Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager

Exhibit A - Carryovers

First Amendment to the 2016 Budget
Resolution No. TBD
For Adoption on April 19, 2016
Study Session: April 12, 2016



Purpose of Resolution:

A resolution to amend the 2016 Budget. Summary information by Fund and Department is listed below. Additional detailed information is attached for consideration and review.

Fund	Department	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE
GENERAL FUND	Community & Economic Development/Customer Experience	\$ 27,000	\$ -	\$ 27,000	-
	Clerk & Recorder	18,072	-	18,072	-
	Community Corrections	296,995	-	296,995	-
	County Managaer	592,000	-	592,000	-
	Faciliities	153,800	-	153,800	-
	Information Technology	1,051,618	-	1,051,618	-
	Office of Cultural Affairs	120,000	16,200	103,800	-
	Office of Strategic Long Range Planning	117,337	-	117,337	-
	Parks & Open Space	336,243	-	336,243	-
	Sheriff's Office	388,067	218,497	169,570	-
	Transportation	2,165,795	-	2,165,795	-
CAPITAL FACILITIES FUND	Faciliities	73,734,477	-	73,734,477	-
ROAD & BRIDGE FUND	Transportation-CIP	11,226,455	-	11,226,455	-
CONSERVATION TRUST FUND	Conservation Trust	363,989	-	363,989	-
OPEN SPACE PROJECTS FUND	Open Space Projects	2,250,000	1,656,250	593,750	-
WASTE MANAGEMENT FUND	Waste Management	89,776	-	89,776	-
GOLF COURSE FUND	Golf Course	13,761	-	13,761	-
FLEET MANAGEMENT FUND	Fleet	1,615,400	-	1,615,400	-
STORMWATER UTILITY FUND	Stormwater	524,615	-	524,615	-
FRONT RANGE AIRPORT FUND	Airport	444,576	-	444,576	-
Total Appropriation		\$ 95,529,976	\$ 1,890,947	\$ 93,639,029	-

Fund Summary	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE
TOTAL GENERAL FUND	\$ 5,266,927	\$ 234,697	\$ 5,032,230	-
TOTAL CAPITAL FACILITIES FUND	73,734,477	-	73,734,477	-
TOTAL ROAD & BRIDGE FUND	11,226,455	-	11,226,455	-
TOTAL CONSERVATION TRUST FUND	363,989	-	363,989	-
TOTAL OPEN SPACE PROJECTS FUND	2,250,000	1,656,250	593,750	-
TOTAL WASTE MANAGEMENT FUND	89,776	-	89,776	-
TOTAL GOLF COURSE FUND	13,761	-	13,761	-
TOTAL FLEET MANAGEMENT FUND	1,615,400	-	1,615,400	-
TOTAL STORMWATER UTILITY FUND	524,615	-	524,615	-
TOTAL FRONT RANGE AIRPORT FUND	444,576	-	444,576	-
Total Appropriation	\$ 95,529,976	\$ 1,890,947	\$ 93,639,029	-

CARRYOVERS

**First Amendment to the 2016 Budget
Resolution No. TBD
For Adoption on April 19, 2016
Study Session: April 12, 2016**



Department-Division	2015 Project Status				Carryover Request			Reason for Carryover	FTE
	Project Name	2015 Budget	2015 Actuals	2015 YE Remaining	Expenditure Amount	Revenue Amount	Use of Fund Balance		
GENERAL FUND									
CED Development Review	Quality of Life	\$27,000	\$0	\$27,000	\$27,000	\$0	\$27,000	Quality of Life Survey; discussed in March 15, 2016 Study Session. This will be moved to Customer Experience from Community Development.	
Clerk & Recorder	Maintenance Contracts	\$211,500	\$193,428	\$18,072	\$18,072	\$0	\$18,072	The installation of the Qmatic Lobby System was delayed due to construction on Bennett Building.	
Community Corrections	Community Corrections Database	\$300,000	\$3,005	\$296,995	\$296,995	\$0	\$296,995	Replacement of the current case management system for Community Corrections Administration along with the development of an evidence based decision making tool for use by the Community Corrections Board and its Screening Committee. The current system is not capable of participating in the criminal justice information sharing portal being developed by the Criminal Justice Coordinating Committee. The system replacement was delayed due to the impact of the closure of the Phoenix Center. It is anticipated that a vendor/system selection will be made by 7/31/16 with implementation complete by 6/30/17.	
County Manager-Admin/Org	Juvenile Assessment Land Purchase	\$592,000	\$0	\$592,000	\$592,000	\$0	\$592,000	The number of acres being purchased is more than budgeted in the 3rd 2016 Amendment. This land is being purchased from the City of Brighton and deeded over to the State of Colorado.	
Facilities-Animal Shelter	Animal Shelter Plumbing Project	\$22,200	\$0	\$22,200	\$22,200	\$0	\$22,200	Original projects were put on hold due to new Animal Shelter. This carryover funding will allow for plumbing and electrical projects at the current shelter.	
Facilities-Justice Center	Justice Center Caulk Joints	\$32,000	\$0	\$32,000	\$32,000	\$0	\$32,000	Project was not started in 2015.	
Facilities-Parks	Parks-Rekeying Locks	\$8,100	\$0	\$8,100	\$8,100	\$0	\$8,100	Project was not started in 2015.	
Facilities-Parks	Parks-Interior Painting	\$26,500	\$0	\$26,500	\$26,500	\$0	\$26,500	Project was not started in 2015.	
Facilities-Sheriff	Replacement hot water heaters in kitchen	\$35,000	\$0	\$35,000	\$35,000	\$0	\$35,000	Project was not started in 2015.	
Facilities-Sheriff	Additional exterior lights on the north side Detention Facility	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000	Not able to complete due to larger projects at the Detention facility	
Facilities-Sheriff	Kitchen solid food strainers	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000	Strainers were ordered in December but not shipped as of March 2016	
Information Technology	Application Consulting	\$101,295	\$17,086	\$84,209	\$84,209	\$0	\$84,209	No funds budgeted for Application Consulting in 2016. Would like to carryover 2015 remaining balance for use in 2016.	
Information Technology	JD Edwards Application Support	\$100,000	\$68,065	\$31,935	\$31,935	\$0	\$31,935	Would like to carryover 2015 remaining balance for use in 2016.	
Information Technology	SharePoint Upgrade	\$31,000	\$17,825	\$13,175	\$13,125	\$0	\$13,125	Going live with the SharePoint upgrade the weekend of 3/19/16. Remaining funds needed if post go live issues arise.	
Information Technology	Cisco VOIP Rollout	\$741,716	\$66,271	\$675,445	\$446,000	\$0	\$446,000	Portion of remaining funds needed for network/VOIP projects at the DA's Office Building and Animal Shelter.	
Information Technology	Fiber	\$427,165	\$205,200	\$221,965	\$136,000	\$0	\$136,000	Portion of remaining funds needed for fiber construction from the Development Building to the Phoenix House and from the Parks Maintenance Building to Riverdale.	
Information Technology	KPI and Dashboard Reporting	\$125,000	\$12,651	\$112,349	\$112,349	\$0	\$112,349	Dashboard/performance measures reporting project. Project awarded to Socrata. Phase I of project is complete. Remaining funds needed to fulfill contractual obligations as project goes live.	
Information Technology	Security Software	\$638,091	\$144,940	\$493,151	\$228,000	\$0	\$228,000	This is for security projects that were not started in 2015.	
Office of Cultural Affairs	Rotella Park Public Art Project	\$247,344	\$0	\$247,344	\$120,000	\$16,200	\$103,800	The Adams County Visual Arts Commission received approval from the BoCC to commission public art in the amount of \$120,000 for Rotella Park in unincorporated Adams County. The RFP was issued in June 2015 and the top 8 artists were interviewed in January 2016, with an artist being selected in February 2016. This carryover will cover the cost of design and installation of the project. Adams County received \$48,600 in SCFD grant funding for this project in 2015 and will receive \$16,200 upon completion.	
Office of Long-Range Strategic Planning	Implementation of Comp Plan	\$138,446	\$2,116	\$136,330	\$25,000	\$0	\$25,000	Funds are needed to implement various aspects of the comprehensive plan. Costs already incurred in 2016 include: \$5k Spanish Outreach for District Plan, \$2k TDR Study for District Plan, \$2.5k notices for Making Connections and District Plan, \$1.5k printing plans.	
Office of Long-Range Strategic Planning	Making Connections	\$150,000	\$57,663	\$92,337	\$92,337	\$0	\$92,337	The Making Connections Plan is currently in progress and is projected to be heard by the Planning Commission and the BoCC later in 2016. Funds will be used to pay the consultant, Wilson & Co throughout the process.	

Department-Division	2015 Project Status				Carryover Request			Reason for Carryover	FTE
	Project Name	2015 Budget	2015 Actuals	2015 YE Remaining	Expenditure Amount	Revenue Amount	Use of Fund Balance		
Parks & Open Space-Weed & Pest	Noxious Weeds Removal	\$51,000	\$0	\$51,000	\$51,000	\$0	\$51,000	The MOU was executed in February 2016.	
Parks & Open Space-Regional Park	Recondition S Parking Lot	\$87,528	\$4,880	\$82,648	\$82,548	\$0	\$82,548	Reconditioning South Lots at Regional Park. Weather held up the project.	
Parks & Open Space-Regional Park	Regional Park Wi-Fi System	\$65,000	\$61,430	\$3,570	\$3,570	\$0	\$3,570	Fund additional components and cabling.	
Parks & Open Space-Regional Park	Facility Doors Replacement	\$35,000	\$0	\$35,000	\$35,000	\$0	\$35,000	Project was put on hold until 2016	
Parks & Open Space-Regional Park	Mann-Nyholt Lake Evaporative Losses	\$45,000	\$2,175	\$42,825	\$42,825	\$0	\$42,825	Additional request of \$32,000 for leased water. The initial budget in 2015 covered pump installation only.	
Parks & Open Space-Regional Park	Debetz Pit	\$161,773	\$40,473	\$121,300	\$121,300	\$0	\$121,300	This is for reclamation of gravel mining sites mandated by the State of Colorado. Site Reclamation will begin in 2016 for both Debetz Pit and Mann Lakes Pit.	
Sheriff's Office	2015 DOJ-Justice Assistance Grant	\$41,050	\$0	\$41,050	\$41,050	\$41,050	\$0	Grant awarded in second half of 2015 and grant period ends 9/30/18. It is anticipated that all remaining approved equipment purchases and projects will be completed in 2016.	
Sheriff's Office	2014 DOJ-Justice Assistance Grant	\$120,475	\$76,519	\$43,956	\$43,956	\$43,956	\$0	Grant awarded in second half of 2014 and grant period ends 9/30/17. This is a joint grant awarded to the Sheriff's Office and Thornton Police Department, with Adams County serving as the fiscal agent. It is anticipated that all remaining approved equipment purchases and projects will be completed in 2016.	
Sheriff's Office	2015-2016 Jail Based Behavioral Health Services Grant	\$252,474	\$118,983	\$133,491	\$133,491	\$133,491	\$0	Grant is from the State of Colorado, Department of Human Services, Office of Behavioral Health. Grant as awarded follows the state fiscal year of 7/1/15-6/30/16.	
Sheriff's Office	Jail video recording equipment	\$486,000	\$0	\$486,000	\$169,570	\$0	\$169,570	Original project was budgeted at \$486,000. After the purchasing process was complete, the contract was awarded for \$169,570 and will be completed by 4/1/16.	
Transportation - Utah Junction-Clay St. Outfall	Clay Street Community Trail	\$2,917,271	\$1,280,876	\$1,636,395	\$1,636,395	\$0	\$1,636,395	Construction started in October 2015. Project completion expected in July 2016.	
Transportation-Engineering	I-25 & SH 7 Interchange	\$500,000	\$0	\$500,000	\$500,000	\$0	\$500,000	Carryover for Adams County's contribution to interchange; study yet to be completed - anticipated to be completed in 2016.	
Transportation-Engineering	Strasburg MDP	\$81,416	\$52,016	\$29,400	\$29,400	\$0	\$29,400	Letter of map revision submitted to FEMA is currently under review. Any revisions and corresponding need for budget should be known in 2016.	
TOTAL GENERAL FUND		\$8,828,344	\$2,425,602	\$6,402,742	\$5,266,927	\$234,697	\$5,032,230		0.0

CAPITAL FACILITIES FUND

General Building-Govt Center	General Building	\$4,100,000	\$469,058	\$3,630,942	\$1,000,000	\$0	\$1,000,000	General building needs.	
Facilities-Justice Center	Build out court/hearing rooms	\$543,750	\$97,673	\$446,077	\$446,077	\$0	\$446,077	Design in progress.	
Facilities-HBC	Human Services Center	\$75,187,000	\$2,898,598	\$72,288,402	\$72,288,400	\$0	\$72,288,400	Ongoing project. 2017 Opening.	
TOTAL CAPITAL FACILITIES FUND		\$79,830,750	\$3,465,329	\$76,365,421	\$73,734,477	\$0	\$73,734,477		0.0

ROAD & BRIDGE FUND

Transportation - CIP	Pecos St. - I-76 to 52nd Ave.	\$276,858	\$1,279	\$275,579	\$275,579	\$0	\$275,579	Final resolution with project contractor was reached in December 2015, therefore project will continue into 2016 with anticipated completion in April 2016.	
Transportation - CIP	Steele Street 86th to 88th	\$1,400,000	\$96,101	\$1,303,899	\$1,303,899	\$0	\$1,303,899	Project design is 90% complete. ROW acquisition occurring in 2016.	
Transportation - CIP	Monaco to McKay Traffic Study	\$100,000	\$0	\$100,000	\$100,000	\$0	\$100,000	City of Thornton requested study commencement in 2016.	
Transportation - CIP	Lowell Blvd. - Clear Creek to 62nd.	\$3,600,000	\$32,365	\$3,567,635	\$3,567,635	\$0	\$3,567,635	Project design is 90% complete. ROW acquisition occurring in 2016.	
Transportation - CIP	Bus Shelter Bench Program	\$400,000	\$0	\$400,000	\$400,000	\$0	\$400,000	Program details have not been finalized. Installation will begin upon completion of program overview.	
Transportation - CIP	York Street - Hwy. 224 to 88th Ave.	\$500,000	\$170,905	\$329,095	\$329,095	\$0	\$329,095	Roadway design complete. Project expanded to include pedestrian underpass at Hwy. 224. Design completion in 2016.	
Transportation - CIP	Kenwood Dahlia Outfall	\$494,101	\$0	\$494,101	\$494,101	\$0	\$494,101	Local match for roadway construction component of the project. Awarded project grant in the amount of \$2,500,000. Finalizing IGA with State of Colorado and Commerce City prior to project construction.	
Transportation - CIP	W. 60th Ave. Realignment	\$3,000,000	\$638,171	\$2,361,829	\$2,361,829	\$0	\$2,361,829	Request to carryover remaining \$2,361,829 plus additional \$600,171 (shown on 1st 2016 Budget Amendment) for total of \$3,600,171. This was pre-approved by BoCC during a 1/16/16 Study Session. Total amount will cover construction estimate, engineering services, moving utilities, and right-of-way. Project completion will drive a \$2.2 million grant through RTD.	
Transportation - CIP	56th Ave. - Federal to Zuni	\$2,400,000	\$5,683	\$2,394,317	\$2,394,317	\$0	\$2,394,317	Utility conflicts were resolved with Xcel Energy in 2015. Construction to begin upon completion of utility relocates by Xcel Energy in May 2016.	
TOTAL ROAD & BRIDGE FUND		\$12,170,959	\$944,504	\$11,226,455	\$11,226,455	\$0	\$11,226,455		0.0

CONSERVATION TRUST FUND

Parks & Open Space-Conservation Trust	Twin Lakes Park Renovation	\$250,000	\$0	\$250,000	\$250,000	\$0	\$250,000	The design and plan phase started in early 2016.	
Parks & Open Space-Conservation Trust	Polaris Brutus utility vehicle	\$85,000	\$49,039	\$35,961	\$35,961	\$0	\$35,961	All attachments were not able to be purchased in 2015.	
Parks & Open Space-Conservation Trust	Rotella Shelters & Parking Lots	\$433,769	\$355,741	\$78,028	\$78,028	\$0	\$78,028	Project is finishing up. Substandard concrete was found and the County rejected the work and is holding retainage until issue is resolved.	
TOTAL CONSERVATION TRUST FUND		\$768,769	\$404,780	\$363,989	\$363,989	\$0	\$363,989		0.0

Department-Division	2015 Project Status			Carryover Request			Reason for Carryover	FTE
	Project Name	2015 Budget	2015 Actuals	2015 YE Remaining	Expenditure Amount	Revenue Amount		
OPEN SPACE PROJECTS FUND								
Parks & Open Space-Open Space	Active Recreation Component at Regional Park	\$200,000	\$13,822	\$186,178	\$186,178	\$0	\$186,178	Active recreation components were started in 2015. In 2016, the park staff will finish this project. The remainder of the funds will be used for the Parks Master Plan which was discussed in AIR in January 2016.
Parks & Open Space-Open Space	Local District Plan	\$150,000	\$107,185	\$42,815	\$42,815	\$0	\$42,815	This is currently utilized to create the Local District Plan with the City of Brighton. The Local District Plan studies the agricultural area south of Brighton for feasibility of long term agricultural uses as well as future land uses.
Parks & Open Space-Open Space	Gateway Park	\$300,000	\$0	\$300,000	\$300,000	\$181,250	\$118,750	Project not complete. Currently underway.
Parks & Open Space-Open Space	S Platte River Trail-Flood Repairs	\$95,000	\$0	\$95,000	\$95,000	\$0	\$95,000	Approved late 2015. Should be complete mid 2016.
Parks & Open Space-Open Space	S Platte River Trail-108th to 120th	\$1,779,224	\$1,553,217	\$226,007	\$226,007	\$1,275,000	(\$1,048,993)	Majority of project complete. County needs to complete 2 miles of fencing and small segment of trail and other miscellaneous items.
Parks & Open Space-Open Space	Clear Creek Trail Parking Lot	\$400,000	\$0	\$400,000	\$400,000	\$200,000	\$200,000	This project is for the design and construction to improve an existing parking lot /trailhead adjacent to the Clear Creek Trailhead.
Parks & Open Space-Open Space	Van Scoyk	\$1,000,000	\$0	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$2.5M in 2016 and \$1M to carryover from 2015 none used.
TOTAL OPEN SPACE PROJECTS FUND		\$3,924,224	\$1,674,224	\$2,250,000	\$2,250,000	\$1,656,250	\$593,750	0.0
WASTE MANAGEMENT FUND								
Facilities - Waste Management	Shooting Range Remediation	\$100,000	\$10,224	\$89,776	\$89,776	\$0	\$89,776	Requesting an additional \$280k for work plan for site sampling data and design work related to remediation
TOTAL WASTE MANAGEMENT FUND		\$100,000	\$10,224	\$89,776	\$89,776	\$0	\$89,776	0.0
GOLF COURSE FUND								
Golf Course	Renovate Bunkers	\$20,000	\$6,239	\$13,761	\$13,761	\$0	\$13,761	Project is in progress
TOTAL GOLF COURSE FUND		\$20,000	\$6,239	\$13,761	\$13,761	\$0	\$13,761	0.0
FLEET MANAGEMENT FUND								
Fleet Management	Four (4) Tandem Axle Dump Trucks	\$865,400	\$0	\$865,400	\$865,400	\$0	\$865,400	Tandem axle trucks from Mack were delivered to Kois Brothers for bodies and plows in January. Final build of all four trucks should be complete by late April 2016.
Facilities-Fleet Management	Design new fleet facility	\$750,000	\$0	\$750,000	\$750,000	\$0	\$750,000	Design will start in 2016
TOTAL FLEET MANAGEMENT FUND		\$1,615,400	\$0	\$1,615,400	\$1,615,400	\$0	\$1,615,400	0.0
STORMWATER UTILITY FUND								
Kenwood-Dahlia Outfall	Kenwood-Dahlia Outfall	\$524,615	\$0	\$524,615	\$524,615	\$0	\$524,615	Local match for stormwater construction component of the project. Awarded project grant in the amount of \$2,500,000. Finalizing IGA with State of Colorado and Commerce City prior to project construction.
TOTAL STORMWATER UTILITY FUND		\$524,615	\$0	\$524,615	\$524,615	\$0	\$524,615	0.0
FRONT RANGE AIRPORT FUND								
Front Range Airport	Airport Master Plan	\$338,335	\$43,759	\$294,576	\$294,576	\$0	\$294,576	Airport Master Plan project was began in 2015 and will be completed in 2016.
Front Range Airport	Asphalt Projects	\$150,000	\$0	\$150,000	\$150,000	\$0	\$150,000	Rehabilitation of asphalt on Front Range Parkway, Cessna Way, Terminal parking lot, and taxiway A7C along with grading and paving of Air Traffic Control Tower parking lot.
TOTAL FRONT RANGE AIRPORT FUND		\$488,335	\$43,759	\$444,576	\$444,576	\$0	\$444,576	0.0
TOTAL ALL FUNDS - 2016 1ST AMENDMENT		\$108,271,396	\$8,974,661	\$99,296,735	\$95,529,976	\$1,890,947	\$93,639,029	0.0

Exhibit B - Amendments

First Amendment to the 2016 Budget
Resolution No. TBD
For Adoption on April 19, 2016
Study Session: April 12, 2016



Purpose of Resolution:

A resolution to amend the 2016 Budget. Summary information by Fund and Department is listed below. Additional detailed information is attached for consideration and review.

Fund	Department	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE
GENERAL FUND	Community & Economic Development	\$ 213,076	\$ -	\$ 213,076	-
	Coroner	66,600	-	66,600	-
	County Manager	1,110,000	-	1,110,000	-
	Facilities	194,390	-	194,390	1.00
	Finance	311,743	210,000	101,743	1.00
	Information Technology	420,000	-	420,000	-
	Office of Cultural Affairs	50,000	-	50,000	-
	Parks & Open Space	403,400	269,000	134,400	1.00
	Sheriffs Office	276,368	286,388	(10,020)	-
ROAD & BRIDGE FUND	Transportation-CIP	3,600,171	2,500,000	1,100,171	-
	Transportation-Streets Program	2,200,000	-	2,200,000	-
SOCIAL SERVICES FUND	Human Services-Finance	78,500	43,750	34,750	1.00
	Human Services-IT	135,500	-	135,500	-
	Human Services	301,048	160,838	140,210	4.00
OPEN SPACE SALES TAX FUND	Open Space	1,250,000	-	1,250,000	-
OPEN SPACE PROJECTS FUND	Open Space	30,000	1,250,000	(1,220,000)	-
WASTE MANAGEMENT FUND	Waste Management	280,000	-	280,000	-
COMMUNITY SERVICES BLOCK GRANT FUND	CSBG-Information Technology	450	-	450	-
WORKFORCE & BUSINESS CENTER FUND	WBC-Information Technology	13,000	-	13,000	-
Total Appropriation		\$ 10,934,246	\$ 4,719,976	\$ 6,214,270	8.00

Fund Summary	Expenditure Amount	Revenue Amount	Use of Fund Balance	FTE
TOTAL GENERAL FUND	\$ 3,045,577	\$ 765,388	\$ 2,280,189	3.00
TOTAL ROAD & BRIDGE FUND	5,800,171	2,500,000	3,300,171	-
TOTAL SOCIAL SERVICES FUND	515,048	204,588	310,460	5.00
TOTAL OPEN SPACE SALES TAX FUND	1,250,000	-	1,250,000	-
TOTAL OPEN SPACE PROJECTS FUND	30,000	1,250,000	(1,220,000)	-
TOTAL WASTE MANAGEMENT FUND	280,000	-	280,000	-
TOTAL CSBG FUND	450	-	450	-
TOTAL WORKFORCE & BUSINESS CENTER FUND	13,000	-	13,000	-
Total Appropriation	\$ 10,934,246	\$ 4,719,976	\$ 6,214,270	8.00

AMENDMENTS

**First Amendment to the 2016 Budget
Resolution No. TBD
For Adoption on April 19, 2016
Study Session: April 12, 2016**



Department - (Division)	Source of Funding (Carryover, Fund Balance, Grant, Miscellaneous Revenue)	Expenditure Amount	Revenue Amount	Use of Fund Balance	Ongoing	Reason for Amendment	FTE
GENERAL FUND							
CED-Tri-County Health - West Nile Mosquito Mitigation	Fund Balance	\$213,076	\$0	\$213,076	\$214,000	First renewal of Ottertail Environmental Inc contract. Item was discussed and approved in the Feb 23rd Study Session.	
Coroner-Coroner	Fund Balance	\$66,600	\$0	\$66,600	\$6,225	Software Upgrade for forensic lab to integrate test results electronically	
County Manager	Fund Balance	\$517,000	\$0	\$517,000	\$0	In January 2016, the BoCC approved the 1:1 required match of \$516,718 for the Colorado Opportunity Scholarship Initiative utilizing the retail marijuana and retail marijuana products sales tax. This allows Adams County Scholarship Fund to award over \$1M in scholarships to low income students in all Adams County Schools. Revenue was already recognized in the 2016 Adopted Budget.	
County Manager	Fund Balance	\$93,000	\$0	\$93,000	\$0	The number of acres being purchased for the Juvenile Assessment Center is more than originally anticipated. \$592,000 was appropriated in 2015. This additional amount will bring the total appropriation to \$685,000.	
County Manager	Fund Balance	\$500,000	\$0	\$500,000	\$0	This will fund a contribution to Adams County Economic Development for a small business revolving loan program. The loan program will be administered by ACED and the contribution will be matched dollar for dollar by the Colorado Enterprise Fund. This was approved in Study Session on April 5, 2016.	
Facilities-Administration	Fund Balance	\$128,390	\$0	\$128,390	\$0	Additional Project Manager needed to handle increased workload due to additional capital projects between 2016-2017. This is a project designated position for a period of 18-24 months.	1.0
Facilities-Parks	Fund Balance	\$66,000	\$0	\$66,000	\$0	This is for the emergency repair to the sewer line at the Parks property running through the Golf Course. The project started in 2015.	
Finance - Purchasing	Fund Balance	\$74,743	\$0	\$74,743	\$0	Additional Procurement Agent needed to handle increased workload due to additional capital projects between 2016-2017. This is a project designated position for a period of 18-24 months.	1.0
Finance-Admin/Org	Miscellaneous	\$210,000	\$210,000	\$0	\$0	This is the copier buy out agreement for the transition to Toshiba. Toshiba is reimbursing the County for the Canon copier lease agreement.	
Finance-Admin/Org	Fund Balance	\$27,000	\$0	\$27,000	\$5,000	This is to purchase additional licenses for JDE in the amount of \$22,000. The other \$5,000 is an ongoing maintenance agreement cost.	
Information Technology	Fund Balance	\$420,000	\$0	\$420,000	\$420,000	Office 365 migration. Pre-approval received for this during study session on 3/15/16.	
Office of Cultural Affairs	Fund Balance	\$50,000	\$0	\$50,000	\$0	Funds requested for the Cultural and Arts Master Plan Development and Implementation and general operating and programming funding to support events such as Artfully Adams and SCFD check presentation ceremony.	
Parks & Open Space-Fair & Special Events	Miscellaneous	\$187,900	\$229,000	(\$41,100)	\$130,879	Event services including liquor concessions will be serviced from the Parks and Open Space Division starting April 1, 2016.	1.0
Parks & Open Space-Fair & Special Events	Fund Balance	\$13,500	\$0	\$13,500	\$0	The amount appropriated for Reservation Software was \$44,000. Only one vendor responded to the RFP with a cost of \$57,500.	
Parks & Open Space-Fair & Special Events	Fund Balance	\$10,000	\$0	\$10,000	\$0	Funding to allow for two employee appreciation events.	
Parks & Open Space-Regional Park	Fund Balance	\$32,000	\$0	\$32,000	\$0	Additional funds needed for engineering work and to install required monitoring devices. Adams County will still need to purchase water to cover evaporative losses until the Mann-Nyholt Lake Project is complete.	
Parks & Open Space-Regional Park	Fund Balance	\$160,000	\$40,000	\$120,000	\$0	The indoor area was condemned by structural engineers. The area will be demolished and temporary tents erected for upcoming events.	
Sheriff's Office	Commerce City Police Services Revenue	\$162,960	\$166,219	(\$3,259)	\$162,960	IGA with Commerce City for extra duty security work at special events. Commerce City requested to enter an IGA in lieu of previous process where the City contracted directly with Adams County deputies for off duty work.	
Sheriff's Office	Other Local Revenues	\$7,653	\$7,653	\$0	\$0	CO POST sent a purchase order to cover the cost of equipment for additional mandatory annual in-service training (rule 28) for all certified officers. Notice of funding and purchase order was received late in 2015. Equipment must be received and reimbursement requested from POST by 6/30/16.	

Department - (Division)	Source of Funding (Carryover, Fund Balance, Grant, Miscellaneous Revenue)	Expenditure Amount	Revenue Amount	Use of Fund Balance	Ongoing	Reason for Amendment	FTE
Sheriff's Office	Sheriff-LEAF Grant	\$75,000	\$75,000	\$0	\$0	Purchase order from CDOT for DUI enforcement services in their High Visibility Enforcement efforts for holiday and other peak DUI times. The purchase order was received in late 2015 and provides overtime reimbursement funding for DUI enforcement periods through 9/30/16.	
Sheriff's Office	Property/Evidence Dispositions	\$30,755	\$37,516	(\$6,761)	\$0	Property/Evidence Security System needed based upon audit conducted in spring 2015. Security system needed to provide after hours notification of potential breach. Currently have limited camera coverage, no roof vent breaching notification, and concerns regarding some entry doors located throughout the warehouse being easily breached.	
TOTAL GENERAL FUND		\$3,045,577	\$765,388	\$2,280,189	\$939,064		3.0

ROAD & BRIDGE FUND

Transportation - CIP	Fund Balance	\$500,000	\$0	\$500,000	\$0	Traffic signal warrants at the intersection of 96th & Monaco/McCay were recently met for the intersection. Funds requested for design an install of traffic signal.	
Transportation - CIP	Fund Balance	\$2,500,000	\$2,500,000	\$0	\$0	Awarded \$2.5 M CDBG-DR grant for Kenwood/Dahlia project. County reimbursed after expenditure. Grant approval notification received after 2016 Budget completed. IGA will be presented to the BoCC upon receipt from CDBG-DR manager. Purpose of the grant is to install new infrastructure to mitigate future flood events.	
Transportation - Streets Program	Fund Balance	\$2,200,000	\$0	\$2,200,000	\$0	To fund for the Streets Program. \$1.23 M for paving of Holly - 152nd to Hwy. 7, \$275,000 for paving Tower Road - 152nd to Southern per IGA with City of Brighton, and \$695,000 for paving Imboden Road - 88th to 104th.	
Transportation - CIP	Fund Balance	\$600,171	\$0	\$600,171	\$0	Additional \$600,171 for the 60th Ave RTD Station. This was approved in the 01/16/2016 Study Session.	
TOTAL ROAD & BRIDGE FUND		\$5,800,171	\$2,500,000	\$3,300,171	\$0		0.0

SOCIAL SERVICES FUND

Human Services-Finance	Grant/Fund Balance	\$78,500	\$43,750	\$34,750	\$78,500	To allow for the hiring of a Senior Accountant in the Finance area.	1.0
Human Services-Information Technology	Fund Balance	\$135,500	\$0	\$135,500	\$135,500	Office 365 migration. Pre-approval received for this during study session on 3/15/16.	
Human Services-Adult Protection	Grant/Fund Balance	\$201,048	\$160,838	\$40,210	\$201,048	To allow for four (4) FTE in the Adult Protection Services Division. This is for the last 8 months of 2016. This has both federal and state grant funding with a 20% county match.	4.0
Human Services	Fund Balance	\$100,000	\$0	\$100,000	\$100,000	To fund the Human Services General Assistance Grant. Approved in AIR January 2016.	
TOTAL SOCIAL SERVICES FUND		\$515,048	\$204,588	\$310,460	\$515,048		5.0

OPEN SPACE SALES TAX FUND

Parks & Open Space-Open Space	Grant	\$1,250,000	\$0	\$1,250,000	\$0	This is the Open Space Sales Tax Grant awarded for the Van Scoyk Property Purchase. This will be transferred to the Open Space Projects Fund for part of the purchase price.	
TOTAL OPEN SPACE SALES TAX FUND		\$1,250,000	\$0	\$1,250,000	\$0		0.0

OPEN SPACE PROJECTS FUND

Parks & Open Space-Open Space Projects	Fund Balance	\$30,000	\$0	\$30,000	\$0	This will allow Adams County to participate in the planning/design process led by the City of Thornton for properties owned by the city and county along Big Dry Creek.	
Parks & Open Space-Open Space Projects	Fund Balance	\$0	\$1,250,000	(\$1,250,000)	\$0	This is the Open Space Grant received from the Open Space Sales Tax Fund for the Van Scoyk purchase.	
TOTAL OPEN SPACE PROJECTS FUND		\$30,000	\$1,250,000	(\$1,220,000)	\$0		0.0

WASTE MANAGEMENT FUND

Waste Management-Facilities	Fund Balance	\$280,000	\$0	\$280,000	\$0	The additional amounts will be used for site sampling and data and for design work related to remediation.	
TOTAL WASTE MANAGEMENT FUND		\$280,000	\$0	\$280,000	\$0		0.0

Department - (Division)	Source of Funding (Carryover, Fund Balance, Grant, Miscellaneous Revenue)	Expenditure Amount	Revenue Amount	Use of Fund Balance	Ongoing	Reason for Amendment	FTE
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COMMUNITY SERVICES BLOCK GRANT (CSBG) FUND

CSBG-Information Technology	Fund Balance	\$450	\$0	\$450	\$450	Office 365 migration. Pre-approval received for this during study session on 3/15/16.	
TOTAL CSBG FUND		\$450	\$0	\$450	\$450		0.0

WORKFORCE & BUSINESS CENTER FUND

WBC-Information Technology	Fund Balance	\$13,000	\$0	\$13,000	\$13,000	Office 365 migration. Pre-approval received for this during study session on 3/15/16.	
TOTAL WORKFORCE & BUSINESS CENTER FUND		\$13,000	\$0	\$13,000	\$13,000		0.0

TOTAL ALL FUNDS - 2016 1ST AMENDMENT

	\$10,934,246	\$4,719,976	\$6,214,270	\$1,467,562			8.0
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STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: April 12, 2016
SUBJECT: Priority Based Budgeting
FROM: Nancy Duncan, Budget Manager
AGENCY/DEPARTMENT: Budget Office
ATTENDEES: Budget Office Staff
PURPOSE OF ITEM: To review the Priority Based Budgeting Process
STAFF RECOMMENDATION: Informational Only

BACKGROUND:

The Staff has been asked to implement Priority Based Budgeting Practices. This Study Session is to provide information on the process and timeline.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

County Manager's Office and Budget Office

ATTACHED DOCUMENTS:

No handouts.

FISCAL IMPACT:

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

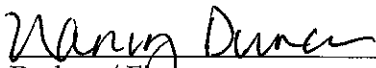
Fund(s):	
Cost center(s):	
Self-generated / dedicated revenues:	\$
Annual operating costs:	\$
Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Nancy Duncan
Budget / Finance

Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager