



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
May 31, 2016**

ALL TIMES LISTED ON THIS AGENDA ARE SUBJECT TO CHANGE.

11:30 A.M.	ATTENDEE(S):	Jeffery Maxwell / Jeremy Reichert
	ITEM:	Gravel Roads
12:00 P.M.	ATTENDEE(S):	Jeffery Maxwell / Rene Valdez
	ITEM:	Hoffman Drainageway Improvements Project
12:30 P.M.	ATTENDEE(S):	Jeffery Maxwell / Rene Valdez
	ITEM:	Municipal Separate Storm Sewer System (MS4) Permit Renewal
1:00 P.M.	ATTENDEE(S):	Jeffery Maxwell / Rene Valdez / Ben Dahlman
	ITEM:	Stormwater Utility Policy Manual Revision
1:30 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 OF STUDY SESSION: May 31, 2016
SUBJECT: Gravel Roads Maintenance Program
FROM: Jeffery Maxwell, PE, PTOE, Director of Transportation
AGENCY/DEPARTMENT: Transportation Department
ATTENDEES: Jeremy Reichert
PURPOSE OF ITEM: Discuss additional funding request for gravel road maintenance and options for a 5-year maintenance plan
STAFF RECOMMENDATION: That the Adams County Board of County Commissioners preliminarily approve additional funding in 2016 for gravel road maintenance

BACKGROUND:

Adams County currently maintains approximately 1,680 lane miles of gravel roads. These roads have deteriorated significantly over the past 10 – 15 years and are in need of rehabilitation. The Transportation Department has identified appropriate rehabilitation methods and is requesting additional funding in 2016 to assist with the program. The 2016 request is to provide a material hauling contract in the amount of \$300,000 as well as the purchase of gravel road base material in the amount of \$350,000. The Transportation Department will also present a 5-year plan to address gravel road deficiencies.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

ATTACHED DOCUMENTS:

Power Point 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):	
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Annual net operating (cost) / income:	\$
Capital costs:	\$
Expenditure included in approved operating budget:	\$
Expenditure included in approved capital budget:	\$
New FTEs requested:	

Additional Note:

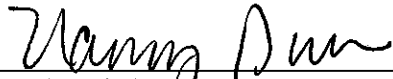
*Approval of the 2016 request will require a budget amendment in the amount of \$650,000 from the Road and Bridge Fund (Fund 13, 3031.7470)

APPROVAL SIGNATURES:


APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Budget / Finance



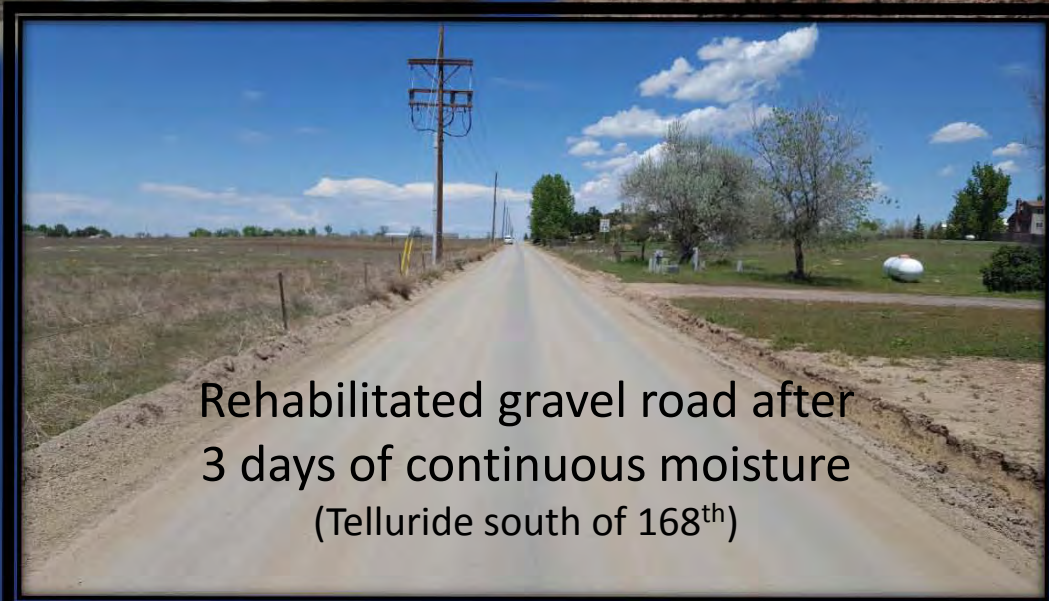
Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager



GRAVEL ROADS

Accelerated Plan of Action



Rehabilitated gravel road after
3 days of continuous moisture
(Telluride south of 168th)

Overview of Urgency



- The gravel road network has deteriorated over the last 15 years and now reached a tipping point:
 - Conditions on over 50% of county gravel roads are not sustainable through routine maintenance; rehabilitation is needed and repairs are significantly impacting other program and maintenance responsibilities
 - Citizen requests/complaints are intensifying averaging 50 to 100 after each weather event

5 Year Plan Overview



Full Rehabilitation

50% = 840 lane miles

Year 2015: 58 lane miles

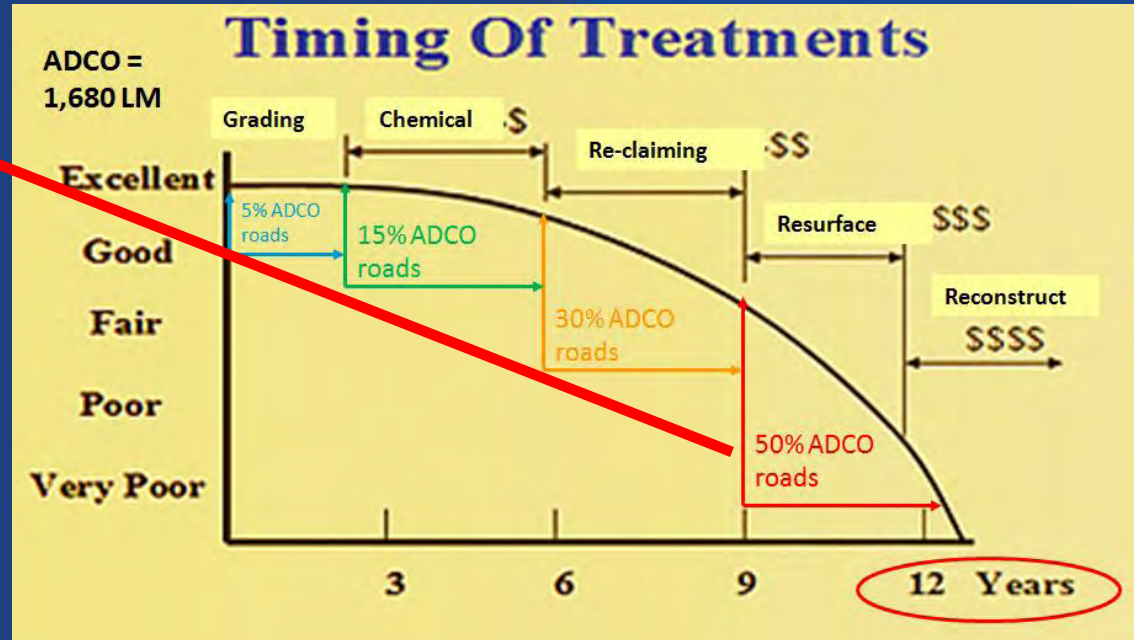
Year 2016: 82 lane miles

Year 2017 – 2021:
140 lane miles/yr

\$21,000/lm = \$2.94M/yr

\$14.7M investment over 5 years

(Cost to pave 840 lane miles: >\$100M)





Rehabilitation Components

1. Road base materials

- Annual cost: \$700,000

2. Materials hauling

- Annual cost: \$1,100,000

3. Polymer additives

- Annual cost: \$1,140,000



- Rehabilitated roads require minimal maintenance for 3-5 years, at which time application of thin layer of polymer will continue to extend roadway lifecycle



Plan Objectives

1. 2017 – Eastern – Major North/South Roads
 2. 2018 – Central – Major North/South Roads
 3. 2019 – Eastern – Major East/West Roads
 4. 2020 – Central – Major East/West Roads
 5. 2021 – Western, Central, Eastern – Problem Collector & Residential roadways
- ✓ Specific roadways have been identified and quantified for above mentioned plan years



2016 Budget Amendment Request

1. \$300,000 materials hauling contract for 2016 placement
 - Will compensate for lost time due to weather delays and allow staff to rehabilitate 82 lane miles of gravel roads in 2016
2. \$350,000 materials stock pile for 2017 placement
 - Stock piling materials from September through December will ensure adequate materials to begin the 2017 program



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: May 31,2016
SUBJECT: Hoffman Drainageway Improvements Project
FROM: Jeffery A. Maxwell, PE, PTOE, Director of Transportation
AGENCY/DEPARTMENT: Transportation
ATTENDEES: Jeffery A. Maxwell, Rene Valdez
PURPOSE OF ITEM: Discuss options to accelerate the Hoffman Drainageway Improvements Project
STAFF RECOMMENDATION: That the BOCC consider partnering options with Regional Rail Partners to accelerate the Hoffman Drainageway Improvements Project

BACKGROUND:

Hoffman Drainageway enters Unincorporated Adams County south of the E 88th Avenue and Hoffman Way T-intersection. Improvements to this drainageway are identified in the county's 5-year Stormwater Capital Improvement Program (CIP).

Currently, the Regional Transportation District (RTD) is working through their concessionaire, Regional Rail Partners (RRP) to design and construct the North Metro Line across the Hoffman Drainageway. The county's planned improvements in the area would reduce RTD / RRP's infrastructure and maintenance costs and they are therefore willing to contribute \$300,000 toward the county's project.

RRP approached the County with an offer to design, permit, and construct the Hoffman Drainageway from Rainbow Avenue to the improved section of Hoffman, east of Steele Street for \$4.4M (including the \$300k contribution). Their proposal is approximately \$1.1M less than the County's preliminary design estimate. RRP's proposal assumes the Hoffman improvements are constructed simultaneously with their project improvements and construction must begin as soon as possible to meet RRP's project schedule.

The Transportation Department is requesting the Board consider partnering with RRP to accelerate the Hoffman Drainageway Improvements Project at a substantial cost savings.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

ATTACHED DOCUMENTS:

Power Point Presentation

FISCAL IMPACT:

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New FTEs requested:	

Additional Note:

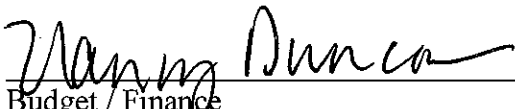
Financial impact for various options will be presented

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Nancy Dunca
Budget / Finance

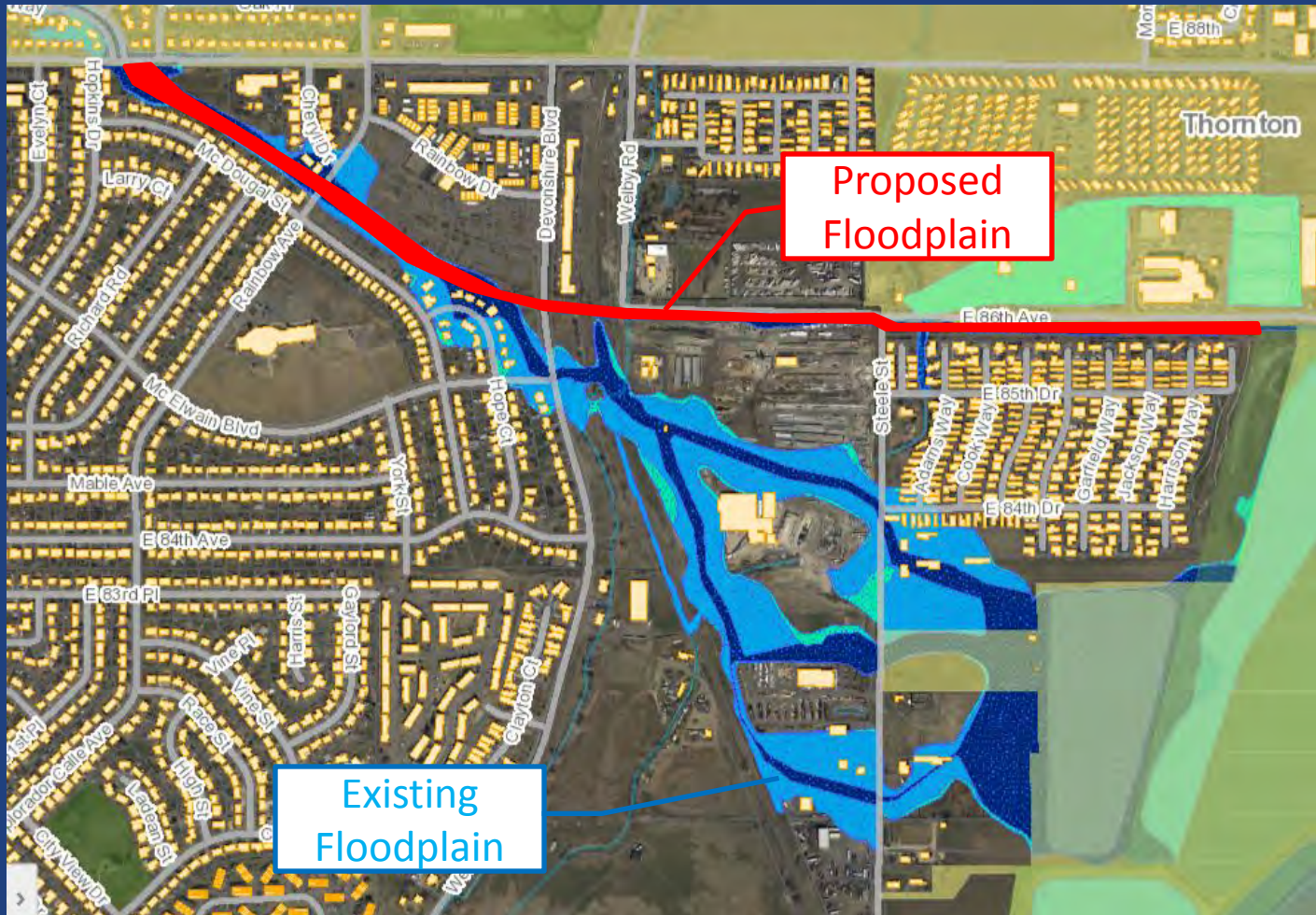


Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager



Hoffman Drainageway Existing and Proposed Floodplain



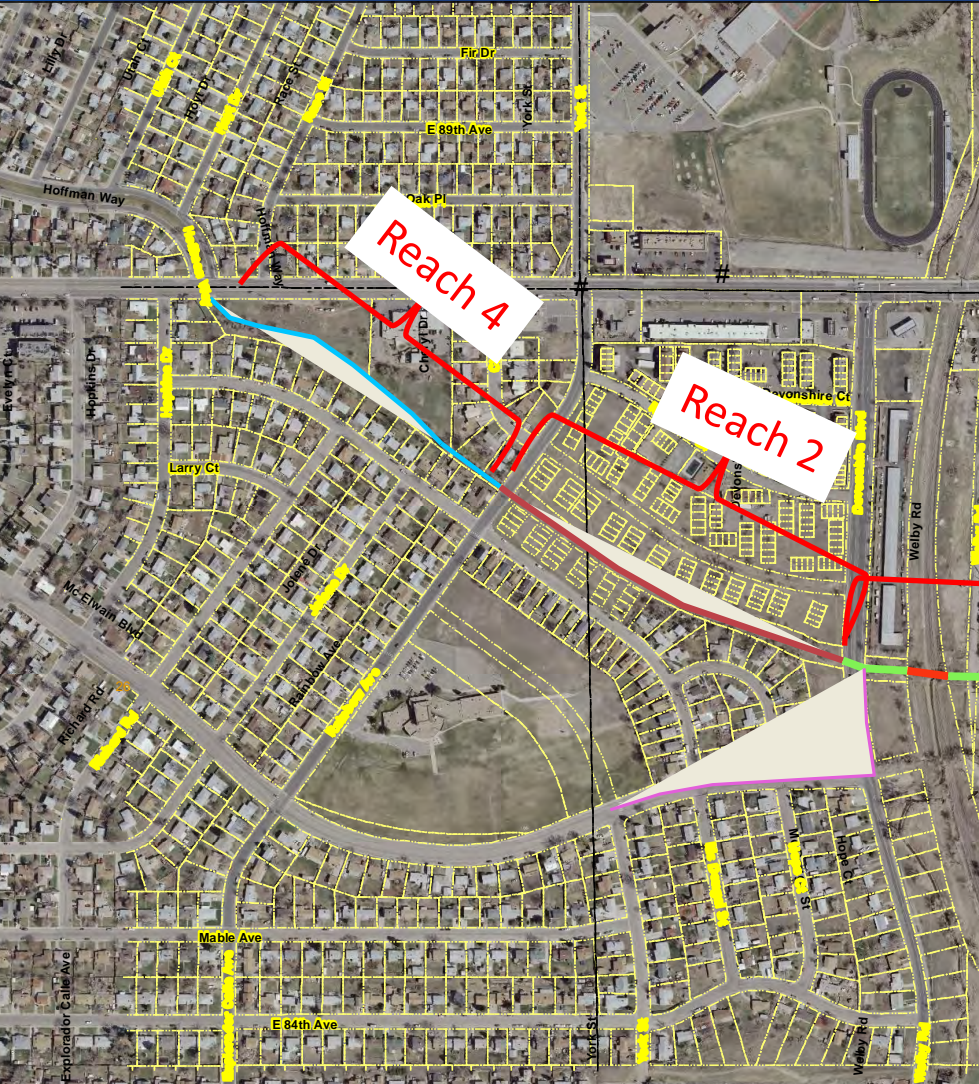


Hoffman Drainageway Parcel and Structure Data

	No.
Parcels Affected	132
Residential Structures removed from 100-year Floodplain	28
Residential Structures removed from 500-year Floodplain	6
Commercial Structures removed from 100-year Floodplain	15

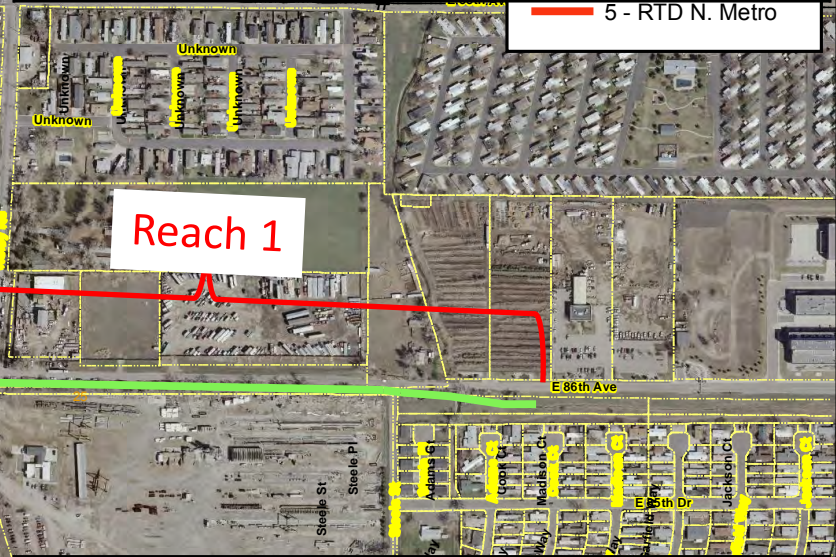


Hoffman Drainageway Planned Improvements



Reach	County Estimate (Adjusted to 2016)
1	\$2,877,328
2	\$2,659,856
4	\$1,495,542
Total 1+2+4	\$7,032,726

5 - RTD N. Metro



Reach	2016 RRP Estimate
1+2	\$4,400,000
4	\$1,495,542
Total 1+2+4	\$5,895,542



Hoffman Drainageway

Project Impacts Option 1 – Reach 1 & 2 \$4,400,000

Stormwater 5 year CIP	2016	2017	2018	2019	2020
Kenwood/Dahlia Outfall	\$ 549,000				
Hoffman Drainageway	\$ 2,033,000	\$ 915,938 \$ 2,367,000			
Curb & Gutter Drainage	\$ 900,000				
Kalcevik Gulch			\$ 1,828,506 \$ 0.0	\$ 2,418,569 \$ 1,828,506	\$ 2,418,569
Legend					
Existing 5 year CIP Plan			Proposed 5 year CIP Plan		





Hoffman Drainageway

Project Impacts Option 2- Reach 1 & 2 & 4 \$5,895,542

Stormwater 5 year CIP	2016	2017	2018	2019	2020
Kenwood/Dahlia Outfall	\$ 549,000				
Hoffman Drainageway	\$ 2,033,000	\$ 915,938 \$ 3,862,542			
Curb & Gutter Drainage	\$ 900,000		\$ 900,000		
Kalcevik Gulch			\$ 1,828,506	\$ 2,418,569	
			\$ 0.0	\$ 1,828,506	\$ 2,418,569
shortfall		(\$ 595,542)			
Legend					
Existing 5 year CIP Plan			Proposed 5 year CIP Plan		



STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: May 31, 2016
SUBJECT: Municipal Separate Storm Sewer System (MS4) Permit Renewal
FROM: Jeffery Maxwell, PE, PTOE, Director of Transportation
AGENCY/DEPARTMENT: Transportation Department
ATTENDEES: René Valdez
PURPOSE OF ITEM: Provide an update about MS4 permit renewal requirements and impacts
STAFF RECOMMENDATION: To approve the proposed Growth Area designation to be presented to CDPHE for approval.

BACKGROUND:

The County has a Municipal Separate Storm Sewer System (MS4) Permit issued by CDPHE to allow the county to discharge stormwater into waters of the State as long as permit terms and conditions are met. The existing permit has expired and has been administratively extended. A new permit has been issued. Major changes in the MS4 permit are as follows:

- MS4 Permit area boundary has more than doubled (based on 2010 Census, existing based on 2000 Census)
- Urban Growth Boundary area to be established to further grow the Permit Area
- County facilities to develop and implement Pollution Prevention Plans
- Total Maximum Discharge Limits (TMDL) to be established on specific waters of the State (Big Dry Creek) (E-Coli)

Staff is requesting guidance on the Urban Growth Boundary area that will be established between CDPHE and Adams County.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

None

ATTACHED DOCUMENTS:

Power Point Presentation

FISCAL IMPACT:

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New FTEs requested:	

Additional Note:

Financial impacts to be determined. Dependent of Urban Growth Boundary proposed limits approval and future impacts of new permit.

APPROVAL SIGNATURES:

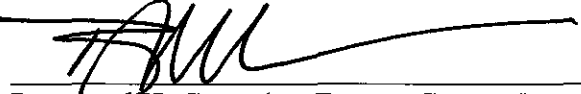
APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Budget / Finance



Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager



MS4 Permit Renewal

- Effective Date: 7/1/2016
- Based on best practices, not numeric effluent limit
- Prescribes minimum requirements for:
 - Public education
 - Illicit discharge
 - Construction
 - Post-construction
 - Housekeeping program



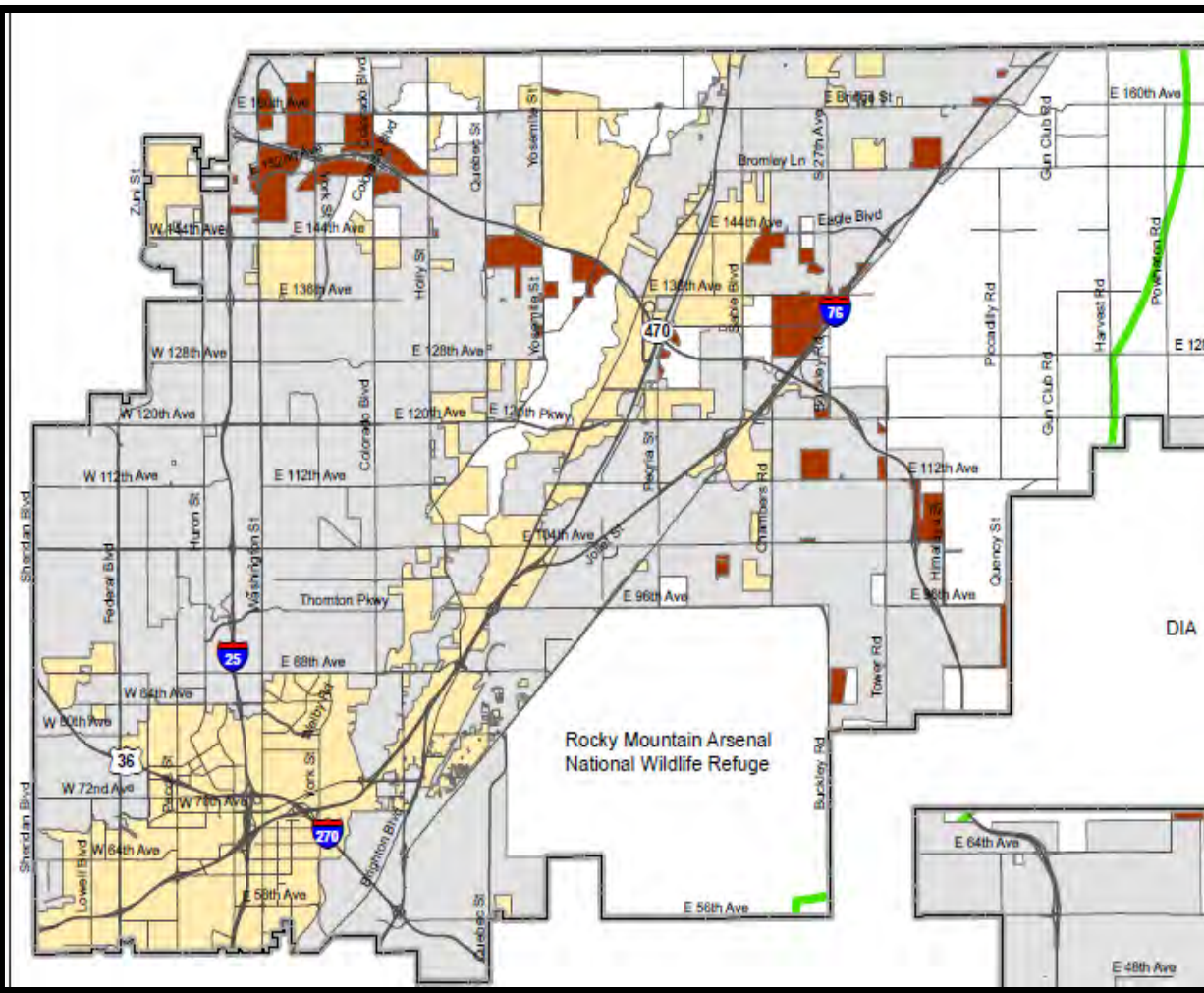
Impacts

MS4 Area boundary expansion by 7/2019 - size: 48.5 sq miles

Current MS4 boundary 2000 census. Size: 20 sq miles

New MS4 boundary 2010 census. Full program implementation. Size: 42 sq miles.

New Growth Area 2020 projected growth. Partial program implementation (Const. and Post-const. only). Size: 6.5 sq miles.





Impacts



Public Education

- Increase # of residents/businesses to reach

Illicit discharge

- More outfalls to map and monitor
- More stream segments subject to TMDL req.
- More illicit discharges to document and respond

Construction:

- More Stormwater Quality permit reviews
- More projects to inspect
- Regulation updates needed

Post-construction

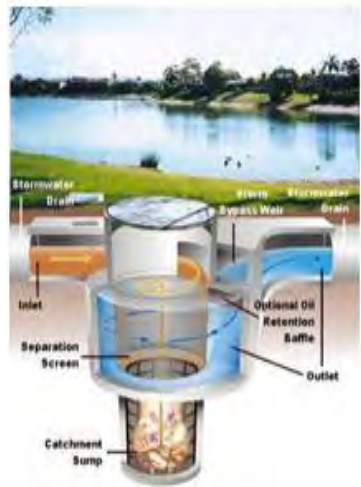
- More development reviews
- More ponds to inspect
- Regulation updates needed

Housekeeping

- More county facilities in MS4 to be inspected
- Additional Municipal Runoff Control Plans to create

Next Step:

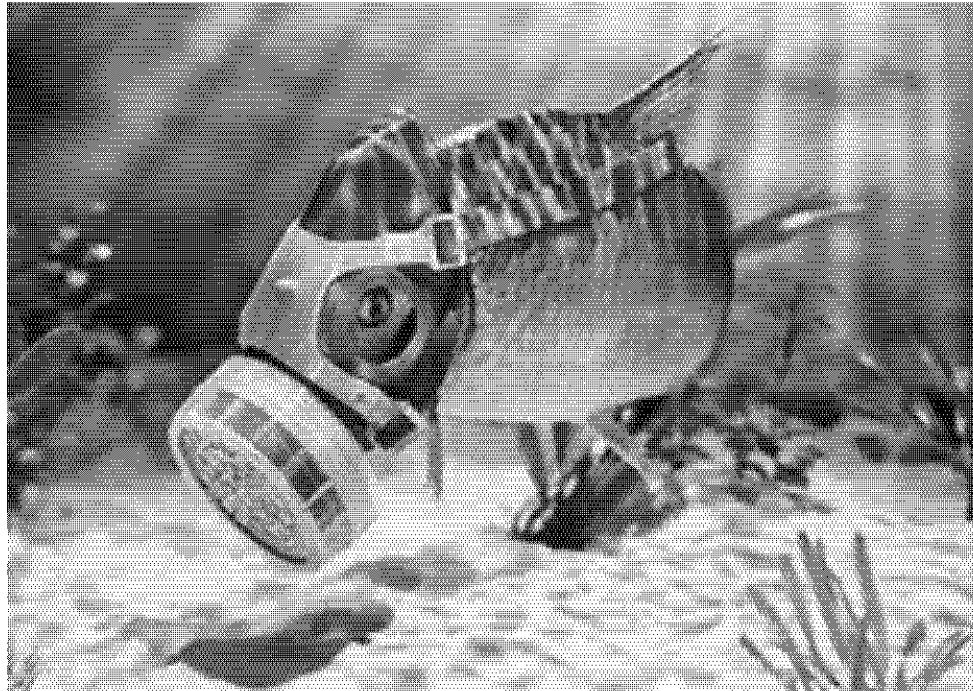
- Prepare Compliance Plan
- Seek Public Comments on Plan
- Update Regulations
 - Illicit Discharge Ordinance
 - Construction Program
 - Post-construction Program
- Start planning for e-coli TMDL



BoCC Direction:

- Urban Growth Boundary Approval based on AdCo Comprehensive Plan Adopted 2012 (DRCOG data)
- General Vision: Meet minimum permit requirements, or?

Questions?





STUDY SESSION AGENDA ITEM

DATE OF STUDY SESSION: May 31, 2016
SUBJECT: Stormwater Utility (SWU) Policy Manual Revision
FROM: Jeffery Maxwell, PE, PTOE, Director of Transportation
AGENCY/DEPARTMENT: Transportation Department
ATTENDEES: René Valdez, Ben Dahlman
PURPOSE OF ITEM: Request approval of the updates and revisions to the Stormwater Policy Manual
STAFF RECOMMENDATION: That the Adams County Board of County Commissioners approve the Stormwater Utility Policy Manual Revision

BACKGROUND:

- **9/19/2012** - Adams County passed two resolutions establishing a Stormwater Utility (to provide stormwater services and infrastructure in the urbanized areas of the county and to bill property owners accordingly).
- **11/26/2012** - 2013 Stormwater Utility Policy Manual was adopted per resolution allowing the Director of Public Works (now Transportation Director / Community & Economic Development Director) to update and revise the Stormwater Utility Policy Manual.
- **May 2015** – The Stormwater Utility Manual was updated by Neighborhood Services Department
- **May 2016** – The Stormwater Utility Manual has been updated by Transportation Department with the assistance of Finance, Community and Economic Development, Treasurer’s Office, Business Solutions Group and County Attorney’s Office. The intent of the revision is to:
 - Establish clear internal policy to reflect current operation procedures and different Department responsibilities.
 - Transportation (CIP-Maintenance-Appeals-Credits)
 - Finance (Billing)
 - Community and Economic Development (Customer Service)
 - Compile in one document all SWU related policies
 - Make available to the public on-line to improve transparency and customer service
 - Re-establish authority to the BoCC to amend or revise the SWU Policy Manual
 - Highlight the major changes between the 2013 and the 2016 SWU Policy Manual versions

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Transportation Department with the assistance of Finance, Community and Economic Development, Treasurer’s Office, Business Solutions Group and Attorney’s Office

ATTACHED DOCUMENTS:

Power Point Presentation

FISCAL IMPACT:

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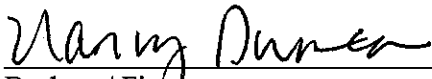
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New FTEs requested:	

APPROVAL SIGNATURES:

APPROVAL OF FISCAL IMPACT:



Todd Leopold, County Manager



Nancy Dunne
Budget / Finance



Raymond H. Gonzales, Deputy County Manager

Ed Finger, Deputy County Manager



ADAMS COUNTY Stormwater Utility



Background:

- **11/26/2012** - 2013 Stormwater Utility Policy Manual was adopted per resolution.
 - Director of Public Works (now Transportation Director / Community & Economic Development Director) authorized to revise the Manual.



2016 SWU Policy Manual Goal

- Establish clear policy to reflect current operation procedures and various Department responsibilities
 - Transportation (CIP-Maintenance-Appeals-Credits)
 - Finance (Billing)
 - Community and Economic Development (Customer Service)
- Manual available on website to improve transparency and customer service

	2013 SWU Policy Manual	2016 SWU Policy Manual
1	Public Works Director allowed to amend SWU Policy Manual per resolution adopted on 11/26/2012	Authority to go back to BoCC.
2	Treasurer Office allowed to bill and collect fees thru property taxes.	Billing and collection by Finance Department.
3	SWU administration authority held by Public Works Director, in coordination with Finance Director and County Treasurer.	Administration authority held by Transportation Director, in coordination with Finance Director and Community & Economic Development Director
4	Annual billing mailed out by January	Annual billing mailed out by April

	2013 SWU Policy Manual	2016 SWU Policy Manual
5	Appeal process due date by April 1 st of each year	Appeal process due date by June 30 th of each year (by payment due date)
6	Appeal determination by county within 120 days	Appeal determination by county within 60 days
7	No Credit Policy in the Manual	Credit Policy (resolution No.15-185 - 9/15/2015) has been incorporated into the Manual
8	No deadline was established for the County to process credit applications	Credit determination by county within 60 days

	2013 SWU Policy Manual	2016 SWU Policy Manual
9	Enforcement actions / Section 5.3 (2013) Remedial Compensation	Enforcement actions referenced to County Ordinances and Development Standards and Regulations
10	Right of entry / Section 10.2 (2013)	Right of Entry referenced to Ordinances and Development Standards and Regulations
11	Emergency and abatement / Section 10.4 and 10.5 (2013)	Emergency and abatement referenced to Ordinances and Development Standards and Regulations
12	Public and private facilities / Section 5.1 and 5.2 (2013)	Ownership and maintenance responsibilities referenced to Ordinances and Development Standards and Regulations
13	Storm sewer system modification / Section 10.1 (2013) – Permit requirements	Storm sewer system modifications and permit requirements referenced to Ordinances and Development Standards and Regulations.

	2013 SWU Policy Manual	2016 SWU Policy Manual
14	Developed properties > 100 sf of impervious area	Developed properties > 500 sf of impervious area
15	SWU fee exemption: 1) Public roads only	SWU fee exemption: 1) Public roads 2) Tanks with a secondary containment 3) Water surfaces 4) Structures with 3 or less enclosed walls and no floor 5) Gravel surfaces 6) Patios above 6ft without impervious area under structure
16	Stormwater Advisory Board – Adopted by BoCC, but not included in the Manual	Stormwater Advisory Board – Process added to the Manual
17	No SWU service area map included	SWU service area map included