

STAFF BRIEFINGS and WORK SESSIONS

October 13, 2020

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****Please Note Meetings Will Not Begin Prior to 10:00am****

All items on this agenda are scheduled for after Hearings and will normally be considered in the order the item appears on the agenda. The Board, at their discretion, may choose to alter the order in which items are considered, may break, or may continue any item to be considered on a future date.

Briefing Items

- | | |
|--|--------------------------------|
| 1. Board of Equalization - Correction of Property Valuations
15 minutes | Scot Kersgaard
Nancy Anders |
| 2. Airport - Budget Supplemental Request - Taxiway A Reconstruction
Design - 10 minutes | Jeanie Rossillon |
| 3. Operations Department Update
20 minutes | Kate Newman |
| 4. Appointments to the Jefferson County Board of Health
15 minutes | Deborah Churchill |

Reports

- Commissioners
- County Manager - Alight Contract - Stephanie Corbo and Andy Corbett (no attachments)
- County Attorney

Executive Session

- Finance Corporation Board - Legal Update - Legal Advice C.R.S. 24-6-402(4)(b) - 10 minutes
- Evergreen Local Improvement District - Legal Advice C.R.S. 24-6-402(4)(b) - 10 minutes
- Jefferson Parkway Public Highway Authority - Advice to Negotiators C.R.S. 24-6-402(4)(e) and Advice C.R.S. 24-6-402(4)(b) - 5 minutes
- Legal Update - Legal Advice C.R.S. 24-6-402(4)(b) - 5 minutes

Adjourn

Lunch Break (12:00 pm or as directed by the Chairman)

County Manager/BCC Admin Staff

12:30 pm

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Work Sessions - No Agenda Items

Jefferson County does not discriminate based on race, color, national origin, sex, religion, age or disability in the provision of services. Disabled persons requiring reasonable accommodation to attend or participate in a County service, program or activity should call 303-271-5000 or TDD 303-271-8560. We appreciate a minimum of 24 hours advance notice so arrangements can be made to provide the requested auxiliary aid.

**STAFF BRIEFINGS and WORK SESSIONS
October 13, 2020**

Hearings		Total Estimated Time: 2 hours 15 minutes
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8:00	10:15
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Briefing Items			Total Estimated Time: 1 hour
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Begin	End	Agenda No.	Title
10:15	10:30	1.	BOE - Correction of Property Valuations
10:30	10:40	2.	Airport - Budget Supplemental Request - Taxiway A Reconstruction Design
10:40	11:00	3.	Operations Department Update
11:00	11:15	4.	Appointments to Jefferson County Board of Health
		5.	

Reports - The Board Chair may move Reports to earlier if time permits:			Total Estimated Time: 5 minutes
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11:15			Commissioners
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			County Manager - Alight Contract
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	11:20		County Attorney
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Executive Session			Total Estimated Time: 30 minutes
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Begin	End	
11:20	11:30	Finance Corporation Board - Legal Advice C.R.S. 24-6-402(4)(b)
11:30	11:40	Evergreen Local Improvement District - Legal Advice C.R.S. 24-6-402(4)(b)
11:40	11:45	Jefferson Parkway Public Highway Authority - Advice to Negotiators C.R.S. 24-6-402(4)(e) and Legal Advice C.R.S. 24-6-402(4)(b)
11:45	11:50	Legal Update - Legal Advice C.R.S. 24-6-402(4)(b)
12:00	12:30	Lunch Break

County Manager/BCC Admin Staff - The Board Chair may move to earlier if time permits:			Total Estimated Time: 1 hour 15 minutes
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12:30	1:15	BCC/County Manager
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1:15	1:45	BCC/Admin. Staff
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Work Sessions: No items - Next Work Session Scheduled for October 20, 2020

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Correction of Property Valuations
October 13, 2020

For Information For Discussion/Board Direction Consent to
Place on Business/
Hearing Agenda

Issue: Discussion of property valuation corrections that will need Board of Equalization approval at a November 10, 2020, hearing.

Background: Personal property taxpayers are required to provide the Assessor declaration schedule listing personal property. Once the Assessor's Office receives the information, it is to issue a Notice of Valuation. In 2020, the deadline for Notices of Valuation was August 3, 2020. Due to delays as a result of the current COVID-19 pandemic, the Assessor's Office was unable to issue many Notices of Valuation in a timely manner, prompting the need for corrective action by the Board of Equalization. Additionally, several real property valuations must be corrected.

Discussion: Pursuant to C.R.S. § 39-8-102, the Board of Equalization may correct, raise, lower or adjust property values. Taxpayers will be sent a copy of the BOE resolution and a letter explaining that they can appeal the BOE's decision to the Colorado Board of Assessment Appeals, district court, or via arbitration.

Fiscal Impact: Because the County does not collect personal property taxes, there will be no tax impact to the County based on personal property taxes. Proposed net valuations changes are summarized in the attached spreadsheets.

Revenue Limits Impact: yes no

The corrections will result in a net increase in property valuation.

Recommendations: The Assessor recommends that the Board of Equalization adopt the recommended personal property tax valuation corrections to be presented at a November 10, 2020, hearing.

Originator: Scot Kersgaard, Assessor, x8634; Nancy Anders, x8603

Contacts for Additional Information:
Jason Soronson, Assistant County Attorney, x8906

SchedNum	Petitioner	ImprvValue	LandValue	TotalValue	ProposedImprvValue	ProposedLandValue	ProposedTotalValue	PetrAddr	PropClass	Reason
300003444	MACLEOD RICHARD PREUSS	740904	119000	859904	119000	812904	931,904.00	1305 WASHINGTON AVENUE	Personal Property	Correction to value
300035759	HENNEBERRY MARK E		36575	507044	557999	36575	594,574.00	2490 GRAY ST	Real Property	Correction to value
300038441	CROSBY TRAVIS DALE		99871	401106	422962	99871	522,833.00	6426 HIGH DR	Real Property	Correction to value
300065639	HENDL ANDREW R		530950	597920	669700	610593	1,280,293.00	P.O. BOX 17682	Real Property	Correction to value
300216290	JOVIC VLADIMIR		192	289024	288421	150537	438,958.00	8221 BLUE CREEK RD	Real Property	Correction to value
300506852	ARVADA URBAN RENEWAL AUTHORITY		62614	62614	0	3392480	3,392,480.00	5601 OLDE WADSWORTH BLVD 210	Real Property	Correction to value
300506853	ARVADA URBAN RENEWAL AUTHORITY		19244	19244	0	1042660	1,042,660.00	5601 OLDE WADSWORTH BLVD 210	Real Property	Correction to value
300500428	FAST ENTERPRISES LLC	8307	0	8307	4166	0	4,166.00	7229 S ALTON WAY	Personal Property	Correction to value
300500443	THE CROSSINGS AT BEAR CREEK APTS	116371	0	116371	152710	0	152,710.00	10117 W DARTMOUTH PL	Personal Property	Correction to value
300500888	RED ROBIN INTERNATIONAL INC	346607	0	346607	334924	0	334,924.00	PO BOX 802206	Personal Property	Correction to value
300501072	BLACK KNIGHT ORIGINATION TECHNOLOGIES LLC	405983	0	405983	405531	0	405,531.00	601 RIVERSIDE AVE T-3	Personal Property	Correction to value
300501074	BLACK KNIGHT SERVICING TECHNOLOGY LLC	8888	0	8888	60199	0	60,199.00	601 RIVERSIDE AVE T-3	Personal Property	Correction to value
300501078	MCDASH ANALYTICS LLC	1940	0	1940	37435	0	37,435.00	601 RIVERSIDE AVE T-3	Personal Property	Correction to value
300501536	MURRAY DAHL KUECHENMEISTER AND RENAUD LLP	17783	0	17783	18357	0	18,357.00	710 KIPLING ST 300	Personal Property	Correction to value
300502529	GOLDEN MOON DISTILLERY	38582	0	38582	407085	0	407,085.00	412 VIOLET ST	Personal Property	Correction to value
300502672	ICI COLORADO	250945	0	250945	118634	0	118,634.00	6275 SIMMS ST	Personal Property	Correction to value
300502681	GRAND OPENING INTERIORS INC	21040	0	21040	11416	0	11,416.00	608 GARRISON ST R	Personal Property	Correction to value
300502682	DAYSTAR TELEVISION NETWORK	0	0	0	10996	0	10,996.00	608 GARRISON ST UNIT L	Personal Property	Property was omitted from the tax warrant for the year 2020
300503223	PERCEPTION DESIGN GROUP INC	8495	0	8495	9048	0	9,048.00	6901 S PIERCE ST 315	Personal Property	Correction to value
300503785	MILLER ENGINEERS INC	95453	0	95453	87908	0	87,908.00	5454 VENICE AVE NE STE D	Personal Property	Correction to value
300504091	EVGO SERVICES LLC	33028	0	33028	55644	0	55,644.00	11390 W OLYMPIC BLVD 250	Personal Property	Correction to value
300504126	NORTHPOINTE BANK	39	0	39	3322	0	3,322.00	3333 DEPOSIT DR NE	Personal Property	Correction to value
300504165	TA OPERATING LLC	84524	0	84524	66833	0	66,833.00	24601 CENTER RIDGE RD STE 200	Personal Property	Correction to value
300504832	SWIRE COCA-COLA USA	59732	0	59732	61402	0	61,402.00	PO BOX 1965	Personal Property	Correction to value
300504833	SWIRE COCA-COLA USA	157509	0	157509	164799	0	164,799.00	PO BOX 1965	Personal Property	Correction to value
300504834	SWIRE COCA-COLA USA	344556	0	344556	382527	0	382,527.00	PO BOX 1965	Personal Property	Correction to value
300504835	SWIRE COCA-COLA USA	158597	0	158597	173999	0	173,999.00	PO BOX 1965	Personal Property	Correction to value
300504836	SWIRE COCA-COLA USA	138442	0	138442	138815	0	138,815.00	PO BOX 1965	Personal Property	Correction to value
300505058	URGENT CARE LAKEWOOD PC	54488	0	54488	54584	0	54,584.00	12105 W ALAMEDA PKWY 100	Personal Property	Correction to value
300505622	RYALL GROUP LLC	33660	0	33660	7718	0	7,718.00	165 S UNION BLVD 610	Personal Property	Correction to value
300505678	LOTURCO CHIROPRACTIC PLLC	40000	0	40000	11534	0	11,534.00	255 UNION BLVD 330	Personal Property	Correction to value
300506642	HANGAR 101 BAR	20995	0	20995	8347	0	8,347.00	7575 W JEWELL AVE	Personal Property	Correction to value
300507080	ZIMMER BIOMET SPINE INC	5480759	0	5480759	6841657	0	6,841,657.00	10225 WESTMOOR DR	Personal Property	Correction to value
300507326	ROUSH INDUSTRIES INC	28457	0	28457	28981	0	28,981.00	34300 W 9 MILES RD	Personal Property	Correction to value
300507414	BLIZZARD MOUNTAIN PINBALL	121426	0	121426	123404	0	123,404.00	25797 CONIFER RD C206	Personal Property	Correction to value
300507613	AMAZON FULFILLMENT SERVICES INC	136773	0	136773	248040	0	248,040.00	PO BOX 743068	Personal Property	Correction to value
300507687	RUE21	31342	0	31342	31913	0	31,913.00	800 COMMONWEALTH DR	Personal Property	Correction to value
300508243	JENSEN HUGHES INC	0	0	0	121569	0	121,569.00	10170 CHURCH RANCH WAY 200	Personal Property	Property was omitted from the tax warrant for the year 2020
300508275	BLACK HOUND DESIGN COMPANY	25000	0	25000	15346	0	15,346.00	4935 ALLISON ST 10	Personal Property	Correction to value
300508684	IDEAL WELLNESS CLINICS OF COLORADO LLC	25000	0	25000	3757	0	3,757.00	2575 YOUNGFIELD ST D	Personal Property	Correction to value
300508907	SOMEPLACE ELSE BREWERY	29741	0	29741	36818	0	36,818.00	6425 W 52ND AVE 6	Personal Property	Correction to value
300509257	FIX IT 24 7	26184	0	26184	55124	0	55,124.00	5405 W 56TH AVE A/B	Personal Property	Correction to value
300509336	MANNINGS INC	93504	0	93504	100346	0	100,346.00	11100 W ALAMEDA AVE	Personal Property	Correction to value
300509351	HALL MEDICAL PLLC	12729	0	12729	14534	0	14,534.00	5066 S WADSWORTH BLVD 103	Personal Property	Correction to value
300509354	LAUNCH CAFE	0	0	0	110435	0	110,435.00	18455 W COLFAX AVE 101	Personal Property	Property was omitted from the tax warrant for the year 2020
300509385	CURRENT TECH	47866	0	47866	55566	0	55,566.00	8730 W 14TH AVE	Personal Property	Correction to value
300509425	T&M HOLDINGS LLC/ALPINE REMEDIATION	150000	0	150000	146803	0	146,803.00	14252 W 44TH AVE G	Personal Property	Correction to value
300509440	HAMWAD RANCH MISSION RETAIL 1 LLC	50000	0	50000	41530	0	41,530.00	5214 SEAGROVE PL	Personal Property	Correction to value
300509477	JACK EMERSON FAMILY LLLP	78130	0	78130	79319	0	79,319.00	2184 S ZANG WAY	Personal Property	Correction to value
300510121	ROCKIES RESOURCES LLC	25508	0	25508	29168	0	29,168.00	12136 W BAYAUD AVE	Personal Property	Correction to value
300510169	NORTHPOINTE BANK	9014	0	9014	7241	0	7,241.00	3333 DEPOSIT DR NE	Personal Property	Correction to value
300510266	DHUNGEL ENTERPRISE INC	17417	0	17417	17923	0	17,923.00	3457 S WADSWORTH BLVD	Personal Property	Correction to value
300510267	COLORADO PAIN CARE LLC	23497	0	23497	25427	0	25,427.00	1355 S COLORADO BLVD 700	Personal Property	Correction to value
300510362	ZADARA STORAGE INC	60688	0	60688	66390	0	66,390.00	9245 RESEARCH DR	Personal Property	A Personal Property in office audit was conducted for the tax year 2020
300510375	NORTHPOINTE BANK	15597	0	15597	21290	0	21,290.00	3333 DEPOSIT DR NE	Personal Property	Correction to value
300510502	MOTIVITY SOLUTIONS LLC	3225	0	3225	62304	0	62,304.00	601 RIVERSIDE AVE T-3	Personal Property	Correction to value
300510876	OAK STREET STATION LLC	0	0	0	1026342	0	1,026,342.00	5701 S ASH ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300511315	D CHA CAFE LLC	20083	0	20083	25559	0	25,559.00	6653 W EUCLID DR	Personal Property	Correction to value
300511399	LITTLETON URBAN AIR LLC	0	0	0	740494	0	740,494.00	8196 W BOWLES AVE	Personal Property	Property was omitted from the tax warrant for the year 2020
300511448	DATA DESTRUCTION LLC	0	0	0	38915	0	38,915.00	150 CAPITOL DR 390	Personal Property	Property was omitted from the tax warrant for the year 2020
300511460	ALLERGY FREE BAKING COMPANY LLC	0	0	0	24478	0	24,478.00	8435 W 80TH AVE	Personal Property	Property was omitted from the tax warrant for the year 2020
300511483	TMK FAMCO LLC	0	0	0	10311	0	10,311.00	608 GARRISON ST V	Personal Property	Property was omitted from the tax warrant for the year 2020
300511544	GOLD MINE CUPCAKES LLC	0	0	0	12047	0	12,047.00	5102 ZINNIA ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300511952	BURN BOOT CAMP	0	0	0	20794	0	20,794.00	3333 S WADSWORTH BLVD A111	Personal Property	Property was omitted from the tax warrant for the year 2020
300511961	MGM MARKETING CONCEPTS LLC	0	0	0	25067	0	25,067.00	180 S UNION BLVD 107	Personal Property	Property was omitted from the tax warrant for the year 2020
300511990	EPOCH SOLUTIONS GROUP INC	0	0	0	71094	0	71,094.00	1536 COLE BLVD 100	Personal Property	Property was omitted from the tax warrant for the year 2020
300512144	SPANSKI FAMILY BRANDS INC	0	0	0	31303	0	31,303.00	17301 W COLFAX AVE 411	Personal Property	Property was omitted from the tax warrant for the year 2020

300512233	CLUB PILATES HIGHLANDS LLC	0	0	0	39572	0	39,572.00	1931 SHERIDAN BLVD V	Personal Property	Property was omitted from the tax warrant for the year 2020
300512274	BEHIND THE SCENES TAP HOUSE LLC	0	0	0	232107	0	232,107.00	10488 W CENTENNIAL RD 600	Personal Property	Property was omitted from the tax warrant for the year 2020
300512280	HAMMERLY CERAMICS LLC	0	0	0	51786	0	51,786.00	9934 GARLAND DR	Personal Property	Property was omitted from the tax warrant for the year 2020
300512296	ROGERS LIQUOR OASIS	0	0	0	220543	0	220,543.00	5505 W 20TH AVE 100	Personal Property	Property was omitted from the tax warrant for the year 2020
300512325	INTEGRATED PACKAGING SOLUTIONS	0	0	0	17865	0	17,865.00	4010 YOUNGFIELD ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300512339	LITTLE CAFE	0	0	0	7785	0	7,785.00	3119 W HAMPDEN AVE	Personal Property	Property was omitted from the tax warrant for the year 2020
300512355	VALOREM FINANCIAL LLC	0	0	0	12000	0	12,000.00	7609 GRANDVIEW AVE	Personal Property	Property was omitted from the tax warrant for the year 2020
300512381	SMILEYS	0	0	0	1539	0	1,539.00	183 LOVELAND WAY	Personal Property	Property was omitted from the tax warrant for the year 2020
300512407	CARPIO THOMAS PROJECT INC	0	0	0	22546	0	22,546.00	PO BOX 261104	Personal Property	Property was omitted from the tax warrant for the year 2020
300512452	GROOMING AT GOLDEN PAWS	0	0	0	28858	0	28,858.00	109 N RUBEY DR C	Personal Property	Property was omitted from the tax warrant for the year 2020
300512714	POLLMANN GAMING COMPANY	0	0	0	11602	0	11,602.00	6750 S PIERCE ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300513364	JB7 LLC	0	0	0	12790	0	12,790.00	6990 W 38TH AVE 304	Personal Property	Property was omitted from the tax warrant for the year 2020
300513399	VERDANT COMMERCIAL CAPITAL LLC	43178	0	43178	46932	0	46,932.00	408 E MAIN ST 6	Personal Property	Correction to value
300514173	CIT BANK NA	0	0	0	6300	0	6,300.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514174	CIT BANK NA	0	0	0	7990	0	7,990.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514175	CIT BANK NA	0	0	0	5209	0	5,209.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514176	CIT BANK NA	0	0	0	19763	0	19,763.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514181	SWIRE COCA-COLA USA	0	0	0	222434	0	222,434.00	PO BOX 1965	Personal Property	Property was omitted from the tax warrant for the year 2020
300514257	SAFEHOLD SPECIAL RISK INC	0	0	0	60902	0	60,902.00	4605 COLUMBUS ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300514260	BALBOA CAPITAL CORPORATION	0	0	0	3590	0	3,590.00	630 N CENTRAL EXPY A	Personal Property	Property was omitted from the tax warrant for the year 2020
300514264	CIT BANK NA	0	0	0	402	0	402.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514286	CIT BANK NA	0	0	0	10131	0	10,131.00	PO BOX 460709	Personal Property	Property was omitted from the tax warrant for the year 2020
300514543	US BANK NATIONAL ASSOCIATION	0	0	0	5099	0	5,099.00	1310 MADRID ST 100	Personal Property	Correction to value
300900779	NAVITAS CREDIT CORP	116758	0	116758	110465	0	110,465.00	303 FELLOWSHIP RD 310	Personal Property	Correction to value
300901319	LANDMARK ENVIRONMENTAL INC	88389	0	88389	69868	0	69,868.00	7881 SHAFFER PKWY	Personal Property	Correction to value
300902151	PHASE CHANGE SOFTWARE LLC	35092	0	35092	41611	0	41,611.00	651 CORPORATE CIR 209A	Personal Property	Correction to value
300902162	TAGAWA GREENHOUSES ENTERPRISES	36891	0	36891	30019	0	30,019.00	17999 WELD COUNTY RD 4	Personal Property	Correction to value
300902166	CREATION DESIGN SERVICES INC	173140	0	173140	220855	0	220,855.00	500 CORPORATE CIR A	Personal Property	Correction to value
300902303	NORTHWESTERN MUTUAL	120490	0	120490	94252	0	94,252.00	825 SIMMS ST	Personal Property	Correction to value
300902540	HARRISON HOME SYSTEMS INC	49384	0	49384	67031	0	67,031.00	5609 W 6TH AVE C	Personal Property	Correction to value
300902597	CRESTMARK EQUIPMENT FINANCE INC	17154	0	17154	16706	0	16,706.00	5480 CORPORATE DR 350	Personal Property	Correction to value
300902876	JAPANESE AUTO SERVICE INC	94432	0	94432	110944	0	110,944.00	11950 W 52ND AVE	Personal Property	Correction to value
300903360	REGAN AND LIBBY LLC	0	0	0	32622	0	32,622.00	711 14TH ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300903543	PHENOVA INC	142341	0	142341	199863	0	199,863.00	6390 JOYCE DR 100	Personal Property	Correction to value
300903618	CAMAROS PLUS	26569	0	26569	20542	0	20,542.00	6700 W 44TH AVE	Personal Property	Correction to value
300905594	RED ROBIN WEST INC	502567	0	502567	438118	0	438,118.00	PO BOX 802206	Personal Property	Correction to value
300910336	SUNSHINE BUILDING MAINTENANCE INC	57202	0	57202	97890	0	97,890.00	7717 W 6TH AVE FRONTAGE RD C	Personal Property	Correction to value
300910767	SALCO INC	969032	0	969032	928290	0	928,290.00	5955 SHERIDAN BLVD	Personal Property	Correction to value
300911197	MULLER ENGINEERING CO INC	57286	0	57286	372310	0	372,310.00	777 S WADSWORTH BLVD 4-100	Personal Property	Property was omitted from the tax warrant for the year 2020
300911602	SAVATREE LLC	0	0	0	150860	0	150,860.00	550 BEDFORD RD	Personal Property	Property was omitted from the tax warrant for the year 2020
300912323	DENTAL CARE OF LAKEWOOD P C	34598	0	34598	43927	0	43,927.00	7900 W 44TH AVE 105	Personal Property	Correction to value
300913077	DR JOSEPH BORDEN	15179	0	15179	23759	0	23,759.00	1208 WASHINGTON AVE	Personal Property	Correction to value
300913738	CASMAN AUTOMOTIVE	21372	0	21372	16528	0	16,528.00	5208 W 38TH AVE	Personal Property	Correction to value
300914417	AMANI #4 LLC	0	0	0	14890	0	14,890.00	PO BOX 3477	Personal Property	Property was omitted from the tax warrant for the year 2020
300914760	HOJAT TAHMOURASI	0	0	0	8260	0	8,260.00	1995 YOUNGFIELD ST H2	Personal Property	Property was omitted from the tax warrant for the year 2020
300914937	HWA 2 INC	20026	0	20026	11765	0	11,765.00	9025 W COLFAX AVE	Personal Property	Correction to value
300915048	LAKEWOOD COUNTRY CLUB	1332067	0	1332067	1604660	0	1,604,660.00	6800 W 10TH AVE	Personal Property	Correction to value
300915456	WEST COLORADO MOTORS	1513294	0	1513294	1393863	0	1,393,863.00	16300 W COLFAX AVE	Personal Property	Correction to value
300915637	MILE HIGH CARE SERVICES	43069	0	43069	36728	0	36,728.00	115 INGALLS ST	Personal Property	Correction to value
300915712	CORNER GROVE LLC	0	0	0	138421	0	138,421.00	1234 S WADSWORTH BLVD	Personal Property	Property was omitted from the tax warrant for the year 2020
300916106	LA CARRETA LLC	30374	0	30374	38751	0	38,751.00	720 ARAPAHOE ST	Personal Property	Correction to value
300916214	DILLIGAF INC	125715	0	125715	127641	0	127,641.00	1612 TELLER ST	Personal Property	Correction to value
300916311	FHD LLC	120650	0	120650	211837	0	211,837.00	18425 W COLFAX AVE	Personal Property	Correction to value
300916944	PINKARD CONSTRUCTION CO	73583	0	73583	44255	0	44,255.00	9195 W 6TH AVE FRONTAGE RD	Personal Property	Correction to value
300917596	SEARS ROEBUCK AND CO	239978	0	239978	0	0	0	3333 BEVERLY RD	Personal Property	Correction to value
300918263	WEST COLORADO MOTORS	538880	0	538880	888494	0	888,494.00	16400 W COLFAX AVE	Personal Property	Correction to value
300918592	SCL HEALTH MEDICAL GROUP BELMAR	24153	0	24153	27080	0	27,080.00	500 ELDORADO BLVD 4200	Personal Property	A Personal Property in office audit was conducted for the tax year 2020
300919575	HILL STEVE	56909	0	56909	43782	0	43,782.00	15590 W COLFAX AVE	Personal Property	Correction to value
300920126	SUMMIT FAMILY RESTAURANTS	444517	0	444517	440077	0	440,077.00	1101 GOLDFINCH DR	Personal Property	A Personal Property in office audit was conducted for the tax year 2020
300920383	STREETCONE LLC	0	0	0	64567	0	64,567.00	308 CLIFF LINE RD	Personal Property	Property was omitted from the tax warrant for the year 2020
300921129	ELECTRO MAGNETIC APPLICATIONS	65223	0	65223	82926	0	82,926.00	7655 W. MISSISSIPPI ST 300	Personal Property	Correction to value
300921290	ARVADA DENTAL EXCELLENCE PC	405586	0	405586	593613	0	593,613.00	15530 W 64TH AVE J	Personal Property	Correction to value
300921704	KATCO INC	0	0	0	19904	0	19,904.00	7660 S PIERCE ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300921995	PEAK ORAL AND MAXILLOFACIAL SURGERY PC	258441	0	258441	265147	0	265,147.00	2290 KLIPLING ST 2	Personal Property	Correction to value
300925151	DANISH CRAFTSMEN INC	13461	0	13461	5596	0	5,596.00	3980 GARLAND ST	Personal Property	Correction to value
300925737	LAW OFFICE OF NELSON AND KENNARD	22953	0	22953	4057	0	4,057.00	PO BOX 13807	Personal Property	Correction to value
300933727	NEW DAY DENTISTRY PLLC	83134	0	83134	85449	0	85,449.00	2009 WADSWORTH BLVD 102	Personal Property	Correction to value
300933891	SWINERTON AND WALBERG-DENVER DIVISION	147152	0	147152	364392	0	364,392.00	2300 CLATON RD 800	Personal Property	Correction to value

300934366	OILEX INC	41415	0	41415	38621	0	38,621.00	7225 E HAMPDEN AVE STE C	Personal Property	Correction to value
300935175	FAMILY MEDICINE CLINIC PC	29747	0	29747	31773	0	31,773.00	6179 S BALSAM WAY 110	Personal Property	Correction to value
300937016	THURION VENTURES	37354	0	37354	37798	0	37,798.00	47 S WADSWORTH BLVD	Personal Property	Correction to value
300938968	PRO TINT LAKEWOOD LLC	15106	0	15106	13250	0	13,250.00	1780 KIPLING ST	Personal Property	Correction to value
300939441	COLORADO ENGINE DISTRIBUTORS	13163	0	13163	17375	0	17,375.00	5870 W 56TH AVE	Personal Property	Correction to value
300939608	TTM TECHNOLOGIES	1900514	0	1900514	2671216	0	2,671,216.00	200 E SANDPOINTE 400	Personal Property	Correction to value
300940087	ZB NATIONAL ASSOCIATION	233748	0	233748	233942	0	233,942.00	PO BOX 54288	Personal Property	Correction to value
300940408	TRUJILLO DERIE R DR	61303	0	61303	24712	0	24,712.00	9056 W 88TH AVE	Personal Property	Correction to value
300940539	CSH MERIDIAN LLC/WESTLAND MERIDIAN LP	306233	0	306233	355590	0	355,590.00	700 E CAMPBELL RD 265	Personal Property	Correction to value
300940613	ARVADA MERIDIAN LP	375996	0	375996	70488	0	70,488.00	700 E CAMPBELL RD 265	Personal Property	Correction to value
300943230	CHARLES WALTERS AND ASSOC PC	8980	0	8980	10904	0	10,904.00	16145 TABLE MOUNTAIN PKWY	Personal Property	Correction to value
300944601	ENTRAVISION COMMUNICATIONS CORP	1807983	0	1807983	1921230	0	1,921,230.00	1907 MILE HIGH STADIUM W CIR	Personal Property	Correction to value
300945420	RED ROBIN WEST INC	452230	0	452230	442285	0	442,285.00	PO BOX 802206	Personal Property	Correction to value
300946500	A AND B AUTO REPAIR	11093	0	11093	8730	0	8,730.00	5509 MARSHAL ST	Personal Property	Property was omitted from the tax warrant for the year 2020
300946701	SOFTWARE BISQUE INC	425275	0	425275	277766	0	277,766.00	862 BRICKYARD CIR	Personal Property	Correction to value
300946971	STANBRICK LEASING COMPANY LLC	106153	0	106153	196087	0	196,087.00	9400 STATION ST 175	Personal Property	Correction to value
300948992	ASSOCIATES IN WOMENS HEALTH PC	55851	0	55851	63658	0	63,658.00	2801 YOUNGFIELD ST 200	Personal Property	Correction to value
300951339	SUBWAY	17714	0	17714	17505	0	17,505.00	6406 WADSWORTH BYP	Personal Property	Correction to value
300951497	SENTINEL SYSTEMS CORP	21205	0	21205	17609	0	17,609.00	1620 KIPLING ST	Personal Property	Correction to value
300954385	REVA ENTERPRISES INC	39172	0	39172	38705	0	38,705.00	9400 RALSTON RD	Personal Property	Correction to value
300954761	STR8 GRILLZ PLLC	29963	0	29963	64838	0	64,838.00	PO BOX 3158	Personal Property	Correction to value
300956430	DLB RESTAURANT CO LLC	22735	0	22735	92909	0	92,909.00	4690 HARLAN ST	Personal Property	Correction to value
300956432	HARRISON WESTERN MINING	16370	0	16370	25290	0	25,290.00	1208 QUAIL ST	Personal Property	Correction to value
300957190	TEAMSTERS UNION LOCAL 455	53446	0	53446	66700	0	66,700.00	10 LAKESIDE LN 3A	Personal Property	Correction to value
300962670	WESTERN NEPHROLOGY AND METABOLIC BONE DISEASE PC	19969	0	19969	27504	0	27,504.00	4891 INDEPENDENCE ST 120	Personal Property	Correction to value
300963892	INDEPENDENT FINANCIAL	39708	0	39708	54240	0	54,240.00	12750 MERIT DR 800	Personal Property	Correction to value
300963925	RED ROBIN WEST INC	440084	0	440084	409062	0	409,062.00	PO BOX 802206	Personal Property	Correction to value
300964468	MMI/ETOH INC	1089483	0	1089483	823362	0	823,362.00	5970 GREENWOOD PLAZA BLVD	Personal Property	Correction to value
300964600	SURMA HOSPITALITY LLC	0	0	0	2950	0	2,950.00	16772 E LAKE AVE	Personal Property	Property was omitted from the tax warrant for the year 2020
300966089	COMFORT DENTAL OF ARVADA	115200	0	115200	218845	0	218,845.00	9515 RALSTON RD	Personal Property	Correction to value
300966364	PN NAILS AND SPA	0	0	0	61824	0	61,824.00	1545 QUAIL ST 2	Personal Property	Property was omitted from the tax warrant for the year 2020
300966567	PRINCIPA MATHEMATICA INC	9905	0	9905	10747	0	10,747.00	445 UNION BLVD 230	Personal Property	Correction to value
300968369	PILATUS BUSINESS AIRCRAFT LTD	2633585	0	2633585	2865204	0	2,865,204.00	12300 PILATUS WAY	Personal Property	Correction to value
300968407	A B C MOBILE MUSIC	5980	0	5980	7962	0	7,962.00	9467 W VANDEVENDOR DR	Personal Property	Correction to value
300968938	TAGAWA GREENHOUSE ENTERPRISES	1234809	0	1234809	988684	0	988,684.00	17999 WELD COUNTY RD 4	Personal Property	Correction to value
300970669	PEAK DENTAL SERVICES LLC	73862	0	73862	122635	0	122,635.00	6110 BARNES RD	Personal Property	Correction to value
300970814	TABLE MOUNTAIN VISION CLINIC	159997	0	159997	112903	0	112,903.00	1409 WASHINGTON AVE	Personal Property	Correction to value
300970896	ALTITUDE COMMUNITY LAW PC	291097	0	291097	169104	0	169,104.00	555 ZANG ST STE 100	Personal Property	Correction to value
300973633	DOCTORS VISION WORLD	58830	0	58830	61572	0	61,572.00	PO BOX 790830	Personal Property	Correction to value
300973809	INDEPENDENT FINANCIAL	111844	0	111844	113843	0	113,843.00	12750 MERIT DR 800	Personal Property	Correction to value
300974175	ITN ENERGY SYSTEMS INC	566956	0	566956	359806	0	359,806.00	8130 SHAFFER PKWY	Personal Property	Correction to value
300974359	QCEDON RESTAURANT MANAGEMENT LLC	175093	0	175093	165898	0	165,898.00	9635 MAROON CIR 300	Personal Property	Correction to value
300974629	PRIMUS METALS INC	3340932	0	3340932	2849566	0	2,849,566.00	938 QUAIL ST E	Personal Property	Correction to value
300976244	JACOBSON FORENSIC ENGINEERING	27418	0	27418	35743	0	35,743.00	10822 W TOLLER DR 150	Personal Property	Correction to value
300976256	FINE FRAMING LLC	0	0	0	16774	0	16,774.00	8176 W BOWLES AVE B	Personal Property	Property was omitted from the tax warrant for the year 2020
300976500	EL MANANTIAL LLC	24096	0	24096	30061	0	30,061.00	6999 W COLFAX AVE	Personal Property	Correction to value
300977087	180 INNOVATIONS LLC	65059	0	65059	62372	0	62,372.00	1001 BANNOCK ST 232	Personal Property	Correction to value
300980425	COAL MINE ACE HARDWARE	29169	0	29169	43057	0	43,057.00	6720 S PIERCE ST	Personal Property	Correction to value
300980630	RUE21	51281	0	51281	51749	0	51,749.00	800 COMMONWEALTH DR	Personal Property	Correction to value
300980775	BASELINE ENGINEERING CORP	47971	0	47971	66973	0	66,973.00	112 N RUBEY DR UNIT 210	Personal Property	Correction to value
300981157	TRISTRARISK MANAGEMENT	27974	0	27974	30155	0	30,155.00	100 OCEANGATE 700	Personal Property	Correction to value
300983653	RIB CITY GRILL	30621	0	30621	30395	0	30,395.00	3677 POINT DR	Personal Property	Correction to value
300985965	WELLS FARGO BANK NA	307044	0	307044	328220	0	328,220.00	PO BOX 2609	Personal Property	Correction to value
300985976	BRIGHTON COLLECTIBLES INC	18792	0	18792	17480	0	17,480.00	251 LONG LN	Personal Property	Correction to value
300986355	LOWES HOME CENTERS LLC	865783	0	865783	993623	0	993,623.00	1000 LOWES BLVD	Personal Property	Correction to value
300986810	ROCKY MOUNTAIN COLLEGE OF ART AND DESIGN	959064	0	959064	959247	0	959,247.00	1600 PIERCE ST	Personal Property	Correction to value
300986850	GEORGES CAFE	46759	0	46759	48420	0	48,420.00	6504 WADSWORTH BLVD	Personal Property	Correction to value
300988980	JACOBS ENTERTAINMENT	138117	0	138117	151864	0	151,864.00	17301 W COLFAX AVE 245-250	Personal Property	Correction to value
300989181	COOL BREEZE AUTOMOTIVE	12562	0	12562	11505	0	11,505.00	1410 FORD ST	Personal Property	Correction to value
300990581	FRANCOTYP POSTALIA	24588	0	24588	26413	0	26,413.00	140 N MITCHELL CT 200	Personal Property	Correction to value
300990948	14 PEAKS DENTISTRY	20947	0	20947	19143	0	19,143.00	7629 W 88TH AVE	Personal Property	Correction to value
300991038	BABY BEAT	9970	0	9970	9619	0	9,619.00	5350 VIVIAN ST C	Personal Property	Correction to value
300991072	VP INTEGRATION LLC	361391	0	361391	237478	0	237,478.00	8308 CHURCH RANCH BLVD	Personal Property	Correction to value
300991103	PINNACLE III LLC	23433	0	23433	53234	0	53,234.00	1658 COLE BLVD 100	Personal Property	Correction to value
300991145	KAHUNA VENTURES LLC	409562	0	409562	507001	0	507,001.00	11400 WESTMOOR CIR 325	Personal Property	Correction to value
300991177	1ST ELECTRIC CONTRACTORS INC	78262	0	78262	131681	0	131,681.00	8169 SOUTHPARK CIR	Personal Property	Correction to value
300992580	PRIMARY DENTAL	180223	0	180223	245304	0	245,304.00	5801 W 44TH AVE UNIT C	Personal Property	Correction to value
300992838	THE THREAD SHED CUSTOM EMBROIDERY	12345	0	12345	17487	0	17,487.00	4940 IRIS ST	Personal Property	Correction to value

300994088	ACVH PC	45712	0	45712	38038	0	38,038.00	23605 OEHLMANN PARK RD	Personal Property	Correction to value
300994092	GULFSTREAM CAPITAL CORP	8261	0	8261	8563	0	8,563.00	26719 PLEASANT PARK RD 200	Personal Property	Correction to value
300994500	DR JESSE LYNN MARRON-JENKINS DDS PC	171768	0	171768	192412	0	192,412.00	13739 W 85TH DR 113	Personal Property	Property was omitted from the tax warrant for the year 2020
300994597	INDUSTRIAL LABS	1520458	0	1520458	1733053	0	1,733,053.00	4046 YOUNGFIELD ST	Personal Property	Correction to value
300994636	SEARS ROEBUCK AND CO 7541	21536	0	21536	17858	0	17,858.00	3333 BEVERLY RD	Personal Property	Correction to value
300996779	EVERGREEN HOLDINGS GROUP	10207	0	10207	10058	0	10,058.00	612 WHEELERS FARMS RD	Personal Property	Correction to value
300996800	SOMERSET CAPITAL GROUP LTD	39471	0	39471	3269	0	3,269.00	612 WHEELERS FARMS RD	Personal Property	Correction to value
300997134	WELLS FARGO BANK NA	329078	0	329078	366181	0	366,181.00	PO BOX 2609	Personal Property	Correction to value
300997365	MSS TECHNOLOGIES LLC	7422	0	7422	8121	0	8,121.00	12596 W BAYAUD AVE 190	Personal Property	Correction to value
300998199	PRO DAY ENTERPRISES LLC	54299	0	54299	57409	0	57,409.00	13152 THUMBPRINT CT	Personal Property	Correction to value
300998253	ADVANTAGE PAWN	28000	0	28000	18930	0	18,930.00	2851 S PARKER RD 1250	Personal Property	Correction to value
300998368	ALLERGY AND ASTHMA CONSULTANTS	67616	0	67616	68183	0	68,183.00	4350 WADSWORTH BLVD 440	Personal Property	A Personal Property in office audit was conducted for the tax year 2020
300998432	KAHUNA DESIGN LLC	97580	0	97580	126491	0	126,491.00	11400 WESTMOOR CIR 325	Personal Property	Correction to value
300998492	MEEKER AUTO SALES	4286	0	4286	5167	0	5,167.00	6795 W 38TH AVE	Personal Property	Correction to value
300998510	TORUS AMERICAS INC	60230	0	60230	44517	0	44,517.00	150 CAPITAL DR 340-350	Personal Property	Correction to value
300998591	INTEGRATED PEOPLE SOLUTIONS	20244	0	20244	14891	0	14,891.00	600 12TH ST 115	Personal Property	Correction to value
300999000	VITALITY FOODSERVICE	55213	0	55213	64763	0	64,763.00	PO BOX 4900 DEPT 170	Personal Property	Correction to value
300999732	DRURY INN WESTMINSTER	494750	0	494750	498317	0	498,317.00	13075 MANCHESTER RD 200	Personal Property	Correction to value
300999788	ERGO LAW LLC	8572	0	8572	7677	0	7,677.00	6870 W 52ND AVE 203	Personal Property	Correction to value
300999841	COLORADO AUTO GALLERY	0	0	0	2749	0	2,749.00	8020 W COLFAX AVE	Personal Property	Property was omitted from the tax warrant for the year 2020

**BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Taxiway A Reconstruction (Design) Supplemental Request
October 13, 2020**

For Information For Discussion/Board Direction Consent to
Place on Business/
Hearing Agenda

Issue: Consider a budget supplemental to revenue and expenditure appropriations of up to \$417,393 to the Taxiway A Reconstruction project.

Background: The Airport was approved for a Federal funded project to reconstruct Taxiway A. The project has two phases with the first being the design phase, and the second being the construction phase. The design phase was originally planned to occur in 2021 and no funds were budgeted in 2020. Early in 2020, the FAA notified the Airport that they found funds and wanted to start the design phase of the project this year. After the FAA provided notification the grant was approved, the project was briefed to the BCC in March 2020, and the agreement was approved via hearing on September 15, 2020.

Discussion: The airport is looking to receive approval for a budget supplemental to the current 2020 budget to complete the design phase of the Taxiway A Reconstruction project. The project is reimbursed 100% with approved Federal funds.

Fiscal Impact: Expenses for this project are paid out of the Airport Fund and have been approved for 100% reimbursement through a Federal AIP grant.

Revenue Limits Impact: yes no

All revenues received are federal and being received by an enterprise fund. Therefore, there is no impact to the TABOR fiscal year spending limit.

Recommendations: Staff recommends that the Board of County Commissioners approve a supplemental to the Airport budget for this grant project and be placed on the business consent agenda at a future meeting.

Originator: Brandon Burns, Airport, x4859

Contacts for Additional Information: Kourtney Hartmann, County Attorney's Office, x8964; Jeanie Rossillon, Development and Transportation, x8575; Paul Anslow, Airport, x4851

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER
Operations Department Update
October 13, 2020

For Information

For Discussion/Approval
 Prior to Future Hearing

For Action

ISSUE: Facilities Management, Fleet Services, Safety & Compliance, and Deputy County Manager update

BACKGROUND/DISCUSSION:

Policy Updates

General Assistance Ordinance: The proposed amendments update the ordinance to reflect the current program, including updates to the types of benefits offered. This is an ordinance that will need to be amended through the first reading, publication, public hearing process.

Floodplain Development Permit National Flood Insurance Program Policy: the proposed amendment allows the Chair of the Board of County Commissioners to sign annual requirements and certifications for the county's Municipal Separate Storm Sewer System.

Temporary Closure of County Facilities, or Reduction or Suspension of County Services Policy: The proposed amendments incorporate teleworking and virtual meetings and clarify administrative leave when there is a building closure.

Development Application and Permit Fees Policy: The proposed amendment changes the definition of miscellaneous permit to be consistent with the Zoning Resolution.

Driving on County Business Policy: The proposed amendment adds provisions for the use of GPS tracking data of the vehicles' usage.

Beer, Liquor, and Dance Hall Licenses Policy: The proposed amendments update language, requirements and fees for fermented malt beverages, tasting permits, and bed and breakfasts in accordance with statutes. Requirements for art gallery permits were also included.

Liquor Licensing Authority Policy: The proposed amendments update references to state statutes and adds tasting permits and permanent sales room permits.

Zoning Inspector Entry and Seizure Warrants Ordinance: The proposed amendment clarifies that the County Attorney's Office, rather than the zoning inspector, applies to the county or district court.

Property

Temporary Construction Easement at County owned property near the intersection of Smokey Hill Road and Gun Club Road: The County owns approximately 6 acres of property at the NW intersection of Smokey Hill Road and Gun Club Road in unincorporated Arapahoe County, where the Sheriff operates a communication site. On November 14, 2019, The County granted a Temporary Construction Easement to The East Cherry Creek Valley Water & Sanitation District

(ECCV) to use a small portion of this 6 acres for staging and parking of vehicles while ECCV performs improvements to their owned adjacent property. This Temporary Construction Easement is set to terminate December 31, 2020, with ECCV performing maintenance and revegetation on the Jefferson County property until December 21, 2021. On August 28, 2020, the County was contacted by ECCV's District Manager requesting the Temporary Construction Easement Agreement be extended until December 31, 2021 and maintenance until December 31, 2022, siting approval delays to Phase 2 of their 2 Phase Project on account of the pandemic.

Carry Forwards

Projects: Several projects, such as the fire line replacement, Facility Master Plan remodels, HVAC replacements are likely to involve Carry Forward requests due to a variety of reasons such as design/engineering challenges, vendor availability, internal workload and COVID-19. All projects are or will soon be under contract. These projects are not funded with CARES Act funding.

Updates

Insurance: Safety & Compliance continue to work with our insurance broker to obtain cyber, property, workers compensation, and general liability insurance policies. An overall increase in county cost is anticipated. Final selection of new policies will occur by December 1, 2020, and the final costs will be brought to the BCC.

Revenue Limits Impact: yes no

RECOMMENDATIONS: Staff recommends that the Board direct staff to bring the above mentioned policy(s) and easement to a future public hearing for consideration

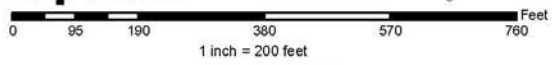
ORIGINATOR: Kate Newman x8567

Temporary Construction Easement at County owned property near the intersection of Smokey Hill Road and Gun Club Road

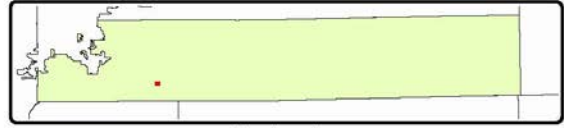
- Highway
- Private School
- Charter School
- College / University
- Fire Stations
- Hospital
- Outpatient Clinic
- Libraries
- Recreation Centers**
- Center Type**
- BATTING CAGES
- BIKE TRACK
- DISC GOLF
- EQUESTRIAN
- GOLF
- ICE SKATING
- MARINA
- MINIATURE GOLF
- MUSEUM
- POOL
- REC CENTER
- SHOOTING
- TENNIS
- Churches
- Jurisdiction Outline
- Parcels**
- Aurora
- Bennett
- Bow Mar
- Centennial
- Cherry Hills Village
- Columbine Valley
- Deer Trail
- Englewood
- Foxfield
- Glendale
- Greenwood Village
- Litteton
- Shenandoah
- Unincorporated County
- grpAerials2010_1**
- RGB**
- Red: Band_1
- Green: Band_2
- Blue: Band_3



Arapahoe County's
ArapaMAP



Map Generated On: 10/13/2010



Map Location

ORDINANCE

Ordinance Adopting Policy 1.2.3 Regarding General Assistance.

BE IT ORDAINED by the Board of County Commissioners of Jefferson County that the existing Policy ~~and Procedure 1.2.3 5-85~~ regarding General Assistance is hereby deleted and replaced with the following:

Title: Administrative Policy General Assistance Ordinance	Policy No. Part 1, County Administration Chapter 2, County Organization Section 3
	Effective Date June 14, 2010
Policy Custodian Human Services Department	Hearing Date May 11, 2010

Adopting Resolution(s): ~~CC10-19220-~~

References (Statutes/Resos/Policies): §30-17-101 through 30-17-108, C.R.S.; CC74-1195, CC79-658, CC85-49, CC00-440, CC04-106, CC04-054, CC10-192

Purpose: To provide assistance to meet certain emergency and temporary needs of ~~poor~~ persons experiencing poverty under relevant pursuant to the provisions of the General Assistance statute, C.R.S. §Section 30-17-101, et seq. ~~(as repealed and re-enacted in 1981).~~

Ordinance: General Assistance

A. Authority

1. The Jefferson County Department of Human Services shall be charged with the responsibility of implementing and administering a General Assistance program in Jefferson County.
2. The Director of Human Services shall be charged with the responsibility to establish ~~the Eligibility~~ eligibility requirements ~~Guidelines, assistance thresholds and time limits, and other parameters for the General Assistance program,~~ and to change such ~~Eligibility-program parameters~~ Guidelines as necessary to meet the purpose of the program, subject to the terms of this Policy and the General Assistance statute. The ~~program parameters~~ Eligibility Guidelines may be obtained from the Office of the Director of Human Services.

B. Benefits

1. ~~The following categories of Eligibility for any and all applicants for General Assistance is always dependent upon Jefferson County having appropriated and available General Assistance funds. General Assistance applicants may apply for~~ benefits shall be available to eligible applicants through the General Assistance program:
 - a. ~~Housing stability assistance~~ Rent
 - b. ~~Utility assistance~~ ies, including heat, electricity and water

- c. Transportation ~~costs~~ assistance
- d. Grocery and household essentials vouchers assistance
- e. Emergency medical care assistance
- f. Burial ~~Benefits~~ assistance
- g. ~~Filing Fees and Court Costs~~ Prescription medication assistance
- h. Temporary housing assistance

2. Special Circumstances

- a. Under special circumstances, or in the case of an emergency where time restrictions will not permit handling the situation under normal procedures, and the applicant otherwise appears eligible, the Director or his/her designee, may grant additional benefits necessary to alleviate an acute condition which jeopardizes the health and safety of the applicant or his/her immediate family.
- b. The Director, or his/her designee, may also authorize expenditure of General Assistance funds for emergency items that may be reimbursed at a later date from other assistance funds, such as Old Age Pension, Aid to Needy Disabled, Colorado Works, etc.

C. Availability of Benefits

The availability of General Assistance program benefits is dependent upon Jefferson County having appropriated and made available General Assistance funds.

Chair, Board of County Commissioners

Jefferson County Clerk and Recorder

Title: Regulatory Policy Floodplain Development Permit/National Flood Insurance Program	Policy No. Part 7, Planning and Land Use Chapter 3, Permits Section 1
	Effective Date November 1, 2006
Policy Custodian Planning and Zoning Division	Adoption/Revision Date October 31, 2006/November 4, 2016

Adopting Resolution(s): ~~CC06-481~~

References (Statutes /Resos/Policies): National Flood Insurance Act of 1968 as amended; Flood Disaster Protection Act of 1973; HUD letter of June 27, 1973; 30-28-111 C.R.S.; Land Development Regulation; CC Resolution 11-2-71, CC75-7, CC76-175, CC78-121, CC88-406, CC03-265, CC05-297, ~~_____~~ CC06-481

Purpose: As certain areas of Jefferson County are subject to periodic flooding and such flooding could cause serious damage to properties within these areas; and pursuant to the National Flood Insurance Act of 1968 as amended, and Section, 30-28-111, C.R.S., the Board of County Commissioners herein establishes a policy of participation in the National Flood Insurance Program.

Policy: Floodplain Development Permit/National Flood Insurance Program

A. Floodplain Overlay District:

See The Floodplain Overlay District Section of the Zoning Resolution for county requirements regarding the Floodplain Overlay District.

Under Separate Cover located at:
Jefferson County Planning and Zoning Division
100 Jefferson County Parkway, Suite 3550
Golden Colorado 80419-3550
303-271-8700 (phone)
<http://planning.jeffco.us>

B. Floodplain Overlay District:

See the Floodplain Overlay District Section of the Zoning Resolution for floodplain requirements for Plats, Exemptions from Platting, Rural Clusters, Site Development Plans, Grading Permits, and Building Permits.

Under Separate Cover located at:
Jefferson County Planning and Zoning Division
100 Jefferson County Parkway, Suite 3550
Golden Colorado 80419-3550
303-271-8700 (phone)
<http://planning.jeffco.us>

C. Flood Insurance

1. In accordance with the National Flood Insurance Act of 1968 and the Flood Disaster Protection Act of 1973, Jefferson County has applied and subsequently qualified for participation in the National Flood Insurance Program.
2. Any property owner whose building is located in or near a floodplain or any other known flood hazard area is encouraged to and may purchase a flood insurance policy.
3. Community Rating System: Pursuant to the National Flood Insurance Act of 1968 as amended, and Section 30-28-111, C.R.S., the Board of County Commissioners herein establishes a policy of participation in the Community Rating System to:
 - a. Help reduce the cost of flood insurance.
 - b. Further help reduce the amount of flood damages in Jefferson County.
 - c. Help provide a multiple-hazard mitigation plan to qualify for federal disaster relief funds.

D. Certifications and Compliance Documents

1. The Chairman of the Board of County Commissioners is authorized to sign the annual certifications and compliance documents required to maintain the County's Stormwater Management Program (a/k/a the MS4 permit) and the Flood Management Program (a/k/a the Community Rating System).

Title: Administrative Policy Temporary Closure of County Facilities, or Reduction or Suspension of County Services	Policy No. Part 1, General County Administration Chapter 3, Operations Section 2
	Effective Date December 7, 2010
Policy Custodian County Manager	Adoption/Revision Date December 7, 2010 / September 2018

Adopting Resolution(s): [CC10-468](#)

References (Statutes/Resos/Policies): CC91-209, CC06-564, [CC10-468](#)

Procedure: Snow Closure Procedure

Purpose: To establish standards for the temporary closure of County facilities, or reduction or suspension of County Services.

Policy: Temporary Closure of County Facilities, or Reduction or Suspension of County Services

A. Determination

1. The County Manager and/or the Board of County Commissioners (BCC) may determine when it is imprudent or impossible to conduct the affairs of the County and may close facilities or reduce or suspend County services.
2. The County Manager, or designee, shall make a recommendation to the Chairman of the BCC based on the following:
 - a. Road and highway conditions are too hazardous for safe travel.
 - b. Parking lots at the various County facilities are not open due to snow or ice accumulation or other disabling or hazardous condition.
 - c. Building systems or information technology infrastructure are not functioning.
 - d. Staffing levels are insufficient.
 - e. State and/or Federal Authorities have issued orders, mandates, or directives, that conflict with County operations.
 - f. There is a reasonable belief that a closure, or reduction or suspension of operations will protect the health, safety and welfare of the public and/or staff.

B. Scheduled Public Meetings or Events

1. Relocation
The governing body may meet at any place, inside or outside the County limits if the normal meeting facility has been closed. Virtual meetings may also be held, provided public notice is provided in accordance with applicable policies and State Statutes.

2. Continuance of Public Hearings

a. If the issued public notice only indicated a physical location and the timing is such that an updated notice for online access is not possible, Any scheduled hearing before any Jefferson County Board or Commission shall be automatically continued until the next meeting of such Board and/or Commission.

~~b. Each Department, Division, or Elected Official's Office shall be responsible for posting notification of the relocation or continuance on the exterior doors of the building in which the meeting was to be held.~~

C. Notification to the Public and to Employees

The Public Affairs Office shall disseminate the information to the public and employees as soon as possible as provided for in the ~~Snow Closure Procedure~~ procedures that implement this policy.

D. ~~Identification of Essential County~~ Provision of -Services During Closure

1. The County Manager and/or the BCC may determine essential County services that must be delivered throughout the reduction or suspension of other County services.
2. Regardless of an employee's position or status, an employee may be directed to perform or facilitate essential County services.
3. Employees may be placed on Administrative Leave or required to work remotely, work an alternative work schedule, or work at an alternate County facility. Employees that are able to telecommute will not receive Administrative Leave and shall continue to telework throughout the building closure. (See Telecommuting Policy)

Title: Regulatory Policy Development Application and Permit Fees	Policy No. Part 7, Planning and Land Use Chapter 4, Fees Section 2
	Effective Date May 21, 2019
Policy Custodian Planning and Zoning Division	Adoption/Revision Date May 21, 2019

Adopting Resolution(s): ~~CC19-190~~

References (Statutes /Resos/Policies): Zoning Resolution, Land Development Regulation; CC94-250, CC94-297, CC94-342, CC95-134, CC95-415, CC95-785, CC99-426, CC99-634, CC99-695, CC00-367, CC00-406, CC01-054, CC01-536, CC02-338, CC04-463, CC06-484, CC09-271, CC09-398, CC10-154, CC10-470, CC19-190

Procedure: Development Application and Permit Fees

Purpose: To set fees for development applications and permits.

Policy: Development Application and Permit Fees

A. Applicability

1. The fees set forth in the Fee Table shall supersede and replace all other references to the same fees in any other policy or regulation.
2. All Application and Permit Fees are non-refundable, except Miscellaneous Zoning Permit fees for firework stands per the Sale of Fireworks Policy.
3. Any person, firm or corporation failing to obtain the required zoning approval and/or permit(s) as required by the Zoning Resolution, and having submitted an application to correct such violation, shall be required to pay two times the amount of any applicable fee(s).
4. Fees for applications apply to the initial request and the first revision in response to staff recommendations and/or referral comments, depending on the type of review involved. Each additional resubmittal of a survey, plat, written restrictions or other such documents previously red marked and provided to the applicant in response to unresolved comments and recommendations, or submitted by the applicant evidencing new changes, will be charged an additional review fee as specified in the Fee Table.

B. Fee Computation

1. The Director of Planning and Zoning and/or the Director of Development and Transportation may increase/reduce fees in an amount not to exceed a 25% cost recovery based on an annual review of costs and revenues. Fee schedule changes shall be effective January 1 of each year. The Fee Table shall be modified accordingly.

C. Exceptions

1. The application fee for Preliminary Development Applications may be applied toward formal submittal if the formal application is submitted within one (1) year of the Preliminary Development Application.
2. If the proposed development provides affordable housing units, is certified by the Community Development Division as providing affordable housing, and is sustainable through deed or

covenant restrictions, then application and permit fees may be assessed or prorated by the number of affordable units and reduced at the discretion of the Director of Planning and Zoning.

3. A written request to waive an application fee or a double fee for an application submitted to correct a violation may be submitted to the Director of Planning and Zoning and or the Director of Development and Transportation. Waiver requests may be approved at the discretion of the Director of Planning and Zoning prior to acceptance of the application.
4. Any fee paid to the county for rezoning for a landfill shall be credited toward the Certificate of Designation application fee.

D. Definitions

1. Miscellaneous permits: ~~See Zoning Resoulution. include but are not limited to: construction of structures not requiring building permits; swimming pools; recreation facilities; construction and sales trailers; Christmas tree lot; fireworks stands; and home occupations as a use by right.~~
2. The Administrative Review category includes the research/review of documents for the activities listed below. Minor indicates the required research will take one (1) hour or less. Major indicates the requested research will take more than one (1) hour.
 - a. Legal parcel verification
 - b. Access verification
 - c. Minor revisions to approved construction plans
 - d. Historical zoning verification
 - e. Address appeals
 - f. General research/review activities not covered by another review fee.

E. Firework Stand Permit Fees

1. Firework Stand Permit Fees shall be distributed equally to the applicable Fire Protection District or Sheriff's Office for inspection and enforcement services, the Wildland Fire Fund to assist the County in mitigating wildland fires, and the County.

Title: Administrative Policy Driving on County Business	Policy No. Part 5, Staff Policies Chapter 1, Rules Section 3
	Effective Date May 5, 2020
Policy Custodian County Manager	Adoption/Revision Date May 5, 2020

Adopting Resolution(s): ~~CC20-089~~

References (Statutes/Resos/Policies): CC01-515, CC08-169, CC09-451, CC13-170, CC16-116, CC17-262, CC18-066, CC18-384, CC19-367, CC20-089; Treasury Regulation 1.274-5(k)(6)(ii), Commercial Driver’s License Policy, Vehicle Options for Elected Officials Policy, Smoking in County Vehicles and on County Property Policy, Commercial Driver’s License Policy, Personnel Rules

Purpose: To set standards for driving county vehicles and/or personal vehicles for county business.

Policy: Driving on County Business

A. Definitions

1. Discretionary MVR Violations are MVR Violations that are serious in nature, but with the approval of the Department Director, the Driver may still drive on county business.
2. Driver means all persons driving on county business, including employees, interns and volunteers. Elected and Appointed Officials are excluded.
3. Motor Vehicle Record (MVR) is the state issued document of the Driver’s past three years of driving history.
4. Unacceptable MVR Violations are MVR Violations that are serious in nature and immediately revoke the Driver’s eligibility to drive on county business.
5. Vehicle means any personal or county-owned automobile, truck, van or sport utility vehicle, motorcycle or motorized equipment requiring a license to operate.
6. Violation is any conviction of a vehicle-related crime or traffic infraction in the Driver’s past three years of driving history.

B. Applicability

This policy applies to all county Drivers. County vehicle options and IRS provisions for commuting for Elected Officials are found in the Vehicle Options for Elected Officials Policy.

C. Eligibility to Drive on County Business

1. Drivers with a suspended, revoked, or canceled license may not drive on county business.
2. Drivers with Unacceptable MVR Violations may not drive on county business, which may also lead to dismissal from employment.

Unacceptable MVR Violations (one (1) or more of the following in the past three (3) years)
Involved in race/speed contest
Left scene of an accident
Attempted to flee or elude police
Vehicular homicide, manslaughter, or assault
Any felony involving the use of a vehicle.
Any violation of state or local law relating to vehicle traffic control arising in connection with a fatal accident.
More than one (1) Discretionary MVR Violation

3. Drivers with a Discretionary MVR Violation may be granted eligibility to drive on county business by the Department Director, with Safety and Compliance consultation. Drivers with a Discretionary MVR Violation who are required to hold a Commercial Driver's License for their position may be granted eligibility to drive on county business by the Department Director and Safety and Compliance. The Department Director and/or Safety and Compliance may require the Driver to take an online or a behind-the-wheel course(s). Any course may be at the Driver's expense and will be taken in the time-frame prescribed by the Department Director and/or Safety and Compliance.

Discretionary MVR Violations (no more than one (1) of the following permitted in the past three (3) years)
Reckless or careless driving
Passed a stopped school bus
A suspended, revoked, or canceled license
DUI, DWI, and/or DWAI

4. If the Discretionary Moving Violation is a DUI, DWI, or DWAI, the Driver may NOT transport children on county business for three (3) years from the date of the Violation.

5. If the Discretionary MVR Violation or Unacceptable MVR Violation took place during the performance of county business, a county Driver may NOT drive on county business for three (3) years. If the Discretionary Moving Violation is a DUI, DWI, or DWAI that took place during the performance of county business, and the Driver is an employee, the Driver shall be terminated. If the Driver is an intern or volunteer, the Driver shall not continue to serve in that capacity.
6. Prior to employment for a position that requires driving, Human Resources must review and assure that the candidate is eligible to drive on county business. If the candidate has a Discretionary MVR Violation, the provisions of C.3. apply.
7. Safety and Compliance shall review Drivers' MVRs periodically for eligibility to drive on county business.

D. Driver Responsibility

1. County Vehicles

- a. Drivers shall report immediately any known unsafe condition(s), mechanical problems, and any damage to a county vehicle to the Fleet Services Division, the Airport's fleet unit if the vehicle is owned by the airport, or the Sheriff's fleet unit if the vehicle is owned by the Sheriff.
- b. Drivers shall not let unauthorized individuals drive county vehicles.
- c. Drivers shall not use county vehicles for personal purposes except for travel to and from lunch or incidental/personal errands that may be permitted pursuant to the "de minimis" usage exemptions in IRS Publication 15-B, Employers Tax Guide to Fringe Benefits.
- d. If a county fleet vehicle is returned in a condition that requires extensive cleaning due to operator neglect or abuse, the Driver's division may be charged for cleaning the vehicle.
- e. Drivers shall report accurate vehicle mileage at the fueling stations and on the Motor Pool Reservation Sheet. Failure to report mileage accurately may result in loss of privileges and disciplinary action as provided for in the Personnel Rules.
- f. All county vehicles, except those used by Elected Officials per The Vehicle Options for Elected Officials Policy, are equipped with a live GPS tracking unit. The GPS units track vehicle speed, location, diagnostics, hard stops, hard starts and hard cornering. The data is fed back to a software system that allows Fleet, Safety & Compliance and Division Directors to monitor the fleet.

2. Personal Vehicles

- a. If a personal vehicle is to be used for county business, the Driver shall:
 - (1) maintain auto insurance in accordance with state law,
 - (2) provide proof of insurance to Safety and Compliance upon request,
 - (3) maintain the vehicle's operating condition in accordance with all State and Federal Laws and Regulations.
- b. A Driver who chooses to drive their personal vehicle on county business may submit their claims to their own insurance company. The county does not pay for damage to personal vehicles or deductibles on insurance policies.
- c. Motorcycles may not be used for county business.
- d. County logos shall not be applied to personal vehicles unless otherwise approved by the Department Director.
- e. Executive Officers will receive a monthly vehicle allowance that will be taxable as income. Executive Officers may not also be reimbursed for mileage nor drive a county vehicle.

3. County and Personal Vehicles

Drivers shall abide by the following rules when driving on county business:

- a. Use child safety seats and seatbelts in accordance with State law when transporting children,
- b. Require all occupants to use seatbelts,
- c. Do not use vehicles that are unsafe to operate,
- d. Do not offer rides to hitchhikers,
- e. Lock vehicle doors and remove keys when parked,
- f. Adhere to local, state and federal driving laws and obey warning signs.

4. Notification of Violations and Citations

- a. Any Driver who is required to drive on county business must immediately report to their supervisor (or volunteer coordinator) all citations and violations received while driving on county business and all Discretionary and Unacceptable MVR Violations received while driving on personal time. Any Driver who is required to drive on county business must immediately report to their supervisor all suspension, revocations, or cancelations of their license.

- b. Supervisors (or volunteer coordinators) shall immediately report all known Violations to Safety and Compliance.
 - c. Drivers who fail to report such Violations will be subject to disciplinary action that may include revocation of driving privilege or dismissal from employment.
5. Drivers who will be driving on county business in either a county or personal vehicle and have an out-of-state license must obtain a Colorado Driver's license within 30 days of hire or beginning to serve as an intern or volunteer. Exception: Any nonresident who is temporarily residing in Colorado for the principal purpose of furthering such nonresident's education, is at least sixteen years of age, has a valid driver's license from his or her state of residence, and is considered a nonresident for tuition purposes by the educational institution at which such nonresident is furthering his or her education.

E. Reimbursements

1. Tickets

The employee shall be responsible for any traffic or parking tickets incurred while driving on county business, except load violations beyond the driver's control.

2. Parking Expenses and Tolls

The county may reimburse parking and toll expenses for county business related trips. The county will not reimburse for parking and tolls associated with commuting or personal use.

3. Mileage Reimbursement for Personal Vehicles

- a. The intent of mileage reimbursement is to compensate the employee for out-of-pocket costs incurred (i.e. fuel, oil, wear and tear) while using their personal vehicle for county related business.
- b. Mileage will be reimbursed only to the driver of the vehicle at the county's set mileage rate. A Claim Voucher, indicating the date, destination, purpose and mileage traveled must be submitted.
- c. Mileage to and from a seminar, conference, training session or other county related business event will be reimbursed to the extent the distance exceeds the normal commute to the employee's work environment. For example, if an employee normally travels 20 miles round trip to work, and the round-trip distance to a conference is 30 miles, the employee may be reimbursed for 10 miles.
- d. A Personal Vehicle may not be used to travel if the estimated mileage will exceed the cost of round trip airfare.

e. Drivers may not use a County Procurement Card to purchase fuel for their personal vehicle without advance, specific approval from their supervisor.

4. Reimbursement for County Motor Pool Vehicles

The county will pay/reimburse for fuel, oil and maintenance costs associated with the use of a county motor pool vehicle. The county will not reimburse for mileage when a county motor pool vehicle is used.

5. Other Modes of Transportation

a. The county may reimburse for reasonable transportation costs from other modes of transportation, such as bus, light rail, taxi services, vehicle sharing service such as Uber or Lyft, etc. in instances where the cost of using such service is comparable to mileage reimbursement and parking.

b. Supervisor approval is required for reimbursement of other transportation costs.

F. Commuting

1. In accordance with IRS regulations, commuting mileage is considered taxable income. The law enforcement exception to the IRS regulations allows Sheriff, Coroner, and District Attorney law enforcement officers to commute in county vehicles without taxation on the value of the benefit if they meet the requirements of Treasury Regulation 1.274-5(k)(6)(ii), which requires that the employee (1) be full-time employee of a unit responsible for the prevention or investigation of crime, (2) be authorized by law to carry firearms, execute search warrants, and to make arrests, and (3) regularly carries a firearm.

2. Employees who are expected to respond to operational emergencies from the employee's residence outside of county business hours may be permitted to use county vehicles to drive to/from their homes. These employees must occupy positions where it is impractical to obtain a county vehicle prior to responding and must have written approval from the Department Director. These employees are prohibited from using these vehicles during non-work hours for personal use except pursuant to the "de minimis" usage exemptions in IRS Publications. In the event these employees drive to/from their homes in a county vehicle and do not respond to an operational emergency prior to reporting to duty at their normal scheduled hour, that trip shall be reported to Payroll by the employee as commuting for tax consideration. An employee who commutes must annually submit a certified report of the dates and mileage.

Title: Administrative Policy Beer, Liquor, and Dance Hall Licenses	Policy No. Part 3, Regulations Chapter 3, Business Regulations Section 3
	Effective Date December 5, 2017
Policy Custodian County Attorney	Adoption/Revision Date December 5, 2017

Adopting Resolution(s): ~~CC17-380~~

References (Statutes /Resos/Policies): ~~12-46-10144-4-101~~, et seq., C.R.S.; ~~12-47-10144-3-101~~, et seq., C.R.S.; ~~12-4844-5--101~~, et seq., C.R.S.; 30-15-501, et seq., C.R.S.; CC75-46, CC78-120, CC81-424, CC84-566, CC85-190, CC87-146, CC88-401, CC90-144, CC90-220, CC90-431, CC90-654, CC91-271, CC92-1038, CC94-719, CC94-873, CC97-460, CC97-605, CC00-341, CC06-198, CC07-157, CC07-382, CC09-237, CC11-349, CC17-366, CC17-380; Liquor Licensing Authority Policy

Purpose: To provide for the issuance and regulation of licenses and permits pursuant to the Colorado Beer Code, Colorado Liquor Code, and other applicable Colorado Revised Statutes, and Colorado Liquor Rules.

Policy: Beer, Liquor, and Dance Hall Licenses and Permits

A. Definitions

1. ~~3.2%-Fermented Malt Beverages:~~3.2% Fermented malt beverages (~~referred to herein as "3.2% Beer"~~) shall be defined as set forth in ~~1244-46-103~~, C.R.S.
2. Accessory Use: For the purpose of this regulation, an "accessory use" shall be defined as "a use which is clearly incidental to, and commonly associated with, a permitted use in a zone district or an Official Development Plan."
3. Alcohol Beverages: Alcohol beverages shall be defined as set forth in ~~1244-473-103~~, C.R.S.
4. Independent Person: For the purpose of this regulation, an "independent person" is one who does not have any financial interest in the applicant, whether by employment or otherwise. An "independent person" is one not related by blood or marriage to the applicant, nor to any partner, director, officer or stockholder, member or manager of an applicant.

B. Licensing Authority

1. ~~3.2% Beer~~Fermented Malt Beverage Licenses
 - a. The Liquor Licensing Authority, as the statutorily designated local licensing authority, has the sole authority to issue ~~3.2% Beer~~Fermented Malt Beverage Licenses for applicants carrying on business within unincorporated Jefferson County.
 - b. The Liquor Licensing Authority may issue only the following licenses for ~~3.2% Beer~~Fermented Malt Beverages:
 - (1) Sales for consumption off the premises of the licensee.
 - (2) Sales for consumption on the premises of the licensee.

(3) Sales for consumption both on and off the premises of the licensee.——

2. Alcohol Beverages Licenses

a. The Liquor Licensing Authority, as the statutorily designated local licensing authority, has the sole authority to issue Alcohol Beverages Licenses for applicants carrying on business within unincorporated Jefferson County.

b. The Liquor Licensing Authority may issue only the following licenses:

- (1) Retail liquor store license
- (2) Liquor - licensed drug store license
- (3) Beer and wine license
- (4) Hotel and restaurant license
- (5) Club license
- (6) Tavern license
- (7) Arts license
- (8) Optional premises license
- (9) Brew pub license
- (10) Racetrack license
- (11) Vintner's restaurant license
- (12) Distillery pub license
- (13) Lodging and entertainment license
- (14) Retail gaming tavern license
- (15) Resort complex
- (16) Campus liquor complex

c. The Liquor Licensing Authority may issue the following permits, as defined by the Colorado Liquor Code, subject to provisions of the Colorado Liquor Code and this policy:

- (1) Bed and breakfast permit
- (2) Tasting permit
- (3) Art gallery permit
- (4) Resort complex related facility permit
- (5) Campus liquor complex related facility permit

C. County Fees

	Alcohol Beverage Licenses	Special Events	Dance Hall
Annual Local License Fees			
FMB S sale for consumption on premises	\$7.50		
FMB S sale for consumption off premises	\$7.50		
Retail liquor store	\$ 37.50		
Liquor Licensed Drug store	\$ 37.50		
Hotel/ r Restaurant or T tavern	\$ 75.00		
Club	\$ 41.25		
Arts	\$ 41.25		
Beer and w Wine	\$ 63.75		
Optional p Premises	\$ 75.00		
Bed and B reakfast p Permit	\$328.75		
Brew p Pub	\$ 75.00		
Racetrack	\$ 75.00		
Mini b Bar p Permit	\$48.75		
Tasting p Permit	\$75.00		
Art g Gallery p Permit	\$258.00.75 \$3.75		
Fee for each calendar year			\$25
Application Fees			
New license	\$1,000.00		
Transfer of location	\$750.00		
Transfer of ownership	\$750.00		
Annual Renewal	\$100.00		
Expired license renewal	\$500.00		
Temporary permit	\$100.00		
Change of Corporate/Limited Liability Company Structure	\$100.00 per person		
Manager Registration	\$ 75.00		
Tasting Permit	\$75.00 per application		
Art Gallery Permit	\$1030.7500		
Bed and Breakfast Permit	\$25.00		
Special Event Permit		\$ 100.00 per event	

1. Fees shall be nonrefundable, and are in addition to fees collected for the State Department of Revenue.
2. The Fee for a Change of Corporate/Limited Liability Company may be waived if:
 - a. The corporation or limited liability company has already undergone a background investigation by, and paid a fee to, the state licensing authority, in which case there is no charge for any person investigated by the state licensing authority; or

- b. The corporation is defined as a regularly chartered branch, lodge, or chapter of a national organization or society that is operated solely for the objects of a patriotic or fraternal purpose, but not for pecuniary gain, in which case a \$100.00 per person fee will be charged.

D. Application Requirements for ~~3.2% Beer~~ Fermented Malt Beverage Licenses and Alcohol Beverage Licenses

1. Zoning Requirements

Applicants for ~~3.2% Beer~~ Fermented Malt Beverage Licenses or change of location thereof and Alcohol Beverage Licenses or a change of location thereof shall be accepted only if the proposed location for said license is in one of the following zone districts as shown in the following table:

	3.2% Beer <u>Fermented Malt Beverage</u> Licenses	Alcohol Beverage Licenses
Restricted-Commercial (R-C) for package store with consumption off premises only.	X	
Restricted-Commercial (R-C) for retail liquor store for consumption off premises only.		X
Commercial-One (C-1) for consumption off and on premises.	X	X
Commercial-Two (C-2)	X	X
Industrial-One (I-1), only where a restaurant is an accessory use.	X	X
Industrial-Two (I-2), same qualification as in I-1.	X	X
Industrial-Three (I-3), same qualification as in I-1.	X	X
Industrial-Four (I-4), same qualification as in I-1.	X	X
Planned-Development (P-D) when the sale is specifically provided for in the Official Development Plan, when a restaurant is a permitted use, or when the service or sale of 3.2% Beer <u>Fermented Malt Beverage</u> is an accessory use to a permitted use in the Official Development Plan.	X	X
Corridor District (CD) in the following subdistricts: Small-Scale Retail (CD-RS), Medium-Scale Retail (CD-RM), Mixed Use (CD-MU)	X	X
Established nonconforming use in any zone district, pursuant to the Jefferson County Zoning Resolution.	X	X
All zone districts for public and private golf courses and associated facilities.	X	X
Conservation zone districts, only where a restaurant is an accessory use.	X	X

2. File Requirements. A complete application file for Jefferson County must be submitted and shall include:

All Applicants	3.2% BeerFermented Malt Beverage Licenses	Alcohol Beverage Licenses
A completed State Application form.	X	X
A completed County Application form, if applicable.	X	X
An affidavit stating that the distance of the nearest portion of the licensed building to the nearest property line of any public or parochial school or the principal campus of any college, university or seminary is more than 500 feet.		X
A completed Individual History form, Financial Questionnaire, and any additional documents requested by the Sheriff's Office, for each individual applicant, each partner of a partnership applicant, each corporate officer, director, and stockholder owning 10 percent or more of the corporate applicant, each manager and member of a limited liability company applicant, and each registered manager of the licensed premises, if applicable.	X	X
Check, or certified funds for the appropriate license fee made payable to the Colorado Department of Revenue, and, check, or certified funds for the appropriate application and license fees made payable to Jefferson County.	X	X
Complete plans and specifications for both interior and exterior dimensions of proposed licensed building, including location of all fixed equipment, all places for the storage, sale, and display of alcohol beverages, and all exits, entrances, and parking areas. The premises to be licensed shall be outlined in a contrasting color on the floorplan, and all storage space for alcohol beverages shall be outlined in another color. If the building has not been constructed, or is a new building at the time of application, in addition to the foregoing, a plot plan, detailed sketch of the interior, and architectural plans of the building shall be submitted. The specifications and plans may be reduced copies of the original. The architect's plan must bear an architect's seal or signature.	X	X
An area map showing the location of the proposed outlet outlined in a contrasting color.	X	X
A signed copy of the lease, contract for sale, warranty deed, or other instruments showing ownership or current proof of possession by the applicant of the premises on which the 3.2% Beerfermented malt beverage or alcohol beverage will be sold. Where the applicant holds the premises under a lease, the lease shall be valid for at least one (1) year after issuance of the license.	X	X
A completed Sheriff's Office clearance form showing the results of its investigation of the applicant.	X	X

If the applicant is a corporation, the following additional documents shall be required:	3.2% BeerFermen ted Malt Beverage Licenses	Alcohol Beverage Licenses
A copy of the Articles of Incorporation.	X	X
A copy of the Bylaws, or a written statement that no Bylaws exist.	X	X
Copies of minutes showing election of officers and election of directors. These minutes shall be certified by the secretary of the corporation.	X	X
A copy of a Certificate of Good Standing from the Colorado Secretary of State issued within the last two years.	X	X
A copy of minutes showing issuance of stock to stockholders, or copies of stock certificates showing both the front and the back, and a certification by the secretary of the corporation that there are no other stockholders of record, and that no individual, who has not either submitted the Individual History Form, Financial Questionnaire, and any additional documents requested by the Sheriff's Office or been included on a master file of the Colorado Division of Liquor Enforcement, owns a sufficient percentage of any parent organization that would constitute a beneficial ownership of 10 percent or more of the applicant.		X
A copy of minutes showing issuance of stock to stockholders, or copies of stock certificates showing both the front and the back, and a certification by the secretary of the corporation that there are no other stockholders of record.		X
If the applicant is a limited liability company, the following additional documents shall be submitted:	3.2% BeerFermen ted Malt Beverage Licenses	Alcohol Beverage Licenses
A copy of the Articles of Organization marked "Filed" by the Secretary of State.	X	X
A copy of the current Operating Agreement.	X	X
A Certificate of Good Standing issued by the Colorado Secretary of State within the last two years.	X	X
If the applicant is a partnership, other than a husband-wife partnership but including a limited partnership or a limited liability limited partnership:	3.2% BeerFermen ted Malt Beverage Licenses	Alcohol Beverage Licenses
A signed copy of the Partnership Agreement.	X	X
A certificate of co-partnership.	X	
If the applicant will not be the manager of the proposed beer outlet:	3.2% BeerFermen ted Malt Beverage Licenses	Alcohol Beverage Licenses
A signed copy of a Management Agreement between the manager and the license holder for the period covered by the license, if such Agreement exists	X	

For Hotel/Restaurant, Tavern, Club, and Arts Licenses, if an individual applicant will not be the manager of the proposed outlet, or if the applicant is a corporation, partnership, association, or limited liability company, the following shall also be required:	3.2% Beer Fermented Malt Beverage Licenses	Alcohol Beverage Licenses
A copy of the Management Agreement signed by the manager and applicant, if such Agreement exists, or a written statement that no written Management Agreement exists.		X
A completed Manager's Registration Form, and the appropriate fee, payable by check or certified funds.		X
A completed Sheriff's Office clearance form showing the results of its investigation of the applicant.		X

3. Sheriff Investigation Requirements

- a. A person shall be fingerprinted and photographed by the Jefferson County Sheriff's Office if they reside within 100 miles of the Jefferson County Court/Administration Building. -If they reside more than 100 miles from the Jefferson County Court/Administration Building, they shall be fingerprinted and photographed by an appropriate law enforcement agency in their current places of residence, and shall submit the same with their application.

	3.2% Beer Fermented Malt Beverage Licenses	Alcohol Beverage Licenses
Each individual applicant	X	X
Each partner of a partnership applicant	X	X
Each director, each officer, and each stockholder owning 10% or more of a corporate applicant	X	X
Each member and each manager of a limited liability company applicant	X	X

- b. Prior to hearing, the Sheriff's Office shall conduct an investigation of the following people:

	3.2% Beer Fermented Malt Beverage Licenses	Alcohol Beverage Licenses
Each individual applicant	X	X
Each corporate director, each officer and each stockholder owning 10 percent or more of the capital stock in an applicant	X	X
Each partner of a partnership applicant	X	X
Each member and manager of a limited liability company applicant	X	X
Each registered manager of an applicant		X

- c. This investigation shall include, but is not limited to, a review of any and all criminal records, liquor license records, financial records, character references, or other matters as may be deemed necessary by the Sheriff's Office to complete a full investigation, provided however, that the Sheriff's Office may, at its discretion, rely on information contained in a State Liquor Enforcement Division Master File in conducting its investigation.
 - d. A completed Sheriff's Office clearance form showing the results of its investigation shall be placed in the application file for review by the Liquor Licensing Authority.
- E. Pre-Hearing Procedures for ~~3.2% Beer~~Fermented Malt Beverage Licenses and Alcohol Beverage Licenses
 - 1. County Attorney's Review of Application File
 - a. The County Attorney's Office shall review the application file to determine compliance with all statutory and other requirements.
 - b. The County Attorney's Office shall advise the Liquor Licensing Authority on the legal sufficiency of the documents submitted.
 - 2. Neighborhood for Investigation
 - a. Designation of Neighborhood for Investigation: The Clerk to the Board shall approve the designation of neighborhood based on the recommendation of the liquor investigator. The designated neighborhood shall generally be a one-mile radius around the premises to be licensed unless the density of development in the surrounding area warrants a larger area. The Clerk to the Board shall note the designated neighborhood in the application file.
 - b. Circulation of Petitions in Designated Neighborhood. The applicant shall retain an independent person to circulate petitions necessary to establish the reasonable requirements of the designated neighborhood and the desires of the adult inhabitants, and shall submit such petitions to the Liquor Licensing Authority at least five days prior to the public hearing on the application. At its discretion, the Liquor Licensing Authority may also circulate petitions and may consider petitions from the designated neighborhood submitted by persons other than the applicant.
 - 3. County Liquor Investigator Report
 - a. The County Liquor Investigator shall conduct an investigation of alcohol beverage applicants.
 - b. The results of the investigation shall be made available to the Liquor Licensing Authority and all interested parties in writing a minimum of five (5) days prior to the public hearing date.
 - 4. Schedule the Hearing: Once the application is found to be complete and acceptable, the Clerk to the Board shall set a hearing date not less than 30 days from the date application.

5. Public Notice of Hearing

a. Sign Posting: The applicant shall post public notice of the hearing by means of a sign exhibited continuously for at least 10 days prior to the hearing date.

- (1) The sign shall be made of suitable material, not less than 22 inches wide and 26 inches high, composed of letters not less than one inch in height.
- (2) The sign shall state the type of license applied for, the date of the application, the hearing date, the name and address of the applicant, and such other information as may be required to give the public full knowledge of the nature of the application. If the applicant is a partnership, the sign shall contain the names and addresses of all partners. If the applicant is a limited liability company, the sign shall contain the names and addresses of all managers and members. If the applicant is a corporation, association or other organization, the sign shall contain the names and addresses of the president, vice president, secretary and manager or other managing officers.
- (3) Placement of Sign: The sign shall be placed in a conspicuous place on the premises for which the application has been made so as to be plainly visible to the general public if the building exists. If the building does not exist, the sign shall be placed along the property's perimeter so as to be conspicuous and plainly visible to the general public.

b. Publication: The Clerk to the Board shall arrange for publication of the public notice of the hearing in a newspaper of general circulation in the County a minimum of 10 days prior to the hearing date. The type size shall be at least six points.

F. Public Hearing for ~~3.2% Beer~~ Fermented Malt Beverage Licenses and Alcohol Beverage Licenses

1. Hearings shall not be required for the following requests, provided that the Liquor Licensing Authority may in its discretion hold hearings on any of these matters if it is deemed necessary:

	3.2% Beer <u>Fermented Malt Beverage Licenses</u>	Alcohol Beverage Licenses
Change of trade name	X	X
Change of status of corporation from profit to non-profit and vice versa	X	X
The deletion of one or more corporate directors, officers, managers or members of a limited liability company, partners or individuals	X	X
A change of status by the licensee from individual to partnership, limited liability company, corporation or any combination thereof so long as no new individuals become owners	X	X
Transfer of stock among previously cleared individuals, or issuance of less than 10% of the previously outstanding and issued stock to other persons	X	X
Temporary permits	X	X

2. Decisions of the Liquor Licensing Authority

- a. Before making any decision approving or denying the application, the Liquor Licensing Authority shall consider the facts and evidence obtained as a result of its investigation, as well as any other relevant facts, the reasonable requirements of the neighborhood for the type of license applied for, the desire of its adult inhabitants, the number, type and availability of alcohol beverage outlets located in or near the neighborhood under consideration and any other pertinent matters affecting qualifications of the applicant to conduct the type of business proposed. The reasonable requirements of the neighborhood shall not be considered in the issuance of a club alcohol beverage license as defined in the Colorado Liquor Code.
- b. Any decision of the Liquor Licensing Authority approving or denying any application shall be in the form of a written resolution stating the reasons therefor within 30 days after the public hearing date. A copy of the resolution shall be sent by certified mail to the applicant at the address shown in the application.

G. License Requirements

1. 4. Issuance of License:

No license shall be issued by the Liquor Licensing Authority after approval of an application until:

- a. The State license has been issued.
- b. A certificate of occupancy has been issued by the Jefferson County Division of Building Safety, if the licensed premises will be within a new building.
- c. If food will be served in the licensed premises, approval by the Jefferson County Department of Health and Environment of the building is obtained.
- d. An inspection of the building shall be conducted by the County to determine if the premises comply with the architect's drawings, plans and specifications.

2. Late Renewal Applications

- a. A licensee whose license has been expired for not more than ninety days may file a late renewal application upon the payment of a non-refundable late application fee of five hundred dollars (\$500) to the county licensing authority, along with any late application fee that may at the time be required by the state licensing authority.
- b. A licensee who has paid the requisite fees may continue to operate until both the state and county licensing authorities have taken final action to approve or deny the licensee's late renewal application.
- c. The county will not accept a late renewal application more than ninety days after the expiration of a licensee's permanent annual license. Any licensee whose permanent annual license has been expired for more than ninety days must apply for a new license and shall not sell or possess for sale any ~~3.2% beer~~ Fermented Malt Beverage or alcohol beverages until all required licenses have been obtained.

3. Hotel and Restaurant, Tavern, Club, Lodging and Entertainment, or Arts License Manager Registration
 - a. When a person ceases to be a registered manager under a Hotel and Restaurant, Tavern, Club, or Arts License, for whatever reason, the Hotel and Restaurant, Tavern, Club, or Arts Licensee shall notify the County and the State licensing authorities within five days and shall designate a new registered manager within thirty days.
 - b. Upon receipt of a completed Manager's Registration Form, Individual History Form, Fingerprint form, and any other documents required by the Sheriff's Office for its investigation, said forms shall be referred to the Sheriff's Office by the Clerk to the Board for an investigation by the Sheriff's Office in the manner set forth in the Sheriff Investigation Section of this Policy.
 - c. The Liquor Licensing Authority hereby authorizes the Clerk to the Board, or the Clerk's designee, to accept the registration for a new manager for a Hotel and Restaurant, Tavern, Club, or Arts licensee and to sign the report and approval of the manager's registration on behalf of the Liquor Licensing Authority if the Sheriff's Office has done an investigation of the new manager's character, reputation or record, and a Sheriff's Office representative has signed a Sheriff's Clearance Form indicating the Sheriff's Office recommends or has no objection to the manager's registration.
 - d. If the Sheriff's Office objects to the registration of the manager based on issues concerning the manager's character, record, or reputation, the Clerk to the Board shall set the matter for hearing before the Liquor Licensing Authority.
 - e. If a hearing is set before the Liquor Licensing Authority to consider whether to accept a person as a new registered manager, the Liquor Licensing Authority shall apply the criteria set forth in Section [42-47-41144-3-413](#), C.R.S.
4. Surrender and Cancellation of License
 - a. A licensee may surrender the license by delivering the license certificate and/or an affidavit of surrender of the license to the Clerk to the Board.
 - b. A surrendered license shall be considered to be canceled upon receipt of the license certificate and/or affidavit of surrender of the license by the Clerk to the Board.

H. Violations

1. Suspension/Revocation
 - a. An allegation that a Licensee has violated any law, rule, or regulation of the State, or of the State or Local Licensing Authorities, shall be brought to the attention of the Clerk to the Board and the Assistant County Attorney acting as the Prosecution Attorney for Show Cause hearings.
 - b. If the Jefferson County Sheriff's Office investigates such allegation, and if in its report to the Liquor Licensing Authority there appears to be probable cause to believe that a Licensee has violated any such law, rule or regulation, and if the Assistant County Attorney acting as the Prosecution Attorney for Show Cause hearings recommends issuance of a Show Cause Order, then the Liquor Licensing Authority hereby authorizes any member of the Liquor Licensing Authority to find probable cause exists and, after finding probable cause does exist, to sign and issue the Order to Show Cause.

2. Fines In Lieu of Suspension. Pursuant to §~~12-47-601~~~~44-3-601~~, C.R.S., the Liquor Licensing Authority is empowered to impose fines in lieu of suspension of a license to sell ~~3.2% Beer~~Fermented Malt Beverages or Alcohol Beverages as provided herein.
 - a. -Petition: Whenever a decision of the Liquor Licensing Authority suspending a license for fourteen (14) days or less becomes final, whether by failure of the licensee to appeal the decision or by exhaustion of all appeals and judicial review, the licensee may, before the operative date of suspension, petition for permission to pay a fine in lieu of having his license suspended for all or part of the suspension period. Upon receipt of the petition, the Liquor Licensing Authority may, in its sole discretion, stay the proposed suspension and cause any investigation to be made which it deems desirable and may, in its sole discretion, grant the petition if it makes the following findings:
 - (1) That the public welfare and morals would not be impaired by permitting the licensee to operate during the period set forth for suspension and that payment of a fine will achieve the desired disciplinary purposes;
 - (2) That the books and records of the licensee are kept in such a manner that the loss of sales of ~~3.2% Beer~~Fermented Malt Beverages or Alcohol Beverages which the licensee would have suffered had the suspension gone into effect can be determined with reasonable accuracy therefrom; and
 - (3) That the licensee has not had a license suspended or revoked, nor had any suspension stayed by payment of a fine, during the two years immediately preceding the date of the motion or complaint which has resulted in a final decision to suspend the license.
 - b. Payment of Fines in Lieu:
 - (1) The fine accepted shall be equivalent to twenty percent (20%) of the licensee's estimated gross revenues from sales of ~~3.2% Beer~~Fermented Malt Beverages or Alcohol Beverages during the period of the proposed suspension; except that the fine shall not be less than two hundred dollars (\$200.00) nor more than five thousand dollars (\$5000.00).
 - (2) Payment of any fine shall be in the form of cash or certified check or cashiers check made payable to Jefferson County.
 - c. Stay of Suspension: Upon payment of the fine the Liquor Licensing Authority shall enter its further order permanently staying the imposition of the suspension. If the fine is paid, the Liquor Licensing Authority shall cause such monies to be paid into the general fund of Jefferson County.
 - (1) In connection with any petition for fine in lieu of suspension submitted, the Liquor Licensing Authority shall limit any stay granted to the extent necessary for it to complete its investigation and make its findings. If the Liquor Licensing Authority makes the above required findings, it may grant an order permanently staying the imposition of the entire suspension or that portion of the suspension not otherwise conditionally stayed.
 - (2) If the Liquor Licensing Authority does not make the findings required and does not order the suspension permanently stayed, the suspension shall go into effect on the operative date finally set by the Liquor Licensing Authority.

I. Tasting Permits

1. The Liquor Licensing Authority is authorized to issue permits for alcohol beverage tastings, as defined by the Colorado Liquor Code, to retail liquor store licensees or liquor-licensed drugstore licensees, subject to the provisions of the Colorado Liquor Code and this Policy.

2. Permits

~~a. a.~~—A person may only conduct a tasting, as defined in the Colorado Liquor Code, after first obtaining a valid Tasting Permit from the Liquor Licensing Authority, ~~following a public hearing.~~

~~b. b.~~—No application for a tasting permit shall be approved by the Liquor Licensing Authority if the licensee's license has been suspended or revoked, or had any suspension held in abeyance or stayed by payment of a fine in lieu, during one year immediately preceding the date of the application. If an application has been granted and the licensee's license is subsequently suspended or revoked, or has any suspension held in abeyance or stayed by payment of a fine in lieu, the application and any scheduled tasting dates shall be cancelled until such time as the Liquor Licensing Authority approves a new application.

~~c. The Liquor Licensing Authority authorizes the Clerk to the Board to issue Tasting Permits in its name if no objections to the application have been received pursuant to the terms of the public notice. The Liquor Licensing Authority shall decide whether to grant the application or hold a public hearing for a Tasting Permit if any objections to the application are received or if the Liquor Licensing Authority deems it necessary.~~

~~ee.~~ After a permit is issued, any additions or changes to a schedule submitted with an application must be submitted in writing to the Clerk to the Board no later than ten (10) days prior to the first day when an added or changed tasting will be conducted.

3. Permit Renewal: The Clerk to the Board is authorized to issue a renewal of the annual permit, without scheduling a public hearing before the Liquor Licensing Authority, upon receipt of payment of the annual permit fee, provided the licensee has not had its license suspended or revoked, or had any suspension held in abeyance or stayed by payment of a fine in lieu of suspension, during the one year immediately preceding the date of expiration.

4. Conduct of Tastings: Tastings shall be conducted only as follows:

a. By a person who has completed a seller-server training program that meets standards established by the Liquor Enforcement Division of the Colorado Department of Revenue, and is:-

- (1) A retail liquor store or liquor-licensed drugstore licensee or employee; or
- (2) A representative, employee, or agent of one of the following suppliers licensed by the state licensing authority: Wholesaler, Brew Pub, Distillery Pub, Manufacturer, Limited Winery, Importer, or Vintner's Restaurant.

~~b. By a person who is a retail liquor store licensee, a liquor-licensed drugstore licensee, or an employee of a retail liquor store licensee or liquor-licensed drugstore licensee.~~

- c. On a retail liquor store licensee's or liquor-licensed drugstore licensee's licensed premises.
5. Alcohol Used: Alcohol served in tastings shall comply with the following:
- a. All alcohol used must be purchased through a licensed wholesaler, a licensed brew pub, or a winery licensed under ~~12-47-403~~44-3-403, C.R.S.
 - b. All alcohol used must be purchased at a cost that is not less than the laid-in cost of such alcohol.
 - c. The size of samples of malt or vinous liquors shall not exceed one (1) ounce.
 - d. The size of samples of spirituous liquors shall not exceed one-half (1/2) ounce.
6. Time of Tastings: A licensee shall only conduct tastings as follows:
- a. The total time during which tastings shall be conducted may not exceed five (5) hours per day, although the hours do not need to be consecutive during the day.
 - b. Tastings shall only be conducted during operating hours in which the licensee is permitted to sell alcohol beverages, but in no case earlier than 11 a.m. or later than 7 p.m.
 - c. Tastings shall be conducted during no more than four of the six days in any week, Monday through the following Saturday, during which the licensee is licensed to sell alcohol beverages,
 - d. The total number of days during which a licensee may conduct tastings during a year shall not exceed ~~one hundred four (104)~~one hundred fifty-six (156).
7. Licensee Responsibilities: In conducting a tasting, the licensee shall do the following:
- a. Prohibit any patron from leaving the licensed premises with an unconsumed sample;
 - b. Promptly remove all open and unconsumed alcohol beverage samples from the licensed premises, or destroy the samples immediately following the completion of the tasting;
 - ~~d.~~ e.—Not serve a person who is under twenty-one (21) years of age or who is visibly intoxicated;
 - d. Not serve more than four (4) individual samples to a patron during a tasting;
 - e. Serve alcohol beverage samples in open containers, which shall be provided to each patron free of charge;
 - f. Bear the financial and all other responsibilities for a tasting;
 - g. Provide and use a measuring device to accurately control the amount of individual alcohol beverage samples.
 - h. No manufacturer of spirituous or vinous liquors shall induce a licensee through free goods or in-kind assistance to favor the manufacturer's products being sampled at a tasting.
8. Application

- a. Application for a tastings permit shall be made to the Clerk to the Board on behalf of the Liquor Licensing Authority by a retail liquor store licensee or a liquor-licensed drugstore licensee upon forms provided by the Liquor Licensing Authority. -If an objection is made to the issuance of the tasting permit, the Liquor Licensing Authority may require a public hearing. In which The case, the completed application must be submitted at least fifteen (15) days prior to the date of a ~~regularly~~-scheduled hearing of the Liquor Licensing Authority held before the date of the first tasting included in the schedule under the permit.
- b. An applicant must establish the following:
 - (1) That the applicant is able to conduct tastings without violating the provisions of the Colorado Liquor Code and County regulations;
 - (2) That the applicant is able to conduct tastings without creating a public safety risk to the neighborhood.
- c. Application Submittal Requirements:
 - (1) A completed County application form.
 - (2) A schedule of dates and times when the tastings will be held.
 - (3) A certificate of training completion, from a program that meets standards established by the Liquor Enforcement Division of the Colorado Department of Revenue, for each person who will be conducting tastings.
 - (4) Such other information as reasonably may be required to satisfy the Liquor Licensing Authority that tastings will be conducted without violations of the Colorado Liquor Code or County regulations and without creating a public safety risk to the neighborhood.
 - (5) Additional information as required by the State Licensing Authority.
- d. Following review of the application file by the County Attorney's office to determine compliance with all statutory and other requirements, there shall be public notice of the application and of the procedure for protesting issuance of the permit conspicuously posted at the proposed location for at least ten (10) days before approval of the permit by the Clerk to the Board or Liquor Licensing Authority.

~~e. The Liquor Licensing Authority authorizes the Clerk to the Board to issue Tastings Permits in its name if no objections to the application have been received pursuant to the terms of the public notice. The Liquor Licensing Authority shall decide whether to grant the application for a Tastings Permit if any objections to the application are received or if the Liquor Licensing Authority deems it necessary.~~

J. Optional Premises Licenses

The following specific standards will apply to the issuance of optional premises licenses and optional premises for hotel and restaurant licenses:-

1. Optional premises licenses, or optional premises for a hotel and restaurant license, may be approved for the following outdoor sports and recreation facilities: golf courses, country clubs, aquatic facilities, equestrian facilities, and automobile race tracks.
 - a. No such facility shall have more than four (4) optional premises.

- b. There shall be no restriction on the size of any such facility.
- 2. Issuance of an optional premises license or optional premises for a hotel and restaurant license shall be at the discretion of the Liquor Licensing Authority. The Liquor Licensing Authority shall have the right to deny any request for such a license, or to place on the license any conditions, restrictions or requirements which, in its discretion, it deems appropriate.
- 3. No alcohol beverages may be served on the optional premises until the licensee has provided written notice to the State and the County in accordance with C.R.S. ~~12-47-310(3)~~44-3-310(3).
- 4. Application Requirements: Each applicant shall submit
 - a. A map or detailed diagram of the outdoor sports and recreation facility indicating:
 - (1) The location and boundaries of the facility
 - (2) The location of all proposed optional premises
 - (3) The seating, if any
 - (4) Restroom facilities, if any
 - (5) Restrictions, if any, to access to the optional premises
 - (6) Location of secured area or areas for use in storing malt, vinous and spirituous alcohol beverages for future use on the optional premises.
 - b. A written statement setting forth what will be done to secure the optional premises and storage area or areas and the reason why the Liquor Licensing Authority should grant the license.
 - c. Such other information as reasonably may be required to satisfy the Liquor Licensing Authority that control of the optional premises will be assured, and that the health, safety and welfare of the neighborhood and outdoor sports and recreation facility users will not be adversely affected should the license be issued.

K. Temporary Permit

- 1. Permit
 - a. The Liquor Licensing Authority hereby authorizes the issuance of a temporary permit to a transferee of a retail class of license issued by the County. A temporary permit shall authorize a transferee to continue selling ~~3.2% Beer~~Fermented Malt Beverages or Alcohol Beverage during the period in which an application to transfer the ownership of the license is pending.
 - b. The transferee shall conduct business and sell Fermented Malt Beverages~~3.2% Beer~~ or Alcohol Beverages in accordance with the license of the transferor subject to compliance with all of the following conditions:
 - (1) The premises were previously licensed by the State and the County, and such license was valid at the time the application for transfer of ownership was filed with the County.

(2) The applicant has filed an application for transfer of the Fermented Malt Beverage~~3.2% Beer~~ License or Alcohol Beverage License with the County.

- c. If the above requirements have been met, a temporary permit shall be issued by the Clerk to the Board within five working days after receipt of the complete application. A temporary permit issued pursuant to this section shall be valid until such time as the application to transfer ownership of the license to the applicant is granted or denied or for one hundred twenty days, whichever occurs first.
- d. A temporary permit shall also be authorized, as set forth above, in the event of a transfer of possession of licensed premises by operation of law, a petition in bankruptcy pursuant to Federal Bankruptcy Law, the appointment of a receiver, a foreclosure action by a secured party, or a court order dispossessing the prior licensee of all rights of possession pursuant to Article 40 of Title 13, C.R.S. following a hearing where the Liquor Licensing Authority finds that one or more of the aforementioned events applies.

The existing licensee shall be given written notice of the hearing by the Clerk to the Board at least five days prior to the hearing, addressed to the licensee's last known business and residential addresses, and to the licensee's registered agent listed by the Colorado Secretary of State, if applicable.

- e. A temporary permit may be canceled, revoked, or summarily suspended if the Liquor Licensing Authority or the State licensing authority determines that there is probable cause to believe that the transferee has violated any provision of the applicable Beer Code or Liquor Code, or has violated any rule or regulation adopted by the County or State, or has failed to truthfully complete or disclose matters required on the application forms.

2. Application

The application for a temporary permit shall be filed no later than thirty days after the filing of the application for transfer of ownership and shall be accompanied by a temporary permit fee.

3. Submittal Requirements: A Temporary Permit application shall include, but not be limited to, the following information:

- a. The name and address of the applicant; if the applicant is a partnership, the names and addresses of all the partners; if the applicant is a limited liability company, the names and addresses of all the managers and members; and, if the applicant is a corporation, association, or other organization, the names and addresses of the directors, officers, and stockholders owning 10 percent or more of the applicant.
- b. The applicant's financial interest in the proposed transfer, including the financial interests of all directors, officers, stockholders owning 10 percent or more of the applicant, managers, members, or partners, both in the transfer, and in the applicant.
- c. The premises for which the temporary permit is sought.
- d. Such other information as may be requested by the Jefferson County Sheriff's Office in the course of its investigations.

4. Permit Extensions

- a. The Liquor Licensing Authority hereby authorizes the Clerk to the Board to issue an extension of the temporary permit for an additional period not to exceed sixty (60) days, or to set the matter on the Liquor Licensing Authority's agenda at its next

regularly scheduled hearing date, for the Liquor Licensing Authority, in its discretion, to approve or deny the request for extension, if all of the following conditions are met:

- (1) The application to transfer the license has not been, and will not be, granted during the one hundred twenty-day period,
 - (2) The Applicant makes a written request for an extension prior to the expiration date, and
 - (3) The Applicant demonstrates good cause.
- b. The Clerk to the Board or the Liquor Licensing Authority, in the Clerk's or the Liquor Licensing Authority's discretion, may determine that there is good cause to issue an extension if:
- (1) The hearing on the application has been scheduled within sixty (60) days from the date the temporary permit expires; or
 - (2) The application is complete and ready to be scheduled for hearing except that additional information has been requested by the Sheriff's Office, the County Attorney's Office, or the Clerk to the Board, and the Applicant is diligently attempting to obtain and submit the requested information. Failure to submit documents requested within thirty (30) days of the request, or failure to advise the Clerk to the Board of the reason for delay, which is beyond the control of the Applicant, and of the expected date of submittal of the documents, may be deemed a failure to diligently obtain and submit requested information.
- c. Notwithstanding the preceding provisions, the Clerk to the Board or the Liquor Licensing Authority may refuse to issue an extension of the temporary permit and find that no good cause exists if there is probable cause to believe that the transferee has violated any provision of the applicable Beer Code or Liquor Code, or has violated any rule or regulation adopted by the County or State, or has failed to truthfully complete or disclose matters required on the application forms.
- d. The Applicant may appeal a denial by the Clerk to the Board of an extension of the temporary permit to the Liquor Licensing Authority. Such appeal shall be heard by the Liquor Licensing Authority at its next regularly scheduled liquor hearing. The Liquor Licensing Authority may, in its discretion, grant or deny the extension of the temporary permit for a period not to exceed sixty (60) days.

L. Special Event Permits

1. The Liquor Licensing Authority is authorized to issue Special Event Permits for the sale, by the drink only, of malt beverages or of malt, spirituous, or vinous liquors pursuant to ~~12-48-101~~44-5-101 et seq., C.R.S.
2. Jefferson County has elected, in compliance with ~~12-48-107(5)~~44-5-107(5), C.R.S., that its Liquor Licensing Authority not be required to notify the State Licensing Authority in order to obtain approval of an application for a Special Event Permit, but that it just will report the following information to the Colorado Liquor Enforcement Division within ten days after the issuance of the Special Event Permit by the local Liquor Licensing Authority:
 - a. The name of the organization, institution, municipality, county, or special district to which the permit was issued;
 - b. The address of the permitted location; and

- c. The permitted dates of beverage service."
- 3. In addition to all requirements of the state licensing authority and of Jefferson County, the applicant for the Special Event Permit shall comply with any requirements of the County Division of Planning and Zoning.
- 4. Following review of the application file by the County Attorney's office to determine compliance with all statutory and other requirements, there shall be public notice of the application pursuant to ~~44-5-106(2)~~~~42-48-106(2)~~, C.R.S.
- 5. The Liquor Licensing Authority authorizes the Clerk to the Board to issue Special Event Permits in its name if no objections to the application have been received pursuant to the terms of the public notice. The Liquor Licensing Authority shall decide whether to grant the application for a Special Event Permit if any objections to the application are received or if the Liquor Licensing Authority deems it necessary.

M. Art Gallery Permit

- 1. The Liquor Licensing Authority is authorized to issue Art Gallery Permits to a person or persons operating an art gallery as defined by the Colorado Liquor Code for complimentary malt beverages or malt, spiritous, or vinous liquors pursuant to C.R.S. § 44-3-424.
- 2. Permits
 - a. An art gallery may only provide complimentary alcohol after first obtaining a valid Art Gallery Permit from the Liquor Licensing Authority.
 - b. The Liquor Licensing Authority authorizes the Clerk to the Board to issue Art Gallery Permits in its name if no objections to the application have been received. The Liquor Licensing Authority shall decide whether to grant the application or hold a public hearing for an Art Gallery Permit if any objections to the application are received or if the Liquor Licensing Authority deems it necessary.
 - c. After a permit is issued, any additions or changes to a schedule submitted with an application must be submitted in writing to the Clerk to the Board within fifteen (15) days of the addition or change to such schedule.
- 3. Permit Renewal: The Clerk to the Board is authorized to issue a renewal of the annual permit, without scheduling a public hearing before the Liquor Licensing Authority, upon receipt of payment of the annual permit fee, provided the licensee has not had its license suspended or revoked, or had any suspension held in abeyance or stayed by payment of a fine in lieu of suspension, during the one year immediately preceding the date of expiration.
- 4. Restrictions on Sale or Compensation: An art gallery licensee shall not, directly or indirectly, sell alcohol beverages by the drink or charge an entrance fee or a cover charge in connection with offering complimentary alcohol beverages for consumption on the premises.
- 5. Permit Restrictions: An art gallery licensee shall not serve alcohol for more than four hours in any one day and shall not serve alcohol beverages more than fifteen (15) days per year of licensure. An art gallery issued a permit shall not intentionally allow more than two hundred fifty (250) people to be on the premises at one time when alcohol beverages are being served.
- 6. Application:

- a. Application for an art gallery permit shall be made to the Clerk to the Board on behalf of the Liquor Licensing Authority upon the forms provided by the Liquor Licensing Authority.
- b. An applicant must establish the following:
 - (1) That the applicant is able to offer complimentary alcohol beverages without violating the provisions of the Colorado Liquor Code and County regulations;
 - (2) That the applicant is able to offer complimentary alcohol beverages without creating a public safety risk to that neighborhood.
- c. Application Submittal Requirements:
 - (1) A completed County application form;
 - (2) A schedule of dates and times alcohol is to be provided;
 - (3) A copy of a deed or lease in the exact name of the applying entity only, reflecting possession of the permitted area for at least the minimum duration of this permit;
 - (4) A diagram of the premises which accurately reflects where alcohol beverages will be stored, served, possessed, or consumed;
 - (5) Such other information as reasonable may be required to satisfy the Liquor Licensing Authority that alcohol beverages will be provided without violations of the Colorado Liquor Code or County Regulations and without creating a public safety risk to the neighborhood; and
 - (6) Additional information as required by the State Licensing Authority.

M.N. Modifications of Premises.

1. Following receipt of an application for modification of liquor-licensed premises and review of the file therefor by the County Attorney's office to determine compliance with all statutory, regulatory, and other requirements, there shall be public notice of the application and of the procedure for protesting its approval conspicuously posted at the proposed location for at least ten (10) days before approval of the application by the Liquor Licensing Authority.
2. The Liquor Licensing Authority authorizes the Clerk to the Board to approve, in its name, applications for Modification of Premises under the Colorado Liquor or Beer Codes and the Regulations promulgated thereunder, if no objections to the application have been received pursuant to the terms of the public notice. The Liquor Licensing Authority shall decide whether to grant the application for a Modification of Premises if any objections to the application are received or if the Liquor Licensing Authority deems it necessary.

Title: Administrative Policy Liquor Licensing Authority	Policy No. Part 2, Board Administration Chapter 2, Establishment of Appointed Boards Section 2
	Effective Date <u>November 13, 2018</u>
Policy Custodian Board of County Commissioners	Adoption/Revision Date <u>November 13, 2018</u>

Adopting Resolution(s): CC18-378

References (Statutes/Resos/Policies): §44-5-107, 30-15-501 C.R.S; CC97-358, CC97-605, CC00-341, CC03-514, CC07-151, CC15-446, CC16-316, CC18-378

Purpose: To establish the Liquor Licensing Authority, define its authorities, membership and terms, and provide procedures.

Policy: Liquor Licensing Authority

A. Establishment

The Jefferson County Liquor Licensing Authority (the Authority) is designated as the “local licensing authority” for the unincorporated portions of Jefferson County as defined by the Colorado Liquor Code and the Colorado Beer Code.

B. Authority and Responsibilities

1. The Authority shall:

- a. Have such authority as is granted to local licensing authorities by the Colorado Liquor Code and the Colorado Beer Code;
- b. Review requests for special event permits, tasting permits, and permanent sales room permits; ;
- c. Operate according to the procedures and requirements in The Beer, Liquor, and Dance Hall Licenses Policy and perform all tasks designated therein, including issue, cancel, and revoke dance hall licenses pursuant to 30-15-501, et seq., C.R.S. and hear appeals of denials of Dance Hall Licenses.

2. Any member of the Authority shall be authorized to sign a show cause order on behalf of the Authority and shall also be authorized to execute any Order drafted pursuant to a vote of the Authority imposing an authorized penalty for violation of the Liquor Code.

3. Hearings and Meetings

- a. The Authority is authorized to adopt bylaws governing any aspect of its hearings and actions not set forth herein or governed by state law or other county policy or regulation.

b. Applications for transfer of ownership and for new licenses shall be scheduled to the extent possible to avoid hearings on fewer than two cases on one day.

c. All hearings shall be held in accordance with the Authority's bylaws and all applicable laws ~~All hearings shall be held in the Jefferson County Administration and Courts Building and shall be electronically recorded.~~

d. Agendas for all hearings shall be posted ~~outside Hearing Room One at 100 Jefferson County Parkway, Golden CO 80419~~ in accordance with public notice requirements under the Colorado Open Meetings Law.

e. Not less than once annually, the Authority shall meet with the Board of County Commissioners (BCC) to review the activities of the Authority during the preceding year. Either the BCC or the Authority may request intervening meetings to discuss any matter.

4. Remuneration

Members of the Authority shall be compensated at a rate to be established by the BCC.

C. Membership

1. Composition

a. The Authority shall consist of three members and one alternate member.

b. Members shall be Jefferson County residents, unless otherwise approved by the BCC, who are experienced with the Colorado Liquor Code and with the conduct of administrative hearings. Members may not be an employee of a law enforcement agency in Jefferson County.

2. Terms

a. Appointments shall be made for two-year staggered terms. A member may continue to serve after a term has expired while a new appointment is pending.

b. Members may be removed by the BCC with or without cause prior to the expiration of their term.

3. Conflict of Interest

No member shall have any current interest in a liquor license under the jurisdiction of the Authority.

D. Staff Responsibilities and Authority

1. The Clerk to the Board's Office shall serve as staff to the Authority under the authority and supervision of the Jefferson County Clerk and Recorder. The Clerk to the Board may issue Dance Hall Licenses, ~~and~~ Special Event Permits, Permanent Liquor Sales Room Permits, and Tasting Permits as permitted by the

| ~~Colorado Liquor Code as permitted by §44-5-107(4) C.R.S.~~ if no objections to the application have been received in the name of the Authority if the County Attorney determines the applicant has met all statutory requirements.

2. The County Attorney's Office shall serve as prosecutor for alleged liquor code violations.
3. The County Attorney's Office shall serve as legal advisor to the Authority if the Authority does not consist of attorneys who are experienced with the Colorado Liquor Code and with the conduct of administrative hearings.
4. The advising Assistant County Attorney and the prosecuting Assistant County Attorney shall not discuss pending cases, shall maintain separate files, and shall in all other respects maintain complete separation of functions with respect to liquor licensing matters.

ORDINANCE

Ordinance Adopting Policy Part 7 Chapter 5 Section 3 Regulating Zoning Inspector Entry and Seizure Warrants

~~BE IT ORDAINED by the Board of County Commissioners of Jefferson County that the existing Policy 7.5.3 Regulating Zoning Inspector Entry and Seizure Warrants is hereby deleted and replaced with the following:~~

Title: Regulatory Policy Regulating Zoning Inspector Entry and Seizure Warrants	Policy No. Part 7, Planning and Land Use Chapter 5, Miscellaneous Section 3
	Effective Date May 3, 2015
Policy Custodian Planning and Zoning Division	Adoption/Revision Date March 24, 2015

Adopting Resolution(s): ~~CC15-117~~

References (Statutes /Resos/Policies): 30-15-401 C.R.S.; CC95-47, CC05-393, CC06-487, CC10-499, CC15-117

Purpose: An Ordinance authorizing the Jefferson County Planning and Zoning Division, and particularly its zoning inspectors to obtain administrative entry and seizure warrants from Jefferson County Court or Jefferson County District Court to enter, inspect and remove rubbish from lots and tracts of land within unincorporated Jefferson County, subject to the following requirements.

Policy: Regulating Zoning Inspector Entry and Seizure Warrants

- A. Definitions. The Director of Planning and Zoning, or his/her designee, shall have the authority to determine whether materials stored on lots or tracts constitute rubbish under this ordinance. The Director of Planning and Zoning, or his/her appointed designee, shall consider the following definitions in reaching that determination:
1. "Rubbish" means junk, trash or garbage.
 2. "Junk" means all scrap metals and alloys, bones, rags, used cloth, used rope, used rubber, used tinfoil, used bottles, old or used machinery of any type, used tools, used appliances, used fixtures, used utensils, used lumber, used boxes or crates (fabricated of any material), used pipe or pipe fittings, used conduit or conduit fittings, and used automobiles, used tires and other manufactured goods, that are so worn, deteriorated or obsolete as to make them unusable in their existing condition.
 3. "Trash or Garbage" means refuse, waste, worthless or discarded material, worn or used items having little or no value, and material no longer usable for its original intended purpose.

B. Exclusions

Industrial Tracts: Industrial tracts of ten (10) or more acres, and agricultural land currently in agricultural use as the term agricultural land is defined in §39-1-102(1.6) C.R.S. shall be excluded from this ordinance.

C. Authorization by the Director of Planning and Zoning

The Director of Planning and Zoning, or his/her appointed designee, may authorize a zoning inspector to initiate proceedings under this ordinance when the Director of Planning and Zoning, or his/her appointed designee, reasonably believes that rubbish is being stored outside on any lot or tract within Jefferson County. This belief may be based upon a complaint from the public (including an anonymous complaint) which has been corroborated by a zoning inspector, or may be based on review of a zoning inspector's personal observations of the lot or tract in question.

D. Notice

1. A zoning inspector must provide both the occupant of the property and the property owner with written notice at least thirty (30) days prior to application for an administrative entry and seizure warrant. Notice shall be provided by personal service, or by mailing postage prepaid, return receipt requested, to the address of the property, and also to the address of the owner as indicated in the records of the Jefferson County Assessor, if different.
2. The written notice must contain the following information:
 - a. An address or legal description of the lot and/or tract of land sufficient to identify the property from which the rubbish must be removed;
 - b. A general description of the rubbish to be removed;
 - c. The date by which the rubbish must be removed to avoid the administrative entry and seizure;
 - d. A warning that if the property owner fails to remove the rubbish, the County will do so through an administrative entry and seizure warrant;
 - e. A warning that if the county removes the rubbish, the lot or tract will be assessed the reasonable cost of removal, plus five percent (5%) for inspection and incidental costs, that this assessment shall become a lien on the property until paid, having priority over all other liens except general taxes and prior special assessments, and that if the assessment is not paid within one hundred eighty (180) days, the Jefferson County Clerk and Recorder may certify the assessment to the Jefferson County Treasurer, who shall collect the assessment, together with a ten percent (10%) penalty for the cost of collection, in the same manner as other taxes are collected;
 - f. The Zoning Inspector's name, work address and work phone number; and
 - g. The Zoning Inspector's signature.

E. Application Procedures

1. After both the property owner and occupant have been provided notice as specified herein, if the rubbish is not removed by the date specified therein, ~~a zoning inspector~~ the Jefferson County Attorney's Office, on behalf of the Jefferson County Planning and Zoning Division and its zoning inspectors, may apply to either Jefferson County Court or Jefferson County District Court for an administrative entry and seizure warrant.
2. The application shall consist of:
 - a. a copy of the written notice to the property owner, including evidence that the property owner and the occupant of the property received such notice, such as a post office return receipt or an affidavit of personal service; and
 - b. a sworn or affirmed affidavit stating: the factual basis for the warrant; a description of the location of the property; a general list of any rubbish to be removed; and a provision allowing the court to determine whether the rubbish will be disposed of or temporarily impounded.

F. Procedures for Executing the Warrant

Within ten (10) days following the date of the issuance of the administrative entry and seizure warrant, the warrant shall be executed in accordance with the issuing court's directions, and a copy of the issued warrant shall be provided or mailed to the property owner.

G. Submission of Proof to the Court

Following execution of the warrant, proof of the execution shall be submitted to the issuing court. Such proof shall include a written inventory of any property temporarily impounded.

H. Assessment

The reasonable cost of removal, plus five percent (5%) for inspection and incidental costs, shall be assessed upon the lots and tracts from which rubbish has been removed. This assessment shall be a lien on the lot or tract, and shall have priority over all other liens except general taxes and prior special assessments. If the assessment is not paid within one-hundred eighty (180) days, the Jefferson County Clerk and Recorder may certify the assessment to the Jefferson County Treasurer, who shall collect the assessment, together with a ten percent (10%) penalty for the cost of collection, in the same manner as other taxes are collected.

BOARD OF HEALTH

Agenda Item 4

Openings total - 1

Jefferson County Citizen Rep: 1

Jefferson County Resident: 0

Jefferson County Board of Health						
Purpose	To make policies and decisions that will help promote health and prevent disease in Jefferson County. The Board encourages public input into its decision-making process and encourages community participation at its regular monthly hearings.					
Regular Term	5	Alternate Term				
Regular Limit	max 2 consecutive terms	Alternate Limit				
Current Roster - Snapshot						
Current Seat Holder	Requirement	Type	Appointed	Term Expiration	# Terms	Status
Cheri Jahn	Jefferson County Citizen Rep	Regular	Sep 30, 2019	Sep 30, 2023	1	Appointed
Gregory Deranleau	Jefferson County Citizen Rep	Regular	Sep 30, 2019	Sep 30, 2024	1	Appointed
Kimberley Krapek	Jefferson County Citizen Rep	Regular	Sep 30, 2018	Sep 30, 2023	1	Appointed
R. Dawn Comstock	Jefferson County Resident	Regular	Sep 30, 2017	Sep 30, 2022	1	Resigned
Lane Drager	Jefferson County Citizen Rep	Regular	Jul 07, 2015	Sept 30, 2025	1	Reappointed

Advertisements

Given the timeframe of this resignation and proximity to the 2020 open application period and appointments by the Board of County Commissioners on September 29, 2020, an open application was not reopened for this resignation.

Note - Staff Recommendation

Greg Deranleau, Board of Health Chair, provided the attached recommendation to the BCC.

**Volunteer Boards & Commissions
2020 Recommendation Form**

BOARD NAME: Jefferson County Public Health

RECOMMENDATION BY WHOM: Greg Deranleau

RECOMMENDATION(S): Rank applicants. Include full name and a few comments on each.

1. Dr. Deanna Snitzer, DDS		Dr. Snitzer has worked with us through the COVID-19 response in getting PPE and information to the dental community
2. Michele Shimomura		Environmental health public health manager for the City and County of Denver
3. Harriet Hall, PhD		Dr. Hall was the executive director of Jefferson Center for Mental Health for over 30 years. Believes her experience will be helpful in the community response to COVID-19
4. Michael Jewell		Attorney with a Master of Public Health degree. Claims broad expertise in public health policy, teaching, planning and real estate law
5. Michael Reiter, MD		Retired Cardiologist with >30 years practice experience. Interested in COVID-19 response
6. Nicole Niefeld		Registered nurse. Healthcare provider with direct patient experience
7. Caron Holmes, DDS		Practicing dentist and veteran. Feels BOH has need for better communication with the community
8. Desiree Campbell		Trained geologist. Very active in the community. Experience working with the EPA
9. Melissa Koren		Works in Insurance field. Interested in population health and value-based care
10. Adam Moret		Wellbeing specialist. Interested in wellness programs and disease prevention. Also interested in COVID-19 response
11. Christopher Doll, MD or DO		Emergency room physician with family medicine training. Interested in preventive care and community health
12. Lawrence Seidl		Retired from community health and mental health fields
13. Ted Hibbs		Senior quality engineer. Claims medical and clinical background as well
14. Rochelle Cookson		Healthcare IT consultant. Has extensive background in medical research and healthcare technology. Interested in COVID-19 response

15. Suzanne Deng, MD		Currently not employed. Chair of the South Sudan Chamber of Women Entrepreneurs. Trained as physician, but I'm not certain if she is practicing or can practice in U.S. Interested in population health and social determinants of health
16. Brian DeLauro		Corporate food safety experience. Interested in COVID-19 response
17. Christine Havlin		– Freelance consultant. Claims clinical experience in various positions with many organizations. Interested in COVID-19 response

**If your Board, has certain membership requirements or criteria (i.e. Jefferson County resident, Business Owner, Municipality Representative, etc.), group applicants, in ranking ordering, accordingly and indicate which criteria they meet. For example:

- A. CRITERIA: Jefferson County Resident
 - a. All