



**AGENDA
WORK SESSION
GARFIELD COUNTY BOARD OF COUNTY COMMISSIONERS**

**Tuesday, July 8, 2025, 8:00 a.m.
108 8th Street, Room 100
Glenwood Springs, CO 81601**

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
 - a. West Mountain Regional Housing Coalition – April Long, Executive Director
 - b. US Forest Service (USFS) Black Hills Pipeline Project – Kevin Warner
 - c. 2025 Updated Badge Access Policy – Brian Lee
 - d. BoCC Review of Garfield County 5 Yr. Capital Plan – Fred Jarman
- 4. ADJOURNMENT**

WEST MOUNTAIN REGIONAL HOUSING COALITION

MEMO

From: West Mountain Regional Housing Coalition (WMRHC)
To: Garfield County Board of County Commissioners
Re: Mobile Home Park Preservation Effort
Date: June 25, 2025

REQUEST OF COMMISSION:

WMRHC, on behalf of a coalition of local governments, requests the BOCC consider support, ideally financial participation, in the purchase and preservation of affordability of property that houses the Aspen Basalt and Mountain Valley mobile home parks, with the intention of each of these properties becoming Resident Owned Communities (ROCs).

SUMMARY AND BACKGROUND:

In March, two mobile home parks, **Aspen Basalt** (near Basalt, in unincorporated Eagle County) and **Mountain Valley** (near Carbondale Hwy 133 and Hwy 82 intersection, in unincorporated Garfield County), were listed for sale for a combined \$42 million by the current owner, Brian L. Fitterer's Investment Property Group. In April, a buyer offered to purchase both parks - \$26.5 million for Aspen Basalt and \$15.5 million for Mountain Valley. Per Colorado law, the residents were notified of the sale and offer, and have 120 days from that date to present a competing offer to purchase the parks themselves and the seller must negotiate this offer in good faith. The deadline for this offer is August 7th.

The residents of both parks are working with a nonprofit that specializes in this process in Colorado, Thistle ROC, to purchase the park and become Resident Owned Communities (ROCs). Thistle, a nonprofit focused on affordable housing, became a ROC Certified Technical Assistance Provider in 2017 and has helped preserve, to date, eleven mobile home parks in Colorado. Thistle has been the leader in building a funding model and working with partners on a resident purchase of these parks.

Thistle ROC is the Colorado affiliate of ROC USA, a national nonprofit that helps residents purchase their communities and lends the money to do so. The model includes:

- Immediate legal and organizational support to create resident ownership structures.
- Long-term (10+ year) engagement post purchase to help ensure successful self-governance.
- Access to below-market-rate loans from ROC USA Capital, a CDFI.

Thistle ROC ensures parks remain permanently affordable and resident-led.

WEST MOUNTAIN REGIONAL HOUSING COALITION

DISCUSSION:

Nearly 500 people, including over 150 children, live in these communities. Most residents (90%) are Hispanic, earn below 80% of the area median income, and many have lived in these parks for over a decade. These two MHPs house essential workers and community members—from construction and service industry employees to school staff and retirees—who otherwise cannot afford to live near their jobs due to the extremely high cost of traditional housing in our valley. If displaced, the impacts will ripple across local schools, businesses, traffic patterns, and community cohesion.

While Thistle ROC, working with ROC USA Capital, is willing and able to lend the money needed for the residents' purchase, a significant subsidy is necessary to keep lot rents at rates that are affordable to the current residents. For instance, with a \$20 million subsidy, the lot rents at Aspen Basalt MHP would go from an average of \$1,322 to \$1,500 per month. The lot rents at Mountain Valley MHP would go from an average of \$1,125 to \$1,300 per month. With less subsidy, the lot rents would need to increase to repay a larger loan.

West Mountain Regional Housing Coalition's Executive Director, April Long, was asked by the area's local governments to help coordinate and facilitate local government understanding, options, and participation in assisting the residents with this purchase. She has been working with the area's local governments, nonprofits, and private sector companies to raise those funds.

These parks are some of the last remaining affordable housing options that are close to schools and transit and within commuting distance of job hubs like Aspen, Snowmass, and Glenwood Springs. Recognizing that preservation is much more economical and efficient than building new, and that this project has one of the greatest returns on investment in terms of affordable housing - \$20 million subsidy is equivalent to \$144,000 per unit across the two sites - the following local governments have submitted letters of intent to support this effort:

- Pitkin County - \$3,000,000
- Eagle County - \$2,500,000
- City of Aspen - \$3,000,000
- Town of Snowmass Village - \$1,000,000
- Town of Carbondale - \$1,000,000
- Town of Basalt - \$500,000
- City of Glenwood Springs - \$100,000

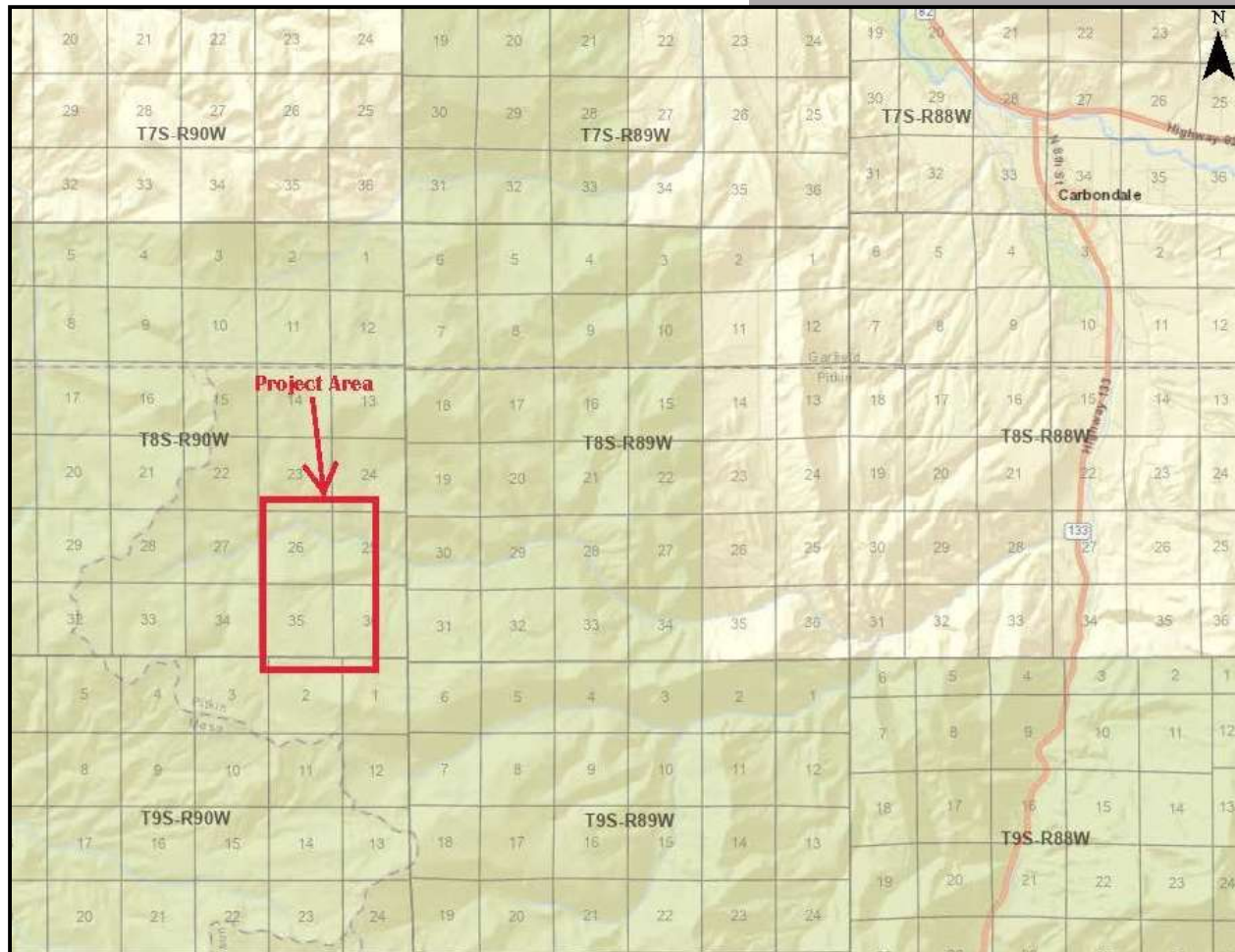
Additionally, and in an exemplary example of public private partnership, Atlantic Aviation has pledged \$1 million and Aspen One (Aspen Skiing Company) has pledged \$500,000.

WEST MOUNTAIN REGIONAL HOUSING COALITION

If Garfield County would like to financially participate in this purchase, WMRHC, on behalf of a Coalition of local governments, asks that the BOCC establish a dollar figure that may be included in the letter of intent to support included in the packet and return signed letter to April Long, WMRHC and Tim Townsend, Thistle ROC.

If Garfield County chooses to not participate financially in this effort, WMRHC, on behalf of a Coalition of local governments, asks that BOCC identify other ways to support this community need and regional effort to preserve some of the last remaining housing options that are affordable to low-income earners and the workers and their families that have lived here for decades.

RMNG Wolf Creek Storage Area 10-inch Pipeline on USFS Lands Plan of Development



Rocky Mountain Natural Gas LLC
(dba Black Hills Energy)



April 6, 2023

Updated May 18, 2023

Updated June 26, 2023

PRINCIPLES

Rocky Mountain Natural Gas LLC
dba Black Hills Energy
7001 Mt. Rushmore Road
Rapid City, SD 57702

PROJECT CONTACTS

Thomas Warnes – Sr. Manager Operations (970) 406-1467
Donald Green – RMNG Construction Project Manager (970) 618-1521
David Gremel – BHE ROW Agent (720) 510-7948
Austin Belcher – BHE Environmental Professional (719) 666-1716

PROPERTY OWNER

Federal Lands (USFS-managed)

LEASE

Per Lease #14080001181141, RMNG is authorized to operate and maintain on lands managed by the U.S. Forest Service (USFS) the Wolf Creek Storage Area with associated well pads, pipelines, and other related above-/below-ground appurtenances.

CONTRACTOR

Construction – TBD

ISSUES

- ❖ Safety hazards: Vintage and top of ground pipe
- ❖ Reliability: Inefficient, reduced reliability of product delivery

PURPOSE AND NEED

Rocky Mountain Natural Gas LLC (RMNG), doing business as (dba) Black Hills Energy (BHE), owns, operates, and maintains the Wolf Creek Storage Area (WCSA) of well pads, pipelines, and other related above-/below-ground appurtenances for the storage and transportation of natural gas to and from the Storage Field. The WCSA is situated all on federal lands managed by the USFS as follows:

- T8S, R90W: Sections 23, 26, 35, and 36
- T9S, R90W: Sections 1 and 2

All in the 6th Principal Meridian, Pitkin County, Colorado and located approximately 18 miles south of Glenwood Springs and approximately 12 miles southwest of Carbondale.

Please refer to **Appendix A** for the **Vicinity Map**.

The purpose of the Proposed Action (PA) in this Plan of Development (POD) is to address: 1) the safety hazards associated with 1960s vintage 3-inch steel pipe that is shallow and exposed along certain sections, and 2) the reliability issues this vintage 3-inch pipe poses within the WCSA. Since the establishment of the Wolf Creek Unit in the 1960s as a producing oil and gas field and then its conversion to a storage field in 1972, some of WCSA's existing infrastructure is considered vintage, based on their initial installation dates, and is no longer compliant with newer regulations and

requirements from the Federal Department of Transportation's Pipeline and Hazardous Materials Safety Administration (PHMSA). Therefore, in order to remain compliant with PHMSA and continue providing safe, reliable energy to customers, RMNG needs to replace the vintage 3-inch transmission pipe sections between the Wolf Creek Master (WCM) and Well #71. Consequently, with the replacement of vintage pipe, additional requirements in 49 CFR 192 for onshore transmission pipelines are triggered that RMNG must also comply with.

NOTE: The proposed improvements discussed herein would not increase the storage capacity of the WCSA; the proposed improvements pertain only to the deliverability of natural gas to and from the WCSA.

PROPOSED ACTION (PA)

Rocky Mountain Natural Gas LLC's PA is to install approximately 15,200 LF of new 10-inch diameter transmission steel line to be buried within minimum cover depth of 42-inches along the existing pipeline route between WCM (Latitude 39.338114° Longitude -107.412702° in Section 26, T8S, R90W) and Well #71 (Latitude 39.309108° Longitude -107.396216° in Section 36, T9S, R90W). Please refer to the **Overview Site Plan Map** in **Appendix B**. The new 10-inch pipeline would replace segments of existing 3-inch pipeline, which will be abandoned in place once the new 10-inch is in-service. The route of the new 10-inch pipe would run parallel with the existing 3-inch, 4-inch, and 8-inch pipelines and would connect at the existing 4x3 (Latitude 39.307693° Longitude -107.405888° in Section 2, T9S, R90W) and 8x4 (Latitude 39.315617° Longitude -107.405553° in Section 35, T8S, R90W) above-ground valve assemblies as well as at the Well #35-1 tie-in location (Latitude 39.324169° Longitude -107.403739° in Section 26, T8S, R90W) along the designated route. Please refer to the **Alignment Sheets** in **Appendix B** for a more zoomed-in view of the route.

The PA also includes: 1) the installation of approximately 60 LF of new 4-inch lateral steel pipe, buried within minimum cover depth of 42-inches, between the new 10-inch pipe and existing 4x3 above-ground block valve, converting it to a 4x4 valve assembly; 2) the installation of a new above-ground 10-inch block valve assembly adjacent to the 8x4 valve assembly; 3) the removal of most buildings and above-ground valve assemblies at Well #4 (Latitude 39.323067° Longitude -107.402872° in Section 35, T8S, R90W); 4) the installation of two (2) bi-directional launcher/receiver barrels, one at WCM, the other at Well #71; 5) the reconfiguration of valve assemblies at WCM to accommodate the connection of the new 10-inch pipeline, and 6) the installation of approximately 15,200 LF of 4-inch conduit for fiber optic cable with 5 associated underground vaults all in the same pipeline trench of the new 10-inch pipeline route. All associated reconfiguration at WCM would occur within the fenced limits of WCM and no new disturbance would occur outside the existing pipeline corridor. The installation of the bi-directional barrels would provide RMNG the capability to perform in-line inspections (ILI) on the 10-inch pipeline between WCM and Well #71, a capability not currently possibly on the existing 3-inch pipeline segments.

Temporary Workspace/Staging Areas

To accommodate the equipment for this project, RMNG is proposing two (2) temporary workspace areas (TWAs) on already disturbed well pad locations. The two TWAs, located in Section 35, T8S, R90W, total approximately 1.18 acres (51,448 sqft) in size.

- ❖ TWA #1: 0.62 acre (27,035 sqft) on active Well #35-1, and
- ❖ TWA #2: 0.54 acre (23,630 sqft) on abandoned Well #7.

Please refer to **Appendix C** for zoomed-in maps of these TWAs.

Access Routes and Traffic Control

RMNG and its contractors would utilize existing roads and pipeline ROW as access routes, as depicted on the **Overview Site Plan Map** in **Appendix B**. Access routes to be utilized for construction equipment between Wolf Creek Master, Well #71 and the ROW work limits would be: Fourmile (FS 300.3), Wolf Creek (FS 329.1), Well No 5 (FS 300.4), and Twin Peaks (FS 321.1). Approximately 3,010 LF of the new 10-inch pipeline would be installed in Twin Peaks Rd (FS 321.1) resulting in little or no vegetation removal along this section of the pipeline route.

For the section of 10-inch pipe to be installed within Twin Peaks Road (FS 321.1), RMNG proposes to close Twin Peaks Road at its intersection with Fourmile Rd (FS 300.3) for the length of time installation in the road occurs. For this road closure, appropriate traffic control signage would be placed along Fourmile Rd (FS 300.3) ahead of the intersection and at the intersection to inform the public of the road closure.

Traffic control signage would also be installed along the other roads noted above as well as on either side of intersections with the TWAs to advise the public of the presence of construction activities/equipment.

Waterways

From WCM to Well #71, the proposed route of the 10-inch pipeline would cross the North Thompson Creek, a drainage leading to Wolf Creek, and the Thompson Creek Ditch. Please refer to **Photo 1** below. Due to steep terrains on the north and south sides of Thompson Creek and on the north side of the drainage leading to Wolf Creek, both locations would be temporarily flumed to allow for continued water flow while the 10-inch pipeline is installed via open trenching. The temporary flumes will be sized accordingly for both locations to ensure the pre-construction course, condition, capacity, and location of open waters are maintained. All impacts are expected to be temporary in nature, nonetheless, during the summer of 2023, a wetland delineation would be performed to quantify the anticipated impacts to Waters of the United States (WOTUS). Based on the presence of the existing 3-inch, 4-inch, and 8-inch pipelines, the PA may qualify for coverage under the U.S. Army Corps of Engineer's Nationwide Permit 3 Maintenance (NWP 3), a copy of which is included in **Appendix D**. Construction activities will comply with NWP 3 and the 2022 Regional Conditions to Nationwide Permits in the State of Colorado.

The proposed 10-inch pipeline would also be installed via open trenching through the Thompson Creek Ditch. At this location, if a culvert is not already in place, the PA would be to permanently flume the Ditch with the installation of a 6-ft wide diameter culvert, extending approximately 5 feet on either side of the pipeline work limits, to be topped with road base and soil. This permanent improvement would be the width of the Ditch by approximately 60 feet long. If a culvert is already in place, RMNG and its contractor would trench below the existing culvert to cross the ditch with the pipeline.

If dewatering is necessary in the trench, water will be pumped out to a filter bag structure and allowed to infiltrate to groundwater in the immediate vicinity. Uncontaminated groundwater will be discharged to the ground at a rate slow enough to control the discharge; no ponding, erosion, or runoff to state waters or other drainage conveyance systems will occur. No chemicals or processing will be utilized to treat water prior to discharge. There will be no direct discharge to any WOTUS, including Thompson

Creek Ditch, and control measures will be in place to manage potential for sedimentation, erosion, and runoff.

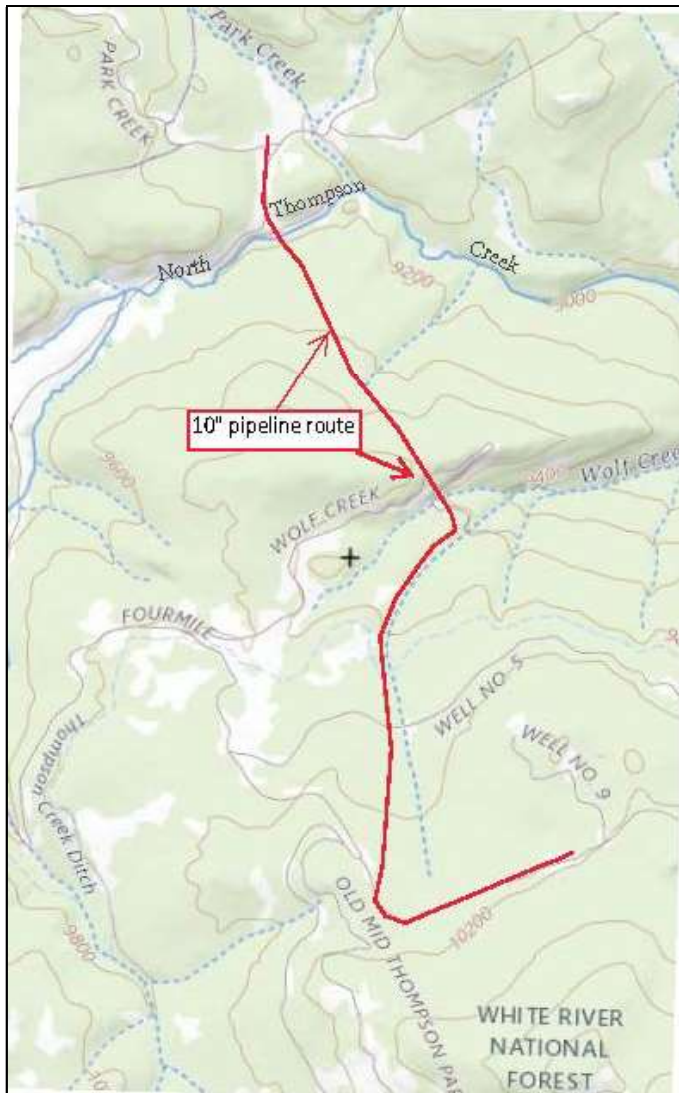


Photo 1

TIMELINE

The following describes RMNG's project-related activities for the next three years (2025, 2026, and 2027) for the PA. RMNG's intent is to complete the installation of all pipelines, valve assemblies, and bi-directional barrels in 2026, however, these activities could extend into 2027 in the event of unforeseen delays. Additionally, the timeframes noted below are weather dependent.

2025 – June to October

- Pothole:
 - In order to survey the exact location of existing below-ground infrastructure at tie-in locations along the pipeline route, RMNG will need to perform a total of approximately 56 potholes. The following is a breakdown of locations and the estimated number of potholes:
 - Well #71: 8 potholes

- 4x3 Valve set: 4 potholes
- 8x4 Valve set: 10 potholes
- Well #4: up to 12 potholes
- Well #35-1 tie-in: 6 potholes
- Master and surrounding area: Approximately 16 potholes

The water for the potholing would be trucked in and stored in clean water frac tanks temporarily situated at one or both of the well pad locations. RMNG seeks approval as a part of this PA to dispose of the used water at the Forest Service's gravel pit.

- Survey:
 - Survey pipeline route and tie-in locations for the development of construction alignment sheets and tie-in details.

2026 – June to October

- Cleaning ROW:
 - Downed trees within the designated pipeline route would be shifted to the edge of work limits to allow for equipment to access/travel the route. At the time of reclamation, these downed trees would be redistributed across the pipeline route to deter motorized use on the corridor. Any standing trees removed during this project would be in accordance with USFS Timber sales process.
- Construction:
 - Install 15,200 LF of 10-inch pipeline and 60 LF of 4-inch pipeline via open trench method.
 - Install 15,200 LF of 4-inch conduit for fiber optic cable with 5 underground vaults, if construction budget allows.
 - Assemble and install 10-inch above-ground facilities (valve assemblies, tie-ins at WCM, Well #71, and Well 35-1 Tie-in).
 - Remove all above-grade features at Well #4, including buildings, except the well-head, its building, and the panel for the deep well rectifier.
 - Replace or add culverts within roads, if needed, and resurface during final reclamation.
 - Temporarily flume North Thompson Creek and drainage leading to Wolf Creek to install 10-inch pipeline via open trenching.
 - If needed, permanently flume Thompson Creek Ditch to install 10-inch pipeline via open trenching.
 - Utilize Well #7 and Well #35-1 as TWAs (51,448 sqft, 1.18 acres in size).
 - Final reclamation of pipeline route.

Total anticipated disturbance for the pipeline work locations: 50 feet by 15,260 feet (763,000 sqft, 17.52 ac).

TOTAL DISTURBANCE: approximately 814,400.8 sqft (18.70 ac).

2027 – June to October

- Completion of pipeline construction work if delayed from 2024.
- Completion of reclamation if delayed from 2024.
- Complete any needed metering at: WCM, Well #71, Well 35-1 Tie-in as well as at the 10-inch, 4x4, and 8x4 valve assemblies.

Estimated Construction Equipment

The anticipated equipment and total days of use onsite would vary based on the selected contractors' preference, site conditions, and weather. Expected equipment is itemized below.

Line locators
Bulldozers
Forklift
Front-end loaders
Lowboy truck
Motor grader
Office/Tool trailer
Pickup trucks
Semi-trucks (delivery of pipe)
Sidebooms
Skid Trucks
Backhoes
Trackhoes/Excavators
Pipeline Bending Machine
Hydroseeder
Pothole truck
Pothole trailer equipment
Side-by-Sides
30-60 – Personnel on site at one time (estimated and depending on number of crews)

Refueling of construction equipment would occur at the TWAs, well pads, and via designated fuel trucks in predetermined re-fueling areas along the proposed route identified in stages by the construction contractor as construction progresses. Refueling contractor will maintain a spill kit either onsite or in the truck. Secondary containment would be placed under fueling stations and onsite fuel tanks. The use of concrete is anticipated for pad supports for the bi-directional barrels and valve assemblies, therefore a concrete wash-out area will be designated within the disturbed boundaries of Well #7 and WCM.

RESOURCE PROTECTION MEASURES

- RMNG and its contractor shall comply with all lease permit terms as well as all applicable federal, state, and local environmental laws, orders, and regulations.
- To avoid the spread of noxious weeds, equipment will be washed prior to entering the work areas for the first time and prior to each subsequent return, if removed from site. There are no plans to reroute, change the dimensions of, place excavated materials within, or install facility structures or components within natural drainage channels.
- Prior to work activities commencing, all personnel will be instructed on the protection of cultural resources with reference to relevant laws and penalties, and the need to cease work in the location if cultural resource items are discovered.
- Should any previously unknown historic/prehistoric sites or artifacts be encountered during work activities, all land altering activities at that location will be immediately suspended and the discovery left intact until such time the appropriate land management agency is notified and appropriate measures taken to assure compliance with the National Historic Preservation Act and enabling legislation.

- To ensure compliance with the Migratory Bird Treaty Act, RMNG will incorporate USFS, Colorado Parks and Wildlife (CPW), and US Fish and Wildlife Service (USFWS) guidelines for raptor protection if work activities will occur during the breeding season. Raptor nest surveys will be conducted prior to work activities commencing. Migratory bird survey will be completed 1 week prior to work related activities commencing. If an active avian nest is found within the project area, seasonal buffers and timing restrictions will be determined through coordination with the affected agency and will utilize guidance as outlined in CPW's Recommended Buffer Zones and Seasonal Restrictions for Colorado Raptors (CPW 2008) on USFS administered lands. Buffers will be determined according to species, existing disturbance in the area, and line of sight. If complete avoidance of a buffer is not feasible, a qualified biological monitor could be used to observe the nest during construction activities to ensure the activity does not disturb nesting activities. The biological monitor will have the authority to halt or modify construction if an activity is likely to result in nest abandonment.
- RMNG and its contractor will take all precautions to prevent a wild-land fire from starting as a result of work activities. In the event fire restrictions are implemented affecting work within the designated work areas, RMNG and its contractor will adhere to any and all conditions.
- In fire season, care will be given to make sure vehicles do not park in areas that would block ingress/egress access for emergency vehicles.
- To prevent fires from being started by the vehicles, vehicles would not park in areas with tall grass or brush.
- Whether fire restrictions are in place or not, a fire cache of tools will be maintained onsite and will contain at a minimum:
 - One shovel per person;
 - One water-filled 4 or 5 gallon backpack pump ("Indian" or equivalent); and
 - One axe or Pulaski.
- Type ABC rated fire extinguishers are required and will be available during all operations at the following capacities:
 - One 2 pound per pickup;
 - One 5 pound for trucks over 1 ton Gross Vehicle Weight; and
 - One 10 pound per dozer, motor patrol, scraper or other earthmoving equipment.
- A water tanker trailer can be made available onsite if determined it is necessary by USFS and RMNG personnel.
- RMNG/BHE operates under a safety program in compliance with all applicable federal, state, and local safety standards and requirements, RMNG/BHE general practices and policies. The safety program includes: procedures for accident prevention, use of protective equipment, medical care of injured employees, safety education, fire protection, and general health and safety of employees.
- A Colorado Department of Public Health and Environment (CDPHE) Construction Stormwater Permit will be obtained prior to construction. The Stormwater Management Plan (SWMP) will be available for review after the summer of 2023 to allow time for site visits and thoughtful control measure design. Control measures will be designed with good engineering hydrologic and pollution control practices in mind.
- Appropriate erosion control measures (ECMs), such as straw wattles, silt fence, check dams, or straw bales as outlined in the Stormwater Management Plan (SWMP) will be installed. Vegetative slash, if any, may be utilized to assist in the stabilization of disturbed areas or construction boundaries.
- Prior to construction, only necessary vegetation will be brush hogged or removed.
- Topsoil will be segregated as necessary to be utilized during post-construction reclamation.
- Remaining spoil materials left over after installation will be spread evenly along the ROW.

- Reclaim all work-related disturbance areas to approximate pre-construction conditions/contours.
- Scarify soil to assist with vegetation establishment.
- Reseed with the USFS-specified weed-free seed mix. Soil amendments could be added, if determined necessary.
- Install ECMs, including but not limited to biodegradable blankets, wattles, straw bales, etc. in reclaimed areas to encourage regrowth and soil stability.
- Avoid driving/operating equipment on or disturbing saturated soils that would create ruts deeper than 3 inches. Vehicular use in such areas will cease until ground conditions are drier.
- Work activities will be restricted to the defined staging areas, access routes, and pipeline ROW.
- Conduct stormwater inspections during installation work activities and post-installation to identify and address erosion, noxious weed, and/or vegetation regrowth issues.

ALTERNATIVES CONSIDERED BUT NOT SELECTED

The following are the two alternative actions considered but not selected:

No Build Alternative

The "No Build" alternative was not selected for two reasons:

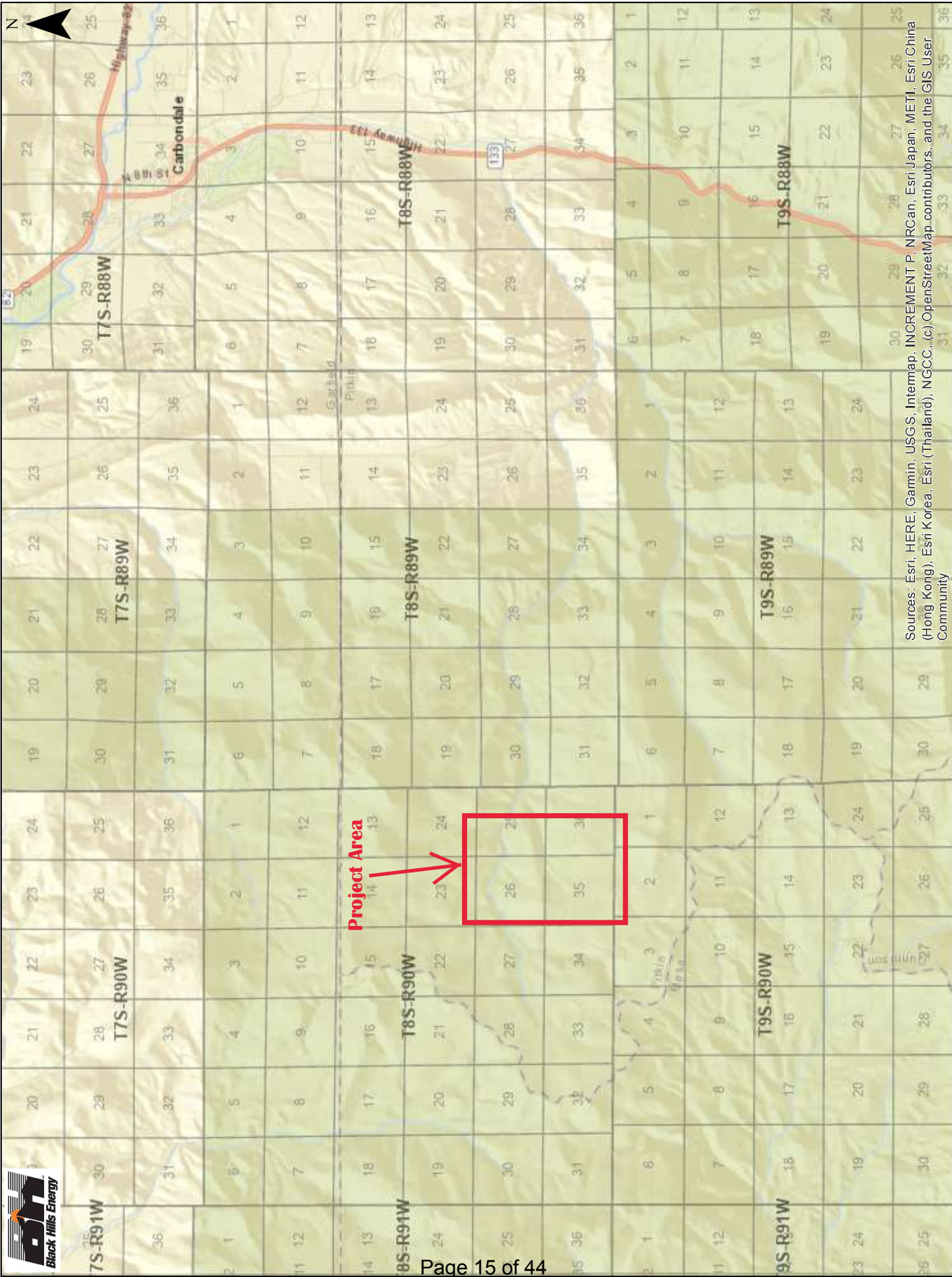
1. The inherent risk of operating vintage pipe that is shallow and exposed in certain locations. If not replaced, could be a high risk to lives, property, and the environment.
2. RMNG is required to comply with new PHMSA regulations, thus the need for the PA.

Alternative Route

RMNG considered the alternative of installing approximately 27,170 LF of new 10-inch pipeline along/within the existing roads of Fourmile (FS 300.3) and Twin Peaks (FS 321.1) to connect WCM and Well #71. For this alternative action, longer connecting lateral pipelines within Well No 5 (FS 300.4) and Wolf Creek (FS 329.1), approximately 3,230 LF and 5,150 LF respectively, would also be necessary to connect the 10-inch pipeline to the existing 8x4 and 35-1 tie-in valve assemblies. As this would necessitate the full closure of all affected roads from public access for the duration of construction activities, this alternative was not selected.

APPENDIX A

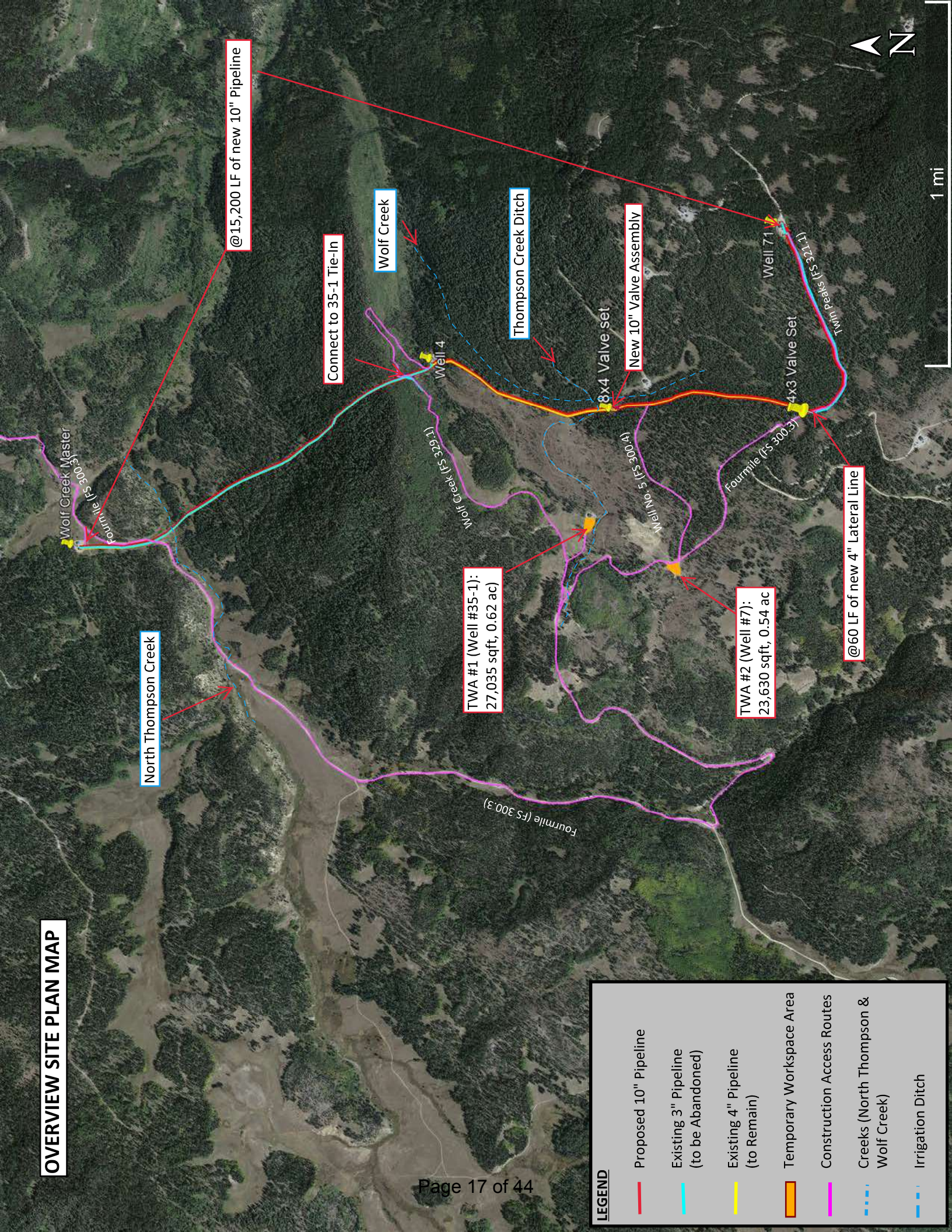
Vicinity Map



APPENDIX B

Overview Site Plan Map Alignment Sheets

OVERVIEW SITE PLAN MAP



LEGEND

Proposed 10" Pipeline

Existing 3" Pipeline (to be Abandoned)

Existing 4" Pipeline (to Remain)

Temporary Workspace Area

Construction Access Routes

Creeks (North Thompson & Wolf Creek)

Irrigation Ditch

APPENDIX C

Temporary Workspace Area Maps

TWA #1 MAP

(Well 35-1 in Section 35,T8S, R90W)

Thompson Creek Ditch

TWA #1: @27,035 sqft (0.62 ac)

LEGEND

Temporary Workspace Area

Irrigation Ditch

Construction Access Route



600 ft

TWA #2 MAP

(Well 7 in Section 35, T8S, R90W)

TWA #2: 23,630 sqft (0.54 ac)

LEGEND

- Temporary Workspace Area
- Construction Access Route

Well No. 5 (FS 300.4)

Fourmile (FS 300.3)

Fourmile (FS 300.3)

600 ft

N



AGENDA COVER SHEET

BoCC Work Session Date: 07_8_2025

Agenda Location (Action Item, Consent, Presentation): Action Item

Prepared and Presented By: Brian Lee, Safety & Loss Control

SUBJECT: 2025 Updated Badge Access Policy

EXECUTIVE SUMMARY:

Several Garfield County departments have proposed changes to the 2023 Employee Badge Access Policy:

- Sheriff's Office Emergency Operations Division requests the use of an updated badge type for County departments that may be called in to assist in Emergency Operations – Community Corrections, and Road & Bridge. This updated badge type has the capability to track personnel and County vehicles/equipment responding to flood and wildfire emergencies. This badge type is consistent with the personnel and resource tracking credentials used by the Colorado Division of Homeland Security & Emergency Management. Standardized tracking credentials are a critical component of the Incident Command System (ICS).
- Clerk & Recorder's Office requests updated badge policies related to Election Rooms access in order to comply with Colorado Statute 1-7-513.5 (Voting Systems Security). Move from hard keys to badges in order to generate an electronic entry log per the 2025 Statute.
- Updated process for unlocking and locking public doors and after-hours access requests – Submit all as HelpDesk requests to streamline the process.

RECOMMENDED ACTION:

Approve the updated 2025 Badge Access Policy



Credentialing

DHSEM	▸
Emergency Management	▾
State EOC & Response Overview	
State Disasters	
Field Operations	▸
SEOC Operations	▸
Plans	▸
Logistics	▾
Colorado All-Hazards Resource Database	▸
Resource Mobilization	▸

The Salamander identification and credentialing program is available to all governmental agencies, special districts, non-governmental organizations (NGOs) and voluntary organizations active in disasters (VOADs) in the state of Colorado. The system is supported by DHSEM and managed by the logistics section.

The goal of the program is to facilitate rapid incident identification through:

- standardized identification cards for personnel and equipment
- a method to account for and track resources in an event

Expand the sections below for program documentation and resources. For assistance or question contact the [Colorado Salamander Support Team](#).

- [SalamanderLIVE Program Link Version 3](#)

▾ [Salamander System Specific Guidance](#)

▾ [ESF Credential Program Guidance](#)

▾ [Resource Links](#)

(3) As used in this section, unless the context otherwise requires, "election software" means the software to be installed or residing on election equipment firmware or on election management computers that controls election setup, vote recording, vote tabulation, and reporting.

Source: L. 2005: Entire section added, p. 1408, § 27, effective June 6; entire section added, p. 1443, § 27, effective June 6. **L. 2023:** (1)(c) amended, (SB 23-276), ch. 399, p. 2386, § 32, effective June 6. **L. 2024:** (1)(a) and (1)(b) amended, (SB 24-210), ch. 468, p. 3254, § 35, effective June 6.

1-7-513. Voting equipment - records. (1) The designated election official shall maintain separate, detailed records for each component of a voting system used in an election. Such records shall include, but not be limited to, the manufacturer, make, model, serial number, hardware, firmware, software version or release number, date of acquisition, description of services, repairs, maintenance, upkeep, and version upgrades, and date of performance of such services.

(2) The secretary of state shall promulgate rules in accordance with article 4 of title 24, C.R.S., prescribing the manner of maintenance of records required by this section.

Source: L. 2005: Entire section added, p. 1409, § 27, effective June 6; entire section added, p. 1444, § 27, effective June 6.

1-7-513.5. Voting equipment - security. (1) Except as otherwise provided in subsection (5) of this section, no later than June 30, 2023, the designated election official shall keep all components of a voting system in a location where entry is controlled by use of a key card access system. The designated election official shall ensure that the log created by the system is maintained as an election record for twenty-five months following the date of any entry.

(2) Except as otherwise provided in subsection (5) of this section, no later than June 30, 2023, the designated election official shall keep all components of a voting system under video security surveillance recording. The designated election official shall ensure that video captured beginning sixty days before through thirty days after an election in which the voting system is used is maintained as an election record for twenty-five months following the election. The designated election official shall ensure that video captured outside this period is maintained for twenty-five months following the date the video was captured.

(3) The designated election official is not required to follow the requirements of subsections (1) and (2) of this section when voting system components are deployed for use or stored at a voting service and polling center.

(4) A county clerk may apply to the secretary of state for a waiver of the requirements of subsection (1) of this section based on historical building status or similar physical limitations. If the secretary finds the clerk has provided an alternative equivalent physical security system for components of a voting system, the secretary of state may grant the waiver.

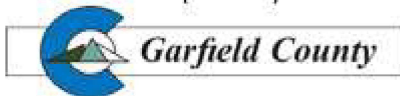
(5) If the designated election official is unable to satisfy the requirements of subsections (1) and (2) of this section by June 30, 2023, due to delays in the delivery of necessary equipment that are out of the control of the designated election official, the designated election official shall

Re: Updated Badge Access Policy

From Brian Lee <blee@garfieldcountyco.gov>
Date Tue 5/20/2025 12:49 PM
To Gary Noffsinger <gnoffsinger@garfieldcountyco.gov>

Thanks Gary, I think this will streamline the process for everyone,

Brian Lee
Safety & Loss Prevention Specialist
201 8th Street
Glenwood Springs, CO 81601
Office (970) 945-5004 x 1728
Mobile (970) 456-3671
blee@garfieldcountyco.gov



From: Gary Noffsinger <gnoffsinger@garfieldcountyco.gov>
Sent: Tuesday, May 20, 2025 10:15 AM
To: Brian Lee <blee@garfieldcountyco.gov>
Subject: RE: Updated Badge Access Policy

Hi Brian,
Thanks for the update. We are okay with door access requests for the Glenwood Admin Building and the Rifle Admin/DHS/PHN Campus being sent through the help desk. The Sheriff's Office controls courthouses, and most other facilities control their door access or rarely require changes to the door schedule.
Thank you,
Gary

From: Brian Lee <blee@garfieldcountyco.gov>
Sent: Friday, May 16, 2025 1:45 PM
To: Gary Noffsinger <gnoffsinger@garfieldcountyco.gov>
Cc: Dave Renninger <drenninger@garfieldcountyco.gov>
Subject: Fw: Updated Badge Access Policy

Good afternoon Gary,

I'm working on an updated Badge & Building Access Policy for 2025. It has come to the attention of HR and Risk Management that a few of the policies in the 2023 version are outdated and a revision is needed (Sheriff's dept has a new badge type for tracking personnel

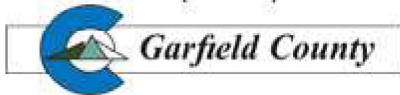
during Emergence Operations; access policy to sensitive areas of the courthouse is being revised).

One thing I wanted to run by you pertains to scheduling the unlocking and locking of public doors, and requests for after-hours door accessibility. There is currently a lot of overlap between Facilities and IT for this - for example, IT is the primary contact for Glenwood buildings, but Facilities is the primary contact for Rifle Buildings, but only between the hours of 9-3pm, outside that window, IT is the primary contact. Rather than people needing to consult the policy to determine whether they need to submit a helpdesk request to IT, or a Facilities Dude request to Facilities, I think it would streamline the process if people just know they need to submit a helpdesk ticket to IT, regardless of the location, or time of day the request is being made.

Please let me know if we can streamline the process for coordinating the unlocking and locking of public doors, and requests for after-hours door accessibility by submitting all requests as helpdesk tickets.

Thank you,

Brian Lee
Safety & Loss Prevention Specialist
201 8th Street
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Office (970) 945-5004 x 1728
Mobile (970) 456-3671
blee@garfieldcountyco.gov



From: Fred Jarman <FJarman@garfieldcountyco.gov>

Sent: Thursday, May 8, 2025 2:18 PM

To: Brian Lee <blee@garfieldcountyco.gov>

Cc: Jessica Roberts <jroberts@garfieldcountyco.gov>; Chris Bornholdt <cbornholdt@garcosheriff.com>; Jackie Harmon <JHarmon@garfieldcountyco.gov>

Subject: RE: Updated Badge Access Policy

Hi Brian-

Thanks for these updates and suggested actions. I can approve them, but I would like you to present them to the BOCC so that they can get used to seeing and hearing from you. I think these are good ideas and support them. I would ask you to get with Chris B. and Jacki and ask Vola to place you on an upcoming agenda with this as an action item.

Make sense?

Fred

Fred A. Jarman, County Manager
Garfield County
108 8th Street, Suite 101
Glenwood Springs, CO 81601
(O) – 970.945.5004
(C) – 970.987.1811



From: Brian Lee <blee@garfieldcountyco.gov>
Sent: Thursday, May 8, 2025 2:06 PM
To: Fred Jarman <FJarman@garfieldcountyco.gov>
Cc: Jessica Roberts <jroberts@garfieldcountyco.gov>
Subject: Updated Badge Access Policy

Good afternoon Fred,

A couple of things have come to our attention and prompted an update to the 2023 Badge Access Policy:

- The Sheriff's Dept Emergency Management Division is pursuing an initiative to issue a new type of badge to County Departments that may be called in to support Emergency Operations - i.e. Flooding and Wildfire. The current plan is to issue these new badges to Road & Bridge and CommCor. The new badges have QR codes that can be scanned on the site of an emergency to facilitate tracking personnel through the state and federal Incident Command System. Personnel tracking is a key function of the ICS and is also important for Safety & Loss Prevention - Chris Bornholdt presented on this topic at the Road & Bridge safety meeting this week and gave the example of the Pine Gulch Fire. If the Road & Bridge Dept employees and equipment that responded to this fire had been able to formally check in with the ICS on site, their hours could have been tracked and their pay reimbursed through state and federal funding for Emergency Response. Equipment damage and wear & tear could also have been reimbursed.
- Jackie Harmon notified us of a breach in the Colorado Election Security statute due to the Elections room on the 3rd floor of the Courthouse being accessed by a member of Facilities. Master access badges had previously included all buildings/rooms, but access to the Vital Records and Elections Rooms can only be granted by the County Clerk & Recorder.

The attached Badge Access Policy has been updated to reflect the use of the new badge with QR codes for tracking personnel during Emergency Management operations and has been updated to reflect the restricted access to Vital Records and Elections rooms. We are working to ensure that Master Access Badges no longer provide access to the Vital Records and Elections rooms.

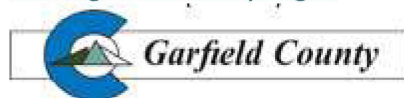
Please see the attached Updated Badge Access Policy and let us now if these changes are approved, or if this would need to be submitted to the Board of County Commissioners,

Thank you,

Brian Lee
Safety & Loss Prevention Specialist
201 8th Street
Glenwood Springs, CO 81601
Office (970) 945-5004 x 1728

Mobile (970) 456-3671

blee@garfieldcountyco.gov



TITLE:	Badge & Building Access Policy & Procedures	POLICY NO.:	01
APPLICABILITY:	All County Departments	APPROVAL DATE:	00/00/00
RESPONSIBILITY:	Board of County Commissioners (BOCC), Department Directors, Elected Officials (EO), and Employees	REVISION DATE:	11/10/2023 6/2/2025

Goal: To enhance security of County buildings and to all people and property in County buildings by effectively managing the use and function of Access Badges issued to all employees, contractors, vendors and the public.

Applicability: All County departments and buildings as well as contracted lease spaces, except the Sheriff's Office and its associated facilities. The Sheriff's Office is subject to their own policies.

Authority: This policy is issued by the County Managers office and subject to approval by the Board of County Commissioners (BoCC).

Overview: County Employee Badges are used for County building access and Employee identification. Badges for most departments are issued by the Garfield County Human Resources Department, and records are retained in the employee's personnel file in the HR Office. Each employee's access level to the doors their badge can unlock is determined by their Supervisor, based on the employee's scope of work. Badges for Sheriff's Office Employees, and County Departments that may be called in to assist with Emergency Operations, are issued through the Garfield County Sheriff's Office - Emergency Operations Division. These badges have additional functionality – a QR code can be scanned to track personnel and County equipment/resources responding to an emergency through a state and federal Incident Command System (ICS). Records for these Emergency Response Badges are retained in the Sheriff's Office.

Badge Readers that control the door locks along with the software that runs the system – Access it! - were installed County-wide (with the exception of the Garfield County Airport) by

Current Solutions Inc, based in Grand Junction via a Sole Source Agreement negotiated by the Procurement Department.

Section 1: Roles & Responsibilities:

- **Employees are to:**
 1. Keep badge in a safe location at all times.
 2. Keep badge on their person and visible during work hours while on County property.
 3. Report lost or stolen badge to supervisor no later than the end of the day. Report lost or stolen badge directly to Human Resources (HR) if unable to inform supervisor.
 4. Return badge to Supervisor or HR at end of employment – same day.
 5. Not share badge with anyone else.
 6. Not to “Piggyback.” Each employee must scan their own badge while entering building for the purpose of documenting time of arriving to work or returning to work.

- **Directors/Supervisors are to:**
 1. Complete Employee Badge Form for employees who need access to your building(s) or area(s). (See Addendum A)
 2. Obtain approval of department heads/elected officials for which departments/offices you would like your employee(s) to have access to other than your own.
 3. Submit Employee Badge Form to Human Resources for creation or updating of employee badge.
 4. Notify Human Resources of any reported lost or stolen badges by staff.
 5. Notify Human Resources to deactivate badge(s) immediately regarding terminated or suspended employees. Supervisors are responsible for collecting terminated or suspended employee’s badge and forwarding to Human Resources. Human Resources will destroy the badge.
 6. Distribute each visitor badge to whom they deem appropriate, and monitor, store and collect each visitor badge. (See Addendum B) Directors and Supervisors may request a Visitor Badge from Human Resources using the Visitor Badge form located on the Intranet (under Departments, Human Resources, Forms).
 7. Directors and Supervisors may request a Badge Report from Human Resources at any time.

- **Human Resources is to:**

1. Review Employee Badge Form from Supervisors and activate and distribute badges when appropriate. (Note: Sheriff's Office approves access to Sheriff's Office and County Court House)
2. Immediately deactivate badges of terminated or suspended employees once notified by the employee's supervisor, department head, the HR Director, the County Manager, Risk Manager, or Sheriff or his/her authorized designee.
3. Annually review badge activity and update information as needed. Follow up with Department Heads or Elected Officials on any badges which have not been used for 12 or more months and take appropriate action.
4. Generate Activity Reports for Department Heads and Elected Officials on employee badge usage.
5. Store all Visitor Badges and Custodial Badges request forms.
6. Grant badge access to the Rifle Administration Building gym and 3rd floor shower when indicated. Retain Gym Use Waivers in Employee Personnel Files.

- **Facilities Department is to:**

1. Maintain Badge-Readers in good working order and troubleshoot hardware issues.
2. Coordinate with all appropriate vendors (Current Solutions, Inc) in maintaining Badge-Readers in good working order. Coordinate with Current Solutions and County IT Department for any software related issues.
3. Work with Department Heads/Elected Officials on requests for additions/deletions of Badge-Readers; notify HR (and software vendor Current Solutions, Inc/County IT Department) of changes so request forms and approval process can be updated.
4. Maintain Knox Boxes containing keys for Emergency Responders. Facilities provides and maintains hard keys for Knox Boxes, and coordinates with HR, IT, and the Sheriff's Dept for master access badges in Knox Boxes for Emergency Responders

- **Information Technology Department (IT) is to:**
 1. Maintain software controlling public access doors in Glenwood Springs Administration Building and Rifle Campus. IT is the primary Point-of-Contact to schedule locking and unlocking of public doors in Glenwood Springs County Administration Building, and for Rifle County buildings.
 2. Assist Facilities Department in trouble-shooting server and software issues.

- **Sheriff's Office:**
 1. Garfield County Sheriff's Office – Emergency Operations Division Reviews Employee Badge Forms from Supervisors and activates and distributes badges to Sheriff's Office employees, County Court House personnel, and employees of County Departments that may be called in to assist in Emergency Operations.
 2. Immediately deactivate badges of terminated or suspended employees once notified by the employee's supervisor, department head, the HR Director, the County Manager, Risk Manager, or Sheriff or his/her authorized designee.

Section 2: Master Access Badges:

- Master access badges allow access to all County buildings. These badges are restricted to County Manager, Facilities, Information Technologies (IT), Risk Management, County Commissioners.
- Master access badges do not allow access to the 1st and 3rd floor Elections Rooms of the County Courthouse. Per Colorado Statute 1-7-513.5 (Voting Equipment Security) only the County Clerk & Recorder can grant access to these rooms with stored elections equipment. A log is retained for each instance these rooms are accessed. These rooms are monitored by surveillance camera 24/7, and individuals cannot enter these rooms unattended. Master Access Badges do not grant access to the Vital Records Room. This Room uses hard keys only.

Section 3: Lost, Damaged or Stolen Badges:

- Lost or stolen badges must be reported to the employee's supervisor and Human Resources no later than the end of the business day.
- Human Resources or the Sheriff's Office – Emergency Operations Division will issue a new badge. The original badge will be deactivated immediately.
- If a badge is damaged or will not function, the employee can bring/send the badge to Human Resources for a replacement at no charge to the employee's department.

Section 4: Visitor Badges (Contractors, Vendors & Visitors):

- **Visiting Public:** Visiting public such as presenters, teachers, etc. who require unescorted access to County buildings must get a Visitor Badge from the Department Head they are working with. Department Head will complete the Visitor Badge Request form and submit to Human Resources. Otherwise, visitors in County buildings must be escorted by a County employee at all times when the visitor(s) is in restricted areas.

Visitors using County conference room space will have front doors set to unlock and relock at designated times and will not be issued badges. Visitors (or group leaders) are required to remain onsite until doors relock at designated time.

- **Contractors and Vendors:** All contractors and vendors must obtain a **Visitor Badge** from the department they will be working with/in. This department will receive/activate badge through HR. All badges must be returned immediately at the end of contractor's/vendor's project/contract. Departments obtaining Visitor Badges are required to monitor badge use and retrieve badges at the end of every project/contract.
- **Custodial Badges:** All custodial workers must have badges with name, photo and company name displayed on the badge. A Custodial Badge Form must be completed by a supervisor from the cleaning organization and sent to Human Resources. Photo identification is required. (See Addendum C)

Section 5: Emergency Responder Access:

- Unrestricted (24/7, all buildings) access will be granted for Emergency Responders.

Knox Boxes are located throughout the Rifle campus on the exterior of each of the three buildings, and on the GWS Administration Building and Courthouse. Knox Boxes will contain up-to-date hard keys and in some cases master access badges to allow Fire Department, Law Enforcement and EMT access to all County buildings. Facilities Department will maintain Knox Boxes and associated hard keys and/or Master Access Badges.

Section 6: Gym Access:

- Rifle Admin Building gym access is controlled by HR Department. Gym access is restricted to County employees only. An employee's badge will give access to both the workout area in the basement of the building and the third-floor showers. Gym waivers must be signed prior to activation. Gym waivers are kept in Personnel files by HR.
- Rifle Airport gym access is controlled by Airport Management. Airport gym is restricted to County employees and tenants only.

Section 7: Access Denial:

- Any individual who violates this policy or the terms or conditions of access is subject to disciplinary action, including but not limited to loss of access privileges.
- The County Manager, Risk Manager, Human Resources Director and the Sheriff, or his/her designee, or Elected Official for building/areas for which they have responsibility, can restrict or deny any badge access at any time to anyone they determine may pose a safety or security risk. Any employee may contest the restriction or denial of access by submitting a written statement of appeal to the County Manager or the Elected Official who has denied access.
- Access can be closed on individual employee badges through the Human Resources Department or the Sheriff's Office – Emergency Operations Division

Section 8: Records:

- Employee Badge Form request records for employee badges will be kept in the employee's personnel file for the duration of their employment with the County
- Records for Contractors/Vendors will be kept by the Facilities Department if Facilities is contracting the work.
- Records for Rifle Administration Building Gym and Airport Gym access will be kept by Human Resources in the employee's personnel file for the duration of their employment with the County.
- Identification information for County employees involved in Emergency Operations may be provided to Federal and/or State of Colorado Emergency Operations and Incident Command Systems. Emergency Operations employee badges have a QR code to assist with tracking personnel and County equipment/resource to facilitate the Incident Command System of Federal, State, and Garfield County Sheriff's Office - Emergency Operations Division.
- Records for Visitors will be kept by Human Resources.
- Records for Custodial workers will be kept by Human Resources.

Section 9: Internal Audit:

- County Manager may conduct periodic audits of the Access Badge practices through Human Resources, Facilities Department, IT Department, or Risk Management to ensure that badge access practices are consistent with this policy.

Section 10: Departments:

- **Administrative Buildings:**

In general, all administrative buildings are open to the public Monday through Friday between the hours of 8:00am and 5:00pm. If necessary, public hours can be adjusted by order of the County Manager, the BoCC, or Elected Officials for their offices. After-hours access to these buildings is generally limited to employees and authorized contractors and vendors. Contractors and vendors must be authorized in advance by the

department head or Elected Official responsible for the building(s) or office area(s). Access to buildings after-hours is created through the County Managers Office (CMO) or by Information Technology (IT) Department by either submitting a Visitor Badge Request form to Human Resources or by submitting a Help-Desk request to IT to unlock/relock doors. (For Example: Training classes in Rifle Admin, Fair Board Meetings, Election Room meetings, Planning Commission meetings, etc.)

Front door hours for all County buildings will be controlled by Information Technology (IT) Department using **Help-Desk** application.

- **Road & Bridge Buildings:**

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- Road & Bridge Dept (R&B) utilizes the badge access system developed by the Garfield County Sheriff's Office - Emergency Operations Division. These badges have a QR code with the capability to track County personnel and equipment/resources in the Federal, State, and County Incident Command Systems.

Road & Bridge uses the Employee Badge Form developed by the Sheriff's Office - Emergency Operations Division, and these records are retained in the employee personnel file at Human Resources (HR). (See Roles & Responsibilities of HR, Section 1).

- **Airport Facilities:**

All Airport facilities are restricted to County employees and contracted lease staff except the Administrative Building which is open to the public between the hours of 9:00am and 3:00pm.

Airport County employees receive their badges through regular channels via Human Resources Department utilizing the Employee Badge Form. Airport Director has 100% authority to approve and manage access to the air operations side of the airport. This access system is serviced and maintained by Alpine Tec Services (not Current Solutions as the rest of the County). Airport security policy and procedures are directed through Department of Transportation, Federal Aviation Administration, Civil Aviation Security Rules. Airport Director receives authority to enforce these rules through the BoCC.

Contracted lease spaces currently consist of: Bureau of Land Management (BLM), and Center of Excellence (CoE). These offices acquire badge access directly through the Airport Director consistent with signed Contract. Airport Director will obtain badges through Human Resources Department via the appropriate Badge Request Form. Airport Department has the ability to take photographs for badges and submit to Human Resources with photo identification. All badges for non-county employees will have the individuals name, photo, and department name displayed. Each contracted lease space will have a designated Point-of-Contact responsible for tracking and managing the badges of their respective employees and/or tenants and coordinating directly with the Airport Director.

All Airport buildings are restricted to County Airport employees only with the following exceptions.

- Airport offices operated by the County are open to the public 9:00 – 3:00.
 - County staff utilizing gym (Gym access only).
 - Information Technology Department (IT) services Airport offices only. Alpine Tec Inc services the security system.
 - Center of Excellence (CoE) staff. (All-access including air operations)
 - Bureau of Land Management staff. (All-access including air operations)
 - Colorado State Patrol. (CSP are tenants of CoE with access to airport office facility and gym only. No air operations access)
 - Law Enforcement/Fire Dept with access to Knox Box. (Note: Key in Knox Box does not give access to air operations area)
 - Custodial staff have access to all areas of airport except IT Server Room.
-
- **Landfill:** Landfill does not use the Access Badge system for any buildings on property. Landfill only uses hard keys.
-
- **Criminal Justice Services:** Criminal Justice Services and Community Corrections utilizes the badge access system developed by the Garfield County Sheriff's Office - Emergency Operations Division that has a QR code with the capability to track County personnel and equipment/resources in Federal, State, and County Incident Command Systems. Department Director and Manager of Residential Services also have ability to give access to employees for Corrections facility only. Community Corrections has eight Badge-Readers (two exterior doors and six Interior doors). The front doors are unlocked 24/7. All interior doors also have hard keys. Pre-Trial Services, Workenders and other offices

within Criminal Justice have access only to their respective offices, plus Rifle Admin basement storage, Rifle Court House office, and Airport gym. Criminal Justice Services works directly with Current Solutions Inc. for all installation, maintenance and repairs of the Badge Access system.

- **Fairgrounds:** Fairgrounds has five Badges-Readers to access five locations: Main Office, North Hall, South Hall, Indoor Arena, and Event Hall. These locations also have hard-key locks and must be unlocked initially by hard-keys before badges can be utilized. Badges are issued out to staff through regular channels – via Human Resources and use of Employee Badge Form. No badges or hard keys are issued out to lessee for leased space, but must be unlocked by staff. Lessee is not permitted into leased space until a signed contract is finalized.

CSU Extension:

- The CSU Extension Office uses hard keys
- **Court House:** The Sheriff's Office is responsible for the overall security of the Court House. The Sheriff Office's HR department and Emergency Operations Division are responsible for issuing badges to Sheriff's Office personnel and all Courthouse personnel.
- **Clerk & Records Office:** Access to Election Rooms and Vital Records can only be granted by the Garfield County Clerk & Recorder. The Vital Records Room is accessed only by hard key. The Elections Rooms are accessed via badges with access levels granted only to Elections Office Staff and the County Clerk & Recorder Per Colorado Statute 1-7-513.5 (Voting Equipment Security). A log is retained for each instance these rooms are accessed. These rooms are monitored by surveillance camera 24/7, and individuals cannot enter these rooms unattended.. Access to this room is not included on Master Access Badges. Rifle office is an inter-office mail distribution location and money drop-off for many departments with badges access to office. Election Judges are issued temporary badges. There is one Visitor Badge in the Rifle office for Election Judges that is activated and de-activated on an as-needed basis by the IT Dept with written approval from the County Clerk & Recorder).
- **Coroner:** Coroner's Office uses keypad door locks and personnel are issued codes. Coroner's Office Employees are issued badges primarily for identification purposes and for Gym Access through the HR Department.

GARFIELD COUNTY EMPLOYEE BADGE FORM	
Employee Name: _____ Dept: _____	
Supervisor Name: _____	
Supervisor: Please select the level of access needed for each eligible building. If you're requesting access to departments other than your own, please get approval for access from the Department Head/Elected Official for that area and send a confirmation email to HR when completed.	
<u>GWS County Admin Building</u> <input type="checkbox"/> Admin CMO Mail Pick Up, 24/7 <input type="checkbox"/> Attorney's Office, 24/7 <input type="checkbox"/> Community Development, 24/7 <input type="checkbox"/> Elected Officials & County Manager Admin, 24/7 <input type="checkbox"/> Finance, 24/7 <input type="checkbox"/> Human Services, 24/7 <input type="checkbox"/> IT, 24/7 <u>Additional Garfield County Buildings/Areas</u> <input type="checkbox"/> 1102 Grand Ave, 24/7 <input type="checkbox"/> Community Corrections, 24/7 <input type="checkbox"/> Coroner's Office, 24/7 <input type="checkbox"/> Fairgrounds, 24/7 <input type="checkbox"/> GWS Courthouse Access, 24/7 <input type="checkbox"/> GWS Public Health, 24/7 <input type="checkbox"/> Human Resources Building, 24/7 <input type="checkbox"/> Procurement/Communications, 24/7 <input type="checkbox"/> Road and Bridge, 24/7 <input type="checkbox"/> Other: _____	<u>Rifle Health & Human Services Building</u> <input type="checkbox"/> Human Services- Elig. Employees, 6:30am-6:30pm <input type="checkbox"/> Human Services- Protective Services/CS/SEP, 24/7 <input type="checkbox"/> Human Services- Supervisors, 24/7 <input type="checkbox"/> IT Staff (DHS), Server Room Access, 24/7 <input type="checkbox"/> Public Health Employees, 24/7 <input type="checkbox"/> Public Health Supervisors, 24/7 <u>Rifle County Admin Building</u> <input type="checkbox"/> 1 st Floor C&R, 24/7 <input type="checkbox"/> 1 st Floor Admin, M-F: 7am-7pm <input type="checkbox"/> 1 st Floor Mail Access, 24/7 <input type="checkbox"/> 2 nd Floor, 24/7 <input type="checkbox"/> 3 rd Floor, 24/7 <input type="checkbox"/> Basement Storage, 24/7 <input type="checkbox"/> Fitness Center, 24/7 (Gym Form Required) <u>Airport Building</u> <input type="checkbox"/> All Airport Access, 24/7 (Director Approval Only) <input type="checkbox"/> BLM- Tarmac Entry, 24/7 <input type="checkbox"/> County Employee Access, 24/7 <input type="checkbox"/> County Employee & Gym, 24/7 (Gym Form Required) <input type="checkbox"/> IT Areas & Server Room, 24/7
Supervisor Signature: _____ Date: _____	
<u>Employee Agreement & Acknowledgement:</u> You will be given an employee badge for access to different Garfield County buildings. You are required to use this badge for building/area access. This badge must be in your possession and visible while on County property or while in County buildings. Please do not place any stickers directly on the badge. The Airport Gym and Rifle Admin Fitness Center require a signed gym waiver form. Badges cannot be shared with anyone. Loss of an employee badge is a major safety violation; please report lost or stolen badges to Human Resources immediately at 970-945-1377 ext. 4550.	
Employee Signature: _____ Date: _____	
Card No. _____	
<small>For the use of Human Resources only: Noti fied: Courthouse: _____</small>	

GARFIELD COUNTY VISITOR BADGE FORM	
Dept: _____ Supervisor Name: _____ Number of Visitor Badges Requested: _____	
<u>Supervisor:</u> Please select the level of access needed for each eligible building. If you're requesting access to departments other than your own, please get approval for access from the Department Head/Elected Official for that area and send a confirmation email to HR when completed.	
<u>GWS County Admin Building</u> <input type="checkbox"/> Admin CMO Mail Pick Up, 24/7 <input type="checkbox"/> Attorney's Office, 24/7 <input type="checkbox"/> Community Development, 24/7 <input type="checkbox"/> Elected Officials & County Manager Admin, 24/7 <input type="checkbox"/> Finance, 24/7 <input type="checkbox"/> Human Services, 24/7 <input type="checkbox"/> IT, 24/7 <u>Additional Garfield County Buildings/Areas</u> <input type="checkbox"/> 1102 Grand Ave, 24/7 <input type="checkbox"/> Community Corrections, 24/7 <input type="checkbox"/> Coroner's Office, 24/7 <input type="checkbox"/> Fairgrounds, 24/7 <input type="checkbox"/> GWS Public Health, 24/7 <input type="checkbox"/> Human Resources Building, 24/7 <input type="checkbox"/> Procurement/Communications, 24/7 <input type="checkbox"/> Road and Bridge, 24/7 <input type="checkbox"/> Other: _____	<u>Rifle Health & Human Services Building</u> <input type="checkbox"/> Human Services- Elig. Employees, 6:30am-6:30pm <input type="checkbox"/> Human Services- Protective Services/CS/SEP, 24/7 <input type="checkbox"/> Human Services- Supervisor Areas, 24/7 <input type="checkbox"/> IT Staff (DHS), Server Room Access, 24/7 <input type="checkbox"/> Public Health Employee Areas, 24/7 <input type="checkbox"/> Public Health Supervisor Areas, 24/7 <u>Rifle County Admin Building</u> <input type="checkbox"/> 1 st Floor C&R, 24/7 <input type="checkbox"/> 1 st Floor Admin, M-F: 7am-7pm <input type="checkbox"/> 1 st Floor Mail Access, 24/7 <input type="checkbox"/> 2 nd Floor, 24/7 <input type="checkbox"/> 3 rd Floor, 24/7 <input type="checkbox"/> Basement Storage, 24/7 <u>Airport Building</u> <input type="checkbox"/> All Airport Access, 24/7 (Director Approval Only) <input type="checkbox"/> BLM- Tarmac Entry, 24/7 <input type="checkbox"/> County Employee Access, 24/7 <input type="checkbox"/> IT Areas & Server Room, 24/7
<u>Supervisor Agreement & Acknowledgement:</u> It is the supervisor's responsibility to monitor, store, and safely distribute each visitor badge to whom they deem is appropriate. Authorized visitors requiring badge access must keep a visitor badge in their possession and the badge itself must be visible while on County property or while in County buildings. Visitor badges must be returned to the appropriate supervisor immediately after specified usage. Please do not place any stickers directly on the visitor badge. Loss of a visitor badge is a major safety violation as security is needed at all government buildings in order to keep our employees safe. Please report lost or stolen badges to Human Resources immediately at 970-945-1377 ext. 4550.	
Supervisor Signature: _____ Date: _____	

GARFIELD COUNTY CUSTODIAL BADGE FORM	
Employee Name: _____ Company _____	
Name: _____ Supervisor Name: _____	
<u>Supervisor:</u> Please select the level of access needed for each eligible building.	
<u>GWS County Admin Building</u> <input type="checkbox"/> Admin CMO Mail Pick Up <input type="checkbox"/> Attorney's Office <input type="checkbox"/> Community Development <input type="checkbox"/> Elected Officials & County Manager Areas <input type="checkbox"/> Finance <input type="checkbox"/> Human Services <input type="checkbox"/> IT <u>Additional Garfield County Buildings/Areas</u> <input type="checkbox"/> 1102 Grand Ave <input type="checkbox"/> Community Corrections <input type="checkbox"/> Coroner's Office <input type="checkbox"/> Fairgrounds <input type="checkbox"/> GWS Courthouse Access <input type="checkbox"/> GWS Public Health <input type="checkbox"/> Human Resources Building <input type="checkbox"/> Procurement/Communications <input type="checkbox"/> Road and Bridge <input type="checkbox"/> Other: _____	<u>Rifle Health & Human Services Building</u> <input type="checkbox"/> Human Services & Public Health Areas <input type="checkbox"/> Human Services IT Office Areas <u>Rifle County Admin Building</u> <input type="checkbox"/> 1 st Floor C&R <input type="checkbox"/> 1 st Floor Admin <input type="checkbox"/> 1 st Floor Mail Access <input type="checkbox"/> 2 nd Floor <input type="checkbox"/> 3 rd Floor <input type="checkbox"/> Basement Storage <u>Airport Building</u> <input type="checkbox"/> BLM- Tarmac Entry <input type="checkbox"/> County Employee Areas & Gym <input type="checkbox"/> Full Airport Access
Supervisor Signature: _____ Date: _____	
<u>Employee Agreement & Acknowledgement:</u> You will be given a custodial staff badge for access to different Garfield County buildings. You are required to use this badge for building/area access. This badge must be in your possession and visible while on County property or while in County buildings. Badges cannot be shared with anyone. Loss of an employee badge is a major safety violation as security is needed at all government buildings in order to keep our employees safe. Please report lost or stolen badges to Human Resources immediately at 970-945-1377 ext. 4550.	
Employee Signature: _____ Date: _____	
Card No. _____	

Garfield County														6/18/2025				
Five Year Capital Improvement Plan																		
														2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected
Airport	Hvy Equip	Snow Removal Equipment	A	Y	FAA	Y	R	Y	28%	N	NA	N	Snow Removal Equipment. FAA reimb \$150k; State reimb. \$150k; Cty portion \$764k				1,064,000	
		Replace Aircraft Rescue Vehicle	A	N		Y	R	Y	23%	N	NA	N	ARFF vehicle replacement. FAA reimb \$0; State reimb. \$222,000; Cty portion \$750,850		972,850			
	Land Imp	Fog Seal	A	Y	FAA	Y	M	Y	78%	N	NA	N	Five year fog seal asphalt preservation moved up one year to account for 2031 replacement. FAA Grant \$0k; State Grant \$585k; Cty \$165k		750,000			
	Infrastructure	Phase I Main Ramp Replacement	A	Y	FAA	N	R	Y	89%	N	NA	N	FAA reimbursement \$6,337,499; State reimbursement \$374,167; Cty portion \$788,334. 40+ year old asphalt ramp failing, time to replace; Phase I of III.	7,500,000				
		Phase II Main Ramp Replacement	A	Y	FAA	N	R	Y	68%	N	NA	N	FAA reimbursement \$5,500,000; State reimbursement \$250,000; Cty portion \$2,750,000. 40+ year old asphalt ramp failing, time to replace; Phase II of III.			8,500,000		
	(R) Federal gra	Snow Removal Equipment	A	Y	FAA	Y	R	Y	28%	N	NA	N	Snow Removal Equipment. FAA reimb \$150k; State reimb. \$150k; Cty portion \$764k				(150,000)	
		Phase I Main Ramp Replacement	A	Y	FAA	N	R	Y	89%	N	NA	N	FAA reimbursement \$6,337,499; State reimbursement \$374,167; Cty portion \$788,334. 40+ year old asphalt ramp failing, time to replace; Phase I of III.	(6,337,499)				
		Phase II Main Ramp Replacement	A	Y	FAA	N	R	Y	68%	N	NA	N	FAA reimbursement \$5,500,000; State reimbursement \$250,000; Cty portion \$2,750,000. 40+ year old asphalt ramp failing, time to replace; Phase II of III.			(5,500,000)		
	(R) State grant	Snow Removal Equipment	A	Y	FAA	Y	R	Y	28%	N	NA	N	Snow Removal Equipment. FAA reimb \$150k; State reimb. \$150k; Cty portion \$764k				(150,000)	
		Fog Seal	A	Y	FAA	Y	M	Y	78%	N	NA	N	Five year fog seal asphalt preservation moved up one year to account for 2031 replacement. FAA Grant \$0; State Grant \$585k; Cty \$165k		(585,000)			
		Phase I Main Ramp Replacement	A	Y	FAA	N	R	Y	89%	N	NA	N	FAA reimbursement \$6,337,499; State reimbursement \$374,167; Cty portion \$788,334. 40+ year old asphalt ramp failing, time to replace; Phase I of III.	(374,167)				
		Phase II Main Ramp Replacement	A	Y	FAA	N	R	Y	68%	N	NA	N	FAA reimbursement \$5,500,000; State reimbursement \$250,000; Cty portion \$2,750,000. 40+ year old asphalt ramp failing, time to replace; Phase II of III.			(250,000)		
		Replace Aircraft Rescue Vehicle	A	N		Y	R	Y	23%	N	NA	N	ARFF vehicle replacement. FAA reimb \$0; State reimb. \$222,000; Cty portion \$750,850		(222,000)			
Airport Total														788,334	915,850	2,750,000	764,000	
Facilities	Bldg Imp	GWS Admin Window Glass Replacement	A	N		Y	R	N		N	NA	N	The windows are in need of replacement to help with heating issues and general building efficiency.		460,000			
		Rifle Courthouse Roof Replacement	A	N		Y	R	N		N	NA	N	Roof was mentioned in roof assessment to be replaced due to roof being old.			180,000		
		Rifle PH/DHS Roof Replacement	A	N		Y	R	N		N	NA	N	Needs to be replaced due being 20 plus years old and was recommended when the roof assessment was done.		385,000			
		Rifle PH/DHS HVAC Replacement	A	N		Y	R	N		N	NA	N	Needs to be replaced due to being 20 plus years old.		572,000			
		Petre Building Roof Replacement	A	N		Y	R	N		N	NA	N	Roof was mentioned in roof assessment to be replaced due to roof being old.				375,000	
		Petre Building RTU Replacement	A	N		Y	R	N		N	NA	N	Due to the age of the building and occupant complaints to Frank Coberly.				375,000	
		Phase I GWS Courthouse Assessment	A	N		Y	R	N		N	NA	N	This is for repairs based off the assessment that will be done in 2027				500,000	
		Community Corrections Roof Replacement	A	N		Y	R	N		N	NA	N	Roof was mentioned in roof assessment to be replaced due to roof being old.				150,000	
		R&B Shops GWS & Rifle Radiant Heat Tubes	A	N		N	R	N		N	NA	N	Because of the age and expense of repairs.				300,000	
		Replace Rifle Courthouse HVAC Controls	A	N		Y	R	N		N	NA	N	This project will increase energy efficiency and better control of HVAC. Makes it easier to trouble shoot when there is an issue.		172,500			
		C&R CH Customer Service Desk and Breakroom Remodel	B	N		N	R	N		N	NA	N	1) Construct a break room with two new walls, personnel door, cabinetry, counters, sink, electrical, water, and sewer. Finish interior. 2) Construct a new customer service counter with walled partitions, closet, custom shelving and counter tops, electrical, and IT connections. One partitioned customer service space will be ADA compliant for wheelchair access.	90,000				
		Countywide Facilities Condition Assessment	A	N		N	R	N		N	NA	N	Facilities Condition Assessment needs to be done on all buildings to validate conditions and prioritize future capital projects and building needs.	200,000				

													2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected
Facilities	Land Imp	110 8th Street Asphalt Mill and Overlay	A	N		Y	M	N		N	NA	N	Asphalt is failing and is past it's repairable life.	36,000			
		Mountain View Asphalt Mill and Overlay	A	N		Y	M	N		N	NA	N	Asphalt is failing and is past it's repairable life.	96,000			
		Rifle Courthouse Asphalt Mill and Overlay	A	N		Y	M	N		N	NA	N	Asphalt is failing and is past it's repairable life.	120,000			
		Rifle Campus Asphalt Mill and Overlay	A	N		Y	M	N		N	NA	N	Asphalt is failing and is past it's repairable life.	300,000			
		GWS Courthouse Asphalt Mill and Overlay	A	N		Y	M	N		N	NA	N	Asphalt is failing and is past it's repairable life.		500,000		
	M&E	Rifle Courthouse New NG Generator	A	N		Y	N	N		N	NA	N	A new generator is needed as a stand alone generator for the courthouse. Currently being shared with the City of Rifle.	250,000			
		Rifle PH/DHS Diesel Generator Replace with Natural Gas	A	N		Y	R	N		N	NA	N	Currently there is a diesel generator that is 20 plus years old. Changing to a natural gas generator is more efficient.			182,000	
Facilities Total													290,000	1,589,500	982,000	1,250,000	1,132,000
Fairground	Bldg Imp	Indoor Arena Improvements	A	N			N	R	N		Y	-	N	Improve lighting, footing, wall coverings, seating, electrical, sound, and other aspects of the Indoor Arena, with the goal of improving the overall visitor experience and making it a more attractive venue for events. The current facility was built about over 20 years ago and is in need of a refresh on the interior to maintain its status as a premiere event facility on the Western Slope. It is a multiuse facility and needs upgrades status as a premiere event facility on the Western Slope. It is a multiuse facility and needs upgrades to be able to better serve a diverse group of users.	500,000		
		Improvement of Electrical on Midway	B	N			N	R	N		N	-	N	Electronic needs on the Midway has become increasing important for events and fair.	100,000		
		Refurbishment of Animal Stalls	B	N			N	M	N		N	-	N	The animals stalls have experienced a lot of wear and tear over the years from fair to events. Requesting funds to replace worn and warped wood, replace mats, new paint, etc.	75,000		
		Repair the Roof of the outdoor arena	B	N			N	R	N		N	-	N	Roof of the outdoor arena has experienced a lot of wear and tear from weather. Requesting funding for repairing leaks and weather sealing.	100,000		
		Refurbishment of bathroom	B	N			N	M	N		N	-	N	The only exterior bathroom of the fairgrounds experiences a lot of wear and tear. Requesting funding to update fixtures, tiles, paint etc to improve the facility.	100,000		
		Repair of Outdoor Arena seating	A	N			N	M	N		N	-	N	Outdoor arena seating foundation is cracking resulting in water leaking into space under the arena.	100,000		
	Hvy Equip	Mobile Showmaster Community Stage	B	N			N	N	N		N	-	N	The current stage used at fair is on its last leg. It is also borrowed from Silt. Purchasing the stage would provide space for fair to put on music and talent. When not fair event holders could rent the stage for events.	150,000		
	Land Imp	Parking Lot Repair and Seal Coat	A	N			N	M	N		N	NA	N	Repair the increasing number of potholes and cracks in the parking lots. Add a seal coat throughout all the parking lots on the Fairgrounds. Cracks and potholes can be found throughout the parking lots. These need to be repaired and the entire parking area sealed to prevent further deterioration and increased maintenance costs.	250,000		
		Outdoor Arena Drainage Improvements	B	N			N	M	N		Y	-	N	The outdoor arena does not drain well, nor does the adjacent warm up arena. There is a drain nearby downhill and staff has to push water that way during significant rain events, which often disrupt activities such as the county fair. Need an engineer to design and then a contractor to build.	200,000		
	Comp Equip	2-HD Video Appliances 16 port 12TB	A	N			Y	R	N		N			The current video equipment at the fairgrounds is over 10 years old. Several hard drives have been replaced to prolong the life of the video equipment but seems to be happening more frequently and therefore it is a sign that it will be inoperable soon. These units are what keep our security cameras operating. Normal upgrade happens after 5yrs we are over 10yrs.	17,000		
		Additional Camera for Fairgrounds	A	N			Y	N	N		N	-	N	Requesting additional camera added to area of the fairgrounds like Barns and behind the covered arena. Dangerous activity and break in have resulted in the need for these camera. Licenses for the cameras already exist.	7,500		
	Heavy Equip.	Water Truck	A	N			N	N	N		N	-	N	Current water truck for the fairgrounds is almost inoperable. This piece of equipment is in constant use in the summer time.	130,000		
Fairgrounds Total													304,500	350,000	575,000	500,000	

													2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected		
IT	Software	Data Center Infrastructure Replacement	A	N		N	R	N		N	NA	N	Physical servers' operating systems must be current to ensure vendor maintenance, optimum functionality and security. SQL server database software must be updated when previous versions are no longer supported.	300,000					
		Server Operating Systems and SQL	A	N		N	R	N		Y	-	N	Virtual server hosts' operating systems must be current to ensure vendor maintenance, optimum functionality and security.	250,000					
	Comp Equip	Technology Replacement	A	N		N	R	N		Y	-	N	Annual technology life-cycle management. Twenty percent of staff computers are replaced yearly on a five-year cycle and include a four-year warranty. Physical servers, department printers, and other network equipment are on a three to seven-year cycle.	120,000	120,000	120,000	120,000	120,000	
		Routers and Switches	A	N		N	R	N		Y	-	Y	2	Technology life-cycle management. This is a two-year project to replace all routers and switches in Garfield County. Network infrastructure replacements/upgrades on a 7 to 8-year cycle with installation, configuration, and annual maintenance.				250,000	
		Data Storage Systems	A	N		N	R	N		Y	-	N	Technology life-cycle management. Data storage systems should be replaced or upgraded on a three to five-year cycle with annual maintenance.				200,000		
		Phone System	A	N		N	R	N		Y	-	N	Technology life-cycle management. Countywide communication system. Recommend to replace on 15 to 20-year cycle. Include installation, configuration, and annual maintenance. Cloud-based systems may be a feasible option.			500,000			
		Backup/Replication Systems	A	N		N	R	N		N	NA	N	Technology life-cycle management. Backup and replication systems should be replaced or upgraded on a 3 to 5-year cycle with annual maintenance.					100,000	
		Firewalls/Security Appliance Upgrades	A	N		Y	R	N		Y	-	N	Technology life-cycle management. Firewalls and security appliances protect the County from many external cyber threats. Recommend replacing on a five year cycle to stay current with industry developments and cyber threats. Include installation, configuration, and annual maintenance.					200,000	
		Wireless Systems Replacements	A	N		N	R	N		N	NA	N	Technology life-cycle management. Wireless systems should be replaced on a five to seven-year cycle with annual maintenance. Support ends for Cisco 92160 switches in 2026.	155,000					
	Intangibles	Cybersecurity Tools and Managed Services	A	N		N	N	N		N	NA	N	Investments in cybersecurity improvements and managed security services.	150,000	150,000	150,000	150,000	150,000	
IT Total													675,000	770,000	770,000	520,000	570,000		
Motor Pool	Vehicles	(8) Vehicle Replacements per year	A	N		N	R	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new vehicles.	400,000	400,000	400,000	400,000	400,000	
		(15) SO Vehicle Replacements per year (\$60k ea.)	A	N		N	R	Y	5%	N	NA	N	The Sheriffs Office budgets to replace units following the currently approved replacement plan each year and will need to use those funds to replace vehicles each budget year.	900,000	900,000	900,000	900,000	900,000	
	Upfitting	(15) SO Upfitting per year (\$45k ea.)	A	N		N	R	N		N	NA	N	The Sheriffs Office budgets to replace units following the currently approved replacement plan each year and will need to use those funds to replace vehicles each budget year to also include the up fitting.	675,000	675,000	675,000	675,000	675,000	
Motor Pool Total													1,975,000	1,975,000	1,975,000	1,975,000	1,975,000		
Remote Comm	Land Imp	Sunlight Comm Tower Shelter Addition	A	N		Y	N	N		N	NA	N	Running out of tower space in shelter		115,000				
Remote Communications Total														115,000					
Road & Bridge	Bldg Imp	As Needed Building Repairs	A	N		N	M/R	N		N	NA	N	As needed repairs; i.e. roofing, gutters, bay door lifts. 20+ year building are showing signs of dilapidation and dis-repair. Roof leaks are becoming more and more frequent, garage door openers are outdated and parts cannot be found for repairs. Gutters are rusting and leaking at all seems.		200,000				
		Automated Truck Wash (Rifle)	B	N		N	N	N		N	NA	N	East end of maintenance building east of the existing wash-bay.			450,000			
		Enclose Wash Bay (Cattle Creek Shop)	A	N		Y	N	N		N	NA	N	Building Improvements - add 3 walls - foundation in place. Single slant roof, 1 bay door, electrical, lights, overhead gas heater. Current wash bay is outside, very hard to wash in winter months when temperatures are below freezing.	300,000					
	Hvy Equip	(1) Grader Replacement	A	N		N	R	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new hvy equip.		400,000		400,000		
		(1) Tracked Skidsteer Replacement	A	N		N	R	Y	5%	N	NA	N	This is 1 of 2 in the department it is a 2016 w/1857 hrs. is essentially at end of life	150,000					
		(1) MiniX - 85 Series	A	N		N	N	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new hvy equip.					200,000	
		(1) Heavy Equipment Trailer	A	N		N	R	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new hvy equip. Replacement of wrecked trailer in 2023.					100,000	
		(2) Dump / Plow Truck Replacements - Stainless	A	N		N	R	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new hvy equip.			850,000			
													There are 22 in the fleet. The intent is to replace 2 of them. 1 is a 2009 148k mi.; #2 is a 2008 with 180k mi.	850,000					
		(3) Mower Tractor Replacements	A	N		N	R	Y	5%	N	NA	N	Revenues received from auction will help offset the costs of the new hvy equip.		300,000				
(1) Water Truck	A	N		N	R	Y	5%	N	NA	N	Vehicle is at end of life. 2010 with 70k mi.	340,000							

														2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected
Road & Bri	Hvy Equip	(2) V-Box Spreaders	A	N		N	R	Y	5%	N	NA	N	Existing spreaders are rusted to the point of not being usable	100,000				
	M&E	Portable Stop Lights	B	N		N	N	N		N	NA	N		125,000				
		Potholer	A	N		N	N	N		N	NA	N		195,000				
		(1) Crack Seal Machine	A	N		N	N	N		N	NA	N	The County has 2 and would like to procure a 3rd	125,000				
	Infra (Rd)	Battlement Mesa Drainage	A	N		N	M	N		N	NA	N	Battlement Mesa drainage/drain pans to be repaired in phases	350,000	350,000	350,000	350,000	350,000
		BM Curb & Gutter / Stone Quarry Rd	A	N		N	M	N		N	NA	N	Rpl curb & gutter on Stone Quarry from CR300 to S. BM Parkway on SE side 6,000 ft.		350,000			
		CR 215 - Parachute Creek - Phase 3	A	N		N	R	N		N	NA	N	Phase 3 consists of 1.5 Miles from MM1.5 to MM3. Outsourced.		4,000,000			
		CR 215 - Parachute Creek - Phase 4	A	N		N	R	N		N	NA	N	Phase 4 consists of 1.5 miles from MM5 to MM6.5. Outsourced.			4,000,000		
		CR 219 Arch Culvert	A	N		N	R	N		N	NA	N		100,000				
		Battlement Mesa Subd. Mill & Repave (BMS1)	B	N		N	R	N		N	NA	N	2" Mill & Repave 5.5 miles from curb to gutter.		1,884,270			
		Battlement Mesa Subd. Mill & Repave (BMS2)	C	N		N	R	N		N	NA	N	2" Mill & Repave 4.2 miles from curb to gutter.			1,438,896		
		Battlement Mesa Subd. Mill & Repave (BMS3 & 4)	B	N		N	R	N		N	NA	N	2" Mill & Repave 3.12 miles from curb to gutter.				1,068,894	
		CR 265 - Prefontaine Paving	A	N		N	M	N		N	NA	N	1.1 miles from city line howard Ave. to city line W. 7th Street 2" leveling course followed by 2" paving course	540,000				
		CR 233 - Silt Mesa Road	B	N		N	M	N		N	NA	N	Re-pave 4 miles of CR 233 - Silt Mesa Road.					1,929,134
		CR 117 - 4-Mile Road Phase II Paving	A	N		N	R	N		N	NA	N	6.15 miles 2" overlay on CR 117		1,600,000			
CR 117 - 4-Mile Road Phase I Paving	A	N		N	R	N		N	NA	N	Phase I - current asphalt is failing - 2" taper/mill and re-pave (from the roundabout S. 3 mi)	2,500,000						
Infra (B)	Bridge Scour Repairs	A	Y	St	Y	M	N		N	NA	N					150,000		
	CR 100 - Bridge Deck Repairs	A	N		N	R	N		N	NA	N	Concrete bridge deck is potholed throughout. Repairs by us over the years have not lasted. Deck is in poor shape and needs major repairs.	186,000					
Road & Bridge Total														5,861,000	9,084,270	7,088,896	1,968,894	2,579,134
Sheriff's Of	Comp Equip	Mobile Data Technology (MDT) Computers - Replacement	A	Y		Y	R	N		N	NA	N	The Sheriffs Office Patrol staff currently have MOT's (Mobile Data Technology) in each unit and those computers will be out of warranty and 7 years old in 2027. Replacement of all the units at once to obtain consistent models will be needed.		350,000			
	Building	SAR & Training Facility	A	N		N	N	N		Y	+30k	N	A S&R facility is needed to store equipment used to meet the Sheriffs statutory requirements with regards to search and rescues in the Cty. Additionally, the SO needs a specific training facility and would like the facilities to be built onto each other as a means of saving cost.	4,500,000				
	Building Imp	Jail Floor Remodel	A	N		Y	M	N		N	NA	N	The tile in the jail is cracking and broken in many areas, we'd like to strip it down to the concrete and polish the concete for easy cleaning and maintenance.	250,000				
Sheriff's Office Total														4,750,000	350,000			
Solid Wast	Hvy Equip	Compactor Replacement	A	N		N	R	N		N	NA	N	This is a certified rebuild vs a replacement. New compactors are selling for closer to a million dollars and going this route gives us a machine that is all but new, with a new warranty, vin number etc. They will rebuild everything on the machine and it should last the same time frame as a new or qualifying new machine.					750,000
		New/Used Dozer	A	N		Y	R	N		N	NA	N	This is to replace our small dozer that is used at the working face. The one we have is a 1995 and was repurposed from R&B. It used to push trash back to the compactor and keeps the working face where people are walking safer because of the divets the compactor leaves in the ground, as well as keeps the larger compactor more separated from the customers.	500,000				
	Land Imp	Wind Fence	A	Y		Y	N	N		N	NA	N	Install new fence around the additional 80 acres and Langstaff Properties.		500,000			
		Cell Construction	A	Y		Y	N	N		N	NA	N	Begin cell construction within new CD expansion area.			4,000,000		
		New Gas Collection System Installed	A	Y	St	Y	N	N		N	NA	N	Installation of New Gas Collection System due to new State Regulations		4,000,000			
		Gas Collection System Engineering	A	Y		Y	N	N		N	A Lot	N	New Methane Rule for Landfills through the Air Quality Division of CDPHE.	150,000				
	Vehicles	New/Used Truck Replacement	A	Y		Y	R	N		N	NA	N	Replace truck with a new/used.	15,000		15,000		
Solid Waste Disposal Total														665,000	4,500,000	15,000	4,000,000	750,000
Grand Total														15,308,834	19,649,620	14,155,896	10,977,894	7,006,134