

**INTERGOVERNMENTAL AGREEMENT REGARDING  
2022 GRANT OF ARAPAHOE COUNTY OPEN SPACE PROGRAM FUNDS  
PROJECT NAME: SUNSET PARK ACTIVITIES GRANT**

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This Intergovernmental Agreement (“Agreement”) is made and entered into by and between **THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF ARAPAHOE, STATE OF COLORADO** (“County”), and the **CHERRY CREEK VISTA PARK AND RECREATION DISTRICT**, a special district and political subdivision of the State of Colorado (“Grantee”) (collectively “Parties” and individually a “Party”).

**RECITALS**

- A. On November 2, 2021, the voters of the County permanently reauthorized, until repeal, a countywide sales and use tax to be deposited in the County Open Space Fund and used for specified open space purposes as set forth in County Resolution No. 21-263 (“Open Space Resolution”).
- B. The Open Space Resolution authorizes the County to award discretionary grants from its Open Space Fund to municipalities and special districts, as more fully set forth in the Open Space Resolution.
- C. On July 26, 2022, the County approved by resolution the Grantee’s grant proposal for the Sunset Park Activities Grant (“Grant Project”), which is attached as Exhibit A, subject to the execution of an intergovernmental agreement.
- D. This Agreement is authorized by Article XIV, Section 18 of the Colorado Constitution and C.R.S. § 29-1-203.

**AGREEMENT**

NOW, THEREFORE, the County and the Grantee agree as follows:

- 1. Amount of Grant. The County awards Grantee an amount not to exceed \$500,000 (“Grant Funds”) for the Grant Project from the County Open Space Fund.
- 2. Use of Grant Funds. The Grantee agrees that it shall only use the Grant Funds for the Grant Project as described in Exhibit A.
- 3. Disbursement of Grant Funds. The County shall pay the Grant Funds via ACH transfer to the Grantee on a reimbursement basis upon receipt of the approved status report and documentation of expenditures as required by this Agreement and no more often than bi-annually. No more than 75% of the Grant Funds will be reimbursed prior to the final report approval. The final 25% of Grant Funds will be reimbursed following the Grant Project inspection and review and approval of the final report and Grant Project deliverables.

4. Time for Use of Grant Funds. The Grantee agrees that the Grant Project must begin within 60 days of the grant award notification. The Grantee agrees that the Grant Project will be completed and the Grant Funds will be expended no later than two years from the Effective Date, unless the County agrees in writing to a longer period of time. The Grantee understands and agrees that, if the Grant Project cannot be completed within the two-year period or by the end of the agreed-upon extension, the County may require that the Grant Funds be refunded to the County Open Space Fund, be re-distributed to another agency, and/or be used for another viable and timely project.
5. Interest on Grant Funds. The Grantee further agrees that, after receipt of the Grant Funds, the Grantee will use any interest earned on the Grant Funds only for the Grant Project.
6. Administration of Grant Project. The Grantee shall be responsible for the direct supervision and administration of the Grant Project. The County shall not be liable or responsible for any cost overruns on the Grant Project, nor shall the County have any duty or obligation to provide any additional funding for the Grant Project if the Grant Project cannot be completed with the awarded Grant Funds. Grantee also agrees to comply with all local, state, and federal requirements while completing the Grant Project unless specifically waived.
7. Grant Project Site Visits. Upon 24 hours' written notice to the Grantee, the Grantee agrees to allow the County to make site visits before, during, at the completion of, and/or after the Grant Project.
8. Acknowledgement of County by Grantee. The Grantee agrees to acknowledge the County as a contributor to the Grant Project in all publications, on-site construction signage, news releases, and other publicity issued by the Grantee related to the Grant Project and agrees to allow the County to do the same. If any events are planned in regard to the Grant Project, the County shall be acknowledged as a contributor in the invitation to such events. Grantee shall cooperate with the County in preparing public information pieces, providing photos of the Grant Project from time to time, and providing access to the Grant Project for publicity purposes. Event information, event materials, and press release information related to the Grant Project must be sent to the County Grants Program Administrator for review and filing.
9. Required Sign at Grant Project Site. The County agrees to provide a standard sign for the Grant Project. Grantee agrees to erect and permanently maintain at least one County sign in a publicly visible area in recognition of the grant from the Arapahoe County Open Space Program. If the Grantee wishes to use its own sign and design, the Grantee must submit the sign location, design, and wording to the County Grants Program Administrator for approval prior to manufacture and/or installation of such sign. Such sign shall be erected prior to the completion of the Grant Project or its public opening, whichever is earlier.
10. Report Requirements. On or before January 31 and July 31 annually, the Grantee agrees to provide the County with Grant Project Progress Reports that conform to the format provided by the County. Each Grant Project Progress Report shall include supporting financial documentation as requested in the form provided. Upon completion of the Grant

Project, the Grantee also agrees to submit to the County a Final Report that conforms to the format provided by the County; a final spreadsheet comparing the original budget to actual expenses that certifies Grant Funds used in compliance with the Open Space Resolution; supporting financial documentation as requested in the County report form; and high-resolution photographs of the progress and finished results of the Grant Project. The Final Report shall be submitted within three months of Grant Project completion unless the County agrees in writing to a longer period of time. The County shall be allowed to use information and images from these reports in publications, public information updates, and on the County's website.

11. Failure to Submit Required Reports. Upon written notice from the County's Open Space Grants Program Administrator informing the Grantee that it has failed to submit any required status report and/or final report, the Grantee shall submit such reports to the County's Open Space Grants Program Administrator within 30 days, and, if it fails to do so, the Grantee shall be deemed to be in violation of this Agreement.
12. Record-Keeping Requirements. The Grantee shall maintain a complete set of books and records documenting its use of the Grant Funds and its supervision and administration of the Grant Project. The County or any of its duly authorized representatives shall have reasonable access to any books, documents, papers, and records of the Grantee that are pertinent to the Grant Project for the purpose of making an audit, examination, or excerpts. The Grantee shall keep all books, documents, papers, and records pertinent to the Grant Project for a minimum of three years from the Grant Project completion date. The Grantee agrees to report to the County any unexpended Grant Funds and consult with the County concerning proper accounting for unexpended Grant Funds.
13. Changes to Grant Project. The Grantee agrees and understands that its Grant Project, once it has been approved by the County, may not be changed without the County's prior written approval. Proposed changes must be formally requested using the applicable Grant Project Modification Form provided by the County. Changes may not begin until the County has issued a written approval, which may also require the execution of an amendment to this Agreement.
14. Maintenance. Grantee agrees to assume responsibility for continuous, long-term maintenance and public safety of open space lands, trails, recreation facilities, amenities, signage, and other projects funded by the Grant Funds.
15. Failure to Comply and Reimbursement of Grant Funds. The Grantee understands and agrees that the County may require the Grantee to reimburse the County if any portion of the Grant Funds is not used in accordance with its approved grant proposal and this Agreement. Failure to comply with this Agreement shall result in default, and the Grantee shall be ineligible for any future grants until the violation is remedied or after such other time period as determined by the County in its sole discretion.
16. Remedies. The rights and remedies of the County as set forth in this Agreement shall not be exclusive and are in addition to any other rights or remedies provided by law.

17. No Waiver of Rights. A waiver by either Party of the breach of any term or provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach by either Party.
18. Relationship of the Parties. The Grantee shall perform all duties and obligations under this Agreement as an independent contractor and shall not be deemed by virtue of this Agreement to have entered into any partnership, joint venture, employer/employee, or other relationship with the County.
19. No Third-Party Beneficiaries. Nothing in this Agreement shall give or allow any claim or right of action whatsoever by any third party, including, but not limited to, any agents or contractors of the Grantee.
20. Severability. The invalidity or unenforceability of any portion or previous version of this Agreement shall not affect the validity or enforceability of any other portion or provision. Any invalid or unenforceable portion or provision shall be deemed severed from this Agreement and, in such event, the Parties shall negotiate in good faith to replace such invalidated provision in order to carry out the intent of the Parties in entering into this Agreement.
21. Written Amendment Required. This Agreement may be amended, modified, or changed, in whole or in part, only by written agreement duly authorized and executed by the Parties.
22. Venue. Venue for any legal action arising out of this Agreement shall be in Arapahoe County District Court, pursuant to the appropriate rules of civil procedure.
23. Notices. Notices under this Agreement shall be sent to:

COUNTY: Board of County Commissioners of Arapahoe County  
5334 South Prince Street  
Littleton, CO 80120-1136

and

Arapahoe County Attorney  
5334 South Prince Street  
Littleton, CO 80120-1136

and

Arapahoe County Open Spaces Grants Program Administrator  
6934 S. Lima St., Unit A  
Centennial, CO 80112

GRANTEE: Cherry Creek Vista Park and Recreation District  
P.O. Box 359  
Littleton, CO 80160

24. Applicable Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Colorado.
25. Counterparts. This Agreement may be executed in multiple counterparts, each of which will be deemed to be an original and all of which taken together will constitute one and the same agreement.
26. Incorporation of Exhibits. Unless otherwise stated in this Agreement, any exhibits, applications, resolutions, or other documents referenced in this Agreement shall be incorporated by reference into this Agreement for all purposes.
27. Section Headings. The headings for any section of this Agreement are only for the convenience and reference of the Parties and are not intended in any way to define, limit, or describe the scope or intent of this Agreement.
28. Assignment. The rights, or any parts of this Agreement, granted to the Parties in this Agreement may be assigned only with the prior written consent of the non-assigning Party.
29. Extent of Agreement. This Agreement constitutes the entire agreement of the Parties related to the Grant Project. The Parties agree that there have been no representations made regarding the subject matter of this Agreement other than those, if any, contained in this Agreement, and the various promises and covenants contained in this Agreement are mutually agreed upon and are in consideration of one another.
30. Signatures. The signatories to this Agreement represent that they are fully authorized to execute this Agreement and bind their respective entities.
31. Effective Date. This Agreement will become effective on the date of the Grantee's signature ("Effective Date").

*Signature pages follow*

IN WITNESS WHEREOF, the County and the Grantee have executed this Agreement as of the Effective Date.

ATTEST:

CHERRY CREEK VISTA PARK AND  
RECREATION DISTRICT

By: \_\_\_\_\_  
Name:  
Title:

By: \_\_\_\_\_  
Name:  
Title:  
Date: \_\_\_\_\_

COUNTY OF ARAPAHOE  
STATE OF COLORADO

By: \_\_\_\_\_  
Shannon Carter, Director, Open Spaces  
Pursuant to Resolution No. 22-049

EXHIBIT A

# Sunset Park Activities Grant

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*2022 Standard and Small Grant Application*

*Cherry Creek Vista Park and Recreation District*

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*Sarah Shepherd*

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sees@ccrider.us

# Application Form

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## *Application Summary*

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### Primary Contact Information\*

Please provide information for the primary contact for this project in the following format.

Agency:

Name:

Title:

Telephone:

Email:

Agency: Cherry Creek Vista Park and Recreation District

Name: Sarah Shepherd

Title: District Manager

Telephone: 303-482-1002 x. 700

Email: sees@ccrider.us

### Grant Category\*

Select One:

- **Standard Grant:** \$100,001 - \$500,000, requiring a minimum of 25% total project cost cash match
- **Small Grant:** \$1,000 - \$100,000, requiring a minimum of 10% total project cost cash match

Standard Grant

### Project Type\*

Select One:

- **Trail Project:** Trail/trailhead construction or improvement, including stream/road crossings and trailhead amenities (such as parking or shelters)
- **Site Improvement Project:** New construction, improvement, repair, or replacement of outdoor recreation facilities or amenities (such as playgrounds, shelters, sports fields, restrooms, or interior trail connections)
- **Environmental/Cultural Education Project:** Eligible projects include outreach materials (such as printed materials, video, or displays), installations (such as signage), or associated outdoor amenities (such as shelters or native landscaping)
- **Acquisition Project:** Eligible projects include fee simple acquisition of land for public open space, parks, or trails; or acquisition of a trail or conservation easement. *Additional application materials are required.*
- **Other Project:** Other allowable projects include stream/habitat restoration, natural re-vegetation, and water quality improvement

Site Improvement Project

**Project Title\***

Sunset Park Activities Grant

**Project Address\***

5700 S Kenton Court Englewood, CO 80111

**Project Location\***

Select a Jurisdiction or Unincorporated Arapahoe County:

Unincorporated Arapahoe County

**GPS Coordinates (Latitude in Decimal Degrees)\***

Example: Dove Valley Regional Park

Latitude: 39.577303

39.612719

**GPS Coordinates (Longitude in Decimal Degrees)\***

Example: Dove Valley Regional Park

Longitude: -104.828850

-104.861893

**Grant Request Amount\***

\$500,000.00

**Cash Match Amount\***

\$166,700.00

**Total Project Amount\***

Total project amount includes grant request and cash match only. Please do not include in-kind match.

\$666,700.00

**Cash Match Percentage\***

Calculate cash match as % of total project cost.

## Project Partners

List partner agencies if applicable.

There are no partner agencies for this project.

## Executive Summary\*

Highlight key points of your proposal, such as project description, goals, need, partnerships, deliverables, etc.

In 2021, multiple community planning meetings convened via zoom and onsite, with partner and stakeholder input throughout. The planning process produced: [1] a design and sustainability plan; [2] completed site plan, with specifications for materials, supplies and construction of playground improvements, tennis court repairs, new gaga-ball court, field repairs, irrigation system replacement, native pollinator garden and water-wise landscaping improvements, and new and replaced signage/site amenities; [3] bid documents; [4] budget and cost estimates; [5] timelines for construction; [6] organized project partner team.

The goal of the Sunset Park Activities project is to improve and reinvigorate this well-loved and high-use neighborhood park with new/improved amenities and access to encourage number and quality of fulfilled park users, so it can remain a place for active organized group and individual fun, for sports teams and leagues, neighbors, families, and recreators.

Plans for this project include: [1] renovated ADA playground with shade coverage, ramp access, new safety surfacing; [2] repaired basketball and tennis courts; [3] new gaga-ball court and repaired sports field and soccer goal areas; [4] fully replaced upgraded irrigation system with Smart water system remote controls to reduce leaks, adjust to weather, and match zones and head with watered areas; [5] additional seating, trash receptacles, and signage throughout the park; [5] native pollinator educational garden with interpretive signage; [6] improved water-wise landscaping/sod reduction, rocks & boulders in passive use areas; [7] repaired parking lot with ADA ramping repair and basketball court; [8] repaired and improved shaded picnic shelter with new ADA picnic tables.

In addition to these important changes, the plan preserves and enhances the park's aesthetics and increases its tree canopy and shade resources, while decreasing its water use and costs. The park will be even more well-utilized by its many participants--soccer, volleyball, basketball, tennis, gaga-ball, playground use, picnics, community events, walking, biking, and passive rest/observation in the open space setting.

The need for these improvements is immediate and must be completed for the park to be up to current ADA and safety standards as well as to be best utilized to its greatest potential. The need for this grant is immediate, because the matching funds that the District has to leverage in its cash match will not be available for use after the planned project timeline for this grant cycle ends (2024) (due to debt service spending restrictions and budget allocations which are the sources from which the matching dollars are available). If the grant is not awarded, the completion of these improvements will not be feasible without multi-year phasing, which would result in long visible construction closures and timing that would not deliver on efficient spending of these funds, nor provide the outcomes that the community has indicated it expects from this park.

At the conclusion of the proposed process, the District will have delivered the following: [1] payment for, and completion of, all renovations included in the designs as submitted herein, paired with updates to the maintenance plan and budget for the long-term future; [2] community communication for increased awareness of the park and grant program that exceeds all signage and acknowledgement requirement of all partners, including ACOS.

The result will be a park that has up-to-date, greatly-increased amenities and active use areas for the benefit of the Arapahoe County public. These outcomes, paired with the funding available to match a grant award, position the District to secure construction contracts (contingent upon funding) and begin construction as soon as funding is secured.

## *Minimum Qualifications and Eligibility*

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### **Question 1\***

**Is the applicant in good standing with Arapahoe County Open Spaces? Please list your agency's ongoing Arapahoe County Open Spaces grant projects.**

The District is in good standing with Arapahoe County Open Space. In this grant cycle, the District is applying for this standard grant. There is one project grant (Peakview Park Renovation Project Grant) which is currently underway and on track for its timeline, budget and scope per the grant agreement. There are no other on-going grants that the District is involved with the Arapahoe County Open Space Grant Program. Further, in the past five years, the District applied for and received the following project and planning grants from Arapahoe County Open Space: The Planning Grants for Windemere Park, Cherry Creek Vista II Park, and Peakview Park, and the Project Grants for Lakeview Park Fields, Cherry Creek Vista II Park, and Windemere Park. All grants were completed within their forecasted timelines or extensions, if needed and per their outlined scopes. The District is very grateful for the ongoing partnership with the ACOS throughout these projects.

### **Question 2\***

**How does this project align with the Arapahoe County Open Space Master Plan, Arapahoe County Bicycle and Pedestrian Master Plan, an agency master plan, or other approved planning documents?**

This park is within Arapahoe County—the Park's Holistic Vision Plan was developed in the 2021 during a District-led planning process. This “proactive\*” design aligns with ACOS's sustainable long-term master plan and is highest on the District's priority list, funded through the 2020 debt authorization. It aligns directly with the overall mission and vision of the ACOS's Master Plan/Pedestrian Master Plan in a number of ways: 1) The Renovation Project seeks to increase the aesthetic, and recreational areas in the vicinity of watersheds in the SEMSWA drainage floodplain that it sits adjacent to, 2) The goal of preserving and restoring recreational amenities in the park speaks to the purpose of the program in improving neighborhood parks and open space, & picnic facilities, as the park will include native gardens, playground, gazebo, outdoor sports facilities, fields & open space improvements, additions and access. 3) This plan will serve adults and youth now and in the future, by maintaining needed recreational resources, especially for recreation/USTA tennis leagues, soccer teams, volleyball leagues, basketball rec play & other non-league recreational sports. 4) The plan continues cooperative partnership work amongst the County, District, and other partners listed in this application, (contractors, associations, sports-teams) to leverage concerted effort and funds, therefore realizing the three-dollar benefit to each dollar invested by tax payers. \*Quote Ref. ACOS Master Plan.

### **Question 3\***

**Describe how this project addresses specific objectives in the Arapahoe County Open Space Resolution #21-263. The resolution is available on the Open Space website.**

*Please note that this resolution replaces the previous Open Space Resolutions #030381/110637.*

This project fulfills on the voter-approved measure to approve a .25% Open Space sales and use tax, authorized initially by the Arapahoe County Board of County Commissioners (BOCC) in resolution 030381 in 2003, re-authorized in 2011 by the BOCC, and passed by voters again—specifically in fulfilling on the Arapahoe County Open Spaces' (ACOS) creation and designation to appoint an Open Space and Trails Advisory Board (OSTAB) to oversee the granting of 12% of those collected taxes to incorporated municipalities and special district within the County. The reauthorization of the ACOS in Resolution 110637 maintained those percentages of grant monies available. The Cherry Creek Vista Park and Recreation District, being one of the Special Districts within the County that provides recreational services and amenities, is eligible to receive these grant funds, if, as the resolution dictates, it meets the requirements set forth by the OSTAB. Specifically, this standard grant will allow the District to maintain and improve, and restore Sunset Park, as it contains recreational parks/open space amenities (Ref.: Res. 030381, Section VIII (E), Para. 1., Sub-sec. j). Indirectly related are those subsections k-o of that same section VIII (E) that would be the natural outcome/implementation of planning for the potential improvements, conservation, recreational (park, playground, fields, walking/bike trails, access, tennis courts, basketball courts) areas at the park.

### Certification and Authorized Signature Form\*

Please attach completed Certification and Authorized Signature Form as a PDF document. Form must be signed by highest authority in agency or authorized individual. *Required forms are available on the Open Space website.*

Please name your file as follows: *Applicant\_SignatureForm.pdf*

Applicant\_Signature Form.pdf

### Project Timeline

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#### Project Timeline Form\*

Please attach completed Project Timeline Form as a PDF document. *Required forms are available on the Open Space website.*

Please name your file as follows: *Applicant\_TimelineForm.pdf*

Applicant\_TimelineForm.pdf

### Project Budget

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#### Budget Narrative\*

**Provide a clear and concise budget narrative. Include details about expenses in each budget category, justification for any unusual line items, and an explanation of how you arrived at these estimates. Include amount and sources of matching funds.**

Detailed Expense:

"Professional Services:" construction oversight, coordination, progress/final inspections/surveying. Includes signage throughout park and outreach to full community via mail/other media to publicize ACOS grant programs and award acknowledgement signage. Covered by grantee match, and partner in-kind matches. Based on estimates by consultants/recent project actual costs.

"Landscape Construction:" Site preparation for irrigation and landscape improvements/repairs, tree installation, sports field repairs/amenities install, parking lot ADA ramp curbing, drainage, basketball court, tennis court amenities/rock border, boulders, pollinator garden installation, interpretive signage production/install, gazebo amenities repair, painting and install, tennis court resurface/windscreens and general contractor costs. Split amongst grant/grantee cash match. Based on current estimates/recent project actual costs due possible market volatility.

"Playground & Site Amenities:" Site prep, curbing/ramp, safety surfacing, and playground equipment shade-cap materials, delivery and install, gazebo/park benches and tables, soccer net, trash cans material and install. Gaga pit play feature materials and install. Split amongst grant/grantee cash match. Based on current estimates.

Summary Expense: 25% match requirement exceeded.

In-kind match amounts of \$4,000 not tallied in budget worksheet, included in partner support letters.

Note: Detailed playground estimates in attachments.

## Budget Forms\*

Please attach completed Summary Budget Form and Detailed Expense Budget Form as a single PDF document. *Required forms are available on the Open Space website.*

Please name your file as follows: *Applicant\_BudgetForms.pdf*

Applicant\_BudgetForms.pdf

## Project Narrative

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### Question 1\*

**Describe the project goals, scope, expected results, and deliverables. Describe project elements, including useful life. Discuss the current condition of the project site and what improvements are proposed. Discuss how this project improves access to the outdoors, connectivity, and/or educational opportunities.**

The Cherry Creek Vista Park and Recreation District has made the improvement of this park its top priority in 2022, as it recognizes the potential for increased high-value amenities and access at the park, which is a key strategy to meet the District's mission of providing recreation opportunities to suit and engage all District residents' needs.

The main goal and deliverables of the park improvement will be: to construct an (ADA) accessible, safe, sustainable, aesthetic, and useful park, featuring safety and accessibility updates, community outreach, conservation and recreation goals, including: [1] an improved ADA accessible playground with shade amenities and re-surfaced pit (including safety updates/ADA ramp and safety surfacing, ADA access and new equipment); [2] new Gaga-ball court; [3] resurfacing and repairs to two tennis courts and expanding the courts' rock-border protection (to avoid irrigation water damages to the concrete); [4] additional picnic tables/benches/trash amenities distributed throughout the park; [5] repaired sports field sod/goals to promote increased and safer use by regional soccer and volleyball leagues [6] repaired gazebo, relined basketball and repaired/relined parking lot, with improved ADA parking lot to sidewalk access ramps to park access; [7] additional/replaced informational signage throughout the park; [8] additional trees, boulders, and water-wise landscaping/mulching in passive areas to increase aesthetic appeal, shade and reduce water use, and; [9] addition of a native pollinator garden with educational amenities and signage, as well as a buffer to

protect the field from unauthorized motor traffic that has caused damaged to the field/goals; [10] total replacement of the current irrigation system to improve water efficiency, water and system costs, and health of the plants, grass and trees at the park; [11] community outreach during all phases of the project to increase awareness and use of the park in the community. These amenities will last many years under the current management maintenance plan, with many of the fixed assets lasting upwards of 20 years, and many being permanent improvements.

The key deliverable [11] listed above is community outreach to promote the grant program and the specific project, including schedule for construction, celebration and acknowledgement, and ongoing expanded use awareness. As this is a construction project with recreational elements, the goal of signage will be to educate the public to be good stewards and safe users of the park. Signs at park entrances will detail safety, use, and maintenance information facts, as well as funding partner acknowledgments.

The current condition of the park is acceptable, aged but sometime marginal. The park need to address safety issues/current code/ADA standards and major renovations to achieve the potential that the planning process has brought forth for the current vision.

Three access points, by way of a public parking lot, public walking paths, and cul-de-sac from the East, around the park perimeter and Northwest sides, respectively, are available and will be maintained with the new site plan.

Please reference the photo attachments and park plan in attachment 5 to view the challenges, planning efforts, and positive features as described above. Please refer to the site map for orientation and overlay of the plan. The plan is ready for build-out, with the first steps being parallel work to complete the site survey and select the construction contractor, and meet with contractor, engineer, architect, playground and irrigation planner prior to groundbreaking in order to finalize strategy, go over plans, and mark utility locates. Demolition and site preparation of current facilities will follow, while the District Manager will concurrently organize small projects like painting and signage orders, and communicate to District residents, Arapahoe County, and local media outlets.

Sod will be removed in irrigation trench areas during site preparation stages, followed by plants, trees, boulders, rock/wood mulch edging, gaga pit, pollinator garden installation, alongside soil amendment import, playground and parking lot ramp install preparation, and resurfacing of the courts, followed by parking lot/basketball court repair/repainting. Last construction steps will be to install sod/seed over new irrigation lines, signage, playground equipment/fibar safety surfacing, benches, trash cans, and to complete park signage installation and a dedication event.

Ongoing oversight of the completed design specs will be provided by Root Partnership, Proof Engineers, Hydrosystems Inc. Recreation Plus, Renner, JBK Landscape Inc., and Circuit Rider of Colorado, with permissions by Arapahoe County and guidance by SEMSWA, as needed.

These capital improvements will be maintained annually, under current costs already budgeted, with little increase. The expected life for features are as follows: approximately 20-30 years for playgrounds, and 10 years for playground safety surfacing and gaga pit, 20-30 years for the irrigation system, basketball court and parking lot, tennis courts, more than 50 years for the sports field (with maintenance every 3-5 year), and at least 10 years for the trees, garden landscape materials, trash cans, benches, picnic tables, and signage.

Architect, management and engineers will oversee the construction process, and long-term maintenance be performed by JBK Landscape Inc. and management, to ensure the vision of the plan. Each contractor has been chosen based on proven experience, as well as a willingness to participate in this collaboration and dedicate in-kind services toward the success of the construction project. Key costs, supplies, deliverables and milestones in the process have all been addressed in the budget and timeline, prior to this grant application.

## Question 2\*

**Describe the community/neighborhood and user groups the project will serve. Discuss the type of users (children, families, seniors, sports leagues, etc.), and estimate the number of users that will benefit annually. How did you arrive at this estimate?**

*Include up to five community support letters in the Attachments section.*

The District's 4,000+ residents have access to the park, as well as a large amount of non-resident users, especially organized sports teams and leagues, as well as people who travel the pathways or use the park during their break times. During COVID-19 in 2020, the park saw an enormous amount of use by both these user groups. As noted in the Cherry Creek Vista HOA letter of support, 348 homes, or about 1/4 of the District's residents are nearest to Sunset Park and many neighbors use the park on a daily basis. Yearly users certainly exceed the number of residents in the community with these counts of participants detailed further below, which includes user source estimates.

Cherry Creek Vista HOA residents use the park for their daily dog walks, parties, gatherings and exercise venue. Daily, weekly and seasonal users within the District and from regional sports leagues and teams include: children and families who use the playground and playing fields, basketball players, tennis players (the district has over 17 adult home-teams participating in the USTA programs as well as a summer youth tennis program through SF Tennis), Chinese Volleyball league practices and games throughout the warm months (20 players at least 3 days per week for 7- 8 months), soccer league practices and games throughout the Spring and Fall seasons (5-7 days per week for 6 months per year), walkers, joggers, stroller-pushers, and bikers, frisbee players, dog-walkers, including people with seen and unseen disabilities, in all categories have been observed regularly at the park.

The new site plan will increase use amount and quality.

Soccer teams such as Storm Soccer and Skyline Soccer utilize the soccer field for practices and games during the Spring and Fall and will maintain these same levels of use in the future, but could increase use to older age players with the goal-box sod improvements, instead of using the field for very young, small, multi-field games. Storm Soccer has a team of 30+ who utilize this field as their home practice and game field, comprised of District and non-District residents who reside in neighboring communities within the County.

The new site plan will also expand use for the sport of Gaga ball, which is growing in popularity as it provides safe and fun active play for children outdoors. If a reviewer is unfamiliar with the game, please see this short video: <https://www.youtube.com/watch?v=tpumM7UYB3Q>. Additional shaded landings at the playground, as well as safety surfacing and equipment refurbishing will benefit children and their families.

USTA League play rotates between all the courts within the district--and Sunset Park's courts host at least 20 hours of matches (doubles and singles on a weekly basis from March through October), with many more practices and recreational users during nearly any month of the year when the courts are clear of snow.

All users will benefit from a repaved parking lot with better ADA access, increased seating, trash, and improved picnic tables at the gazebo, the field protection, beauty, educational resources of the native pollinator garden with interpretive signage to match another Prairie demonstration garden from the District's Prairie Vista Park, boulder bollards at the cul-de-sac entrance, new water-efficient plant bed installations for accessibility and aesthetic enjoyment.

The District has a reservation calendar to record permits assigned for gazebos. New picnic amenities and repair of the gazebo for ADA access, will increasing use for family and neighborhood get-togethers, such as children's birthday parties, scout meetings, work events and picnics.

### Question 3\*

**Discuss the need and urgency for this project. Was the project prioritized in a master plan or other planning document? Is this part of a multiphased project? What opportunities will be lost if this project is not funded now?**

There are three critical conditions that show the great need and urgency in funding the construction project, as illuminated in the photo attachments and letters provided:

1) The existing conditions and usage of the park are neither safe nor congruous with the desired uses (as expressed by the community and users during the planning process and described in letters, especially the tennis court, field and parking lot). Recreational uses of the park not up to safety or beyond minimal ADA standard because of the current conditions at the playground, parking lot and gazebo; tennis court surfacing is deteriorated and not up to full safety standards, and concrete is in danger of damaging the underlay-concrete at the courts because of inadequate protective edging away from irrigation; the playing field needs holes filled and sod reconditioned, with maintenance of a functioning irrigation system especially in soccer goal areas, which require major repairs to sod; more benches, picnic tables and ADA amenities are needed and are not dispersed around the park as well as they could be, especially near to the parking lot, and the field needs protection from unauthorized motor vehicles which have damaged the soccer field and goals in recent years, resulting in insurance claims costs to the District, and which will be protected by the proposed boulders and pollinator garden barriers. Further, the attention raised during the planning process as to current safety lapses, if unaddressed, could result in either decreased access to current users or increased cost if someone is hurt, especially at the gazebo, field, tennis courts and playground.

2) Funds of \$166,700 have been earmarked by the Board for the project construction, as time is of the essence to spend on the debt service dollars that were issued in 2020 (there is a 3-year window in which the District must spend the majority of this fund, per the terms of the debt, on public improvement projects). It would be a shame to have to return these dollars to the loan provider. Additionally, as the District must pay for maintenance costs, regardless of if the improvements are completed or not, it would be a shame to not have these needed amenities to allow for the facility to be used to its greatest potential, especially with the gaga pit, playground additions/improvement, safer and more accessible playground/tennis courts, and enjoyment of an educational native pollinator garden.

3) The major partners and plans are aligned and ready to commence the construction process. The risk of stalling out, asking for partners to phase the construction, or needing to re-ask for support on a project that already has garnered the support from so many stakeholders and champions, puts the success of completing the project at risk. There is community awareness, and excitement for these additional resources, especially for: added tree and playground share, ADA improvements, gaga ball pit, repaired tennis courts, repaired sports field, repaired parking lot, new site furnishings and more water-wise passive landscaping/garden, plus improved ADA pathway access from the East parking lot. If the project were not funded with the help of these grant dollars the project would need to be completed in phases, with future funds, which may be less likely given that the community just approved a large debt amount. Asking for more money so soon is often unsuccessful. The other challenge would be to decide which improvements should be provided first: access/ADA upgrades, playground/tennis court, irrigation/field, parking lot, or landscaping? These phases are not impossible, but not ideal, and would increase overall project costs as well, as it would require multiple bid processes and years of project implementation.

### Question 4\*

**Summarize any planning completed prior to submitting this grant proposal. Is design and engineering complete? Does the project necessitate a zoning change? List any permits or approvals that need to be obtained (county or city planning, stormwater, federal 404 permit, etc.) and their status.**

*If applicable, include eligible planning costs in the match section of the Detailed Expense Budget Form (costs must be incurred within 90 days of application submission and pre-approved by grants program staff) and include proof of any such expense in the Attachments section.*

A full planning process had been completed with the help of the planning project team, Board of Directors for the District and community stakeholder and user input. The planning of the project also benefitted from an ACOS planning grant from September 2020-early 2021 from a different planning grant received through and ACOS planning grant in 2020. This planning grant was granted to plan the Peakview Park project, which is now under construction due to consequent the award of a standard construction grant. Due to the similar needs of Sunset Park to Peakview Park, the planning process gained many efficiencies of planning and budgeting, communication lines with permitting planning groups and community groups.

This collaborative planning effort involved the participation of homeowners association's representatives (Cherry Creek Vista HOA), active users, sports-league/team and association leadership (park renters, tennis league pros/coordinator, soccer teams, volleyball league, maintenance providers), board members, at-large community members, and planning professionals and consultants, as well as input from County and SEMSWA planning regarding permit requirements. Multiple virtual and on-site meetings were held with these stakeholders and design professionals (Root Partnership for landscape design and concept/site plans; Proof Civil Engineers for GESC, drainage and site plan and surveying plans; Recreation Plus for playground, safety design and site amenities; Renner Tennis for tennis court repair design and renovations; Hydrosystems Inc. for irrigation system/controller design and repairs; JBK Landscape Inc. for landscape design and long-range maintenance estimates and planning, and other contractors for minor maintenance and repair cost estimates), with many venues for individual input that were guided by the District's Master plan. All recommendations were presented at three public board meetings and were approved with meaningful input from the Board members and community members throughout.

To date, the planning process has been discussed widely, and has had no objections, formal or informal (therefore none is included in the attachments section). All parties who were requested to participate, provide letters of support or provide in-kind donations accepted those requests and invitations, and are excited to have been involved in the planning and ongoing work on the project.

The full site plan and engineering work will be completed within one month of notice of grant award. A discussion over the scope of the plan has been reviewed according to Arapahoe County, Tri-County Health, Southeast Metro Stormwater Authority, and South Metro Fire Protection District guidelines. At this time, the planning team does not anticipate needed permits from the entities unless specified measurements are not born out in the site survey, and there is a good deal of error to control for any changes in current estimates for concrete work and impervious materials installation to further control for not needed a permit. However, permit estimates have been calculated according to the project costs and are included in the budget and timeline as precautionary measure. As no significant additions are planned for, nor changes of use, permit issuance would be anticipated shortly by Arapahoe County, Tri-County Health Department and Southeast Metro Stormwater Authority, if any became necessary.

The project does not necessitate a zoning change as the land is currently utilized as a public park and will continue to be utilized as such.

### Question 5\*

**Describe how the project will be completed within the required two year timeframe. Discuss the agency's capacity to complete the project, including project management, resources, and experience implementing similar projects.**

As listed in the project timeline, the anticipated bidding process will be complete within a few month after notice if a grant is awarded. This construction contractor will be ready to perform the work detailed in the site plan between the contract award date and 3-6 months after groundbreaking occurs, with a month buffer allowed in the timeline. The engineers, design and oversight team are ready and assembled, with bids for the tennis court work, playground improvements, parking lot repairs, basketball courts, soccer infield, irrigation system, and landscaping and site furnishings.

There is a year-long contingency window of time to complete the project, should another challenging COVID-19 shutdown or market manufacturing availability, pricing issues or slowdowns occur. Should delays for weather, contractor availability and other possible challenges arise, this additional year will give ample time to address these potential delays. These contingencies for inclement weather would push either or both the site preparation and installation to the Fall of 2023, which would still allow for the park construction completion to occur by Spring of 2024 at the latest, still months in advance of the 2-year schedule limit.

Therefore, bidding and construction will be planned to begin immediately upon the grant award notification/IGA completion with ACOS and execution of the construction contract.

Oversight of the construction contractor, including the selection process, is planned to be overseen by Circuit Rider of Colorado the District's management team, as well as Proof Civil Engineers, Root Partnership Landscape Architects, Recreation Plus Playground designers/installers, Hydrosystems Inc. irrigation designers, and Renner Sports Tennis Construction. This team was also involved during the full term of the planning process and have worked together on prior projects successfully. The planning group knows the project scope very well.

The project timeline gives appropriate consideration for a site-visit and work-plan progress/review by multiple parties including, JBK Landscape (the District's current landscape and facilities maintenance contractor), Proof Civil Engineers, Root Partnership Architects and others, as well as inspections from SEMSWA and Arapahoe County, if needed, utility locates, during the construction process.

The planning team has anticipated long lead times for ordering materials, equipment and supplies, including park benches, playground equipment, and irrigation materials. There is adequate time for these needed parts and materials when ordered in the Fall of 2022 in time for delivery and installation by the time the site preparations are completed in the Summer of 2023.

Circuit Rider of Colorado and Root Partners will coordinate with contractors to produce and install signage from existing plans, especially interpretive signage for the native pollinator garden, which will be produced from signage installed at Prairie Vista Park, located at the Southeast side of the District's park system. Circuit Rider of Colorado and Root Partners will also coordinate to oversee maintenance contractors to perform specialized work to repaint signage, benches, tables and the gazebo etc., and will oversee community outreach/dedication scheduling, as well as due diligence matters with the Board and community.

The public park dedication and final report are planned for the end of the Summer/beginning of Fall 2023, well within the two-year window for completion.

## Question 6\*

**Summarize any efforts to obtain public input, disseminate information to the public, develop partnerships, and garner community support for this project. Evidence of a transparent public process will be required. List the stakeholders that are involved. Discuss any known or anticipated opposition to this project and how this will be addressed.**

*If applicable, include letters, petitions, or other documents evidencing opposition in the Attachments section.*

Planning Committee Meetings were held online and in-person (attended in difference combinations of user group leadership, HOA/CCVPRD Board members, residents, and planning contractors and experts. Two formal site visit, with multiple additional informal site visits occurred with the same groups. The engineers and park design team engaged with Arapahoe County and SEMSWA's planning and permitting processes to ensure the plans fit into zoning rules, water quality requirements and use guidelines.

Three formal Board meetings were held where the District Management reported on project design, scope and budget details, with recommendations to the Board regarding overall concepts as well as specific detail

on the plans. Website and direct email notices and request for input, were utilized to garner input and share about the project planning process and outcomes.

The site plans and community and partner support letters are included in the additional attachments packet and letters attachments, showing understanding of the project scope is known and supported by these various groups and individuals. These community and project partner support letters confirms support by residents, park users, partners and community organizations nearest to the park. Each open public meeting, including the specific meetings to plan or review progress during the planning grant process, included input and participation from the listed planning and maintenance partners and others. All partners that were requested to provide letters of support or in-kind donations have gladly accepted those requests and invitations, and are excited to be working on such a fun and collaborative project.

The public hearing held in November 2021 approved the 2022 Budget, which included a line- item for this grant's budgeted matching funds. The January Board meeting included concept presentations and the March 2022 Board meeting approved the grant resolution and project plan with unanimous support from the District's Board of Directors. The other strong support for this and other park improvement projects was via the 2020 May election which approved a large bond to fund matching dollars for park improvements, specifically included reference to to Sunset Park's needs, alongside other maintenance and repair items, including a renovated community pool facility. The approval for the bond mill levy was very strong, even with the challenges of the shut-down due to COVID-19 in the Spring of 2020. An additional general operating mill levy increase was passed at the District's May 2014 election, which provides additional dollars for the Board to dedicate to matching funds and maintenance for improvement projects such as this. No opposition comments have been received, to date.

It is also important to mention the benefit this project gained from a different planning grant received through and the ACOS planning grant in 2020. This planning grant was granted to plan the Peakview Park project, which is now under construction due to the award of a standard construction grant. Because of this planning grant process, the planning process gained many efficiencies of planning and budgeting, communication lines with permitting planning groups and community groups. The planning for this project at Sunset Park was still given its due course, but gained many insights from that planning grant, doubling the value of those planning dollars that Arapahoe County Open Spaces granted to the District. The District was able to inform the public and receive feedback from District residents, as well as the formalized planning process, which stakeholders support.

## Question 7\*

**How much of your planned cash match is secured? If applicable, what are your plans for securing additional funds? Describe cash and in-kind match partnerships established for this project.**

*Include partner support letters in the Attachments section and include cash match from partners on the Budget Forms. Grant recipients are responsible for project cost overruns.*

100% of the cash match is secured, as presented in the budget attachment.

Please reference the attached District Resolution, in addition to the partner support letters from Circuit Rider of Colorado, Root Partners, and verbal in-kind support from Hydrosystems Inc. for \$4,000 of in-kind donated services for community outreach, architecture design oversight and irrigation design oversight, which combines with the \$166,700 cash match to total \$170,700 of support from the District and project partners.

The District has dedicated \$166,700 of matching funds for the construction project in its ratified 2022 budget. Since the cash match is secured in total, there is no need for plans to secure additional funds. If further funds are required, the District will provide those dollars over and above the funding provided by the grant and the current match amounts from surplus in other budget areas, especially from it Conservation

Trust Fund dollars, which annually support park improvements and are a great use of these dollars, intended for such project.

### Question 8\*

**Describe any scenic, historic, or cultural values associated with the project site. Will they be preserved or restored? Discuss specific natural resources at the site (habitat, water, wildlife, vegetation, etc.) and impacts to these resources as a result of this project. If applicable, discuss environmental sustainability benefits of this project (such as energy or water conservation, water quality improvement, etc.).**

There are number of natural, cultural and economic values associated with the park:

[1] There are a few trees of high-value (legacy trees) in the park. All existing trees will be preserved within the plan. 10-15 trees will be added, depending upon market costs at bid contract, to the pathways and field areas for shade coverage. These additional trees will be added to the District's Tree Inventory document map and long-range replacement plan by species and location priority. Specifically, detail and mapping are performed for trees that should be highly protected, as well as trees that may need to be replaced sooner than later due to common or anticipated pests or diseases, such as emerald ash borer.

[2] A long-term cultural value that the plan preserves is the open feel of this well-used neighborhood park, with open sky views, despite its many active and passive amenities, including picnic gazebo, walking access, soccer field, tennis courts, basketball/multi-use parking area. As noted in the support letter from the neighborhood HOA, the 40+ year old community of 348 nearby homes is thriving and cycling in a variety of ages of people and families. These homes and residents are not the only park users, as long-term relationships with regional soccer teams, USTA Tennis league teams and Chinese Volleyball leagues bring a variety of users throughout the seasons, weeks and days. The parking lot and streets are often overflowing during soccer games and practice times on evenings and weekends, while during a weekday afternoon only a few small family groups can be joined who are playing on the playground, throwing frisbee or walking dogs.

[3] Vegetation species at the park are man-made/imported turf, deciduous and evergreen trees and some native and non-native shrubs and perennial flowers. The plan hopes to increase native flora in the pollinator garden, as well as keep current and planned trees and turf healthier, thereby encouraging increased wild insect and bird activity, as has been successfully seen at other park projects. Resident animals include: field mice, insects, bird and predator species that were once solely native and flourishing. These populations will not be affected, as the park is already established as high-used area by humans and dogs.

[4] The reduction in sod in appropriate spaces, including the fence-line, parking lot and tennis borders infield, alongside increased wood/rock mulch and native/water-wise plant material will decrease high water demands of turf in areas of inactive use.

### Question 9\*

**Discuss ownership and legal access at the proposed project site. Detail any third-party rights, easements, or other encumbrances that exist.**

*Provide supporting documentation showing ownership, legal access, and/or permission from landowner in the Attachments section.*

The District owns the park, as shown in attachment 9, and can access the park by way of its own parking lot (East side of the park) from the public roadway, via a public cul-de-sac (West side of the park), as well as many convenient access points along sidewalks that surround the park just off a main street.

Construction staging will occur on the District's property, in the lot and on the existing sidewalks. There no third-party rights, easements, or encumbrances exist that might impede access or construction with the

planned scope as this property is a recreational facility/park. Any permit fees are included in the grant budget and would related to ADA curbing drainage, if needed for the entrance and playground areas.

### Question 10\*

**Describe long-term plans for maintaining the project. Who will be responsible for maintenance? Estimate annual costs to maintain the project site, and explain how maintaining the site will affect your agency's budget.**

The District is and will be fully responsible for the long-term maintenance of the park after construction. The park is currently insured, monitored and fully maintained by the District's maintenance contractors, especially the ongoing landscape maintenance by JBK Landscape Inc. The maintenance currently provided includes all park regular maintenance, such as playground, field, court and irrigation oversight, mowing, leaf removal, trash collection, snowplowing and all other regular services. Current maintenance work will not alter in cost or scope due to the planned construction elements of the re-designed park. The new reservation system for the district will allow for ongoing reservations of the fields, courts and gazebo for all uses, including USTA Tennis, parties, baseball, soccer, volleyball and other organized programs.

The addition of the native pollinator garden, signage, gaga ball court, and soccer goal area sod/turf replacement will be the only amenities to minimally increase annual maintenance, which are planned to be funded by the field user fees for such uses, but will in large part fall under the current general maintenance costs. These anticipated maintenance costs to weed the new garden by hand, maintain man-made or reseed sod in the high use soccer goal area, and rake the gaga pit level is estimated at approximately \$1,000 on an annual basis per hourly rates for landscape maintenance and grounds maintenance. These additional costs will be met through water savings expected from the new water system, as well as reduction in high water use areas through the installation of the native pollinator garden and entrance landscaping improvements to the North of the parking lot and surrounding the tennis courts (which will be watered through a drip system), and reduced sod around the tennis courts and fence-lines.

Tennis court and soccer nets will still be replaced when needed, about every 3-5 years at \$200 and \$250 per net, through current general operating funds. The soccer field will be regraded/seeded about every 3-5 year, as needed at a cost of \$1,000-\$2,500, depending upon condition and need. The field will likely not need frequent repair work with the new irrigation system to keep the sod healthier, especially in these high use areas, and with the buffer of the new pollinator garden and boulders to keep unauthorized motor vehicles off the field. These costs will be funded through minimal increased field rental fees, which occur about every three years, as needed.

The District is well equipped to complete this project, as it has been adequately planned in similar fashion with prior projects of similar size and scope, and proven by the accompanying planning documents. The planning team has completed a bid packet with these accompanying cost estimates in order to begin the bid process as soon as possible, if the grant is awarded. The District's past record of successfully completed grant-funded parks and projects includes: the Peakview Park Planning Grant, Lakeview Park Fields Project Grant, Cherry Creek Vista II Planning and Project Grants, Windemere Park Site Planning and Project Grants, the Cottonwood Creek Planning and Projects Grants.

With two strong community supported revenues: (a) the May 2020 election that authorized essential funding for capital facilities improvements through this highly supported debt service question, and (b) the mill levy increase passed in 2014, the District will have more than adequate funds for the long-term maintenance of the current and improved park at the current contract rates.

## Question 11\*

**Describe how this project will address inclusivity per Americans with Disabilities Act guidelines.**

The site plan focuses on increasing access and adding ADA features to the current park resources, as well as installing new features that can attend to current best-practices, not only bringing the park up to standard but advancing beyond access resources of other parks within the District that have not received these updates.

ADA ramp, fibar safety-surfacing, and updated ADA-accessible equipment will be added to the current playground/gazebo. The repaired parking lot and repaired concrete on selected sidewalks, especially improvement to the stairway and railing on the North side of the parking lot, and at the gazebo will allow for ADA travel all the way to/from the playground, sports field, and tennis courts without needing to cross back through the main vehicle entrance at the parking lot to reach the current ADA ramp.

New wheelchair-accessible picnic and park benches and additional benches and tables throughout the park, especially nearer to the parking lot, will encourage access and enjoyment of more of the park amenities.

## Question 12\*

**If successful in obtaining this grant, how will the agency use this project to inform citizens about the value of the Arapahoe County Open Space Sales and Use Tax? Discuss plans for public outreach, signage, celebration, dedication, etc.**

The District has written into the Plan and Budget multiple methods of community outreach and input:

[1] The District's website and new CivicRec registration and email list software: ccvprd.org, is a well-used communication platform that residents are familiar with. A notice on the homepage will announce the grant application and success, if awarded, notices of meetings, bids and contract acceptance, project construction timeline, milestones and completion, as well as links to online printable copies of the grant and feedback methods so people can voice their input and participate during construction. The website will also announce the project overview and credit Arapahoe County Open Space and partners in the project, with updates as the project is completed and the dedication event schedule.

[2] Park kiosks/entrance will display similar and large format printed announcements, scope of the grant, and credit to the Arapahoe County Open Space program.

[3] There will be notices sent to each household to obtain feedback and concerns during construction, and to invite participation in any completion celebration or meeting updates during the bid period and construction process. The public outreach plan is included in budget which includes: cost to design and mail online media and printed postcard notices to each household in the District. The District Manager, Circuit Rider of Colorado, will oversee the public input process and meetings that will introduce the grant process and funding through the ACOS sales and use tax before, during and after the construction is completed.

[4] A celebration will be announced in a final press release and by way of the postcard notice and online/news communication media that invites the community to: (a) visit the park once the Arapahoe County Open Space plaque and signage is installed at the park location. This final celebration will be weather-dependent in the Summer/Fall of 2023.

## Attachments

### Attachment 1: Evidence of Support from Highest Authority\*

Please attach evidence of support from the agency's highest authority (official letter or resolution) as a PDF document. At a minimum, this document must include: project title, amount of grant funds requested, statement

that matching funds are secured and/or efforts to secure funds are underway (include the amount of matching funds committed), and certification that the project will be open to the public or serve a public purpose upon completion. *A sample resolution is available on the Open Space website.*

Please name your file as follows: *Applicant\_SupportHighestAuthority.pdf*

Applicant\_SupportHighestAuthority.pdf

### **Attachment 2: Evidence of Community Support\***

Please attach up to 5 letters of support from users, working groups, community members, volunteers, schools, etc. as a single PDF document. Letters should be specific to the project and dated within the last 6 months.

Please name your file as follows: *Applicant\_CommunitySupport.pdf*

Applicant\_CommunitySupport.pdf

### **Attachment 3: Documentation of Opposition\***

Please attach documentation of opposition to the project (such as letters, petitions, articles, etc.) as a single PDF document. If there is no known opposition, please attach a page stating that this section is not applicable.

Please name your file as follows: *Applicant\_Opposition.pdf*

Applicant\_Opposition.pdf

### **Attachment 4: Evidence of Commitment from Project Partners\***

Please attach evidence of commitment from project partners (such as partner support letters, commitment to provide cash/in-kind match, or maintenance agreements) as a single PDF document. There is no maximum allowable number of partner support letters. If there are no partners for this project, please attach a page stating that this section is not applicable.

Please name your file as follows: *Applicant\_PartnerCommitments.pdf*

Applicant\_PartnerCommitments.pdf

### **Attachment 5: Primary Project Photo\***

Please attach one high resolution photo in JPG format. Please choose the photo that provides the best overall representation of your project. This photo will be used for presentations and/or publications.

Please name your file as follows: *Applicant\_PrimaryPhoto.jpg*

Applicant\_PrimaryPhoto.jpg

### Attachment 6: Photos\*

Please attach photos of existing conditions at the project site (including captions) as a single PDF document. Include conceptual drawings if applicable.

Please name your file as follows: *Applicant\_Photos.pdf*

Applicant\_Photos.pdf

### Attachment 7: Maps\*

Please attach a site map and a vicinity map as a single PDF document.

Please name your file as follows: *Applicant\_Maps.pdf*

Applicant\_Maps.pdf

### Attachment 8: Site Visit Form\*

Please attach a completed site visit form as a PDF document. *Required forms are available on the Open Space website.*

Please name your file as follows: *Applicant\_SiteVisitForm.pdf*

Applicant\_SiteVisitForm.pdf

### Attachment 9: Evidence of Property Ownership/Access\*

Please attach evidence of property ownership/legal access (legal documentation, ArapaMAP, etc.) as a PDF document.

Please name your file as follows: *Applicant\_EvidenceofOwnership.pdf*

Applicant\_EvidenceofOwnership.pdf

### Attachment 10: Other Attachments

Please attach additional supporting documentation (news articles, cost estimates, etc.) as a single PDF document.

Please name your file as follows: *Applicant\_OtherAttachments.pdf*

Applicant\_OtherAttachments.pdf

## Confirmation

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Please click the "I Agree" button below to certify that your application is complete and ready to submit. Once submitted, applications are final and cannot be returned.\*

I agree

## File Attachment Summary

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### *Applicant File Uploads*

- Applicant\_Signature Form.pdf
- Applicant\_TimelineForm.pdf
- Applicant\_BudgetForms.pdf
- Applicant\_SupportHighestAuthority.pdf
- Applicant\_CommunitySupport.pdf
- Applicant\_Opposition.pdf
- Applicant\_PartnerCommitments.pdf
- Applicant\_PrimaryPhoto.jpg
- Applicant\_Photos.pdf
- Applicant\_Maps.pdf
- Applicant\_SiteVisitForm.pdf
- Applicant\_EvidenceofOwnership.pdf
- Applicant\_OtherAttachments.pdf



## Certification and Authorized Signature Form

*Please use this form for the Arapahoe County Open Spaces grant application.*

By signing this form, I certify that:

- The information included in this application is true to the best of my knowledge.
- If funded, the applicant commits to completing the proposed project.
- If funded, the applicant accepts responsibility for any cost overruns necessary to complete the project.
- If funded, the completed project will be open to the public or will otherwise serve a public purpose.
- If funded, the applicant agrees to maintain the completed project site or to continue its maintenance agreement with a partner agency as outlined in the application.
- I am authorized to sign on behalf of the applicant.

\_\_\_\_\_  
Authorized Signature (highest authority in agency or authorized individual)

April 10, 2022  
Date

Sarah E. E. Shepherd, District Manager  
Printed Name and Title

Sunset Park Activities Grant  
Grant Project or Joint Project Name



**2022 Open Space Grants - Project Timeline Form**

Task	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023
Grant Notification & IGA Execution	08/01													
Website Notification Recognizing County (ACOS) grantor of Citizen’s Tax as Funding Source	08/31													
Contractor Selection and Contract Execution Complete per bid process and approved plan set from SEMSWA/Arapahoe County as necessary, Amenity Ordering  (General Contractor for oversight, site prep, asphalt landscaping; Playground/Site Amenities Contractor; Tennis; Soccer field; native garden)		09/31-10/21												
Construction Begins (weather permitting); Irrigation system, re-striping/sealing parking lot, basketball court, soccer field upgrade, tennis court resurfacing, new playground shade, installation of mulch plant materials/trees, installation of native garden and signage, benches/picnic tables/trash cans			10/21-5/30											
Progress Report #1 to ACOS						1/31								
Substantial Completion/Punchlist Walkthrough											6/30			
Final Acceptance Walkthrough and Progress Report #2 to ACOS												7/31		
Final Report to County (ACOS)														9/30
Website Notice, Press Release, and Stewardship/Celebration for County (ACOS) and other contributors and partners (depending on schedule, weather, etc.)														9/30

Summary Budget Form - STANDARD Grants (25% minimum cash match)

Source of Funds	Date Funds Secured	Grant Request	Cash Match	Total Project Funds
Arapahoe County Open Spaces Grant	8/10/22	\$500,000		\$500,000
Applicant Cash Match	3/10/22		\$166,700	\$166,700
<b>Totals</b>		<b>\$500,000</b>	<b>\$166,700</b>	<b>\$666,700</b>

<b>MATCH REQUIREMENTS</b>	Total Project Cost:	\$666,700.00
	Cash Match % Required:	25%
	<b>Required Cash Match Amount:</b>	<b>\$166,675.00</b>
	Project Cash Match Budgeted:	\$166,700.00
		<i>Minimum Met?</i> <b>Y</b>

**Applicant: Cherry Creek Vista Park and Recreation District**

**Project Title: Sunset Park Activities Project**

*\* Please do not include in-kind match on the Budget Forms. Describe in-kind match in the budget narrative and project narrative if applicable.*

**DETAILED EXPENSE WORKSHEET**

	<b>Budget</b>	<b>Line Item Detail</b>	<b>ACOS</b>	<b>Grantee</b>	<b>Partner</b>	<b>TOTAL</b>
	<b>Category</b>	<b>Description</b>	<b>Grant</b>	<b>Cash Match</b>	<b>Cash Match</b>	
	<b>Professional Services</b>	Site Survey/Engineering Site Testing and Oversight	\$0.00	\$19,940.00	\$0.00	\$19,940.00
		Permitting	\$0.00	\$25,000.00	\$0.00	\$25,000.00
		Construction Oversight Fees	\$0.00	\$20,770.00	\$0.00	\$20,770.00
		Community Communication In-kind Fees	\$0.00	\$0.00	\$0.00	\$0.00
		Community Communication	\$0.00	\$6,000.00	\$0.00	\$6,000.00
		Landscape Design Fees	\$0.00	\$17,000.00	\$0.00	\$17,000.00
		Landscape In-Kind Donations	\$0.00	\$0.00	\$0.00	\$0.00
		Irrigation Design Fees	\$0.00	\$7,050.00	\$0.00	\$7,050.00
		Irrigation In-Kind Donation	\$0.00	\$0.00	\$0.00	\$0.00
		Landscape Bidding & Construction Oversight Fees	\$0.00	\$12,000.00	\$0.00	\$12,000.00
		Irrigation Construction Oversight Fees	\$0.00	\$2,940.00	\$0.00	\$2,940.00
	<b>Landscape Construction</b>	New Landscaping around Tennis Courts	\$0.00	\$30,000.00	\$0.00	\$30,000.00
		Pollinator Garden	\$25,000.00	\$0.00	\$0.00	\$25,000.00
		Irrigation System	\$240,000.00	\$0.00	\$0.00	\$240,000.00
		New Trees	\$15,000.00	\$0.00	\$0.00	\$15,000.00
		Site Boulders	\$5,000.00	\$0.00	\$0.00	\$5,000.00
		Sod Removal and Mulching	\$50,000.00	\$0.00	\$0.00	\$50,000.00
		Staircase Removal and Handrail Installation	\$10,000.00	\$0.00	\$0.00	\$10,000.00
		Synthetic Turf around Soccer Goals	\$5,000.00	\$0.00	\$0.00	\$5,000.00
		Parking Lot Resurfacing	\$50,000.00	\$0.00	\$0.00	\$50,000.00
		Tennis Court Resurfacing and Amenities	\$20,000.00	\$0.00	\$0.00	\$20,000.00
		Interpretative Signage	\$0.00	\$10,000.00	\$0.00	\$10,000.00
		Refinish/Paint Gazebo	\$0.00	\$1,000.00	\$0.00	\$1,000.00
	<b>Playground &amp; Site Amenities</b>	Grading & Extend Curbing	\$0.00	\$12,000.00	\$0.00	\$12,000.00
		Playground Equipment	\$25,000.00	\$0.00	\$0.00	\$25,000.00
		Playground Shade	\$8,000.00	\$0.00	\$0.00	\$8,000.00
		Playground Ramp	\$2,000.00	\$0.00	\$0.00	\$2,000.00
		Gaga Pit	\$9,000.00	\$0.00	\$0.00	\$9,000.00
		Benches	\$5,500.00	\$0.00	\$0.00	\$5,500.00
		New Nets for Soccer Goals	\$0.00	\$500.00	\$0.00	\$500.00
		Miscellaneous Hardware	\$0.00	\$2,500.00	\$0.00	\$2,500.00
		Trash Cans	\$5,500.00	\$0.00	\$0.00	\$5,500.00
		Fibar	\$4,000.00	\$0.00	\$0.00	\$4,000.00
		Freight	\$6,000.00	\$0.00	\$0.00	\$6,000.00
		Installation	\$15,000.00	\$0.00	\$0.00	\$15,000.00
<b>TOTALS</b>			<b>\$500,000.00</b>	<b>\$166,700.00</b>	<b>\$0.00</b>	<b>\$666,700.00</b>

Applicant: Cherry Creek Vista Park and Recreation District    Project Title: Sunset Park Activities Project    Date: April 15, 2022

RESOLUTION TO ENGAGE IN CONSTRUCTION PROJECT  
and (ADA) ACCESSIBLE SITE IMPROVEMENT  
AND TO COMMIT TO THE LONG-TERM ONGOING MAINTENANCE  
OF THOSE PLANNED-FOR IMPROVEMENTS AFTER PROJECT COMPLETION  
FOR THE SUNSET PARK BY THE  
CHERRY CREEK VISTA PARK AND RECREATION DISTRICT

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District values the access and good condition of parks and recreation amenities to all their District residents and constituents; and

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District owns the property contained within Sunset Park in full, and intends to fund the construction of the improvements along with funds to support the ongoing maintenance of the park;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District recognizes the importance of safety in its parks and facilities for visitors and park users;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District is aware of the dangers of long-term deferred-maintenance and improvements in its parks and facilities, including: the omission of features consistent with access for visitors and users with disabilities as defined in the Americans with Disabilities Act, and unusable or compromised conditions for visitors and park users;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District values increasing usable areas and maintaining the aesthetic, recreational and educational value of improved and well-maintained parks and facilities within the District for visitors and park users;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District has completed a full planning process, with community input, and concluded that a project to improve and repair the park is necessary and valuable for the ongoing use and enjoyment by all current and potential passive and active users;

WHEREAS, the Board of Directors has authorized its highest authority to request for assistance in the grant process and qualified contractors have accepted the District's request to serve as partners for this construction project;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation understand that new projects and facilities must be contemplated for the long-term with care and maintenance and ensure that funds and resources are available and will be dedicated to such end;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District recognizes that the necessity has arisen for the expenditure of additional funds for construction, repairs and improvements at Sunset Park in order to responsibly allow for the use of the landscaping, fields, tennis courts, basketball/multi-use amenities, playground, and structures now and in the future;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District has limited resources and funds, and the costs exceed the ability of the District to construct the project unilaterally;

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District believe that the construction phase of the project meets the requirements and aligns with the mission and goals set forth in the Arapahoe County Open Space's own Master Plans and Resolutions, and its Parks and Trails 2022 Project Grant Application; and

WHEREAS, the Board of Directors of the Cherry Creek Vista Park and Recreation District has received public support for the project from its constituents and public users, now and throughout the planning process;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Cherry Creek Vista Park and Recreation District shall, and hereby does, declare that the Sunset Park Renovation Project is in the immediate interest of the health & welfare of, and access to, its visitors;

BE IT FURTHER RESOLVED, that the Board of Directors designates the District's Manager, Sarah Shepherd, or, a Board Member proxy, if the District Manager is unable, for some unforeseeable reason, as the highest authority and signatory of the grant writing, agreement, and administration process for this specific grant;

BE IT FURTHER RESOLVED, that the Board of Directors of the Cherry Creek Vista Park and Recreation District respectfully requests funding of \$500,000 through the Arapahoe County Open Space, Parks and Trails Grants Project Grant cycle for 2022 for a total project cost of \$666,700; and

BE IT FURTHER RESOLVED, that the Board of Directors of the Cherry Creek Vista Park and Recreation District understands and commits to meeting the requirements incumbent in the grant award, including, but not limited to: committing to complete the construction project, stating here that matching funds in the amount of \$166,700 are secured and dedicated to the project, certifying that the project shall be open to public inspection during the construction process, and certifying that the completed project shall serve and be accessible to the public.

Adopted this 10th Day of March, 2022.

CHERRY CREEK VISTA PARK AND  
RECREATION DISTRICT

BY: *Stephanie Kamlet*

ATTEST: *David Mohrhaus*

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

<b>TITLE</b>	Sunset Park Grant Resolution for Signature
<b>FILE NAME</b>	Sunset Park Grant...PRD 2022 ACOS.pdf
<b>DOCUMENT ID</b>	02aea445a4ab3365b3879a3044983df923251691
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Signed

Document History

 SENT	<b>04 / 14 / 2022</b> 01:45:45 UTC	Sent for signature to Stephanie Kamlet (stephanie@weststarcommercial.com) and Dave Mohrhaus (damohrhaus@gmail.com) from sees@ccrider.us IP: 136.36.89.13
 VIEWED	<b>04 / 14 / 2022</b> 01:59:32 UTC	Viewed by Stephanie Kamlet (stephanie@weststarcommercial.com) IP: 75.71.127.5
 SIGNED	<b>04 / 14 / 2022</b> 01:59:58 UTC	Signed by Stephanie Kamlet (stephanie@weststarcommercial.com) IP: 75.71.127.5
 VIEWED	<b>04 / 14 / 2022</b> 03:21:57 UTC	Viewed by Dave Mohrhaus (damohrhaus@gmail.com) IP: 71.218.82.88
 SIGNED	<b>04 / 14 / 2022</b> 03:22:29 UTC	Signed by Dave Mohrhaus (damohrhaus@gmail.com) IP: 71.218.82.88
 COMPLETED	<b>04 / 14 / 2022</b> 03:22:29 UTC	The document has been completed.



c/o Centennial Property Services, Inc.  
P.O. Box 4118, Centennial, CO 80155

Phone: 303-400-8494  
Email: HOA@centps.com

March 18, 2022

Arapahoe County Open Space  
6934 S. Lima Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of the Cherry Creek Vista Homeowners Association, I am pleased to provide a letter of support for the Sunset Park Project, to be included in the grant application submitted by the Cherry Creek Vista Park and Recreation District.

Our neighborhood of 348 homes uses Sunset Park as the central gathering place for the community. We are a diverse group of ages and backgrounds. While our homes are over 40 years old – we continue to attract large numbers of young families. The character of the neighborhood and the access to a beautiful park truly brings these new families into our neighborhood.

The board has identified this project as critical and first priority for capital improvements at this point in time. Funding was authorized for capital improvement via a general election bond authorization, further showing the support of the community in 2020.

Improvement of this park's irrigation system, playground, general use field, tennis and basketball court and parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs, will encourage expanded and higher-quality use by team and recreation players/users. These improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, walkers, local neighborhood families play and party time, and other community users such as annual neighborhood events hosted by the HOA.

Such projects are valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County.

I sincerely hope that this furthers the efforts of this project.

Regards,

A handwritten signature in blue ink, appearing to read "Bariss". The signature is fluid and cursive, with a prominent dot above the first letter.

Barbara Ariss  
Centennial Property Services  
On behalf of the Cherry Creek Vista HOA BOD  
Dave Mohrhaus, Casey Korejwo, Neal Barkley, Rej Simenson and Neal Birchby

March 18, 2022

Arapahoe County Open Space  
6934 S. Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of Dave Mohrhaus, I am pleased to provide a letter of support for the Sunset Park Project, to be included in the planning grant application submitted by the Cherry Creek Vista Park and Recreation District.

This grant will help us repair the parking lot, upgrade the tennis court surfaces and replace the very worn wind screens. The park is used by many soccer teams, volleyball teams, dog walkers, and neighbors meeting to just enjoy the outdoors. The landscaping needs attention to support these activities. At least 5 trees have had to be removed because of blown over by wind or dead. I would like replacements planted to replace these trees. The turf needs a better irrigation system to support the heavy use in this park. In addition to the irrigation system there are some areas that need turf revegetation. While the playground equipment is good condition the Fibar under the playground equipment needs totally replaced.

The board has identified this project as critical and first priority for capital improvements at this point in time. Funding was authorized for capital improvement via a general election bond authorization, further showing the support of the community in 2020.

Improvement of this park's irrigation system, playground, general use field, tennis and basketball court and parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs, will encourage expanded and higher-quality use by team and recreation players/users. These improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, walkers, local neighborhood families play and party time, and other community users such as annual neighborhood events hosted by the HOA.

Such projects are valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County.

I wish to demonstrate its continued support of the District and this specific project by providing commitment to participating in the construction process and will also dedicate my time on the Board of Directors toward the planning grant.

I sincerely hope that this furthers the efforts of this project.

Regards,



Dave Mohrhaus

April 14, 2022

Arapahoe County Open Space

6934 S. Street, Suite A

Centennial, CO 80112

Re: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of the Cherry Creek Vista tennis community and programs, I am pleased to provide a letter of support for the Sunset Park Project, to be included in the planning grant application submitted by the Cherry Creek Vista Park and Recreation District.

This grant will help Cherry Creek Vista to continue to participate and expand our involvement within the USTA community. We have several highly rated teams, one of which made it to the national championship tournament last year as well as another team who made it to the district finals. With this level of play, players expect playing conditions to be within USTA regulations and in pristine condition. For Cherry Creek Vista to continue to compete with the best of the best, we need to improve the surface of our courts at Sunset Park as well as the nets and areas around the courts. This will not only benefit those participating in USTA leagues, but also the community. We want to ensure that everyone is safe while on the courts and with the poor conditions at Sunset courts, there is potential for slips and falls with all the cracks and holes. With improved tennis courts at Sunset Park, we will see more people wanting to get out and play on these courts, bringing more attraction to the area.

I sincerely hope that this furthers the efforts of this project. The Cherry Creek Vista tennis community supports the Sunset Park Project Grant.

Regards:

Ashley Wilson

Cherry Creek Vista Tennis Facility Coordinator

## Denver Chinese Volleyball Association

3/22/2022

Arapahoe County Open Space  
6934 S. Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of the Denver Chinese Volleyball Association, I am pleased to provide a letter of support for the Sunset Park Project, to be included in the grant application submitted by the Cherry Creek Vista Park and Recreation District.

This grant will help us do our regularly volleyball activities with volleyball enthusiasts in the Cherry Creek Vista neighborhood in the Sunset park. If weather allows, we usually have more than 20 people playing volleyball in the Sunset part with people around the neighborhood. We have lots of fun playing volleyball and the interaction with the neighborhood. We play at least 3 times per week in the Sunset park from Spring to later fall.

The board has identified this project as critical and first priority for capital improvements at this point in time. Funding was authorized for capital improvement via a general election bond authorization, further showing the support of the community in 2020.

Improvement of this park's irrigation system, playground, general use field, tennis and basketball court and parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs, will encourage expanded and higher-quality use by team and recreation players/users. These improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, walkers, local neighborhood families play and party time, and other community users such as annual neighborhood events hosted by the HOA.

Such projects are valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County.

We wish to demonstrate its continued support of the District and this specific project by providing commitment to participating in the construction process and will also dedicate any time needed from us toward the grant.

I sincerely hope that this furthers the efforts of this project.

Regards,



XINLI LI

Organizer of the Denver Chinese Volleyball Association



Skyline Soccer Association  
2130 S Bellaire St.  
Denver, CO 80222

3/03/2022

Arapahoe County Open Space  
6934 S. Lima Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of Skyline Soccer Association, I am pleased to provide a letter of support for the Sunset Park Project, to be included in the grant application submitted by the Cherry Creek Vista Park and Recreation District.

This grant will help us by providing additional soccer fields for our players in your area.

The board has identified this project as critical and first priority for capital improvements at this point in time. Funding was authorized for capital improvement via a general election bond authorization, further showing the support of the community in 2020.

Improvement of this park's irrigation system, playground, general use field, tennis and basketball court and parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs, will encourage expanded and higher-quality use by team and recreation players/users. These improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, walkers, local neighborhood families play and party time, and other community users such as annual neighborhood events hosted by the HOA.

Such projects are valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County.

I sincerely hope that this furthers the efforts of this project.

Regards,

Gina King  
6U-18U Recreational Program Administrator  
Skyline Soccer Association  
[www.skylinesoccer.org](http://www.skylinesoccer.org)

Cherry Creek Vista Park and Recreation District

Sunset Park Activities Project  
Grant Application 2022

Attachment 3:  
Evidence of Opposition

No opposition for the park project has been filed at this time of application.

Circuit Rider of Colorado  
P.O. Box 359  
Littleton, CO 80160

April 1, 2022

Arapahoe County Open Space  
6934 S. Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District Sunset Park Activities Project Grant

Dear Arapahoe County Open Space,

On behalf of Circuit Rider of Colorado, I am pleased to provide a letter of support for the Sunset Park Activities Project, to be included in the project grant application submitted by the Cherry Creek Vista Park and Recreation District.

After the major strategic planning initiatives that took place from 2018-2020 and projects that followed in 2021, the board identified Sunset Park as the top priority due to its high use, value and need for these critical improvements to continue its place in the neighborhood and greater region as a soccer, volleyball, basketball tennis, recreation play, walking and neighborhood park. Its use was especially valued during the Coronavirus closures of many workplaces and schools, as a haven for safe outdoor individual respite and activity, at a safe distance.

Included in the scope are: the addition, repair and improvement of active play equipment, and passive leisure areas, a fully replaced irrigation system with water saving remote zone control and zones with proper heads to efficiently use water for critical active grass areas, repaired playground with additional shade, repaired tennis court, basketball court and gazebo, landscaping repairs and improvements, new native garden area to provide respite seating and a natural buffer to protect the field from motor vehicle access, additional benches, picnic tables, signage and trash cans throughout the park.

These improvements will encourage expanded and higher-quality use by from team players, including the much-needed neighborhood and regional soccer, volleyball, and USTA tennis teams/leagues, access for bikers, walkers, local neighborhood families' play and party time, and other community users such as annual neighborhood events hosted by HOAs.

Circuit Rider of Colorado's team members have been serving the district as its manager for over 20 years. Our interest in serving the community and seeing to its growth, maintenance and improvement is a privilege.

The collaborative community process that came of the planning project during 2021 has ensured the park will best serve the community. **We at Circuit Rider of Colorado wish to demonstrate our continued support of the District by providing our grant administration oversight and leadership of the planning team, and community liaison throughout the process. We have dedicated \$2,000 of in-kind service toward the grant.**

I sincerely hope that this furthers the efforts of this project.

Regards, 

Sarah E. E. Shepherd  
President, Circuit Rider of Colorado



Cathy Weissberg  
Recreation Plus  
789 Sherman St, Suite 420 Denver, CO 80203

April 11, 2022

Arapahoe County Open Space  
6934 S. Street, Suite A  
Centennial, CO 80112

RE: Cherry Creek Vista Park and Recreation District 2022 Sunset Park Project Grant

Dear Arapahoe County Open Space,

On behalf of RECREATION PLUS I am pleased to provide a letter of support for the Sunset Park Project, to be included in the grant application submitted by the Cherry Creek Vista Park and Recreation District.

This grant will help us develop a fun, inclusive and active play space for the entire community.

The board has identified this project as critical and first priority for capital improvements at this point in time. Funding was authorized for capital improvement via a general election bond authorization, further showing the support of the community in 2020.

Improvement of this park's irrigation system, playground, general use field, tennis and basketball court and parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs, will encourage expanded and higher-quality use by team and recreation players/users. These improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, walkers, local neighborhood families play and party time, and other community users such as annual neighborhood events hosted by the HOA.

Such projects are valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County.

We wish to demonstrate its continued support of the District and this specific project by providing commitment to participating in the construction process and will also dedicate any necessary resources to make this project successful, toward the grant.

I sincerely hope that this furthers the efforts of this project.

Regards,

*Cathy Weissberg*

Cathy Weissberg  
Recreation Plus  
Sales Rep  
[Cathy@recreationplus.com](mailto:Cathy@recreationplus.com)  
(303)278-1455

March 11, 2022

Arapahoe County Open Space  
6934 S. Lima Street, Suite A  
Centennial, CO 80112

**Re: Cherry Creek Vista Park and Recreation District 2022 Park Project Grant**

Dear Arapahoe County Open Space,

Root Partnership is pleased to provide a letter of support for the Sunset Park Project, to be included in the grant application submitted by the Cherry Creek Vista Park and Recreation District.

The board has identified this project as a critical and first priority for capital improvements. Funding was authorized for capital improvements via a general election bond authorization, further showing the support of the community in 2020.

This grant will help with improvements of this park's irrigation system, playground, general use field, tennis and basketball court, parking lot, ADA accessibility features, water-smart landscaping/demonstration garden, seating and other user amenities, and gazebo repairs. These improvements will encourage expanded and higher-quality use by team and recreation users. Also, these improvements will provide increased access for local sports teams like soccer and USTA tennis leagues, bikers, and walkers. Additionally, these updates will provide local neighborhood families an improved place to play and host gatherings such as annual neighborhood events hosted by the HOA.

Such projects are a valuable resource to the community, as they encourage the use, appreciation, and stewardship of all park and recreation areas available in and near the District and County. As a landscape architecture firm, Root Partnership has had the pleasure of working with Cherry Creek Vista Park and Recreation District on four previous park projects and has admired the District's ability to renovate their existing parks to fully serve the community. We are excited to partner with other experts in the industry for this park improvement project as we utilize innovative and creative approaches to serve and educate the community.

Per our experience with other government projects, we at Root Partnership understand how such projects are exercises in collaboration. Root Partnership will contribute by making an in-kind dedication of our services equal to \$1,000 toward the grant.

Thank you for your consideration of this grant planning proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'N. Schrock', with a stylized flourish at the end.

Nathan Schrock

Principal

Root Partnership Planning and Landscape Architecture



# Sunset Park Activities 2022 Project Grant

Thank you very much to  
the Board, Community and  
User-group members for participating  
in the virtual and in-person planning meetings!



Sunset Park :: Overall Concept



The District and Community express their thanks to the Board of County Commissioners, volunteers and staff at Arapahoe County Open Space for their consideration of this project grant application.

## Park Project Details/Existing Conditions

- Improve and repair playground and additional shade structure with new safety surfacing materials, shade caps and active play features adjacent to current playground
- New and repaired benches, tables (ADA table addition)
- Repair and improve existing Gazebo

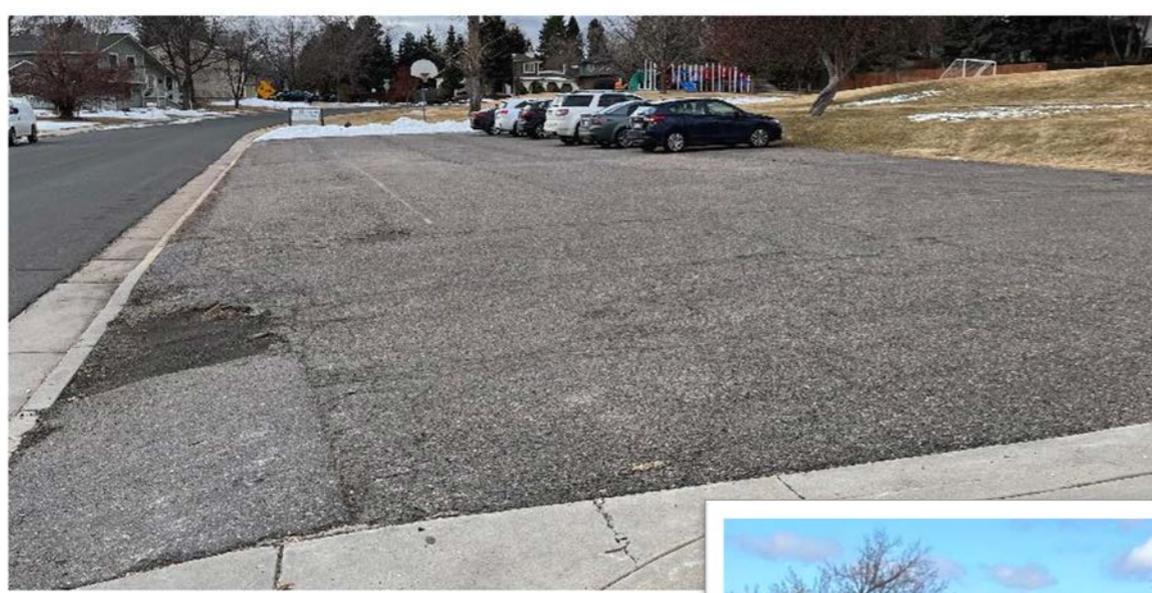


## Park Project Details/Existing Conditions

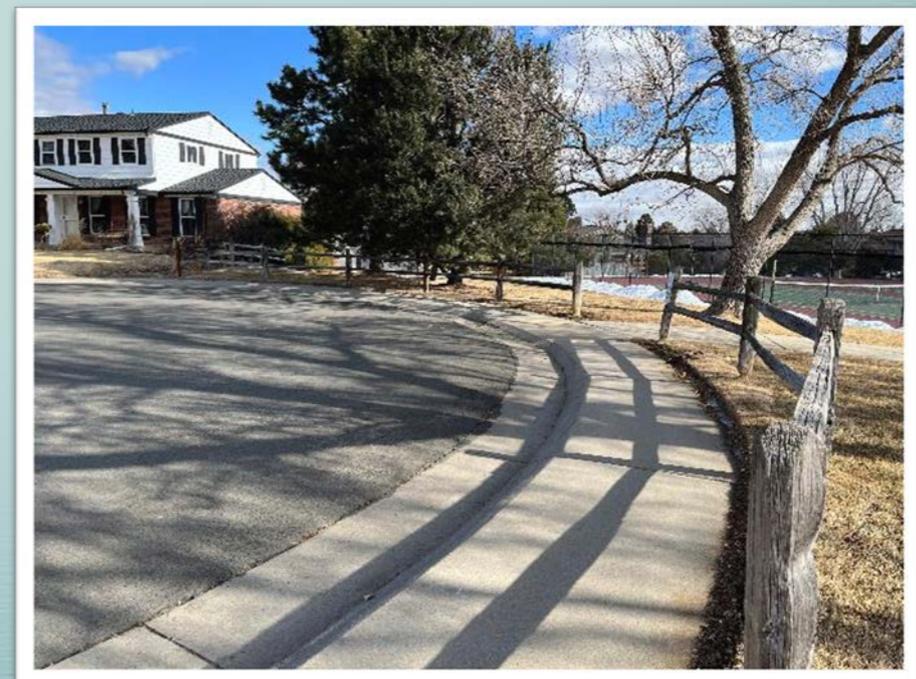
- Water-smart landscaping, tree, rock and mulch additions throughout
- New and replaced benches, shade, trash throughout park
- Native garden addition with informational signage
- Improve ADA access paths/ramps to fields, tennis courts, playground



# Park Project Details/Existing Conditions



- Resurface parking lot, reline lot and basketball area
- New remote control efficient irrigation system
- Sod repair/field improvement, especially near soccer
- Install rock barriers, update signage



## Park Project Details/Existing Conditions

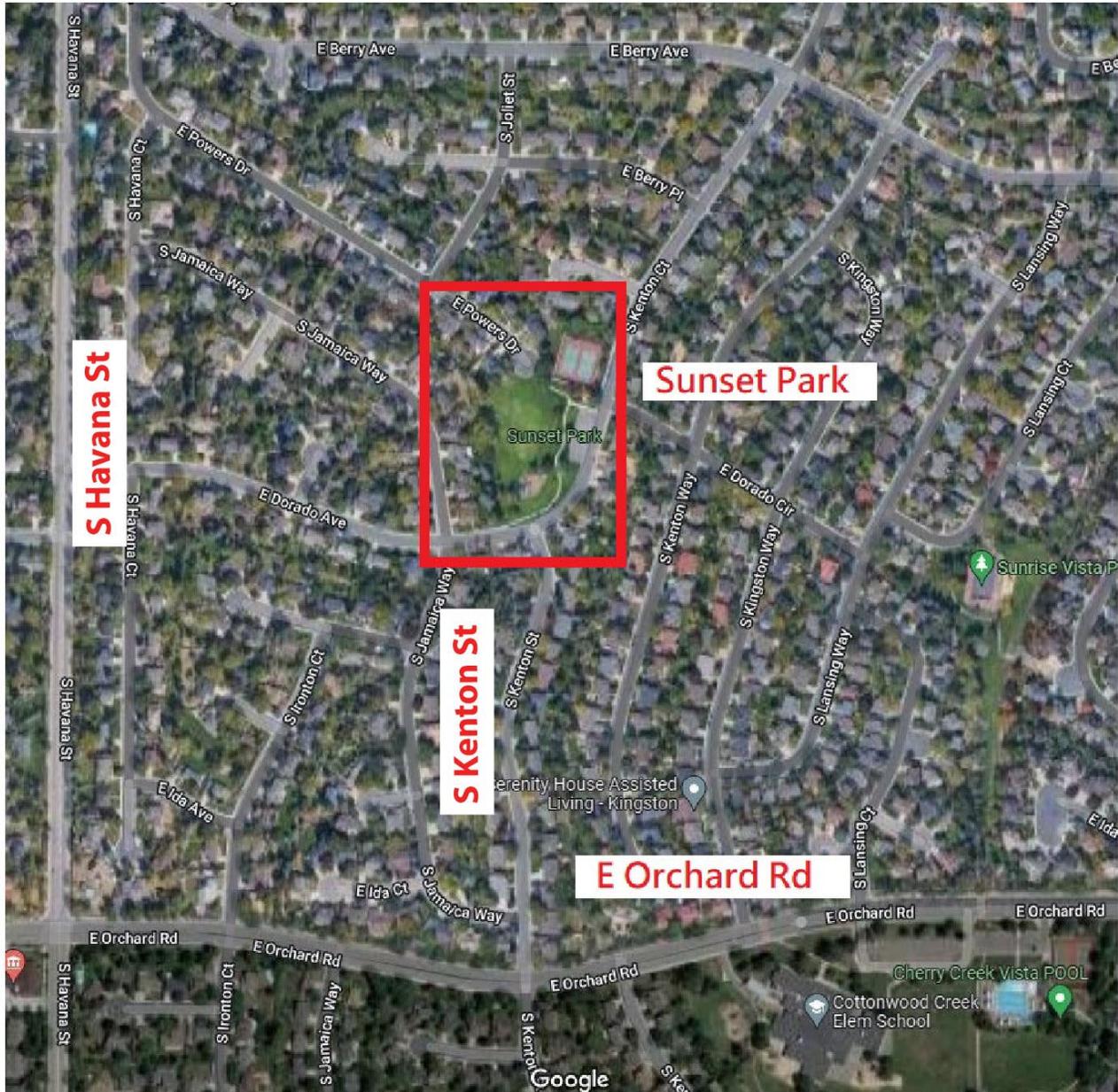


- Resurfaced tennis court
- Expanded rock edging to protect court from water/irrigation
- New windscreens, signage, court amenities
- Irrigation control protection

Cherry Creek Vista Park and Recreation District  
Sunset Park Activities Project  
Arapahoe County Open Spaces Standard Grant Application



**Park Vicinity Map**



### Park Site Map





## 2022 Open Space Grants - Site Visit Form

<u>Cherry Creek Vista Park and Recreation District</u> Applicant	<u>Standard Grant</u> Grant Category
<u>Sunset Park Activities Project</u> Title of Grant Project	
<u>Sarah Shepherd</u> Site Visit Representative Name	<u>303-652-7745 sees@ccrider.us</u> Site Visit Representative Email and Cell Phone # <i>cell # will be used to contact you on site visit day if necessary (e.g., running late, weather complications, etc.)</i>

**1. Please provide the project address or the closest major intersection.**

Sunset Park, 5700 S Kenton Ct, Englewood, CO 80111

**2. Specify a meeting location at the project site.**

Parking Lot at the Park Entrance (there is only one parking lot at the park).

**3. Provide other helpful information, for example parking instructions, availability of restrooms on site or nearby, necessary walking from parking to site, or other clarification. *Driving directions from the ACOS office (6934 S. Lima St., Centennial) are not required, but may be included if the site is difficult to find.***

Please access the park by driving North along S Havana Street to E Orchard. Turn East onto E Orchard Road, then North onto S Kenton Street, and finally North-East onto S Kenton Ct. There is a sign that reads Sunset Park to direct you into the parking lot. Please note that cell service can be a bit spotty at this location—texting often works better than calling. There is a port-a-let available on site.

---

**PIN:** 031768390  
**AIN:** 2075-14-3-07-015  
**Situs Address:** 5677 S Kenton Ct  
**Situs City:** Englewood

**Full Owner List:** Cherry Creek Vista Metro Rec Dist  
**Ownership Type:** Fee Simple Ownership  
**Owner Address:** 8390 E Crescent Pkwy Suite 500  
**City/State/Zip:** Greenwood Village, CO 80111-2814  
**Neighborhood:** Cherry Creek Vista North  
**Neighborhood Code:** 457.00  
**Acreage:** 3.0500  
**Land Use:**  
**Legal Desc:** Park Site Blk 1 Cherry Creek Vista 1st Flg

---

	<b>Total</b>	<b>Building</b>	<b>Land</b>
2021 Appraised Value	1,525	0	1,525
2021 Assessed Value	442	0	442
		<b>2021 Mill Levy:</b>	<b>96.346</b>

---

<b>Sale</b>	<b>Book Page</b>	<b>Date</b>	<b>Price</b>	<b>Type</b>
	4497 0287	07-01-1985	0	

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<b>Land Line</b>	<b>Units</b>	<b>Land Use</b>
	3.0500 AC	Tract

*Note: Land Line data above corresponds to the initial appraised value and does not reflect subsequent appeal related adjustments, if any.*

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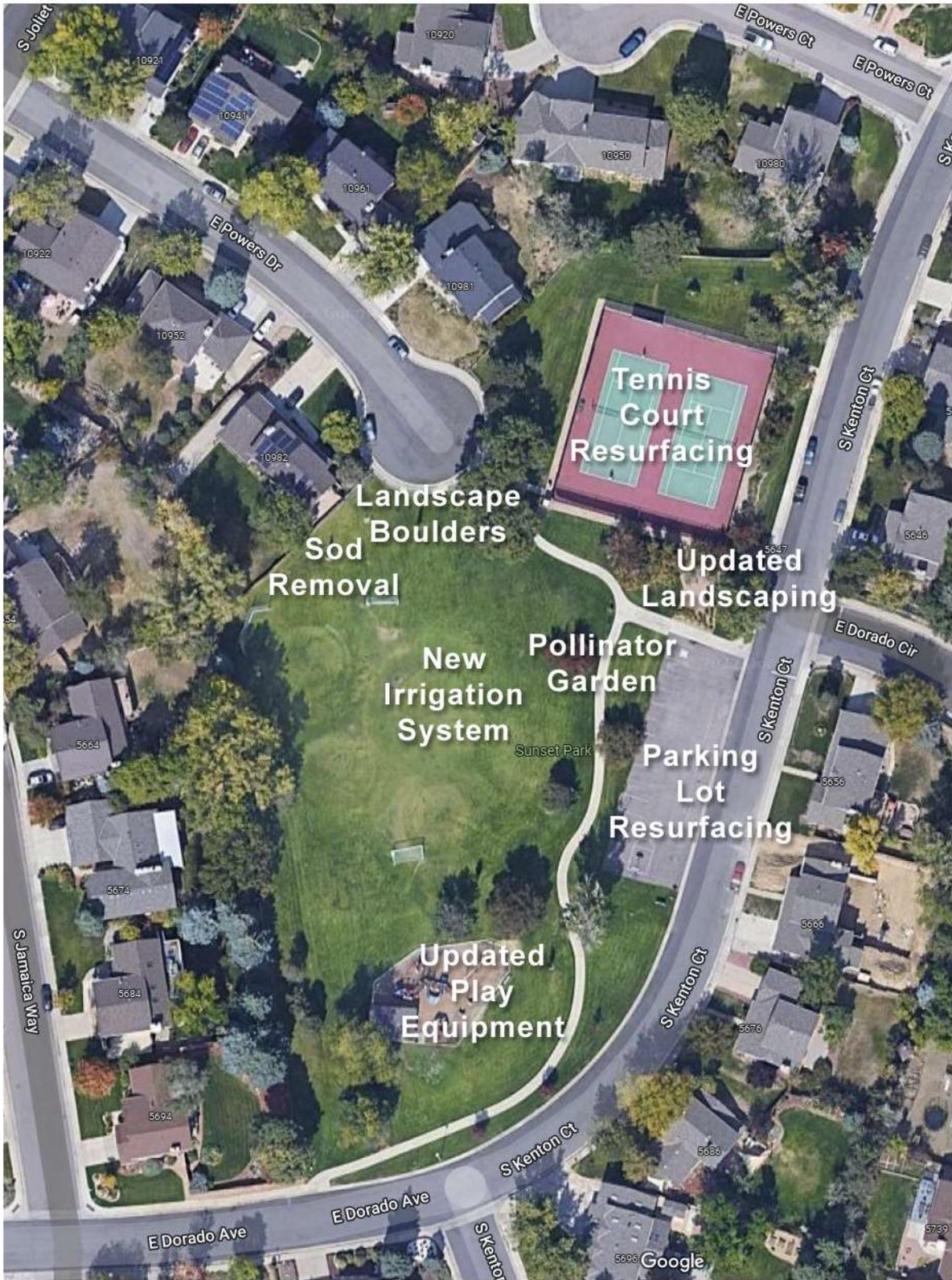
\* Not all parcels have available photos / sketches.

In some cases a sketch may be difficult to read. Please contact the Assessors Office for assistance. Measurements taken from the exterior of the building.

The Arapahoe County Assessors Office does not warranty the accuracy of any sketch, nor assumes any responsibility or liability to any user.

Although some parcels may have multiple buildings and photos, at this time our system is limited to 1 sketch and 1 photo per parcel number. Sorry for any inconvenience.

[New Search](#)



# Sunset Park :: Overall Concept





# Quote

**ADDRESS**

Root Partnership  
 Joanna Waldernmyer  
 10041 Rampart Ct # 126  
 Littleton, CO 80125

**SHIP TO**

Sunset Park  
 CENTENNIAL, CO 80010

**QUOTE #** 23439

**DATE** 04/11/2022 **EXPIRATION**

**SALES REP**

Jesse Rodgers

DESCRIPTION	QTY	RATE	AMOUNT
<b>Little Tikes Commercial</b> Little Tikes Commercial #200200443 56" Infinity Boomerang plastic replacement	1	4,172.00	4,172.00T
<b>Little Tikes Commercial</b> Little Tikes Commercial #200203588 Silo Scramble	1	5,325.00	5,325.00T
<b>Little Tikes Commercial</b> Little Tikes Commercial #200092591 Stepping Stones	6	324.00	1,944.00T
<b>Little Tikes Commercial</b> Little Tikes Commercial # 200200532 56" Octopus replacement net (red and blue)	1	5,376.00	5,376.00T
<b>Little Tikes Commercial</b> Little Tikes Commercial #200007137 Plastic square roof	3	950.00	2,850.00T
<b>Little Tikes Commercial</b> Little Tikes Commercial #908308 24" post extensions for added roofs	12	405.00	4,860.00T
<b>Freight</b> Freight for Little Tikes Items 1-6	1	3,200.00	3,200.00T
<b>Installation</b> Installation for Little Tikes Items 1-6	1	8,318.10	8,318.10T
<b>Wabash Valley</b> Wabash Valley# W11113C 6' bench w/back and arms Covington slat bench,	5	1,068.00	5,340.00T
<b>Wabash Valley</b> Wabash Valley# TG3F33P Trasher w/vertical ribs/flat top/liner	5	990.00	4,950.00T
<b>Freight</b> Freight for Wabash items 9+10	1	1,525.00	1,525.00T
<b>Installation</b> Installation for Wabash Valley Items 9+10	1	3,671.00	3,671.00T
<b>Coach Cliff</b> Gaga Pit	1	8,757.00	8,757.00T
<b>Freight</b>	1	1,025.00	1,025.00T

DESCRIPTION	QTY	RATE	AMOUNT
Freight for Gaga Pit			
<b>Installation</b>	1	2,200.00	2,200.00T
Installation for Gaga Pit			
<b>Recreation Plus Terms</b>	1	0.00	0.00

TERMS: Net % 30 days, 50% down payment required. Financing available upon request.  
 Tax Exempt/Resale Certificate Required. Initial \_\_\_\_\_.

DELIVERY: Delivery is approximately 30-36 weeks after order is received and approved.  
 Installation date TBD (if included). Customer is responsible for offloading the truck if we are not providing installation. Initial \_\_\_\_\_.

INSTALLATION: Please Note that installation is not included unless otherwise noted above.  
 If installation is included, price assumes that the site has been prepared and that grade slope does not exceed 1 - 2% in any direction. Grade work and drainage improvements/lines are not included unless specifically listed above. Please turn off sprinkler systems 1 week prior to installation to avoid site damage due to wet ground. Initial \_\_\_\_\_.

DISCLAIMER: Unless specifically listed in the quote above, payment/performance bonds, permits, sealed engineered drawings, and 3rd party safety audits are Not Included in this agreement and, if required, are the responsibility of the customer. A 3% fee will be added for any payments by credit card. Initial \_\_\_\_\_.

ROCK CLAUSE: In the event that soil or rock conditions are such to prevent normal installation time and procedures, the customer will be responsible for additional equipment, labor expenses and delay costs required to complete the installation. Should the situation arise, the problem will be discussed with the customer prior to incurring any additional cost. Initial \_\_\_\_\_.

UNDERGROUND UTILITY CLAUSE: The customer hereby agrees that Recreation Plus, its employees and/or subcontractors, are not liable for any damage done to any type of underground utilities on the site chosen by the customer unless the customer has had these lines accurately marked prior to installation. The customer further agrees that without properly marked utility lines, the customer shall be responsible for costs incurred to repair any damaged utilities, all costs for medical treatment in the event of injury and any related costs due to delay in the project. It shall be the sole responsibility of the customer to mark, have marked, or hire a professional to establish any and all utility locations prior to Recreation Plus, its employees and/or subcontractors starting the project. In the event that Recreation Plus, its employees and/or subcontractors start the project before utilities have been located and properly marked, the customer shall again be liable and shall notify Recreation Plus, in writing to stop the project until the utilities have been marked. The customer shall further be responsible for any cost incurred due to work stoppage or project delays. Initial \_\_\_\_\_.

A purchase order or signed quote is required. Pricing quoted is based on our standard insurance certificate. Unless specifically listed in the quote above, installation, payment/performance bonds, permits, sealed engineered drawings, and 3rd party safety audits are Not Included in this agreement and, if required, are the responsibility of the customer. Customer is responsible for repair of any unmarked underground utility lines damaged during construction. Financing available upon request. A 3% fee will be added for payment by credit card.

SUBTOTAL	63,513.10
<b>TOTAL</b>	<b>\$66,212.41</b>

THANKS FOR CONSIDERING OUR PRODUCTS!



February 25, 2022

Cherry Creek Vista Parks and Recreation District  
PO Box 359  
Littleton, CO 80160  
Attn: Sarah Shepherd

Re: Sunset Park Improvements  
Proposal for Surveying Services

Dear Ms. Shepherd:

On behalf of Proof Civil Consulting Engineers (PC), I am pleased to submit this proposal for civil engineering services on the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter together with the General Terms and Conditions attached hereto, which sets forth the contractual elements of this agreement, will constitute the entire agreement between Cherry Creek Vista Parks and Recreation District (CLIENT) and Proof Civil Consulting Engineers for services on this project.

### **Project Understanding**

Based on conversations with Root Partnership, it is our understanding that the CLIENT wishes to have Sunset Park at 5700 S Kenton Street in Englewood, Colorado surveyed to facilitate proposed landscape, amenity, and irrigation improvements.

### **Scope of Services**

Proof Civil will provide the following professional engineering services:

#### **A. Design Survey**

PC (via Aztec Consultants) will perform a site topographical survey of the subject property to facilitate site and building design. Underground utilities surrounding the development portion of the site will be located, marked and surveyed for point of connection coordination. The survey will not be performed to ALTA standards, but can be upgraded as an additional service to this agreement.

### **Extent of Agreement**

This agreement is for site-related improvements within the boundaries of the property site and off-site improvements within the "Scope of Services." Should additional infrastructure improvements (i.e. roadway and public utilities) not specified within the "Scope of Services" be required beyond the boundaries of the property, the services associated with those improvements will be defined as additional services to this scope of work. Furthermore, this agreement does **not** include:

1. Any work beyond the "Scope of Services" stated within the agreement.
2. Conditions or factors beyond the control of PC.
3. Any services required in connection with annexation or rezoning other than those specifically referenced in the "Scope of Services".
4. Review of bids or assistance of the bidding process.
5. Dry utility design (public or private) or photometric analysis for site lighting other than those specifically referenced in the "Scope of Services".

6. Land Surveying services other than those specifically referenced in the "Scope of Services" including the creation of legal descriptions and exhibits, platting, etc.
7. Wetland or environmental consulting services, including Environmental Assessments
8. Geotechnical services including pavement design.
9. Structural design of any proposed improvements or modified existing improvements, including retaining walls (PC will indicate top of wall and finished grade at bottom of wall elevations, locations and dimensions of walls. The structural design of the walls has not been included.)
10. Full-time construction observation services.
11. Examination of or procurement of title commitment.
12. CLOMR/LOMR studies.
13. Survey services for as-built drawings.
14. Traffic study or related services other than those specifically referenced in the "Scope of Services."
15. Phasing of plans or studies not specifically referenced in the "Scope of Services."
16. Application fees.
17. Design of offsite utilities or drainage infrastructure or conveyance.
18. Easement agreement review.
19. Preparation of documents for Arapahoe County Planning or Construction Document Review.
20. Design associated with public improvements to include Right-of-Way improvements such as public curb and gutter, sidewalk and tree lawn/amenity zone.
21. Design of irrigation distribution, non-potable water main, or design of separate irrigation meter or connection.
22. Preliminary or Final Utility Plans or Reports.
23. Civil planning or construction documents

**Compensation**

For the above "Scope of Services," PC shall be paid as follows:

<b>SURVEY SCOPE</b>	<b>COMPENSATION</b>
Control Survey	\$2,300
Boundary Establishment	\$2,175
Title Commitment Review	\$715
Topography	\$7,850
Underground Utility Locates	\$1,900
<b>Total</b>	<b>\$14,940</b>

If authorized in writing by CLIENT, PC shall furnish additional services on the project. These services which are not included as part of "Scope of Services" will be paid for on the basis of a lump sum amount or on the basis of actual hours expended by PC's principals and employees directly on the project.

In addition to the professional services fees set forth above, PC shall be compensated for 110% of **Reimbursable Expenses** such as printing, postage, messenger service, travel, maps, reference materials, and approved subconsultant's fees where applicable.

CLIENT will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices (within 30 days of receipt) and the orderly and continuous progress of the Project through construction.

**Miscellaneous Contractual Items**

If there are protracted delays for reasons beyond PC's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when PC's services are, in fact, being rendered.

If CLIENT, Architect or other interested parties request a digital file of design data, PC shall be indemnified by the requesting party from any claims arising out of the accuracy, misuse or reuse by the requesting party of the data delivered in digital form.

This agreement, together with the General Terms and Conditions, represents the entire understanding between CLIENT and PC. If the terms of this agreement are found to be satisfactory, please sign this agreement in duplicate in the space provided below and return by email or by hard copy to our office.

We appreciate the opportunity to present this proposal and look forward to working with you on this project.

Sincerely,

PROOF CIVIL CO.

a Colorado Corporation



Jason DeYoung, P.E.  
Principal

Accepted By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Invoices shall be sent to:

Attn: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

## PROOF CIVIL CO.

### STANDARD BILLING RATE SCHEDULE

(Per hour, Rates effective January 1, 2022)

<u>Description</u>	<u>Rate</u>
Principal	\$180.00
Project Manager	\$150.00
Project Engineer	\$120.00
Senior Designer	\$115.00
Engineer	\$110.00
CAD Technician	\$90.00
Clerical/Project Administrator	\$70.00