

BOARD STUDY SESSION

DATE: January 12, 2023

TIME: 5:30 P.M.

PLACE: Hybrid Public Meeting

- Online via ZOOM
- In-Person at Lakewood Library meeting room, 10200
 W. 20th Avenue, Lakewood 80215

Board Governance - Strategy

- Board Reviews Global Ends Statements 1.0-1.4
- Strategic Planning Framework & Process
- 2023 Annual Plan: Strategic Priorities, Initiatives & Projects

Board Governance

- Board Reviews Draft Sunshine Resolution LB-01-19-23
- Public Services
- Annual Pine Library Contribution

Contracts & Agreements

- Midwest Tape Hoopla Subscription Agreement Information
- HVAC Contract Renewal Information
- Evergreen Land Transfer Proposal

For instructions on how to access the **online ZOOM Study Session** please go to: <u>https://jeffcolibrary.org/board-of-trustees/2023-study-sessions/</u>

NEXT BOARD STUDY SESSION

ADMINISTRATION 10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275

jeffcolibrary.org

TO: Library Board of Trustees

FROM: Donna Walker, executive director

RE: Review Global Ends Statements 1.0-1.4

DATE: January 12, 2023

At the beginning of each calendar year the Board reviews their Global Ends Statements - the long-term, broad organizational goals that set direction for the Library - per their governance calendar. This review is a critical step in the strategic planning process.

The Library recommends that the current Board Ends stand as is. These Ends are the foundation of our 2020-2025 Strategic Plan and continue to provide vision and guidance for our priorities, initiatives and projects.

These Ends are:

POLICY TYPE: ENDS POLICY TITLE: *ENDS POLICIES*

POLICY 1.0

Global Ends Statements:

The Jefferson County Public Library helps to build an educated and vibrant community by providing equal access to information and opportunities.

- 1. All Jefferson County residents have equal opportunity to access information, resources, ideas and technology, and they are supported in using these resources.
- 2. All Jefferson County residents have safe, convenient, and radically welcoming places to go to access information and resources and participate in community life.
- **3.** Jefferson County Public Library adds value to the community by providing leadingedge services that advance our common goals.
- 4. JCPL maximizes return on shared investment by delivering services of the greatest possible value to Jefferson County residents through effective and efficient use of our resources.



ADMINISTRATION

10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275



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To: Library Board of Trustees

From: Donna Walker, executive director

Re: JCPL 2020-2025 Strategic Planning Framework and Process

Date: January 12, 2023

In 2023, Jefferson County Public Library (JCPL) enters year four of our 2020 – 2025 Strategic Plan. The following provides background on implementation so far. A brief refresher on the Framework and Process will be provided at the study session.

2020 Year One Implementation

The steps described below led to the development and application of JCPL's five-year strategic plan:

- Gathering extensive Board, staff and community inputs to define community needs
- Developing ends statements, the broad organizational goals, to connect community needs and the Board of Trustees
- Establishing strategic priorities, the primary objectives to be accomplished over five years that realize the ends statements
- Creating initiatives, the high-level actions that set the direction for JCPL's strategic projects, and further the strategic priorities to reach the ends statements
- Developing strategic projects, the activities that support our initiatives, and map back to the strategic priorities and ends statements

These steps also led to the creation of JCPL's **strategic framework**, the structured method JCPL uses to define how initiatives and projects support the strategic plan's priorities and ends statements. The five-year strategic plan framework was presented to the Board of Trustees in January of 2020. Providing an annual plan for each year of the 5-year plan was integrated into the process.

In March of 2020 the pandemic hit Colorado and JCPL closed our libraries to the public. For the next several months the Continuity of Operations Plan guided our tactical decision-making, services, and programs. Once the Library began providing curbside services and a gradual return to in-person services, strategic additions and modifications were made to the 2020 projects, taking it from eight to ten projects.

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2021 Year Two Execution

2021 was year two of carrying out our five-year strategic plan. The executive team assessed our strategic priorities and validated with the Board that creating libraries for the future, reaching more people, focusing on building literacies, being the third place and growing sustainably still held, and continued to be our guideposts moving forward.

JCPL's executive team modified the strategic plan's initiatives and updated the strategic framework with those changes. The Library Board validated the 2021 strategic projects as the organizational annual plan. Two high priority strategic projects were added to the annual plan by the Board in the course of the year to respond to changing conditions, taking it from twelve to fourteen projects.

2022 Year Three Execution

2022 was year three of carrying out our five-year strategic plan. Library leadership once again validated that our strategic priorities and initiatives continued to lead towards the achievement of the Board Ends.

JCPL's executive team created more specific criteria to rank projects being brought forward for consideration to determine which met these more rigorous standards. Creation of these criteria was guided by the more advanced understanding and application of project management principles gained organization-wide in 2021. The annual plan consisted of ten strategic projects.

2023 Year Four Execution

As JCPL heads into year four of execution of our five-year strategic plan, we have once again validated that our strategic priorities and initiatives continue to lead towards the achievement of the Board Ends.

With new leadership on our team, we refined our annual planning process to categorize 2023 projects as strategic, critical and essential. We believe this approach will further improve our progress with resource allocation and organizational focus. The annual plan presented has two strategic and nine critical projects.



TO: Library Board of Trustees

FROM: Donna Walker, executive director

RE: 2023 Annual Plan: Strategic Priorities, Initiatives and Projects

DATE: January 12, 2023

Despite residual effects from the pandemic, after careful reflection and review, the Library believes that the five strategic priorities set for the 2020-2025 Strategic Plan continue to hold true for 2023 and that they connect directly to achievement of the Board Ends Statements.

These **priorities** are to:

CREATE LIBRARIES FOR THE FUTURE

Jefferson County Public Library will create libraries for the future throughout the county via expansion, redesign and construction.

REACH MORE PEOPLE

Jefferson County Public Library will reach more people through strategic partnerships, alternative services, customer experience, inclusion efforts, and community engagement and outreach.

FOCUS ON BUILDING LITERACIES

Jefferson County Public Library will focus on building literacies through patron-interest-focused materials selection, creative technologies, digital literacy services, school and workforce readiness, adulting programs, small business support and financial literacy initiatives.

BE THE THIRD PLACE

Jefferson County Public Library will facilitate civil civic conversation, develop collaborative community discovery spaces, and serve as the place to be for out-of-school time and not-to-miss events.

GROW SUSTAINABLY

Jefferson County Public Library will manage financial resources to meet our planned capital and service build-out within our current mill levy rate of 4.5 and account for a variety of economic conditions.

Similarly, library leadership reviewed and validated our strategic initiatives, high-level actions that set the direction for JCPL's strategic projects, and further the strategic priorities to reach the ends statements.

These **initiatives** are:

| INITIATIVE | OBJECTIVE |
|---------------------------------------|---|
| Service Point Development & Expansion | JCPL has more convenient and accessible service points throughout our community. Service points are designed to meet the social, technological, economic and sustainability challenges and opportunities of the future. |
| Excellence in Customer Service | JCPL demonstrates a deep understanding of individual, community, and organizational needs in the way we serve each other and our residents. |
| Lifelong Learning & Literacy | Literacy programs and services address specific learning and literacy development needs. Opportunities for all ages, backgrounds, and abilities are met with effective and inclusive technologies and approaches. |
| Building Inclusive Community | Equitable and inclusive practices are embedded in policy, decision-making and partnership development. |
| Embracing Innovation & Change | Modernization of JCPL is achieved through proactive pursuit of positive change by exploring new technologies, structures, approaches, and systems. |
| Continuous Process Improvement | Systems are improved in order to maximize organizational effectiveness, advance services, and increase efficiency. |

The **JCPL 2023 Annual Plan** consists of two strategic and nine critical projects - specific activities that support our initiatives and map back to our strategic priorities and ends statements. Updates to our strategic project management process led to the creation of these tiers of project type which we believe provides greater clarity and alignment of focus for both the Board and staff.

The **two strategic projects** listed below include the major deliverables expected in 2023 and are intended for Board and executive director focus.

JCPL 2023 Strategic Projects:

A strategic project links to JCPL's strategic initiatives with the goal of making a full step change towards improvement of performance and outcomes.

1) Design a New Library in South County

- 1) Recommendation of new strategy
- 2) Execute on new strategy

2) Initiate a New Library in Northwest Arvada

- 1) Site proposed
- 2) Site acquired
- 3) Community Engagement Report
- 4) Program of Service Report
- 5) Library design initiated

JCPL 2023 Critical Projects:

A critical project is one that makes an incremental step towards improvement and achievement of goals.

1) Conifer Opportunity

- 1) Market Analysis Report
- 2) Evaluation Plan
- 3) Community Engagement Report
- 4) Program of Service Report
- 5) Recommendation for Library Services
- 6) Design for Library Services

2) Redesign Evergreen Library

- 1) Finalize Library Design
- 2) Complete Construction

3) Accelerate Our Building Program

- 1) Finalize Design Standard
- 2) Implement Design Standard across All JCPL locations
- 3) Initiate Ops Center Assessment

4) New Concept in Philanthropy Strategy

- 1) Codify new roles and responsibilities for fundraising between JCPL and JCLF (MOU)
- 2) Set monetary objective for 2024 & 2029 years

5) Create a Radically Welcoming JCPL for Public

- 1) Recommendation of new Collection Development Policy
- 2) Implement new vision for serving the public
- 3) Implement new patron communication plan

6) Create a Radically Welcoming JCPL for Staff

- 1) Integrate Diversity Equity and Inclusion (DEI) strategy for staffing with outward DEI initiatives
- 2) Implement new staff communication plan for DEI strategy and initiatives

7) Advance Digital Equity and Inclusion

- 1) Implement Year 2 Cohesive Creative Technology Programs master plan
- 2) Create a comprehensive suite of programs and services for Job Seekers and Entrepreneurs
- 3) Fully execute on a comprehensive suite of programs and services for Job Seekers and Entrepreneurs

8) Integrate Emerging Technology

- 1) Design Data Warehouse solution
- 2) Implement Document Management System
- 3) Complete prework to secondary data center
- 9) Expand Offsite Services
 - 1) Install Holds Lockers at 4th location (offsite)
 - 2) Create and execute a sustainability plan for offsite services

These projects are intended to represent the 2023 Annual Plan for JCPL based on our 5-year Strategic Plan and 2023 budget. Board input on these projects and deliverables is planned for the January 12 study session. Review of Final 2022 Strategic Plan Achievements will be presented to the Board in February.



Annual milestone-opportunities for Board Strategic Planning engagement and input:

| BUDGET AND STRATEGIC PLANNING CALENDAR | | |
|--|---|--|
| Month | Output | |
| January | Review Ends Statements | |
| | Consensus on 2023 Strategic Priorities, Initiatives, Projects | |
| February | Review of Final 2022 Strategic Plan Achievements | |
| March | Direction on 2020-2025 Strategic Plan, year five | |
| Мау | Direction on 2024 Budget | |
| | Direction on 5 Year CIP and 10 Year Financial Forecast | |
| June | Authorize submission of 2024 Budget and 5 Year CIP | |
| August – September | Review 2024 Budget Highlights with Board of County | |
| | Commissioners | |
| November | Review 2024 Budget | |
| December | Authorize 2024 Spending Plan | |

PROPOSED: 01-12-23

BEFORE THE BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC LIBRARY RESOLUTION NO.: LB 01-19-23

WHEREAS, effective June 1, 1991, the Board of Trustees of the Jefferson County Public Library is subject to the provisions of Senate Bill 91-33 (the "Colorado Sunshine Act"); and

WHEREAS, HB19-1087 was approved by the Governor on April 25, 2019 with an effective date of August 2, 2019. A local public body shall be deemed to have given full and timely notice of a public meeting if the local public body posts the notice, with specific agenda information if available no less than twenty-four hours prior to the holding of the meeting on a public website of the local public body. and

WHEREAS, the public place in which such notice will be posted must be designated annually.

WHEREAS, the notice must include specific agenda information where possible.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Jefferson County Public Library hereby designates the public website jeffcolibrary.org as the location where notice and agenda information for public meetings of the Board of Trustees of the Jefferson County Public Library will be posted.

Date: January 19, 2023

This item will be placed on the consent agenda for the January 19, 2023 Library Board meeting unless otherwise instructed by the Board.

ADMINISTRATION

10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275





TO: Donna Walker, Executive Director

- FROM: Jennifer Reading, Assistant Director of Public Services for Customer Service, and Jessica Paulsen, Public Services Manager for Mountain Libraries and Patron Experience
- DATE: January 12, 2023
- RE: Pine Library Contribution

History:

Jefferson County Public Library provides an annual gift to the North Fork Library Association to support the Pine Library's operating expenses. This funding helps pay for Pine Library's insurance, as that cost alone would consume almost the entire Pine Library income each year. Since 2020 the Jefferson County Library Board has annually granted Pine Library \$1,500.

Total Cost:

JCPL's 2023 budget includes \$1,500 for this support.

Next Actions:

We request the Board of Trustees approve the annual gift to the North Fork Library Association to support the Pine Library's operating expenses in the amount of \$1,500. This item will be placed on the consent agenda for the January 19, 2023 Library Board meeting unless otherwise instructed by the Board.

ADMINISTRATION 10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275





| TO: | Donna Walker, Executive Director |
|-------|---|
| FROM: | Lizzie Gall, Assistant Director of Public Services for Resources and Programs Franca C. Rosen, Collections Manager |
| DATE: | January 12, 2023 |
| RE: | Midwest Tape Hoopla Annual Subscription |

History of Agreement:

In 2015 Jefferson County Public Library began subscribing to Hoopla from Midwest Tape, a proprietary platform, with over one million e-books, audiobooks, music, TV series, movies, and comics. Since 2015 Hoopla has been very popular with JCPL patrons. Hoopla is an annual subscription that runs from January to December. We would like to continue with Hoopla from Midwest Tale as a sole source product due to its extensive and varied catalog of available materials for which there is no close competitor in the market. The new subscription period would run from January 2023 – December 2023.

Total Cost:

The not-to-exceed amount for this twelve-month subscription is \$504,000.

Budget:

This expenditure is within the approved 2023 budget.

Next Actions:

We request that the Library Board of Trustees authorize the Executive Director to sign a one-year renewal agreement with Midwest Tape for the Hoopla streaming platform. This item will be placed on the consent agenda for the January 19, 2023 board meeting unless otherwise instructed by the Board.

ADMINISTRATION

10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275



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| TO: | Donna Walker, Executive Director |
|-------|---|
| FROM: | Steve Chestnut, Director of Facilities and Construction |
| DATE: | January 12, 2023 |
| RE: | HVAC Contract, Haynes Mechanical Systems, 2nd renewal |

History of Contract: Haynes Mechanical Systems, Maintenance and HVAC Mechanical Services

Jefferson County Public Library is currently under contract with Haynes Mechanical Systems for maintenance and HVAC mechanical services through February 2023. The contract provides for HVAC mechanical maintenance services at all JCPL libraries. We have been happy with the service and recommend that we renew our contract. This will be our second renewal.

Total Cost:

The base annual cost for these services is \$86,571.14. This is within the \$160,000 budgeted amount for HVAC Maintenance services in the approved 2023 budget. The base cost has a 4% increase from the previous year, which I believe to be a reasonable escalation.

Next Actions:

I would like to request that the Board authorize you as Executive Director to renew the contract with Haynes Mechanical Systems for a period of one year for the base sum of \$86,571.14. This item will be placed on the consent agenda for the January 19, 2023 Library Board meeting unless otherwise instructed by the Board.

ADMINISTRATION

10200 W. 20th Ave. Lakewood, CO 80215 303.235.5275



jeffcolibrary.org

| TO: | Donna Walker, Executive Director |
|-------|---|
| FROM: | Steve Chestnut, Director of Facilities and Construction |
| DATE: | January 12, 2023 |
| RE: | Jefferson County Land Purchase, portion of Evergreen Library Property |

History of Contract:

Jefferson County Public Library received a Notice of Intent to Acquire (NOI) letter from the County in October 2022. Jefferson County is in the process of completing the final design for constructing the planned roadway and drainage improvements for JC73 from Buffalo Park Road to Plettner Lane. The proposed construction will necessitate acquiring a portion of our Evergreen Library property to accommodate these improvements. The letter was reviewed by me at that time, along with the associated parcel maps that the County included. JCPL determined that a very limited portion of the property would be transferred in a sale. We have now received the County's formal purchase offer for the section of the Evergreen Library property that they are interested in acquiring. The offer encompasses approximately 16,000 sq ft of the Evergreen Library property. 4007 sq. ft. of that 16,000 would be a permanent easement, meaning ownership would be transferred to County. The remaining 12,000 would be a temporary easement to be utilized for construction and would last approximately 1 year while the roadway alignment is completed.

The current offer is as follows:

| Permanent Easement | \$7774 | \$1.94 per sq. ft. |
|--------------------|--------|--------------------|
| Temporary Easement | \$9393 | \$.78 per sq. ft. |

See attachment for map of impacted property

Total Cost:

There are no costs to JCPL associated with the sale of this property.

Next Actions:

The agreement and contract have been forwarded to the County Attorney's Office for legal review. Pending no legal issues, I would like to request that the Board authorize the Executive Director to sign those documents authorizing the sale and easement to Jefferson County.



December 15, 2022

OFFER LETTER

Board of Trustees of the Jefferson County Public Library 10200 W 20th Ave Lakewood, CO 80215 Attention: Mr. Steve Chestnut PROJECT: JC73-Buffalo Park to Plettner CDOT PROJECT NO.: STU C110-053 COUNTY PROJECT NO.: 5-71-10-4000 PARCEL NOS.: PE-5, TE-5, TE-5A

Dear Steve,

As you know, Jefferson County is in the process of completing the final design for constructing the planned roadway and drainage improvements for JC73 from Buffalo Park Road to Plettner Lane. The County is interested in acquiring certain property interests from you for this project as described in this letter.

The County offers you the following amount as fair market value compensation for the parcels noted herein. The amount offered was determined in accordance with State and Federal laws.

| Land | \$ | 0 |
|------------------------|----|--------|
| Permanent Easement(s) | \$ | 7,774 |
| Temporary Easement(s) | \$ | 9,393 |
| Improvements | \$ | 0 |
| Damages | \$ | 0 |
| Less Benefits (credit) | \$ | 0 |
| Total | | 17,167 |

Library Property Page Two

The County based its determination on the following information:

1) Identification of the real property to be acquired:

| a) | Parcel PE-5 | (4,007 sq. ft.) |
|----|--------------|------------------|
| b) | Parcel TE-5 | (75 sq. ft.) |
| c) | Parcel TE-5A | (12,030 sq. ft.) |

2) Type of interest being acquired:

| a) Parcel PE-5 | Permanent Easement |
|----------------|--|
| b) Parcel TE-5 | Temporary Construction Easement |
| c) Parcel TE-5 | Temporary Construction Easement |

3) Identification of all improvements, including fixtures, to be acquired:

a) None

4) Identification of real property improvements, including fixtures, to be acquired which are not owned by the landowner.

a) None

5) The following items will be reset, replaced, or installed by the County therefore no compensation will be made for these items:

a) The disturbed areas of the property within the easement will be re-graded and paved with asphalt or seeded as shown on the construction drawings.

If you are in agreement with the County's offer, please sign and date the attached Memorandum of Agreement ("MOA"). If you elect to also sign the deeds, I will hold them until payment is delivered to you, which should not take longer than two weeks.

Please feel welcome to contact me at (303) 271-8459 or by email at rbtaylor@jeffco.us if you have any questions or if you would like to discuss this offer. Thank you.

Sincerely,

Rtgh

Robert Taylor, PLS, SR/WA Right of Way Survey Supervisor

Cc: Carey Markel, Deputy County Attorney

| COLORADO | Project Code: 24120 | Parcel Nos. TE-5 | |
|---|--|-----------------------|--|
| DEPARTMENT OF TRANSPORTATION MEMORANDUM OF | CDOT Project No. STU C110-053 Jefferson County Project No. 5-71-10-4000 | | |
| AGREEMENT | Location: JC-73 (Buffalo Park Road to Plettner Lane) | | |
| (Local Public Agency – Jefferson County) | County: Jefferson | State Highway No: N/A | |

This agreement made on _____

_, 2022 is between the County of Jefferson, State of

Colorado, a body politic and corporate (the COUNTY), for the purchase of the parcel(s) listed above from the

BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC LIBRARY (GRANTOR).

Just compensation was determined by an appropriate valuation procedure prepared in accordance with Colorado state laws and regulations. The amount of money and/or compensation listed below is full consideration for the following land, easements, improvements, and damages of any kind.

| Land: | | |
|--|---------------|-----------|
| Permanent Easements: | 4,007 Sq. Ft. | \$ 7,774 |
| Temporary Easements: TE-5, TE-5A (described in the attached 12,105 Sq. Ft. | | \$ 9,393 |
| Improvements – NONE | \$ 0 | |
| Damages - NONE | | \$ 0 |
| Other: NONE | | \$ 0 |
| | Gross Total | \$ 0 |
| | Less credits | \$ 0 |
| | Net Total | \$ 17,167 |

Other conditions: See Exhibit's A, B, and C attached hereto and incorporated herein.

The GRANTOR:

- 1) Will, at the closing, pay all taxes (including prorated taxes for the current year) and special assessments for the current year;
- 2) Has entered into this agreement only because the COUNTY has the power of eminent domain and requires the property for public purposes;
- 3) Will be responsible for securing releases from all liens, judgments and encumbrances to deliver clear, unencumbered title to the COUNTY. Any encumbrance required to be paid by GRANTOR shall be paid at or before closing from the proceeds of the transaction hereby contemplated or from any other source;
- 4) Will execute and deliver to the COUNTY those documents indicated below;
- 5) Excepts from the subject property described herein in the attached Exhibits, the mineral estate and including all coal, oil, gas and other hydrocarbons, and all clay and other valuable mineral in and under said subject property. GRANTOR hereby covenants and agrees that the COUNTY shall forever have the right to take and use, without payment of further compensation to GRANTOR, any and all sand, gravel, earth, rock, and other road building materials found in or upon said subject property and belonging to GRANTOR; and
- 6) GRANTOR further covenants and agrees that no exploration for, or development of any of the products, as described above, and owned by GRANTOR heretofore or hereafter the date set forth above and hereby excepted will ever be conducted on or from the surface of the premises described in the attached Exhibits, and that in the event any of such operations may hereafter be carried on beneath the surface of said premises, GRANTOR shall perform no act which may impair the subsurface or lateral support of said premises. These covenants and agreements hereunder, shall inure to and be binding upon GRANTOR and their heirs, personal and legal representatives, successors and assigns forever.

| The COUNTY: 1) Will be entitled to specific performance of this agreement upon tender of the agreed consideration; 2) Will be held harmless from any claims against the property or to any interest in the property, except for any benefits due under relocation law; 3) Will make payment after receiving acceptable conveyance instruments from GRANTOR; 4) Will take possession and use of the parcel(s) when it deposits the consideration, as set forth above, into an escrow account for the benefit of GRANTOR, or when the COUNTY disburses funds to GRANTOR. Transfer of title to the parcel(s) shall occur upon performance of any and all terms under this agreement, and release of the payment from escrow to GRANTOR, <u>unless other arrangements are made that follow Title III of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended;</u> 5) Will be responsible for completion, to Grantor's satisfaction, of those activities enumerated on Exhibit C attached hereto and made a part hereof; and 6) Will prepare the following documents: | | |
|---|--|--|
| General Warranty Deed | Utility Easement | |
| Access Deed | X Permanent Easement | |
| ☐ Full Release(s) Book/Page: | Slope Easement | |
| Partial Release(s) Book/Page: | X Temporary Easement | |
| Or (specify) Title Company to prepare documents except: Order Warrant: \$17,167.00 Payable to: Board of Trustees of the Jefferson County Public Library | | |
| Order Warrant: | Payable to: | |
| COUNTY signature COUNTY OF JEFFERSON, STATE OF COI | LORADO GRANTOR signature Attach form W-9 By: | |
| Den | | |
| By: Title: Title: | | |
| ATTEST: | GRANTOR signature | |
| | | |
| Ву: | By: | |
| By: Title: Deputy Clerk and Recorder | Title: | |
| APPROVED AS TO FORM: | County of Jefferson, State of Colorado | |
| | | |
| By: By: | | |
| Carey Markel, Deputy County Attorney | | |

s.

STATE OF COLORADO)) ss COUNTY OF JEFFERSON)

The foregoing Memorandum of Agreement was acknowledged before me this _____ day of _____, 2022, by ______ as _____, Grantor.

Witness my hand and official seal.

My Commission expires:

Notary Public

Exhibit A

This exhibit is attached to and a part of the Memorandum of Agreement between the County of Jefferson, State of Colorado (the County), and Board of Trustees of the Jefferson County Public Library (the GRANTOR), pertaining to the properties described in Exhibit A.

Legal Descriptions

UNINCORPORATED JEFFERSON COUNTY, COLORADO REAL PROPERTY

TO BE ACQUIRED

Permanent Easement (PE-5)

FROM

Board of Trustees of the Jefferson County Public Library

FOR

Jefferson County Project Number: 5-71-10-4000

Federal Aid Project No: STU C110-053

Assessor Parcel Number: 51-104-99-003

 Mailing Address:
 10200 w 20TH Ave

 Lakewood, CO 80215

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EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: PE-5 June 28, 2022 DESCRIPTION

A PERMANENT EASEMENT NO. PE-5 OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

<u>COMMENCING</u> AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 20°17'21" WEST, A DISTANCE OF 504.31 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 10.00 FEET TO THE **POINT OF BEGINNING**;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, NORTH 84°39'59" EAST, A DISTANCE OF 17.88 FEET;

THENCE NORTH 05°20'01" WEST, A DISTANCE OF 81.13 FEET;

THENCE NORTH 84°39'59" EAST, A DISTANCE OF 48.57 FEET;

THENCE NORTH 05°18'45" WEST, A DISTANCE OF 76.07 FEET TO THE NORTHERLY BOUNDARY OF PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE SOUTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN GENERAL WARRANTY DEED RECORDED JUN 16, 1993 AT RECEPTION NO. 93086035, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID NORTHERLY AND SOUTHERLY BOUNDARY, SOUTH 70°00'41" WEST, A DISTANCE OF 18.49 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73 AS DEPICTED ON THE EVERGREEN LIBRARY SITE IMPROVEMENT SURVEY PLAT RECORDED DECEMBER 23, 1993 AT RECEPTION NO. 93215332, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY AND THE WESTERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED THE FOLLOWING TWO (2) COURSES:

- 1. SOUTH 14°42'14" WEST, A DISTANCE OF 62.80 FEET;
- 2. SOUTH 76°34'14" WEST, A DISTANCE OF 28.55 FEET TO THE NORTHEAST CORNER OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN SAID DEED;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, SOUTH 06°05'50" EAST, A DISTANCE OF 89.52 FEET TO THE **POINT OF BEGINNING**.

THE ABOVE DESCRIBED PERMANENT EASEMENT CONTAINS AN AREA OF 0.092 ACRES, (4,007 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122

> Q:\12320-01 - Jefferson County JC-73\Legals PAGE 3 OF 3

EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: TCE-5 June 28, 2022 DESCRIPTION

A TEMPORARY CONSTRUCTION EASEMENT NO. TCE-5 OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 30°13'47" WEST, A DISTANCE OF 302.42 FEET TO THE SOUTHEAST CORNER OF THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS AND THE **POINT OF BEGINNING**;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 28.15 FEET;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, SOUTH 17°13'29" EAST, A DISTANCE OF 27.43 FEET TO THE SOUTHERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE NORTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN QUIT CLAIM DEED RECORDED MAY 21, 2020 AT RECEPTION NO. 2020057020, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID SOUTHERLY AND NORTHERLY BOUNDARY, SOUTH 70°45'42" WEST, A DISTANCE OF 5.44 FEET TO THE **POINT OF BEGINNING**.

THE ABOVE DESCRIBED TEMPORARY CONSTRUCTION EASEMENT CONTAINS AN AREA OF 0.002 ACRES, (75 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122

UNINCORPORATED JEFFERSON COUNTY, COLORADO REAL PROPERTY

TO BE ACQUIRED

Temporary Construction Easement (TCE-5A)

FROM

Board of Trustees of the Jefferson County Public Library

FOR

Jefferson County Project Number: 5-71-10-4000

Federal Aid Project No: STU C110-053

Assessor Parcel Number: 51-104-99-003

 Mailing Address:
 10200 w 20TH Ave

 Lakewood, CO 80215

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EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: TCE-5A June 28, 2022 DESCRIPTION

A TEMPORARY CONSTRUCTION EASEMENT NO. TCE-5A OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 20°17'21" WEST, A DISTANCE OF 504.31 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS AND THE **POINT OF BEGINNING**;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 10.00 FEET;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, NORTH 84°39'59" EAST, A DISTANCE OF 17.88 FEET;

THENCE NORTH 05°20'01" WEST, A DISTANCE OF 81.13 FEET;

THENCE NORTH 84°39'59" EAST, A DISTANCE OF 48.57 FEET;

THENCE NORTH 05°18'45" WEST, A DISTANCE OF 76.07 FEET TO THE NORTHERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE SOUTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN GENERAL WARRANTY DEED RECORDED JUN 16, 1993 AT RECEPTION NO. 93086035, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID NORTHERLY AND SOUTHERLY BOUNDARY, NORTH 70°00'41" EAST, A DISTANCE OF 68.36 FEET;

THENCE DEPARTING SAID NORTHERLY AND SOUTHERLY BOUNDARY, SOUTH 11°09'11" EAST, A DISTANCE OF 37.80 FEET;

THENCE SOUTH 00°54'13" EAST, A DISTANCE OF 159.89 FEET;

THENCE NORTH 90°00'00" WEST, A DISTANCE OF 45.01 FEET;

THENCE NORTH 00°54'11" WEST, A DISTANCE OF 89.74 FEET;

THENCE SOUTH 84°39'59" WEST, A DISTANCE OF 58.34 FEET;

THENCE SOUTH 05°20'01" EAST, A DISTANCE OF 81.13 FEET;

THENCE SOUTH 84°39'59" WEST, A DISTANCE OF 27.74 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TEMPORARY CONSTRUCTION EASEMENT CONTAINS AN AREA OF 0.276 ACRES, (12,030 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

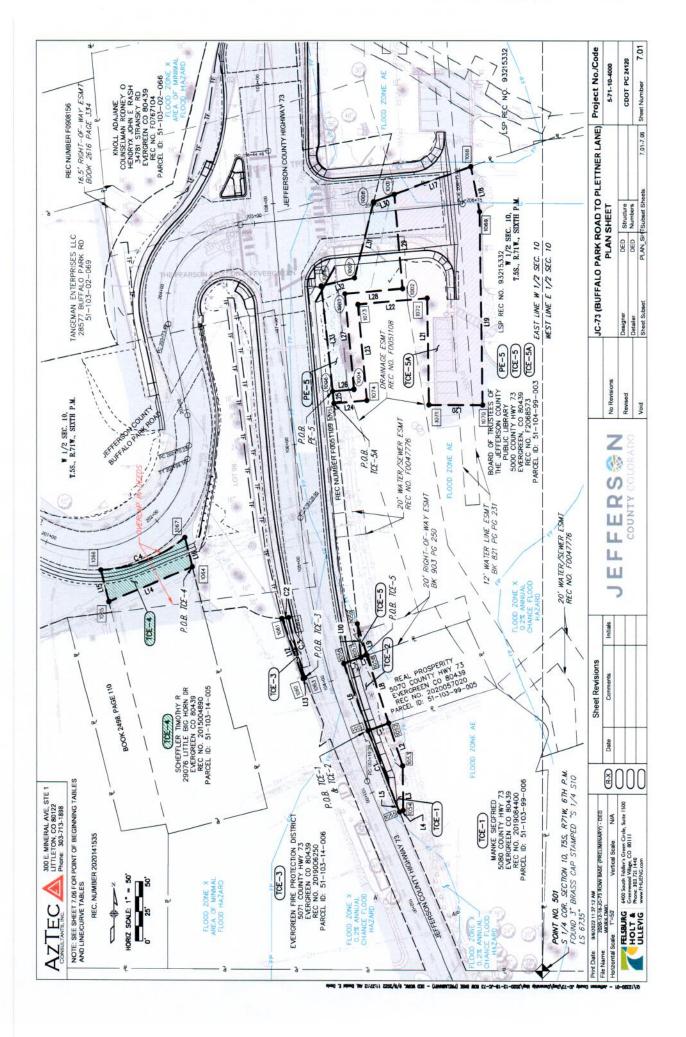
DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122

> Q:\12320-01 - Jefferson County JC-73\Legals PAGE 3 OF 3

Exhibit B

This exhibit is attached to and a part of the Memorandum of Agreement between the County of Jefferson, State of Colorado (the County), and Board of Trustees of the Jefferson County Public Library (the GRANTOR), pertaining to the property at 5000 County Highway 73, Evergreen, CO 80439.

Construction Plans



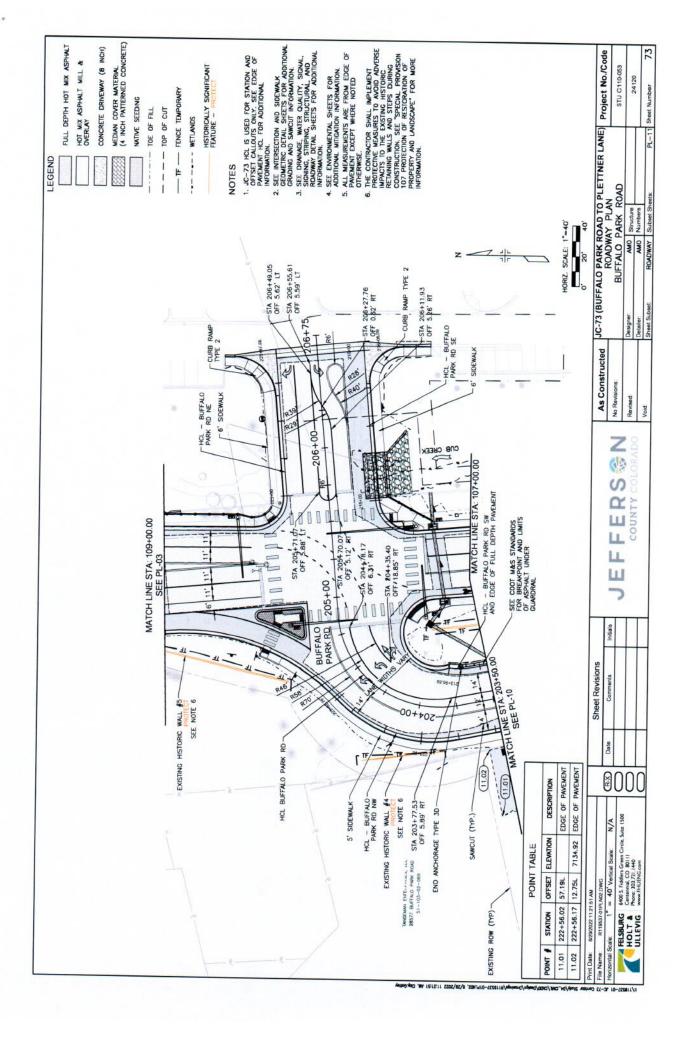


Exhibit C

1 1

This exhibit is attached to and a part of the Memorandum of Agreement between the County of Jefferson, State of Colorado (the County), and Board of Trustees of the Jefferson County Public Library (the GRANTOR), pertaining to the property at 5000 County Highway 73, Evergreen, CO 80439.

The County will be responsible for the following items relating to the construction, except as noted below:

1. Re-grade and pave or seed any disturbed areas within the easement as shown on construction plans.

PERMANENT DRAINAGE EASEMENT DEED

22- 132082 ED Jefferson County Transportation & Engineering Division Project No. 5-71-10-4000 JC-73 Buffalo Park Rd to Plettner Ln Project Parcel No. PE-5

KNOW ALL MEN BY THESE PRESENTS, that BOARD OF TRUSTEES OF THE JEFFERSON

COUNTY PUBLIC LIBRARY whose legal address is 10200 W 20TH Ave, Lakewood, CO 80215 (Grantor"), in consideration of Seven Thousand Seven Hundred Seventy Four Dollars (\$7,774.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, do hereby grant and convey to the **COUNTY OF JEFFERSON, STATE OF COLORADO**, a body politic and corporate under the laws of the State of Colorado, whose address is 100 Jefferson County Parkway, Golden, Colorado 80419, (the "County"), and its successors and assigns, a non-exclusive easement for all activities necessary or incidental to construct, maintain and repair drainage facilities and related appurtenances, under, over and across the following described parcel:

See Exhibit "A" attached hereto and made a part hereof by this reference (the "Easement Area").

The Grantor, his successors and/or assigns, reserves the right to use the surface of said parcel for any purpose which does not unreasonably interfere with the easement hereby granted, including but not limited to, the right to grant other easements on, under, over and across the Easement Area; provided, however, that the Grantor shall not obstruct or permit the obstruction of the Easement Area at any time without the express prior written consent of the County.

The Grantor agrees that all rights, title, interest and privileges granted to the County by this Easement, including all benefits and burdens, shall run with the land and shall be binding upon and inure to the benefit of the parties, their respective heirs, successors, assigns and legal representatives.

IN WITNESS WHERE OF, the Grantor has executed this deed on the date set forth below.

[The remainder of this page is intentionally left blank.]

| GRANTOR: | |
|--|----|
| By: | |
| Title: | |
| | |
| STATE OF COLORADO) | |
|) ss. COUNTY OF JEFFERSON) | |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day | of |
| asasasasasas | |
| Grantor. | |
| | |
| WITNESS my hand and official seal. | |
| My Commission expires: | |
| | |
| Notary Public | |
| GRANTOR: | |
| By: | |
| Title: | |
| | |
| | |
| STATE OF COLORADO)) ss. | |
| | |
| COUNTY OF JEFFERSON) | |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day | of |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day | of |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day | of |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day as of Board of Trustees of the Jefferson County Public Library, | of |
| The foregoing Permanent Drainage Easement Deed was acknowledged before me this day as of Board of Trustees of the Jefferson County Public Library, | of |

4

Notary Public

THE WITHIN DEED IS ACCEPTED THIS _____ DAY OF _____, 2022.

ATTEST: (Seal)

. *

COUNTY OF JEFFERSON STATE OF COLORADO

By: ___

Deputy Clerk and Recorder

By: ____

Andrew Kerr, Chairman Board of County Commissioners

APPROVED AS TO FORM:

By: ____

Carey Markel, Deputy County Attorney

Exhibit A

1. 10

Legal Description of Easement Area

See attached

EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: PE-5 June 28, 2022 DESCRIPTION

A PERMANENT EASEMENT NO. PE-5 OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 20°17'21" WEST, A DISTANCE OF 504.31 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 10.00 FEET TO THE **POINT OF BEGINNING**;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, NORTH 84°39'59" EAST, A DISTANCE OF 17.88 FEET;

THENCE NORTH 05°20'01" WEST, A DISTANCE OF 81.13 FEET;

THENCE NORTH 84°39'59" EAST, A DISTANCE OF 48.57 FEET;

THENCE NORTH 05°18'45" WEST, A DISTANCE OF 76.07 FEET TO THE NORTHERLY BOUNDARY OF PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE SOUTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN GENERAL WARRANTY DEED RECORDED JUN 16, 1993 AT RECEPTION NO. 93086035, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID NORTHERLY AND SOUTHERLY BOUNDARY, SOUTH 70°00'41" WEST, A DISTANCE OF 18.49 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73 AS DEPICTED ON THE EVERGREEN LIBRARY SITE IMPROVEMENT SURVEY PLAT RECORDED DECEMBER 23, 1993 AT RECEPTION NO. 93215332, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY AND THE WESTERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED THE FOLLOWING TWO (2) COURSES:

- 1. SOUTH 14°42'14" WEST, A DISTANCE OF 62.80 FEET;
- SOUTH 76°34'14" WEST, A DISTANCE OF 28.55 FEET TO THE NORTHEAST CORNER OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN SAID DEED;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, SOUTH 06°05'50" EAST, A DISTANCE OF 89.52 FEET TO THE **POINT OF BEGINNING**.

THE ABOVE DESCRIBED PERMANENT EASEMENT CONTAINS AN AREA OF 0.092 ACRES, (4,007 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122

1 -

TEMPORARY CONSTRUCTION EASEMENT DEED

22- 132092 ED Jefferson County Transportation & Engineering Division Project No. 5-71-10-4000 JC-73 Buffalo Park Rd to Plettner Ln Project Parcel No. TE-5

KNOW ALL MEN BY THESE PRESENTS, that BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC LIBRARY whose legal address is 10200 W 20TH Ave, Lakewood, CO 80215 (Grantor"), in consideration of Fifty Eight Dollars (\$58.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey to the COUNTY OF JEFFERSON, STATE OF COLORADO, a body politic and corporate under the laws of the State of Colorado, whose address is 100 Jefferson County Parkway, Golden, Colorado 80419, (the "County"), and its successors and assigns, a temporary and non-exclusive easement (this "Easement") for all activities necessary to construct, install and inspect the Jefferson County T & E Project No. 5-71-10-4000 (the "Project"), together with all rights and privileges as are necessary or incidental to the reasonable and proper use of such easement, on, under, over and across the following described parcel:

See Exhibit "A" attached hereto and made a part hereof by this reference (the "Easement Area").

This Easement shall be in force for the duration of the Project or for a period of 24 months, whichever is greater, commencing on the Start Date of construction that is assigned to the County's contractor in accordance with the applicable construction contract.

Grantor, its successors and assigns, shall not be liable to the County or any other person or entity whatsoever for any injury or damage to persons or property occasioned by reason of the use by the County, its contractors or subcontractors, or by reason of any act or thing done or omitted to be done during the term of this Easement, by the County, its contractors or subcontractor.

During the County's use of the Easement Area, the County shall use reasonable efforts to keep open the existing access to the Grantor's property.

This Easement shall run with the land and shall be binding upon the Grantor, its successors and assigns.

| GRANTOR: | |
|--|---|
| Ву: | _ |
| Title: | |
| | |
| | |
| STATE OF COLORADO)) ss. | |
| COUNTY OF JEFFERSON) | |
| The foregoing Temporary Construction of, 2022, by of B Grantor. | n Easement Deed was acknowledged before me this day as oard of Trustees of the Jefferson County Public Library, |
| WITNESS my hand and official seal. | My Commission expires: |
| | Notary Public |
| GRANTOR: | |
| Ву: | |
| Title: | |
| STATE OF COLORADO)) ss. COUNTY OF JEFFERSON) | |
| of 2022 by | n Easement Deed was acknowledged before me this day as |
| of B | pard of Trustees of the Jefferson County Public Library, |
| Grantor. | |
| WITNESS my hand and official seal. | My Commission expires: |

4

Notary Public

THE WITHIN DEED IS ACCEPTED THIS _____ DAY OF _____, 2022.

ATTEST: (Seal)

COUNTY OF JEFFERSON STATE OF COLORADO

By: ____

Deputy Clerk and Recorder

By: ____

Andrew Kerr, Chairman Board of County Commissioners

APPROVED AS TO FORM:

By: _____ Carey Markel, Deputy County Attorney

Exhibit A

+

Easement Area

EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: TCE-5 June 28, 2022 DESCRIPTION

A TEMPORARY CONSTRUCTION EASEMENT NO. TCE-5 OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 30°13'47" WEST, A DISTANCE OF 302.42 FEET TO THE SOUTHEAST CORNER OF THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS AND THE **POINT OF BEGINNING**;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 28.15 FEET;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, SOUTH 17°13'29" EAST, A DISTANCE OF 27.43 FEET TO THE SOUTHERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE NORTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN QUIT CLAIM DEED RECORDED MAY 21, 2020 AT RECEPTION NO. 2020057020, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID SOUTHERLY AND NORTHERLY BOUNDARY, SOUTH 70°45'42" WEST, A DISTANCE OF 5.44 FEET TO THE **POINT OF BEGINNING**.

THE ABOVE DESCRIBED TEMPORARY CONSTRUCTION EASEMENT CONTAINS AN AREA OF 0.002 ACRES, (75 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122

TEMPORARY CONSTRUCTION EASEMENT DEED

22- 132094 ED Jefferson County Transportation & Engineering Division Project No. 5-71-10-4000 JC-73 Buffalo Park Rd to Plettner Ln Project Parcel No. TE-5A

KNOW ALL MEN BY THESE PRESENTS, that **BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC LIBRARY** whose legal address is 10200 W 20TH Ave, Lakewood, CO 80215 (Grantor"), in consideration of Nine Thousand Three Hundred Thirty Five Dollars (\$9,335.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey to the **COUNTY OF JEFFERSON**, **STATE OF COLORADO**, a body politic and corporate under the laws of the State of Colorado, whose address is 100 Jefferson County Parkway, Golden, Colorado 80419, (the "County"), and its successors and assigns, a temporary and non-exclusive easement (this "Easement") for all activities necessary to construct, install and inspect the Jefferson County T & E Project No. 5-71-10-4000 (the "Project"), together with all rights and privileges as are necessary or incidental to the reasonable and proper use of such easement, on, under, over and across the following described parcel:

See Exhibit "A" attached hereto and made a part hereof by this reference (the "Easement Area").

This Easement shall be in force for the duration of the Project or for a period of 24 months, whichever is greater, commencing on the Start Date of construction that is assigned to the County's contractor in accordance with the applicable construction contract.

Grantor, its successors and assigns, shall not be liable to the County or any other person or entity whatsoever for any injury or damage to persons or property occasioned by reason of the use by the County, its contractors or subcontractors, or by reason of any act or thing done or omitted to be done during the term of this Easement, by the County, its contractors or subcontractor.

During the County's use of the Easement Area, the County shall use reasonable efforts to keep open the existing access to the Grantor's property.

This Easement shall run with the land and shall be binding upon the Grantor, its successors and assigns.

| GRANTOR: |
|--|
| Ву: |
| Title: |
| |
| STATE OF COLORADO) |
|) ss. COUNTY OF JEFFERSON) |
| The foregoing Temporary Construction Easement Deed was acknowledged before me this day ofasof Board of Trustees of the Jefferson County Public Library, Grantor. |
| WITNESS my hand and official seal. My Commission expires: |
| Notary Public |
| GRANTOR: |
| Ву: |
| Title: |
| |
| STATE OF COLORADO) |
|) ss. COUNTY OF JEFFERSON) |
| The foregoing Temporary Construction Easement Deed was acknowledged before me this day of, 2022, byas of Board of Trustees of the Jefferson County Public Library, Grantor. |
| WITNESS my hand and official seal. My Commission expires: |

,

Notary Public

THE WITHIN DEED IS ACCEPTED THIS _____ DAY OF _____, 2022.

ATTEST: (Seal)

COUNTY OF JEFFERSON STATE OF COLORADO

By: ___

Deputy Clerk and Recorder

By: ____

Andrew Kerr, Chairman Board of County Commissioners

APPROVED AS TO FORM:

By: ____

Carey Markel, Deputy County Attorney

Exhibit A

4

Easement Area

EXHIBIT "A"

JEFFERSON COUNTY PROJECT NUMBER: 5-71-10-4000 FEDERAL AID PROJECT NUMBER: STU C110-053

PARCEL NUMBER: TCE-5A June 28, 2022 DESCRIPTION

A TEMPORARY CONSTRUCTION EASEMENT NO. TCE-5A OF THE COUNTY OF JEFFERSON RIGHT OF WAY PROJECT NO. 5-71-10-4000, SITUATED IN SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, UNINCORPORATED JEFFERSON COUNTY, COLORADO, BEING A PORTION OF A PARCEL OF LAND DESCRIBED IN WARRANTY DEED, RECORDED JULY 28, 2004 AT RECEPTION NO. F2068573, IN THE OFFICIAL RECORDS OF THE CLERK AND RECORDER'S OFFICE, COUNTY OF JEFFERSON, STATE OF COLORADO, SAID EASEMENT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 10;

THENCE NORTH 20°17'21" WEST, A DISTANCE OF 504.31 FEET TO THE EASTERLY RIGHT-OF-WAY OF JEFFERSON COUNTY HIGHWAY 73, AS DESCRIBED IN DEED RECORDED MAY 5, 1995 AT RECEPTION NO. F0051109, IN SAID OFFICIAL RECORDS AND THE **POINT OF BEGINNING**;

THENCE ALONG SAID EASTERLY RIGHT-OF-WAY, NORTH 06°05'50" WEST, A DISTANCE OF 10.00 FEET;

THENCE DEPARTING SAID EASTERLY RIGHT-OF-WAY, NORTH 84°39'59" EAST, A DISTANCE OF 17.88 FEET;

THENCE NORTH 05°20'01" WEST, A DISTANCE OF 81.13 FEET;

THENCE NORTH 84°39'59" EAST, A DISTANCE OF 48.57 FEET;

THENCE NORTH 05°18'45" WEST, A DISTANCE OF 76.07 FEET TO THE NORTHERLY BOUNDARY OF THE PARCEL OF LAND DESCRIBED IN SAID WARRANTY DEED AND THE SOUTHERLY BOUNDARY OF A PARCEL OF LAND DESCRIBED IN GENERAL WARRANTY DEED RECORDED JUN 16, 1993 AT RECEPTION NO. 93086035, IN SAID OFFICIAL RECORDS;

THENCE ALONG SAID NORTHERLY AND SOUTHERLY BOUNDARY, NORTH 70°00'41" EAST, A DISTANCE OF 68.36 FEET;

THENCE DEPARTING SAID NORTHERLY AND SOUTHERLY BOUNDARY, SOUTH 11°09'11" EAST, A DISTANCE OF 37.80 FEET;

THENCE SOUTH 00°54'13" EAST, A DISTANCE OF 159.89 FEET;

THENCE NORTH 90°00'00" WEST, A DISTANCE OF 45.01 FEET;

THENCE NORTH 00°54'11" WEST, A DISTANCE OF 89.74 FEET;

THENCE SOUTH 84°39'59" WEST, A DISTANCE OF 58.34 FEET;

THENCE SOUTH 05°20'01" EAST, A DISTANCE OF 81.13 FEET;

و ،

THENCE SOUTH 84°39'59" WEST, A DISTANCE OF 27.74 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TEMPORARY CONSTRUCTION EASEMENT CONTAINS AN AREA OF 0.276 ACRES, (12,030 SQUARE FEET), MORE OR LESS.

BASIS OF BEARINGS: BEARINGS REFERENCED HEREIN ARE GRID BEARINGS DERIVED FROM GPS OBSERVATIONS BASED UPON THE COLORADO COORDINATE SYSTEM OF 1983 CENTRAL ZONE (NAD 83, 2011) REFERENCED TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF SECTION 10, TOWNSHIP 5 SOUTH, RANGE 71 WEST, SIXTH P.M. MONUMENTED AT THE SOUTH QUARTER CORNER OF SAID SECTION 10 BY A 2 ½" IRON PIPE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 1/4 SEC. 10 SEC. 15 T5S R71W 1980 PE-LS 6735" AND AT THE SOUTHEAST CORNER OF SAID SECTION 10 BY A 2-1/4" IRON PIPE IN CONCRETE W/ 3" BRASS CAP STAMPED "R.H. GALLAHER 10/11/15/14 PE-LS 6735", TAKEN TO BEAR NORTH 89°44'40" EAST, A DISTANCE OF 2,607.11 FEET.

DANIEL E. DAVIS PLS 38256 COLORADO LICENSED PROFESSIONAL LAND SURVEYOR FOR AND ON BEHALF OF AZTEC CONSULTANTS, INC. 300 E. MINERAL AVENUE, SUITE 1 LITTLETON, CO 80122 Name (as shown on your income tax return)

| oage | Business name/disregarded entity name, if different from above | | | |
|--|---|-------------------------------------|-------|--|
| L. | Check appropriate box for federal tax | | | |
| Print or type See Specific Instructions on page | classification (required): Individual/sole proprietor C Corporation S Corporation | Partnership Trust/estate | | |
| | Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) | | | |
| | Other (see instructions) ► Address (number, street, and apt. or suite no.) | | | |
| | riddress (number, street, and apt. or suite no.) | Requester's name and address (optic | onal) | |
| Sp | | | | |
| See | City, state, and ZIP code | | | |
| | List account number(s) here (optional) | | | |
| | | | | |
| Par | Taxpayer Identification Number (TIN) | | | |
| | | | | |
| reside | your TIN in the appropriate box. The TIN provided must match the name given on the "Name" bid backup withholding. For individuals, this is your social security number (SSN). However, for ant alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other es, it is your employer identification number (EIN). If you do not have a number, see <i>How to get</i> an page 3. | a | - | |

Part II Certification

Under penalties of perjury, I certify that:

- 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- 3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4. Sign

| Here | U.S. person > | |
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| | | |

General Instructions

Signature of

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Date >

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- · A partnership, corporation, company, or association created or
- organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

