



JUNE 6, 2019 **CITY COUNCIL MEETING** **MOVED TO** **COMMUNITY CENTER**

AGENDA
 CITY OF GLENWOOD SPRINGS
 REGULAR CITY COUNCIL MEETING
 JUNE 6, 2019

COMMUNITY CENTER
100 WULFSOHN ROAD

6:15 PM

*The agenda is subject to change, including the addition of items 24 hours in advance or the deletion of items at any time.
 The order and times of agenda items listed are approximate and intended as a guideline for the City Council.*

TIME	ITEM	WORK SESSION	ACTION
2:30pm		Glenwood Springs MOC Structural Engineering Review	Information/Discussion
		PRE-MEETING	
3:15pm	1. Review of Regular Session Agenda		Information/Discussion
	2. Future Agendas		Information/Discussion
		WORK SESSIONS	
3:30pm	A. Budget Overview		Information/Discussion
4:30pm	B. Streets		Information/Discussion
5:30pm	C. Land Use Training		Information/Discussion
6:00pm	Meeting Set-up		
		REGULAR SESSION	
6:15pm	1. Roll Call		Quorum
	2. Pledge of Allegiance		
	3. Agenda Changes & Conflicts		Information
6:20pm	4. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)		Information
6:50pm	5. Council Comments		Information/Discussion
6:55pm	6. Proclamation -Arbor Day		Presentation
7:00pm	7. Consent Agenda		Discussion and/or Action
	<i>All matters under consent are considered to be routine and will be enacted by one motion and vote. The titles will not be read aloud. There will be no separate discussion on these items unless a Councilmember or Audience Member so requests.</i>		
	A. Award of Bid BD 2019-029 Community Center Boilers Award of Contract		Discussion and/or Action
	B. City Manager Contract		
	C. Receipt of Minutes from May 16, 2019 Regular City Council Meeting		
	D. Resolution 2019-27, A Resolution of the City Council of the City of Glenwood Springs, Colorado, Authorizing and Supporting the Application for a Grant from Youth Engagement in Sports: Collaboration to Improve Adolescent Physical Activity and Nutrition Program (YES Initiative)		
	E. Award of Bid 2019-035 for the Freight Offices Railroad Motorway Building		

7:05pm	8. Introduction of DDA Executive Director Laura Kirk	Presentation
ACTIONS AND/OR PRESENTATIONS		
7:10pm	9. Performance Contract	Presentation
7:40pm	10. Update on the Roundabout at 6th St. and Laurel St.	Presentation
7:50pm	11. URA Appointment	Discussion and/or Action
8:00pm	12. Ordinance No 17, Series of 2019; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Amending Code Section 040.020.170 - adding the definition of a local business to the Economic Development Rebate section of the code (FIRST READING)	Discussion and/or Action
8:10pm	13. Electronic Participation in Council Meetings	Discussion and/or Action
8:25pm	14. Grant Award Recommendation from Financial Advisory Board	Discussion and/or Action
8:40pm	15. Report from City Administration	Information
	A. City Manager	
	B. City Attorney	
	C. Correspondence Incoming/Outgoing	
8:45pm	16. Executive Session to Conduct a Conference with the City Manager and City Attorney for the Purpose of Discussing the City's Purchase, Acquisition, Lease, Transfer or Sale of Real Property; Determining Positions Relative to Matters That May be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators; and to Conduct a Conference with the City Attorney in Accordance with C.R.S. 24-6-402(4)(a)(b)(e), related to MOC and Western Petroleum	Information/Discussion
	17. Adjournment	



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Glenwood Springs MOC Structural Engineering Review

Action Requested: Discussion

Department: Public Works

Presented By: Matthew Langhorst, Public Works Director

Background Info: The Municipal Operations Center (MOC) was constructed in 2001-2002 for use by the City of Glenwood Springs to house the Electric, Parks, SWAT, Streets and Fleet Departments. In 2011 the City of Glenwood Springs (COGS) employees noticed that the MOC building was under settlement distress. J.R Harris and Company was brought in as a structural expert along with CTL Thompson and JVA to review the distresses within the building and determine appropriate mitigation measures to the settlement.

A design was completed in 2013 by J.R. Harris which included compaction grouting columns under the more distressed sections of wall at the south, east, west and some internal wall footings which were to be constructed to an approximate depth of 50 feet. Several interior slabs were supported with grout columns and lifted to fix the more in distressed areas such as the wash bay. This partial building grouting procedure was selected by the COGS rather than a total underpinning system due to budgetary constraints.

The grouting operations were commenced and completed in 2014 by MW Golden Constructors (MWG) with the help of Hayward Baker Inc. In addition, a significant amount of south parking lot drainage work and a large foundation drainage system was also installed at this time to help control storm water and any perched water conditions around the structure.

Since 2014 the building has been under a survey monitoring program conducted by SGM and it appears that the building, even along the sections that were grouted, have continued to move. In early 2016 the COGS staff brought the design team back into review the new building distresses that were appearing for a secondary review of why these distresses were occurring. This review continued through all of 2016 and into 2017 when a new report was completed by the lead design company, J.R. Harris and Company. J.R. Harris has reviewed all of the new soils, site, building and survey information that was provided to them through JVA, COGS and CTL Thompson. After a thorough review of the information, several site visits and multiple conference calls, the final consensus is that there is no definite reason that the building is still moving.

Issues: In 2018 the City of Glenwood Springs commissioned a local structural engineering with significant building distress experience to take a second look at the building with the goal of defining how much life was left in the building and to help us with structural repair designs that could be implemented to extend that life expectancy. Glenwood Structural Associates Adolfo Gorra was hired and completed an extensive review of all of the materials available on the building and provided the City of Glenwood Springs with the attached structural report and structure design drawings for improvements to be made to the MOC to extend the life of the building. Adolfo will present his findings within the report and go over the basics of the structural repair drawings.

Staff Recommendation: Discussion on report and structural drawings along with possible relocation planning.

GENERAL NOTES

GENERAL

1.

DESIGN CRITERIA:

a.

Code. 2015 IBC and IEBG

b.

ASCE 7 Building Occupancy Risk Category II

c.

Design Roof Snow Load P_f = 40psf

d.

Office floor Live Load 100 psf

e.

Mezzanine Live Load 150 psf

f.

Seismic Design Category "C", Site Class "D", Basic Seismic Force Resisting System per ASCE 7 Table 12.2-1 is type A-10; I_e = 1.0; S_s = 0.328g, S_1 = 0.082g, S_d = 0.336g, S_d1 = 0.132g, R = 2.0, C_s = 0.210, V = 520k (including 20% roof snow load). Designed by equivalent lateral force procedure (Section 12.8). For secondary frame design on Line 19, system is B-3, R =3.25, C_s =0.129. 75% of IBC Chapter 16 seismic lateral load used in accordance with IBC Section 404.2.1.

g.

Wind Ultimate Design Speed (3-second gust) Vult = 115 mph (Vasd = 90 mph), Exposure B, G_{Cpi} = 0.18

h.

Allowable soil bearing 2,000 psf w/ 1/3 increase for toe of retaining walls.

i.

Active soil pressure 45 pcf for restrained condition; 40 pcf for free standing walls

j.

Passive soil pressure 350 pcf

k.

Coefficient of friction .4
2.

The work shown on these drawings is intended to be a temporary repair of building damage caused by foundation movement in order to continue occupancy on a short term basis. The foundation is expected to continue to move and therefore these damages will re-occur and will require additional repair prior to abandonment of the building or construction of major improvements outside of this scope. The continued occupancy of the building is subject to yearly review by the Engineer with significant recurring repairs in approximately 3 years and a total projected lifespan of approximately 6 years.
3.

Work shall be performed in accordance with regulations of all agencies having jurisdiction, including, but not limited to: Federal, State, County, and OSHA standards.
4.

Dimensional information provided is only for general reference for interpretation of the structural design. Dimensional information is not intended to be relied upon for construction or fabrication. The Contractor shall independently arrive at all horizontal and vertical dimensioning, coordinate all dimensions with those provided among these documents and with the Architectural, verify all field conditions and site grades, and communicate any significant discrepancies to the Engineer. Any discrepancies encountered that may affect the work shall be communicated to the Engineer at the earliest prior to proceeding with any work that may be affected.
5.

The Contractor is responsible for all bracing and shoring for vertical/wind/seismic/soil retention loads, shoring and protection of adjacent property, temporary construction, and means that may be required to carry out the work safely and appropriately. Field observations by the Engineer shall not encompass these considerations.
6.

Shop drawings shall be reviewed for quality by the General Contractor prior to submittal to the Engineer and any deviations or requested substitutions from the construction documents must be clearly identified. Allow two weeks turnaround time for the Engineer's review of shop drawings.
7.

Where discrepancies may be encountered in the construction documents, the more stringent requirement shall govern unless otherwise clarified by the Engineer.
8.

The Contractor shall coordinate all soils/materials testing and special inspections as required by the Inspection Program including structural steel bolting and welding.
9.

Engineer's acceptance must be secured in advance for all structural deviations or substitutions.

MASONRY

1.

Masonry block units shall conform to ASTM C-90, Grade N, Type I.
2.

Masonry shall develop a minimum prism compressive strength of f_m = 1500 psi at 28 days.
3.

Mortar for reinforced masonry walls shall conform to ASTM C-270 Type M.
4.

Grout for bond beams and vertically reinforced cells shall be made with stone aggregate and shall develop a minimum compressive strength of 3,000 psi at 28 days.
5.

Horizontal wall reinforcing shall be as noted in the drawings but in no case less than Standard Dur-O-Wal joint reinforcement at 16" O.C.
6.

Vertical wall reinforcement shall be as noted on the drawings but in no case less than #5 bars at 48" O.C. for 8" walls, #5 bars at 40" O.C. for 10" walls, and #5 bars at 32" O.C. for 12" walls. Vertical bars shall extend the full height of the wall. Reinforcing bars shall conform to ASTM A-615, grade 60. Laps shall be a minimum of 48 bar diameters U.N.O. All cells containing vertical reinforcement shall be fully grouted. Care should be taken to prevent excessive mortar in the grout space. Provide cleanouts at each lift where grout pours exceed 5 feet. Grout pours may be a maximum of 18 feet high with individual lifts not exceeding 6 feet each and mechanically consolidated by means of a vibrator. Grout pours should be stopped 1-1/2" below the top of the masonry except that where bond beams occur this may be reduced to 1/2".
7.

Bond beams shall be provided with a minimum of (2) #5's continuous at the parapet or top of wall, roof bearing elevations and floor bearing elevations. Bond beams should be lapped 48" where stepped.
8.

Lintel, jamb and sill reinforcement for any opening exceeding 16" in width or height shall of (2) #5's projecting 24" beyond the edge of the opening and at wall ends and corners unless noted otherwise.
9.

Vertical reinforcement at wall ends and corners shall consist of (2) #5's unless noted otherwise.
10.

Vertical reinforcement below beam pockets shall consist of (2) #5's in three vertical cells minimum unless noted otherwise.
11.

Provide vertical control joints where shown on the drawings.
12.

See Special Inspections Program for special inspections requirements.

FOUNDATIONS & CONCRETE

1.

Foundations were designed based on ther recommendations contained in the geotechnical study prepared by HP Geotech dated February 28, 2001 (Job No. 100 848) per the original construction documents prepared by Monroe & Newell dated April 11, 2001. Any new construction shall be in conformance with the recommendations of the soils report. The scope of this retrofit does not contain new foundation work. The general notes below are included for miscellaneous items and in the event additional foundation items are required.
2.

Any verification of existing conditions required on the drawings is to be performed at the start of construction. The Engineer shall be notified of confirmation of the required verification items or discrepancies therein in a timely fashion in order that the modifications may be made appropriately.
3.

Backfill shall be compacted to a minimum of 95% standard proctor density against the sides of footings and in structural or paved areas. Backfill shall be compacted to a minimum of 90% standard proctor density in landscaped areas.
4.

Prior to placement of structural reinforcement, the bottom of excavation shall be viewed by the Geotechnical Engineer to certify adequacy of subgrade for placement of concrete.
5.

All footings shall be placed on firm, undisturbed natural soil or properly compacted and tested backfill with prior approval of the Engineer. Contractor shall protect excavations and direct site drainage to avoid deterioration of substrates prior to concrete placement.
6.

See Inspection Program Requirements for special inspections.
7.

Concrete compressive strength (F'_c) at 28 days shall be 3,000 psi for footings, 4,000 psi for grade beams, walls and pedestals, and 4,500 psi (CDOT class D Mix) for slabs-on-grade. Aggregate shall conform to the requirements of ASTM C-33. Maximum Water/Cement Ratio shall be 0.45. Maximum fly ash content in cementitious material shall be 20%. Maximum slump at the truck discharge point shall be 6". Air content shall be in accordance with local industry standard practice.
8.

Non-Shrink grout shall be Rapid Set, Masterflow # 928, or equal meeting ASTM C-1107 with prior approval of the engineer.
9.

Adhesive anchors shall be Simpson Set XP, Hilti HY200, Ramset/Red Head Epcon A7, or Power Fast. These shall be of the depth indicated and shall be installed in accordance with the manufacturer specifications. Special Inspection shall be provided unless noted otherwise.
10.

Expansion Anchors shall be Hilti Kwik Bolt II, Simpson Wedge-All, Ramset/Red Head Trubolt, or Power Stud. These shall be of the depth indicated and shall be installed in accordance with the manufacturer specifications. Special Inspection shall be provided unless noted otherwise.
11.

Cracks in existing concrete construction shall be repaired by pressure injection grouting. Use Sikadur 31 epoxy paste adhesive to seal cracks and injection ports and pressure grout with Sikadur 35 low-viscosity epoxy resin adhesive or equivalent with prior approval of the Engineer.
12.

Reinforcing steel shall be high strength deformed bars in compliance with ASTM A-615. Yield strength (F_y) shall be 60 ksi.
13.

Unless noted otherwise, clear distance to reinforcement for placement against earth shall be 3" and clear distance to reinforcement for placement against forms shall be 2" for bars #6 and greater and 1-1/2" for bars #5 and smaller.
14.

Splices in reinforcement shall not be made unless otherwise detailed herein or previously approved on the fabrication drawings. Unless noted otherwise or prohibited, lap length of reinforcement steel shall be 40 db (bar diameters). Continuous reinforcement in beams and walls shall be spliced at midspan for top bars and over supports for bottom bars.
15.

Provide a minimum of 2-#5 bars at all jambs, heads, and sills of openings as well as all top and bottom of walls, top of wall steps, top of grade beam stems, bottom of wall steps and bottom of grade beam steps.
16.

Wall concrete must be allowed to cure for a minimum of 7 days prior to backfill unless high early additives or other measures, such as partial backfill to facilitate other portions of the work, are specifically approved by the Engineer in advance.
17.

Expansion control joints shall be spaced at a maximum of 25' on walls and 15' on slabs. Cold joints or construction joints shall be as detailed herein or otherwise pre-approved by the Engineer. Slabs on grade may be poured continuously and sawcut within 12 hours at minimum 15' intervals 1/8" x 1" deep.
18.

All exposed concrete edges shall have a minimum of 3/4" chamfer or 1/2" toiled round unless noted otherwise.
19.

Care should be exercised in backfill. Heavy equipment should not be used in proximity of retaining walls or stem walls. When backfilling stem walls that have soil on both sides, backfill should be brought up evenly to avoid loading the walls in retention.
20.

Reference Architectural and Civil drawings for waterproofing and drainage provisions. All walls are designed for backfill free from groundwater pressure and all footing subgrades shall be protected from excessive wetting - a reliable perimeter drain with adequate slope and suitable discharge must be installed per a Geotechnical Engineer's recommendations.
21.

At sawcut edges or cold joints, unless specifically detailed otherwise, apply bonding agent. Use Dayton Superior PVA Bonding Agent J41 or equivalent with prior approval.

STRUCTURAL STEEL

1.

All work shall be performed in conformance with the latest edition of AISC 360 "Specification for Structural Steel Buildings", AISC 303 "Code of Standard Practice for Steel Buildings and Bridges", and ANSI/SDI "QA/QC Standard for Quality Control and Quality Assurance for Installation of Steel Deck.
2.

See Inspection Program Requirements for special inspections as applicable. If a special inspection program is not required by the building official, contact Glenwood Structural for observation of all structural steel work prior to covering and provide welding procedure specifications (WPS), procedure qualification records (PQR) for welds that are not pre-qualified, welding personnel qualification records (WPQR), and welding personnel continuity records.
3.

Structural shapes shall conform to A992 Grade 50 for wide flanges, A-500 Grade B (F_y =46 ksi) for round and rectangular hollow structural sections (HSS), and ASTM A-36 for channels, angles, plates and miscellaneous.
4.

Bolted connections shall be made with A-325 or F1852 bolts with threads not excluded from the shear plane unless otherwise noted. Special inspection of bolted joints shall be provided as outlined in the Inspection Program in these drawings. Joints shall be bearing type (snug tightened) unless noted otherwise. Components, bolt holes, and assembly shall be verified by the special inspector.
5.

Anchor rods shall be F1554 Grade 36 unless otherwise noted. Where drilled in (post set) adhesive anchors or expansion anchors are installed for corrective work with approval of the Engineer or for new work as indicated on these drawings, special inspection shall be provided as noted in the Inspection Program.
6.

The following shall be submitted by the Fabricator and Erector as applicable to the Structural Engineer for Approval prior to performing any work:

-

Shop Drawings (Fabricator)

-

Erection Drawings (Fabricator)

-

Main structural steel elements material test reports for (per A3.1) (Fabricator or Erector if supplying)

-

Fastener manufacturer certifications (per A3.3) (Fabricator or Erector if supplying)

-

Deck fastener product data (Fabricator or Erector if supplying)

-

Anchor rod and threaded rod material test reports (Fabricator or Erector if supplying)

-

Welding consumable manufacturer certifications (Fabricator, Erector)

-

Filler metal and fluxes manufacturer product data (Fabricator, Erector)

-

Welding Procedure Specifications (WPS) (Fabricator, Erector)

-

Procedure Qualification Records (PQRs) for WPSs that are not pre-qualified per AWS D1.1 or D1.3 (Fabricator, Erector)

-

Welding Personnel Qualification Records (WPQR) and continuity records (Fabricator, Erector)

-

Quality Control Manual including: material control procedures; inspection procedures; and non-conformance procedures (Fabricator, Erector)

-

Quality Control Inspector (QC) Inspector Qualifications (Fabricator, Erector)
7.

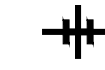
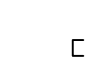
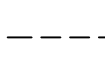
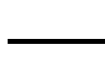
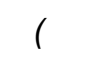
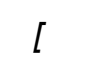
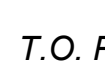
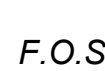
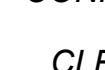
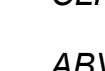
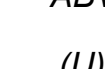
Welding shall be inspected by special inspection per the Inspection Program in accordance with AWS D1.1. & AWS D1.3
8.

Welders shall have passed the American Welding Society (AWS) standard qualifications tests per AWS D1.1. & AWS D1.3
9.

Electrodes shall be 70 ksi or as appropriate for the WPS.
10.

Adequate bracing/shoring shall be installed to withstand construction/wind/seismic loads until field connections are complete, floors are complete, shear walls/frames are in place, and the structure is secure.

LEGEND

	STEEL WIDE FLANGE COLUMN
	STEEL PIPE COLUMN
	TUBE STEEL COLUMN
	MOMENT CONNECTION
	STEEL BUCKET FOR TIMBER BEAM
	HANGER FOR TIMBER MEMBER
	STEEL TO STEEL SHEAR CONNECTION
	BUILT-UP POST DOWN. WHERE SHOWN ISOLATED USE (3) 2X6 MIN AT ROOF PLAN, (4) 2X6 MIN AT MAIN FLOOR & (5) 2X6 MIN AT BASEMENT LEVEL U.N.O.
	MULTIPLE STUD PACK DOWN. USE (3) 2X6 MIN AT ROOF PLAN, (4) 2X6 MIN AT MAIN FLOOR & (5) 2X6 MIN AT LOWER LEVEL U.N.O.. WHERE SHOWN AT JAMBS, USE DBL 2X6 KING & DBL 2X6 TRIMMER U.N.O.
	BUILT-UP POST OR MULTIPLE STUD PACK UP (SEE ABOVE)
	MULTIPLE STUD PACK OR BUILT-UP POST UP AND DOWN (SEE ABOVE)
	CRIPPLE POST WITHIN FRAMING LEVEL (3) - 2x6 U.N.O.
	EDGE OF PLYWOOD SHEATHING
	BEAM FRAMING MEMBER
	STEEL FRAMING MEMBER
	WOOD FRAME BEARING WALL BELOW 2X6 @ 16 EXT / 2X4 @ 16 INT U.N.O.
	WOOD FRAME BEARING WALL ABOVE 2X6 @ 16 EXT / 2X4 @ 16 INT U.N.O.
	FLOOR ELEVATION TRANSITION
	TOP OF WALL STEP
	BOTTOM OF GRADE BEAM STEP
	TOP OF STEEL ELEV
	TOP OF TIMBER (WALL PLATES OR BEAM NAILER)
	TOP OF SLAB ELEVATION
	TOP OF FOOTING ELEVATION
	TOP OF WALL ELEVATION
	TOP OF PLYWOOD ELEVATION
	FACE OF STUD
	UNLESS NOTED OTHERWISE
	CONNECTION
	CLEAR
	ABOVE
	UP
	DOWN
	THROUGH
	EXISTING
	NEW
	VERIFY IN FIELD
	ADHESIVE

SHEET INDEX

S1.1	GENERAL NOTES, LEGEND & SHEET INDEX
S1.2	SPECIAL INSPECTIONS
S2.1	EXISTING FOUNDATION PLAN & INTERIOR REPAIRS
S2.2	EXISTING UPPER LEVEL FRAMING PLAN & INTERIOR REPAIRS
S2.2A	PHOTOS FOR 1/S2.2
S2.2B	PHOTOS FOR 1/S2.2
S2.3	EXISTING ROOF FRAMING & INTERIOR REPAIRS
S2.3A	PHOTOS FOR 1/S2.3
S2.3B	PHOTOS FOR 1/S2.3
S3.1	BRACE FRAME ELEVATION
S3.2	BRACE FRAME DETAILS
S3.3	MISCELLANEOUS DETAILS
S3.4	MISCELLANEOUS DETAILS
S4.1	CRACK REPAIR ELEVATIONS
S4.1A	PHOTOS FOR S4.1
S4.2	CRACK REPAIR ELEVATIONS
S4.1A	PHOTOS FOR S4.2
S5.1	WALL REPAIR & SHORING GENERAL NOTES & ELEVATIONS
S5.2	WALL REPAIR & SHORING PLANS & DETAIL

These documents are intended for the exclusive use of the project specified below. The use of these documents for any other purpose is not authorized. Written authorization from Glenwood Structural and Civil must be obtained for any other use. This document is to be used within one year of the date of preparation. Use after that period is not authorized.

MUNICIPAL OPERATIONS CENTER RETROFIT

GLENWOOD SPRINGS COLORADO

GENERAL NOTES LEGEND AND SHEET INDEX

Scale:
AS NOTED

Date	Description
04/30/19	Owner Review

G L E N W O O D

STRUCTURAL & CIVIL, INC.

ENGINEERS | CONSTRUCTORS

812 Pitkin Avenue, Glenwood Springs CO 81601

gsc@sopris.net | 970-928-0135

Job Number	18551
Designer/Drafter	AG/KK
Engineer	AG
Date	04/30/19

PRELIMINARY

S1.1

VERIFICATION AND INSPECTION	CONTINUOUS	PERIODIC	REFERENCE STANDARD	IBC REFERENCE	NOTES
1. INSPECT REINFORCEMENT, INCLUDING PRESTRESSING TENDONS, AND VERIFY PLACEMENT EXCEPT: a. Isolated spread concrete footings supporting three levels or less above plane of grade b. Continuous footings supporting walls of light frame construction and three levels or less above plane of grade c. Non-structural slabs-on-grade	—	N.A.	ACI 318-14 Ch 20, 25.2, 25.3, 26.5.1-26.5.3	1908.4, 1705.3	PRIOR TO POUR OK
2. INSPECTION OF REINFORCING BAR WELDING A. Verify weldability of reinforcing bars other than ASTM A-706 B. Inspect single-pass fillet welds, max 5/16" C. Inspect all other welds	— — N.A.	N.A. N.A. —	AWS D1.4 ACI 318: 26.5.4	—	
3. INSPECTION OF ANCHORS CAST IN CONCRETE (Except standard anchor bolts at mud sill & wood framed wall bottom plate)			ACI 318: 17.8.2	—	PRIOR TO & DURING POUR
4. INSPECTION OF ANCHORS POST-INSTALLED IN HARDENED CONCRETE A. Adhesive anchors installed in horizontally or upwardly inclined orientations to resist sustained tension loads B. Mechanical anchors and adhesive anchors not defined in 4.A	✓ —	— ✓	ACI 318: 17.8.2.4 ACI 318: 17.8.2	— —	
5. VERIFY USE OF REQ'D DESIGN MIX	—	N.A.	ACI 318: CHAPTER 19, 26.4.3, 26.4.4	1904.1, 1904.2, 1908.2, 1908.3	SEE FOOTNOTE 1.
6. PRIOR TO CONCRETE PLACEMENT, FABRICATE SPECIMENS FOR STRENGTH TESTS, PERFORM SLUMP AND AIR CONTENT TESTS, AND DETERMINE THE TEMPERATURE OF THE CONCRETE	N.A.	—	ASTM C 172 ASTM C 31 ACI 318: 26.4.5, 26.12	1908.10	SEE FOOTNOTE 2.
7. INSPECT CONCRETE AND SHOTCRETE PLACEMENT FOR PROPER APPLICATION TECHNIQUES.	N.A.	—	ACI 318: 26.4.5	1908.6, 1908.7, 1908.8	
8. VERIFY MAINTENANCE OF SPECIFIED CURING TEMPERATURE AND TECHNIQUES.	—	N.A.	ACI 318: 26.4.7-26.4.9	1908.9	
9. INSPECT PRESTRESSED CONCRETE FOR: A. Application of prestressing forces B. Grouted or bonded prestressing tendons	N.A. N.A.	— —	ACI 318: 26.9.2.1 ACI 318: 26.9.2.1	— —	
10. INSPECT ERECTION OF PRECAST CONCRETE MEMBERS.	—	N.A.	ACI 318: 26.8	—	
11. VERIFY IN-SITU CONCRETE STRENGTH, PRIOR TO STRESSING OF TENDONS IN POSTTENSIONED CONCRETE & PRIOR TO REMOVAL OF SHORES & FORMS FROM BEAMS AND STRUCTURAL SLABS.	—	N.A.	ACI 318: 26.10.2	—	
12. INSPECT FORMWORK FOR SHAPE, LOCATION AND DIMENSIONS OF THE CONCRETE MEMBER BEING FORMED.	—	N.A.	ACI 318: 26.10.1 (b)	—	

ITEM	OBSERVE ON A RANDOM BASIS	PERFORM FOR EACH JOINT OR MEMBER	REFERENCE STANDARD	NOTES
1. PLACEMENT OF ANCHOR RODS AND EMBEDS SUPPORTING STRUCTURAL STEEL			AISC 360, Section N6.7	
Prior to pour, verify diameter, grade, type and length of anchor rods or embedded items and extent of depth of embedment into the concrete	—	N.A.		
2. PRIOR TO WELDING			AISC 360, Table N5.4-1	
A. Verify Welding Procedure Specification (WPS) available	—	✓		
B. Verify manufacturer certifications for welding consumables available	✓	✓		
C. Material identification (type/grade)	✓	—		
D. Welder identification system	—	—		
E. Fit-up of groove welds (including joint geometry): Joint preparation; dimensions (alignment, root opening, root face, bevel), cleanliness, tacking, backing type and fit	✓	—		
F. Configuration and finish of access holes	N.A.	—		
G. Fit-up of fillet welds: dimensions; cleanliness; tacking	✓	—		
H. Check welding equipment	—	—		
3. DURING WELDING			AISC 360, Table N5.4-2	
A. Use of qualified welders	✓	—		
B. Control and handling of welding consumables: packaging; exposure control	✓	—		
C. No welding over cracked back welds	✓	—		
D. Environmental conditions: wind speed within limits; precipitation and temperature	✓	—		
E. WPS followed: settings on welding equipment; travel speed; selected welding materials; shielding gas type/flow rate; pre-heat, interpass temperature; proper position (F,V,H, OH)	✓	—		
F. Welding techniques: interpass and final cleaning; each pass with profile limitations, each pass meets quality requirements	✓	—		
4. AFTER WELDING			AISC 360, Table N5.4-2	
A. Welds cleaned	✓	—		
B. Verify size, length and location of welds	—	—		
C. Verify that welds meet visual acceptance criteria: crack prohibition; weld/base metal fusion; crater cross section; weld profiles; weld size; undercut; and porosity	—	✓		
D. Arc strikes	—	✓		
E. K-area - visual inspect for cracks within 3 inches	—	✓		
F. Backing and weld tabs removed	—	N.A.		
G. Repair activities	—	✓		
H. Document acceptance or rejection of welded joint or member	—	—		
5. NON-DESTRUCTIVE TESTING (NDT)				
A. CJP Groove Welds 5/16" or greater in structure Risk Category III or IV	—	N.A.		
B. CJP Groove Welds 5/16" or greater in structure Risk Category II	—	N.A.		
6. PRIOR TO HIGH STRENGTH BOLTING			AISC 360, Table N5.6-1	
A. Verify manufacturer certifications available for fastener materials	—	N.A.		
B. Fasteners marked in accordance with ASTM requirements	N.A.	—		
C. Proper fasteners selected for the joint detail (grade, type, bolt length if threads are excluded from the shear plane)	N.A.	—		
D. Proper bolting procedure selected for joint detail	N.A.	—		
E. Connecting elements, including the appropriate facing surface condition and hole preparation, if specified, meet applicable requirements	N.A.	—		
F. Pre-installation verification testing by installation personnel observed and documented for fastener assemblies and methods used	N.A.	—		
G. Proper storage provided for bolts, nuts, washers and other fastener components	N.A.	—		
7. DURING HIGH STRENGTH BOLTING Note: When using the turn-of-nut method with matchmarking techniques, the direct-tension-indicator method, or the twist-off type tension control bolt method, the special inspector need not be present for the installation of fasteners. When using calibrated wrench method or turn-of-nut method without matchmarking, the special inspector must be engaged in the assigned inspection duties during installation of fasteners.			AISC 360, Table N5.6-2 Section N5.6	
A. Fastener assemblies, of suitable condition, placed in all holes and washers (if required) are positioned as required	N.A.	—		
B. Joint brought to the snug-tight condition prior to pre-tensioning	N.A.	—		
C. Fastener component not turned by the wrench prevented from rotating	N.A.	—		
D. Fasteners are pre-tensioned in accordance with the RCSC Specification, progressing systematically from the most rigid point toward the free edges	N.A.	—		
8. AFTER HIGH STRENGTH BOLTING			AISC 360, Table N5.6-2	
Document acceptance or rejection of bolted connections	—	—		
9. AFTER COMPLETION OF STEEL FRAMING			AISC 360, Section N6.7	
Inspect fabricated steel or erected steel framing, as appropriate, to verify compliance with the details shown on the construction documents, such as braces, stiffeners, member locations, and proper application of joint details at each connection	—	✓		
10. STEEL DECK AND ELEMENTS OF COMPOSITE CONSTRUCTION PRIOR TO CONCRETE PLACEMENT			AISC 360, Table N6.1 & SDI QA/QC Tables 1.1-1.8	
A. Verify compliance of materials with construction documents including profiles, material properties and base metal thickness prior to deck placement	—	—		
B. Placement and installation of steel deck	—	—		
C. Placement and installation of steel headed stud anchors	—	—		
D. Size and location of welds and fasteners including support, sidelap and perimeter welds/fasteners	—	—		
E. Manufacturer installation instructions available for mechanical fasteners	—	—		
F. Proper tools available for fastener installation	—	—		
G. Document acceptance or rejection of steel elements	—	—		

- ## STATEMENT OF SPECIAL INSPECTIONS

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SPECIAL INSPECTION REQUIREMENTS

Scale:
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<i>Date</i>	<i>Description</i>
04/30/19	Owner Review



Job Number
18551

Designer/Drafter

AG/KK

Engineer

AG

Date 04/30/19

PRELIMINARY

S1.2

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INTERIOR REPAIRS

Scale:
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Date	Description
04/30/19	Owner Review

GLENWOOD
STRUCTURAL & CIVIL, INC.
ENGINEERS | CONSTRUCTORS

812 Pitkin Avenue, Glenwood Springs CO 81601

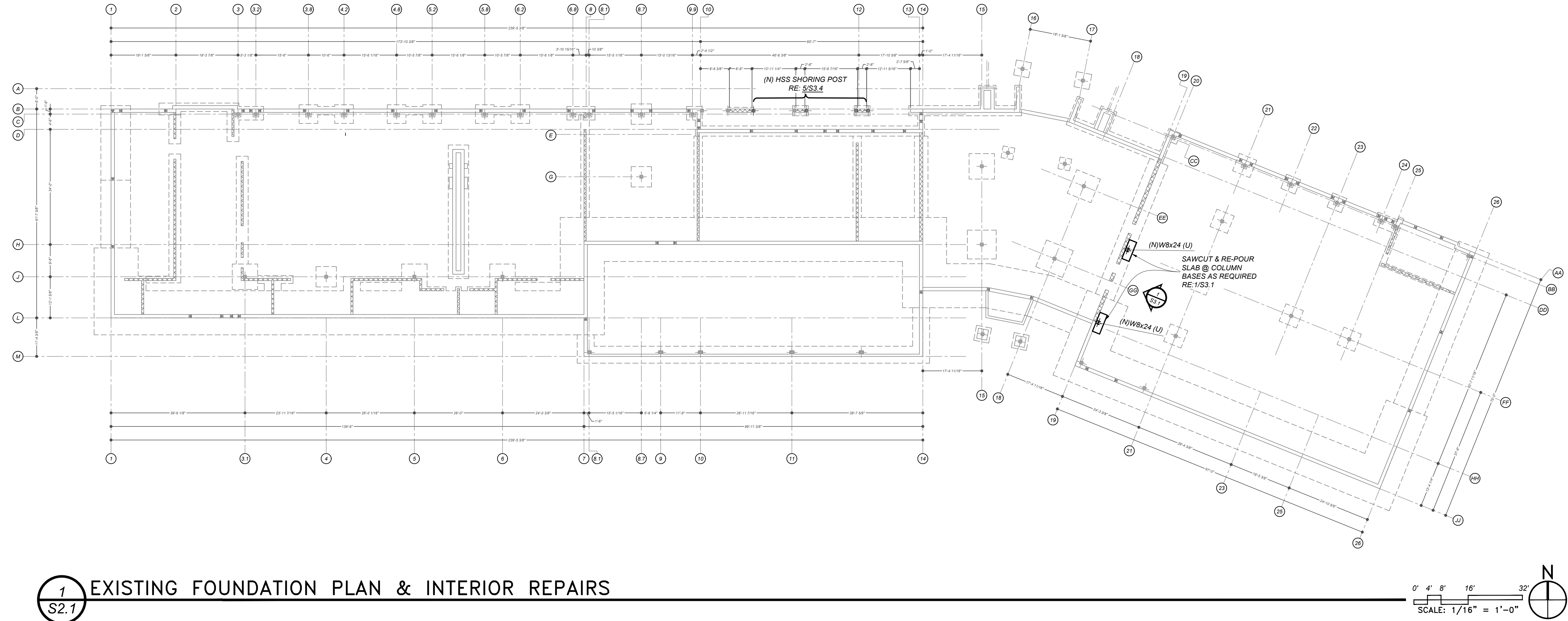
gsc@sopris.net | 970-928-0135

Job Number
18551
Designer/Drafter
AG/KK
Engineer
AG

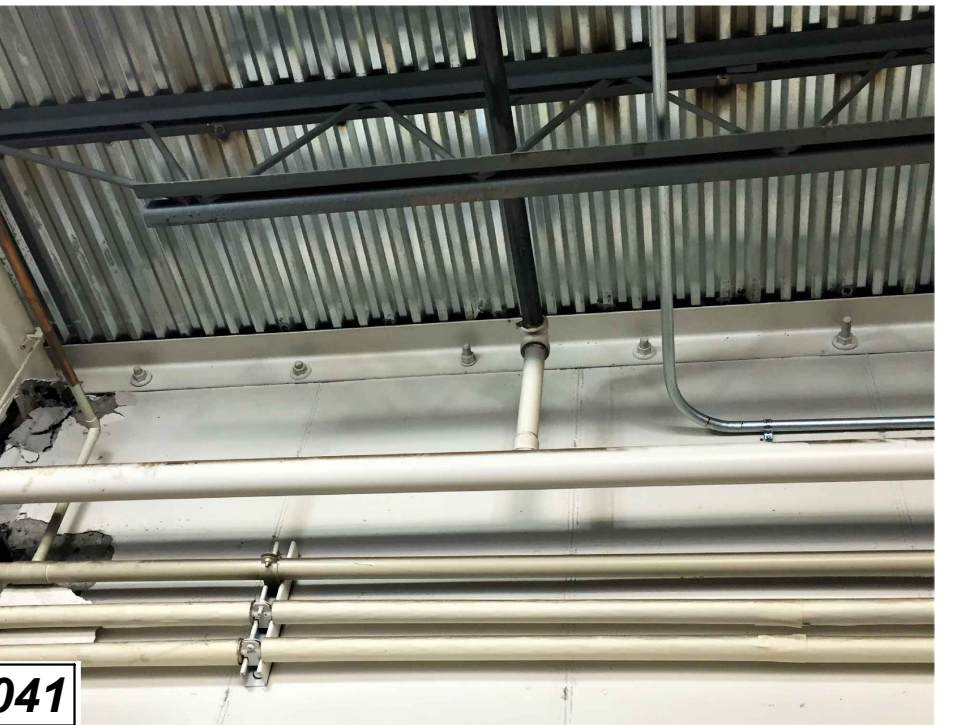
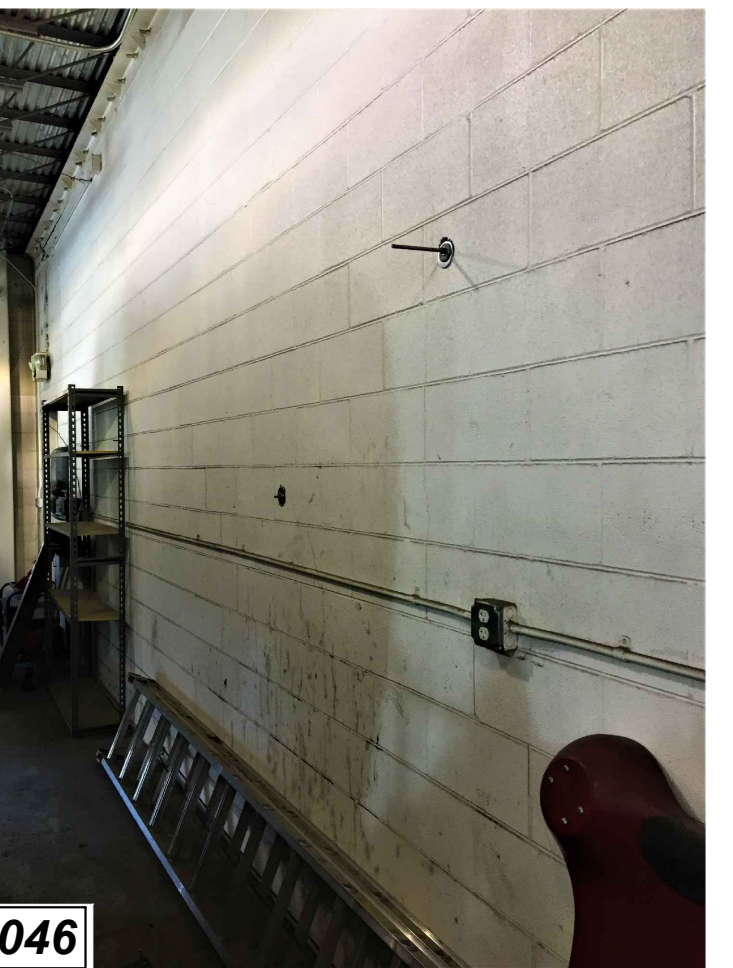
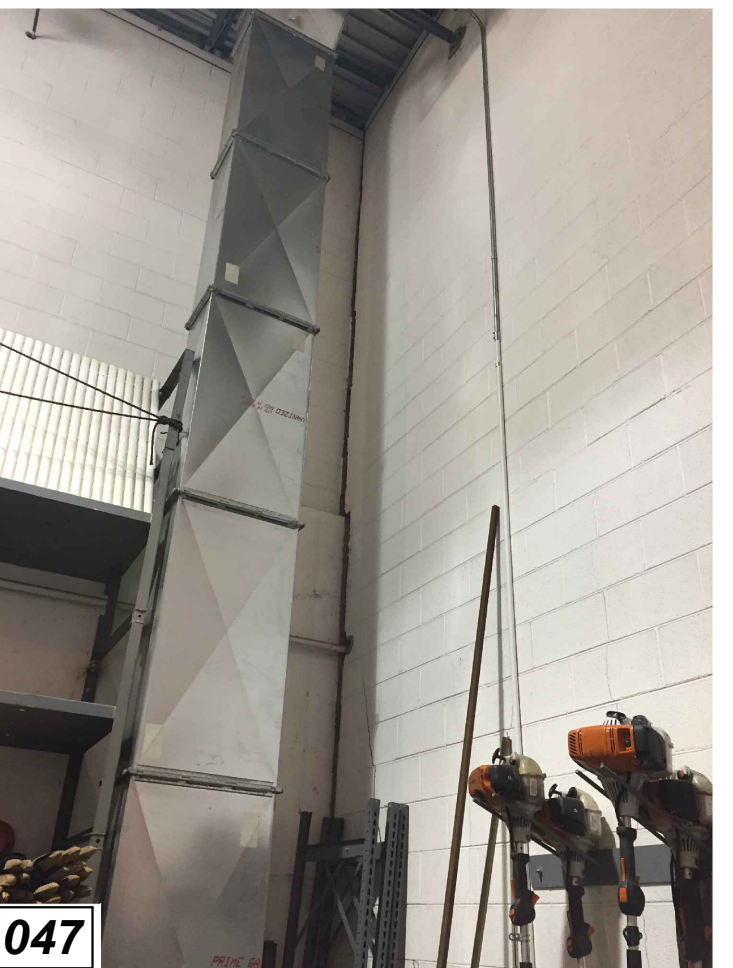
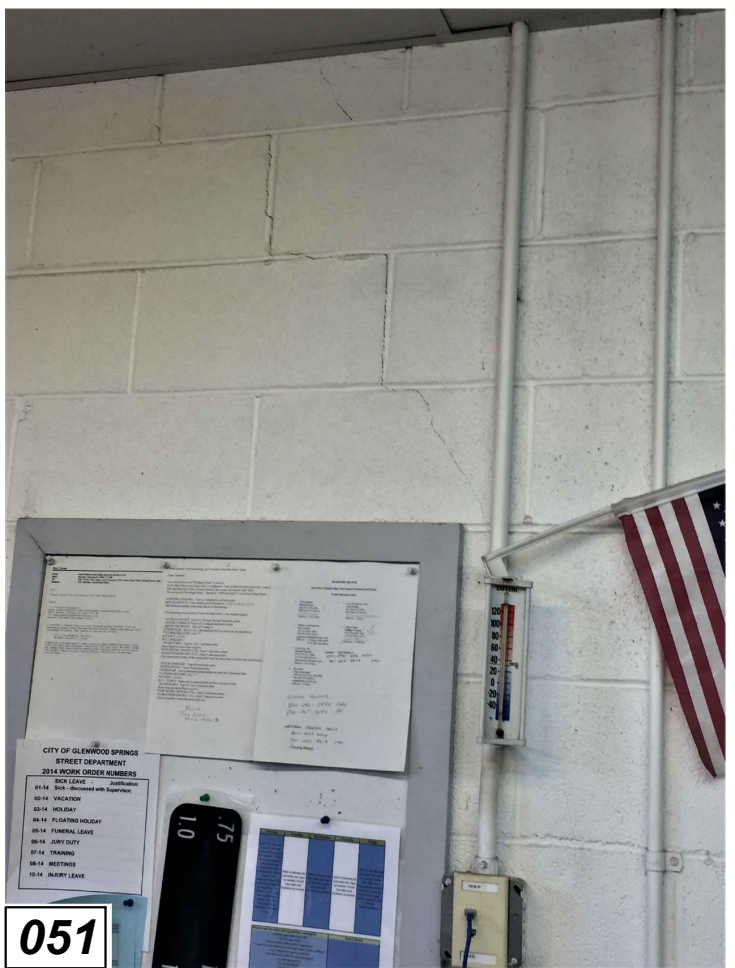
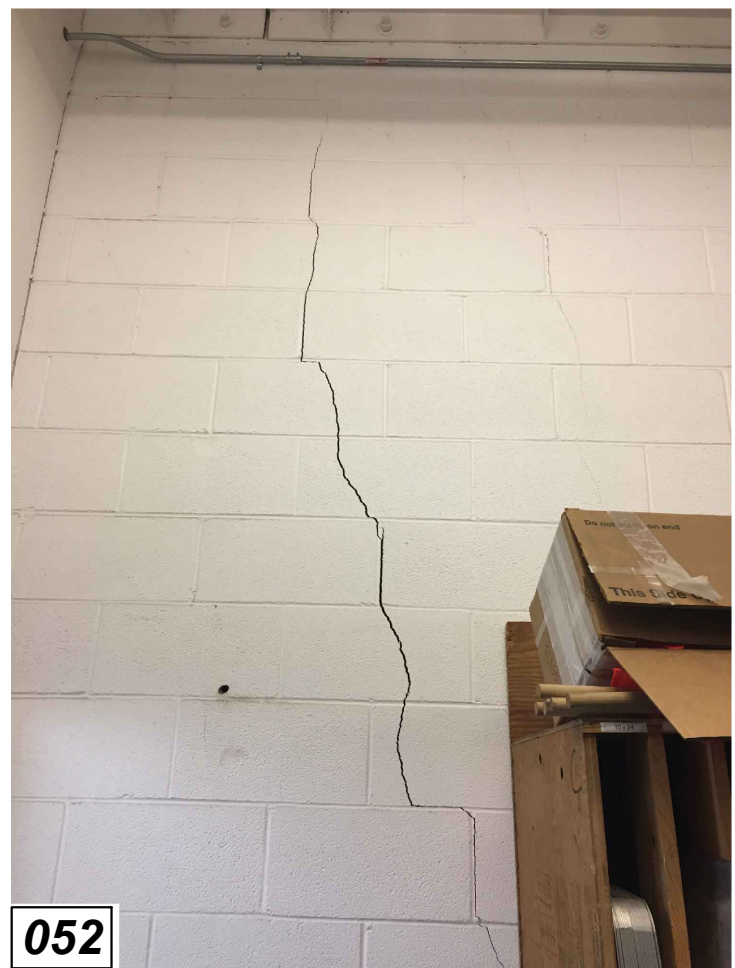
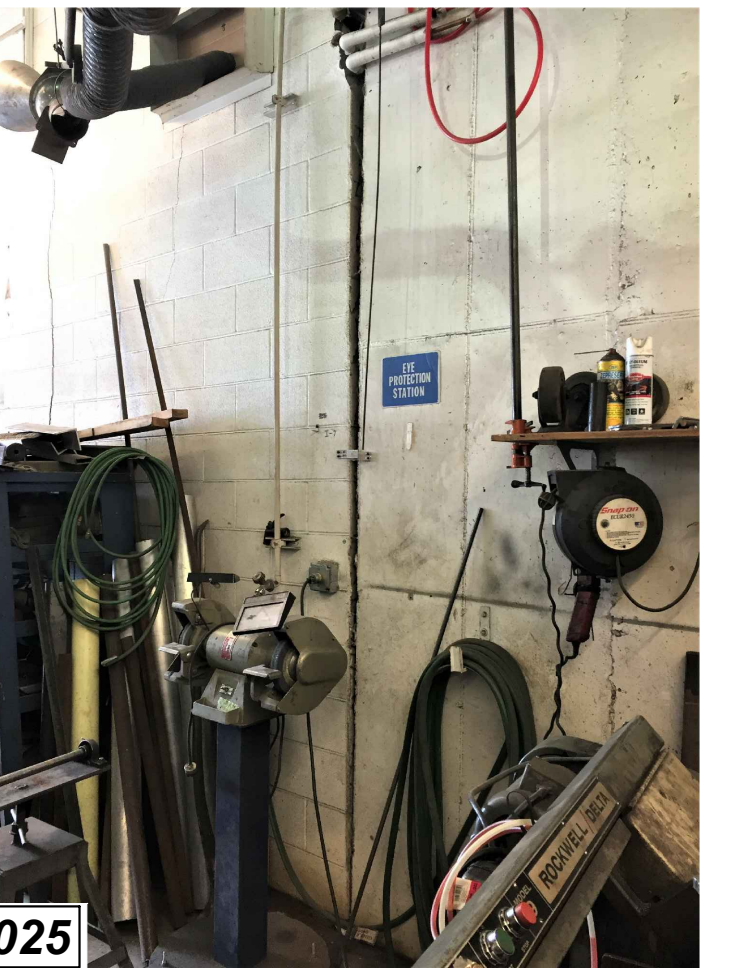
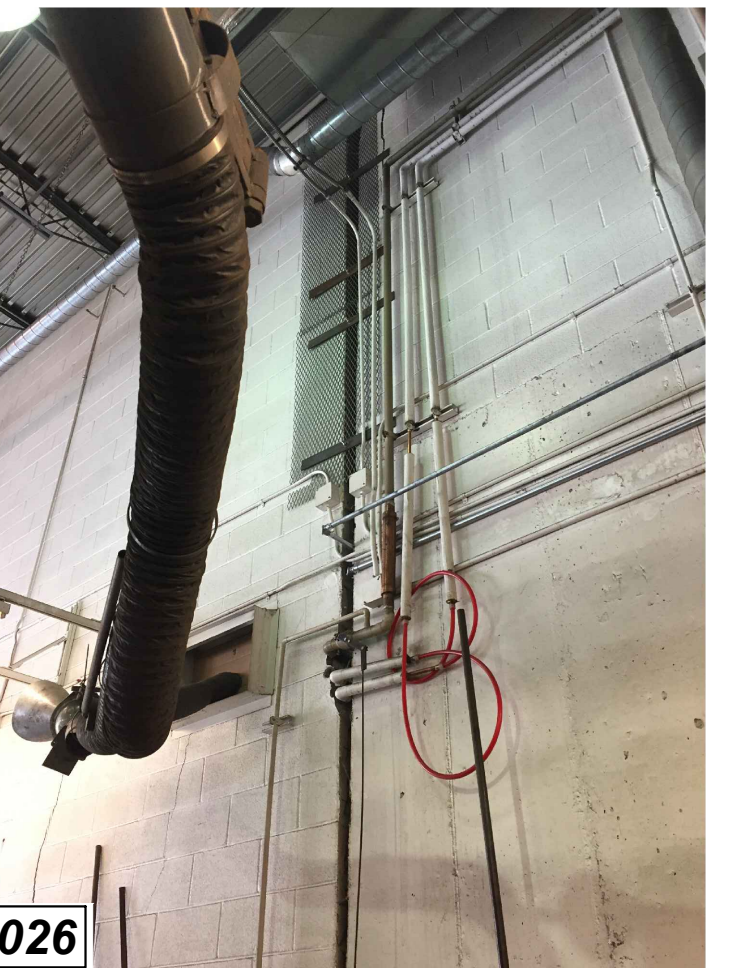
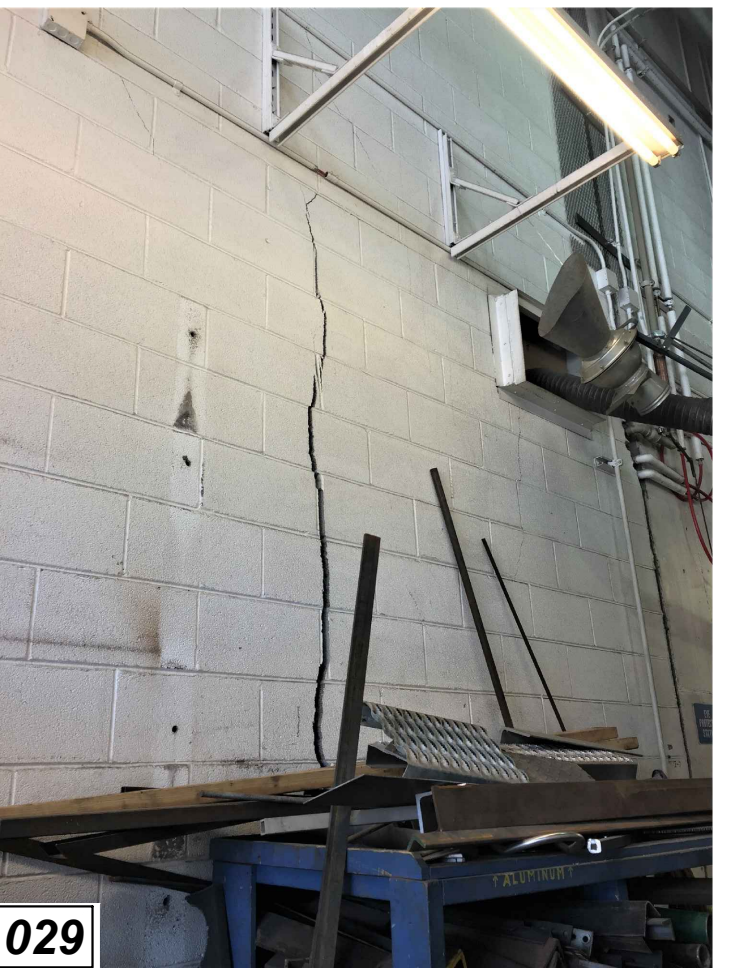
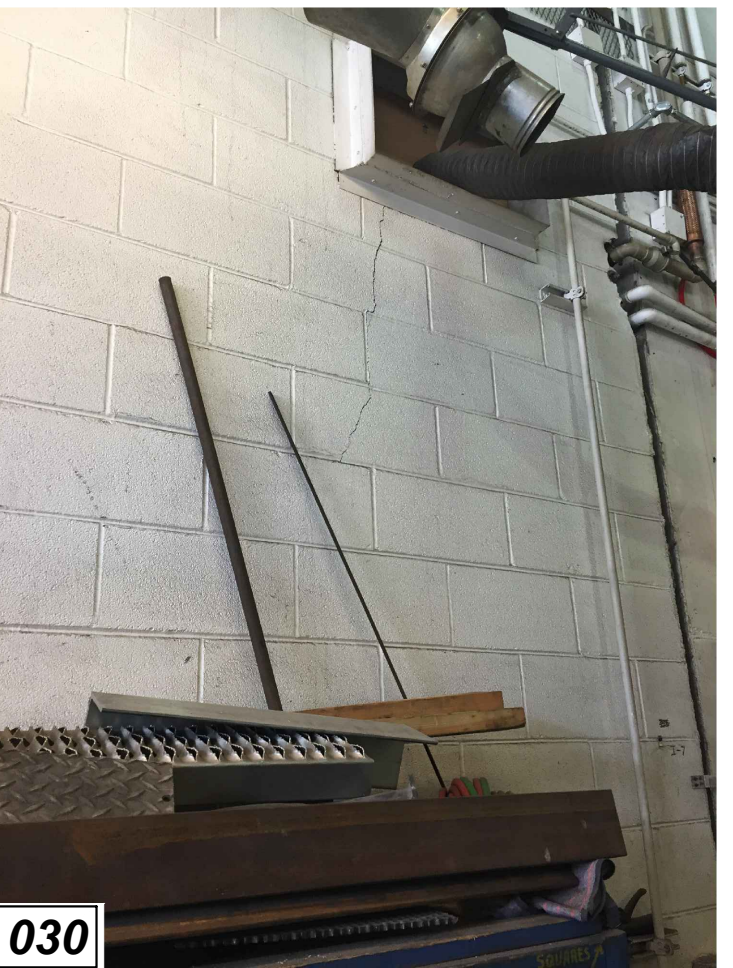
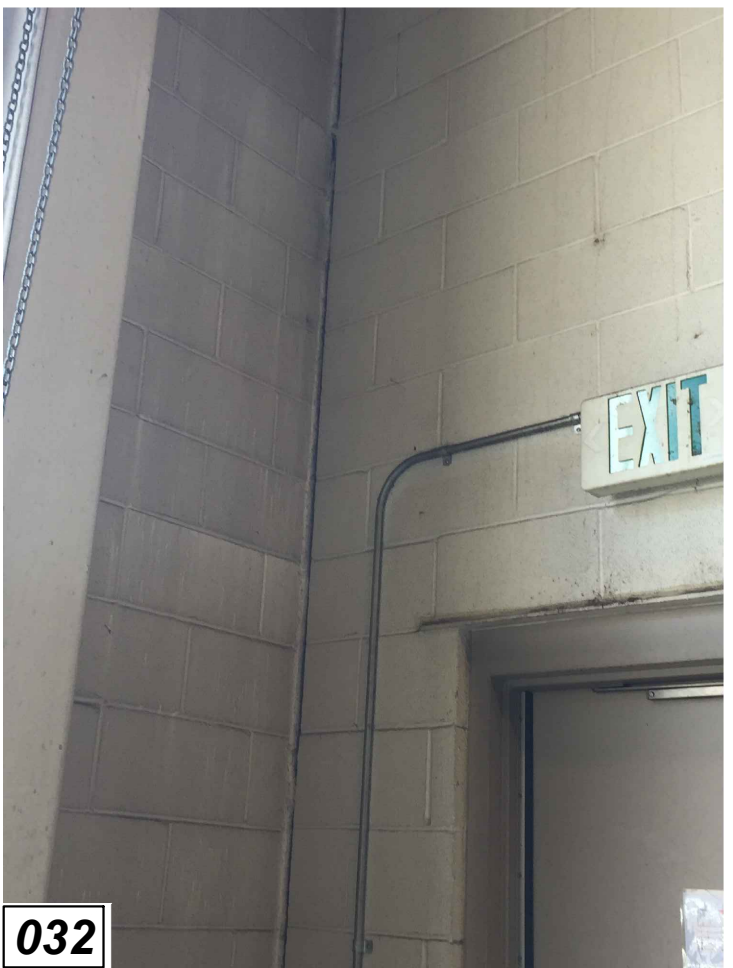
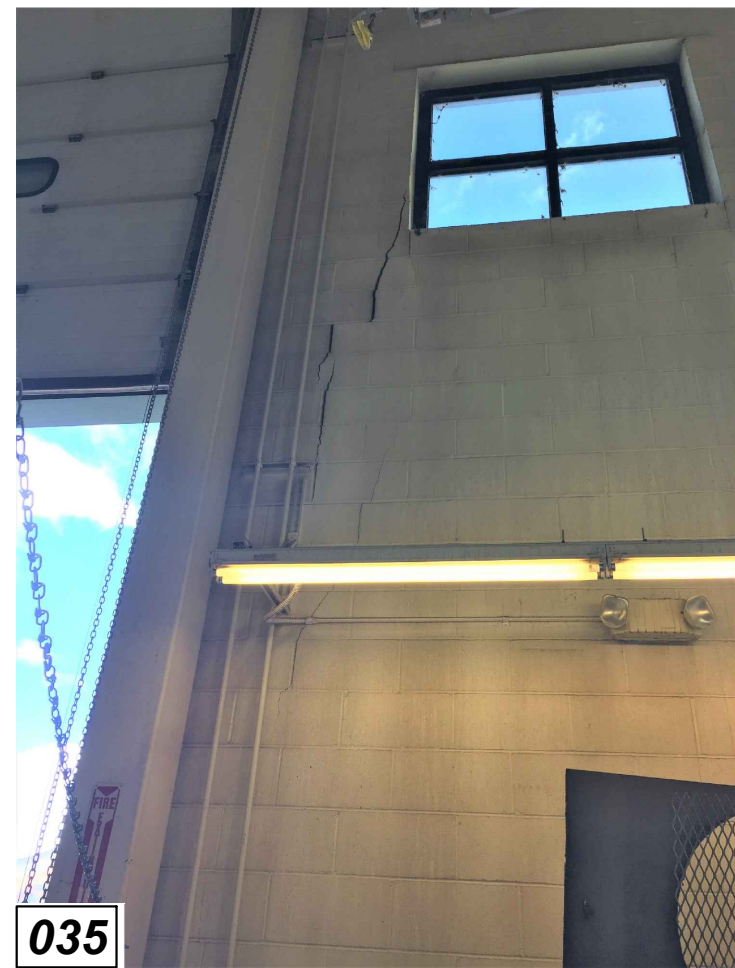
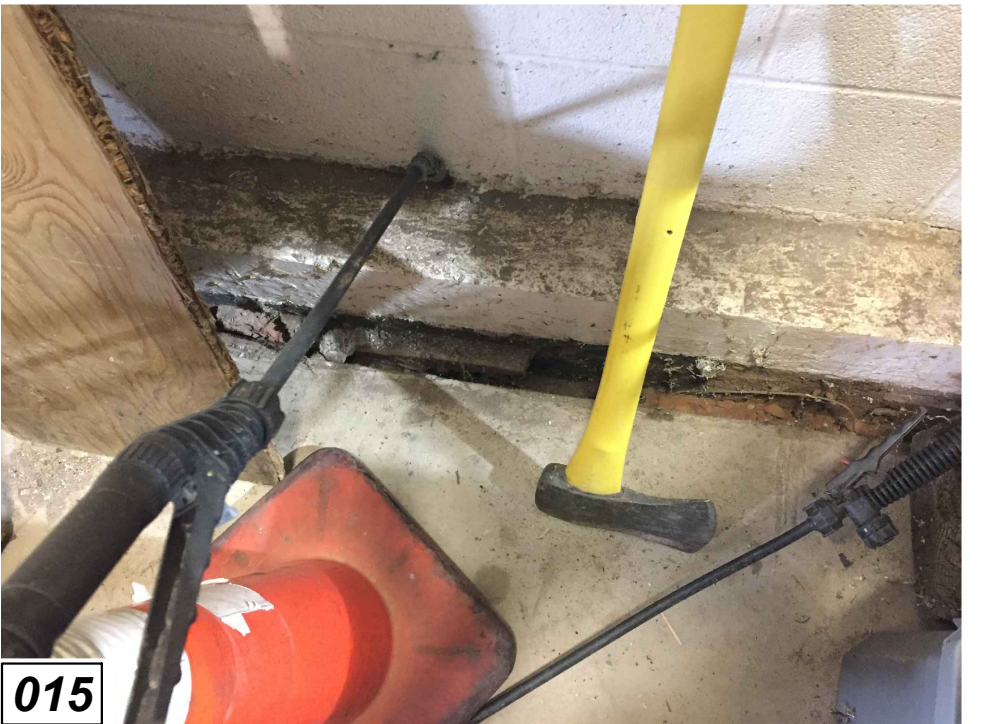
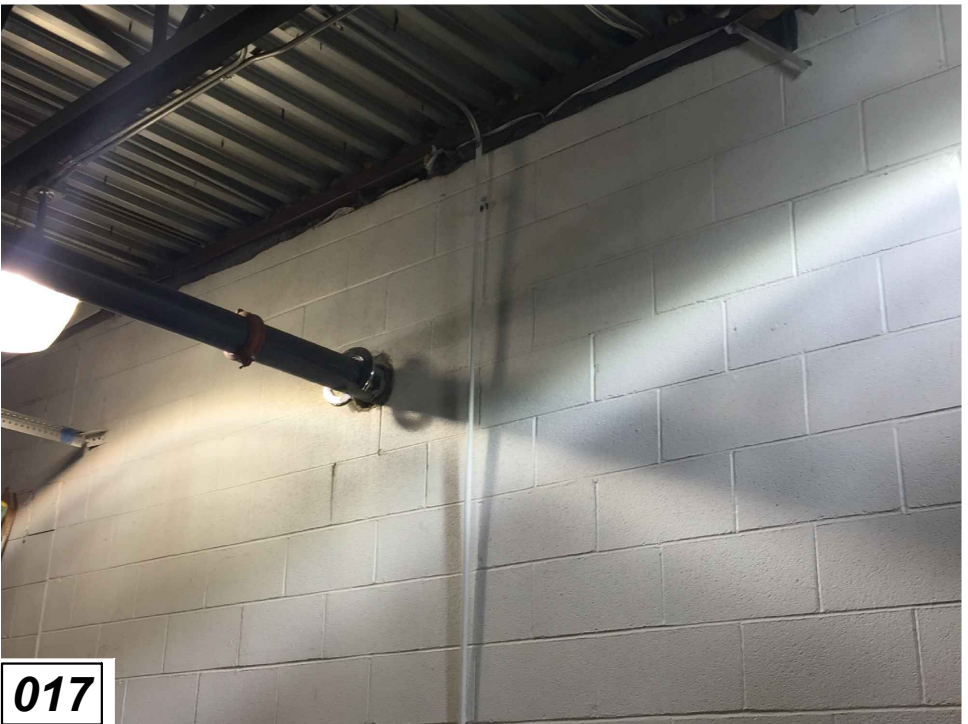
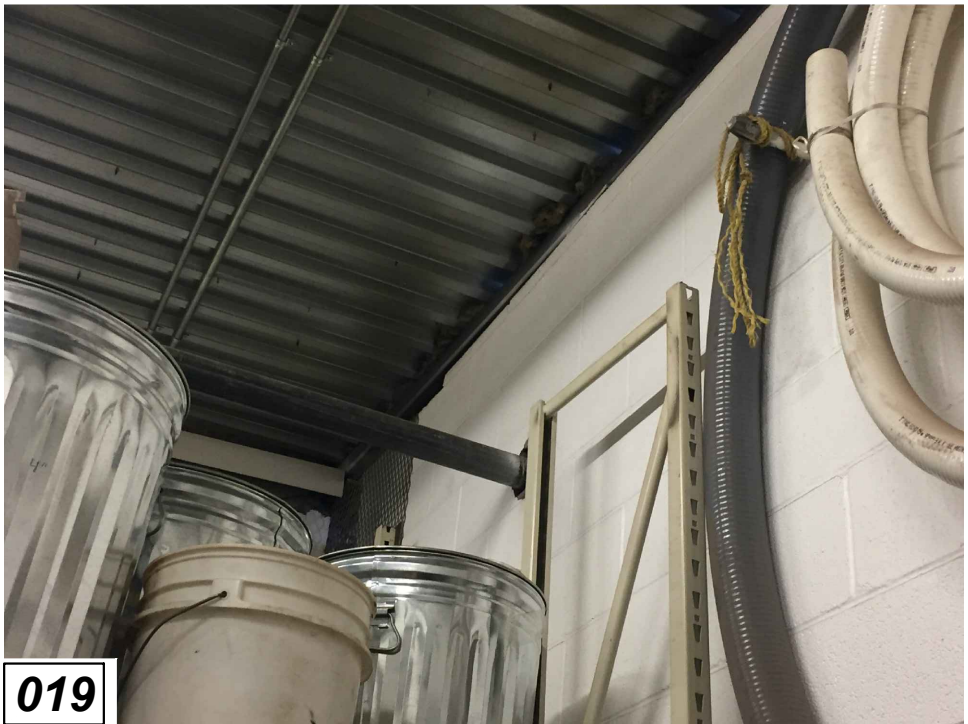
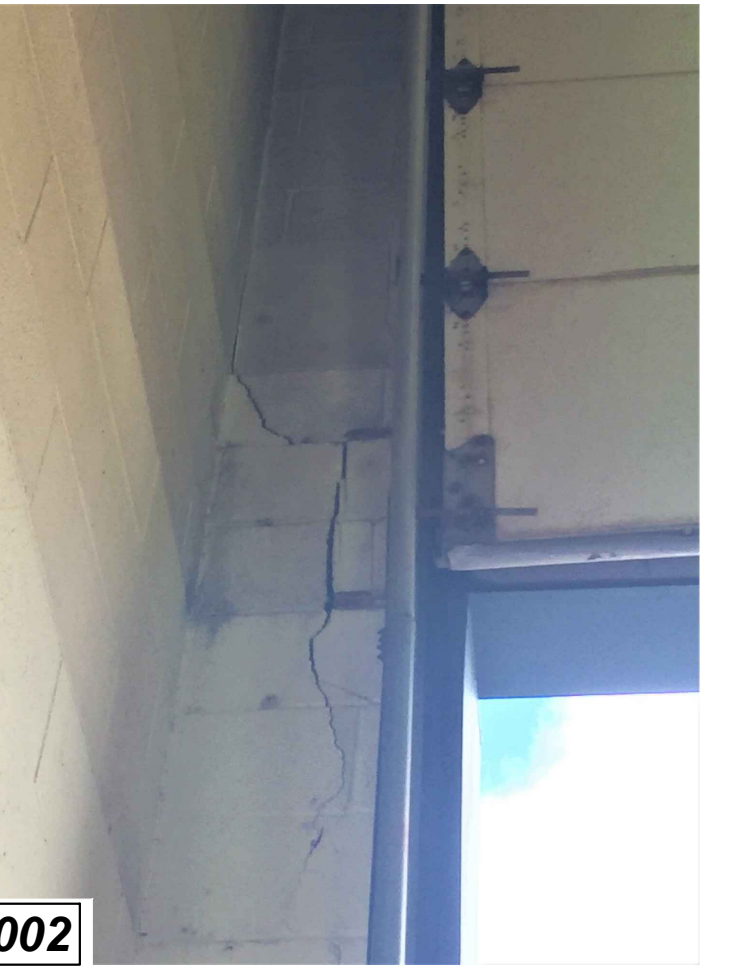
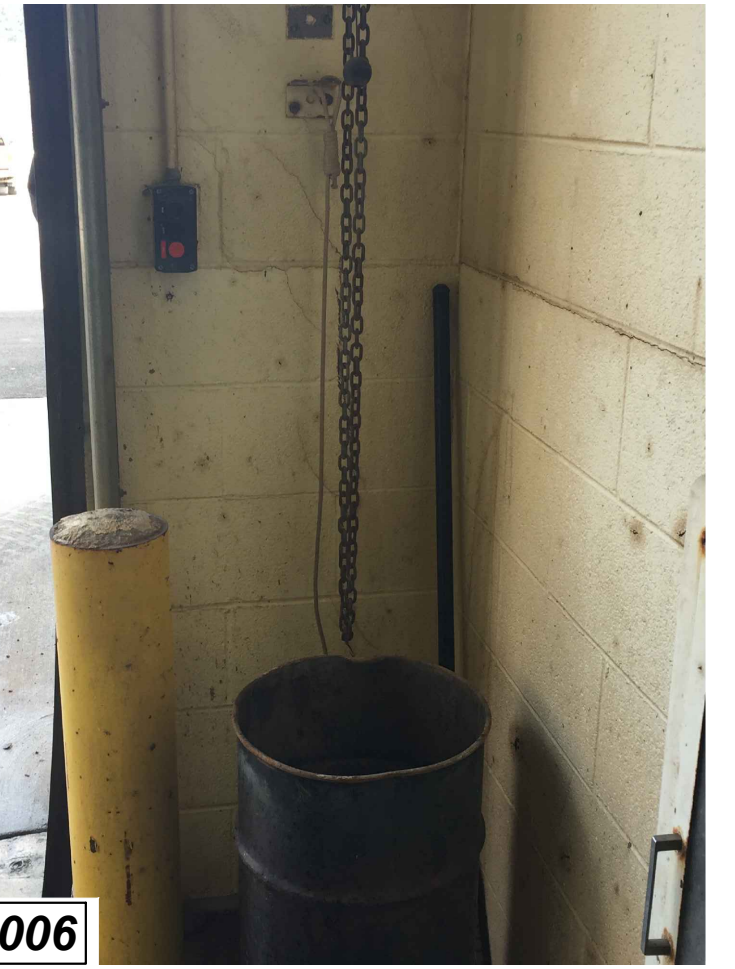
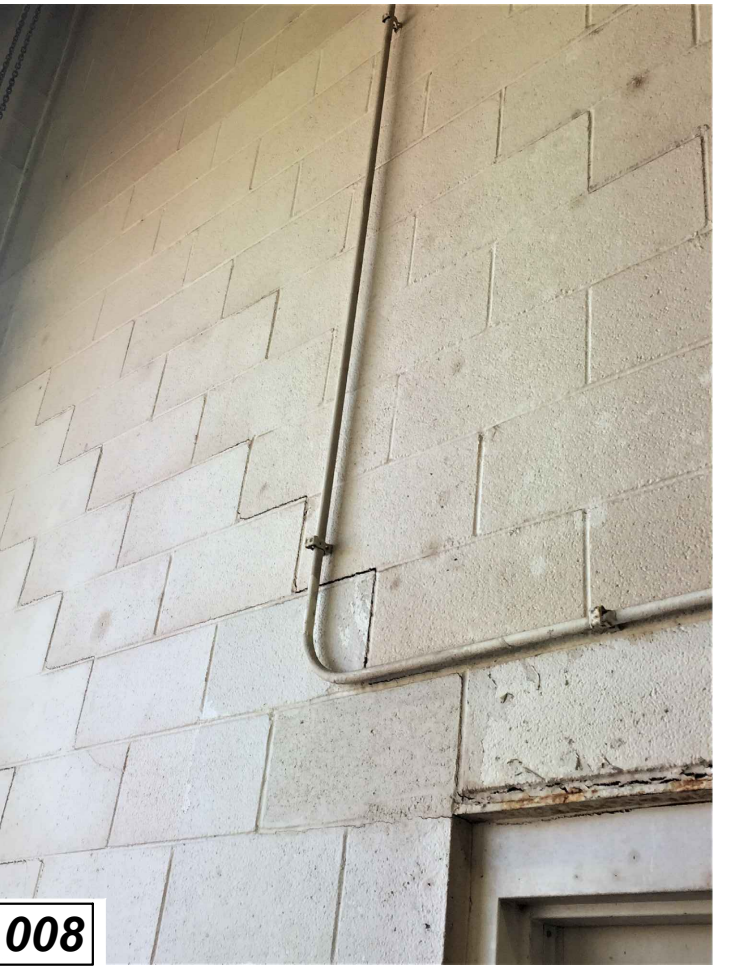
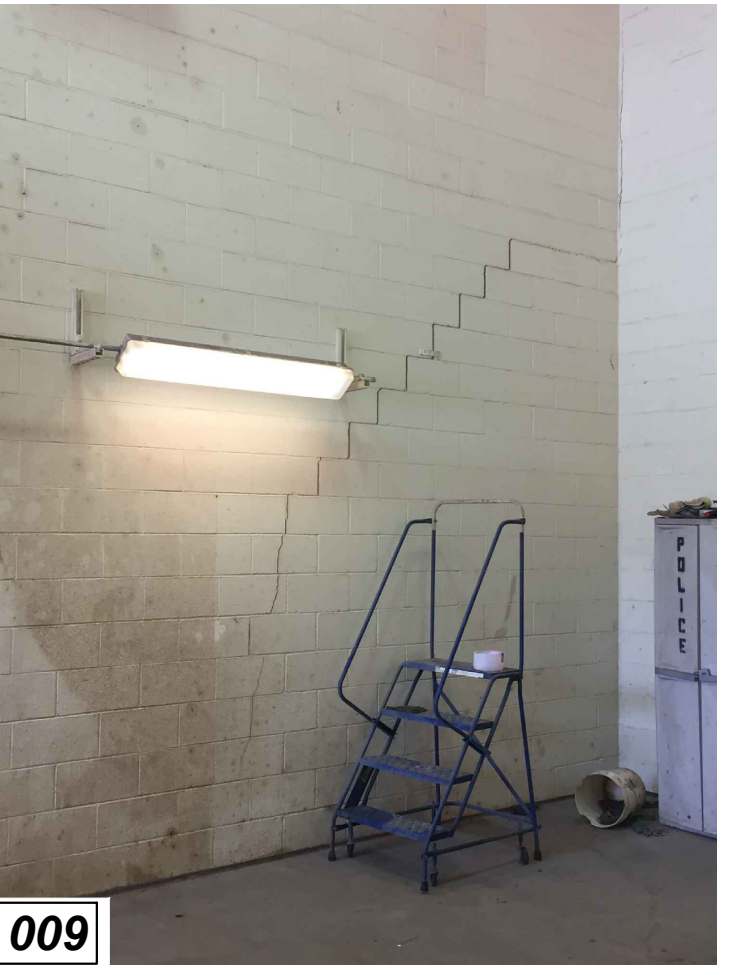
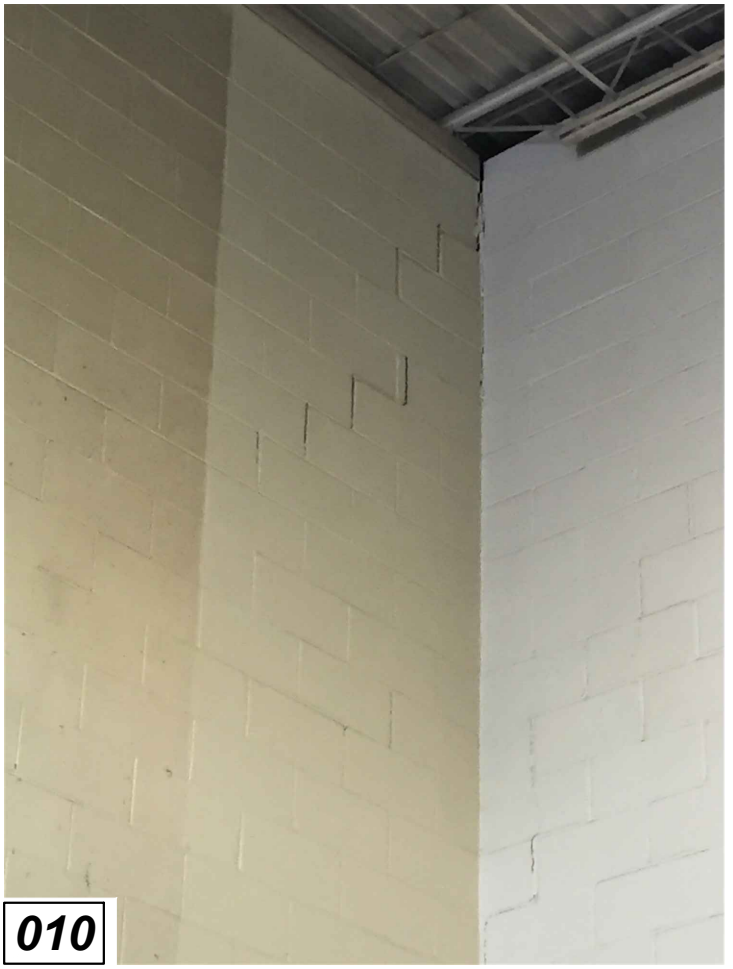
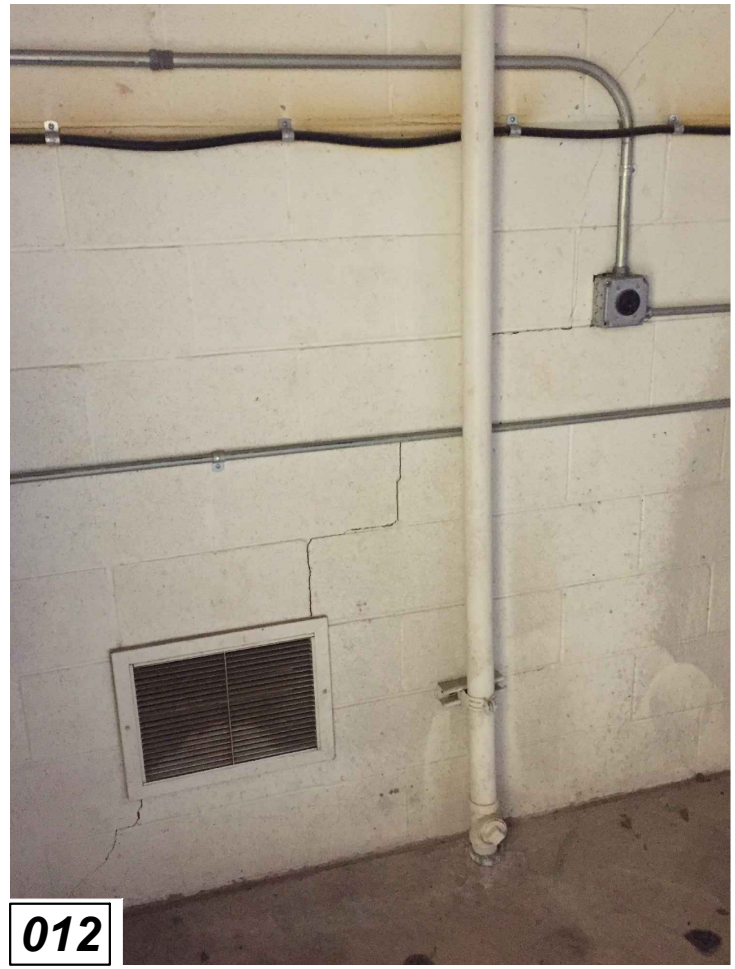
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S2.2



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04/30/19 Owner Review

GLENWOOD

STRUCTURAL & CIVIL, INC.

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Job Number
18551
Designer/Drafter
AG/KK
Engineer
AG
Date
04/30/19

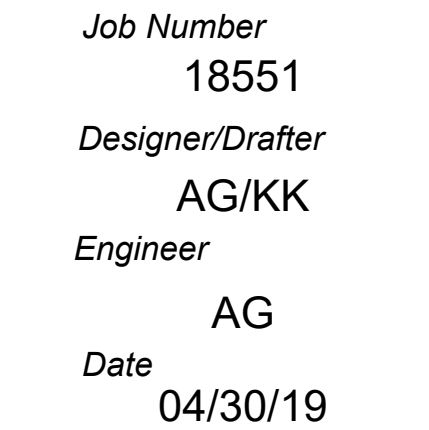
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S2.2A

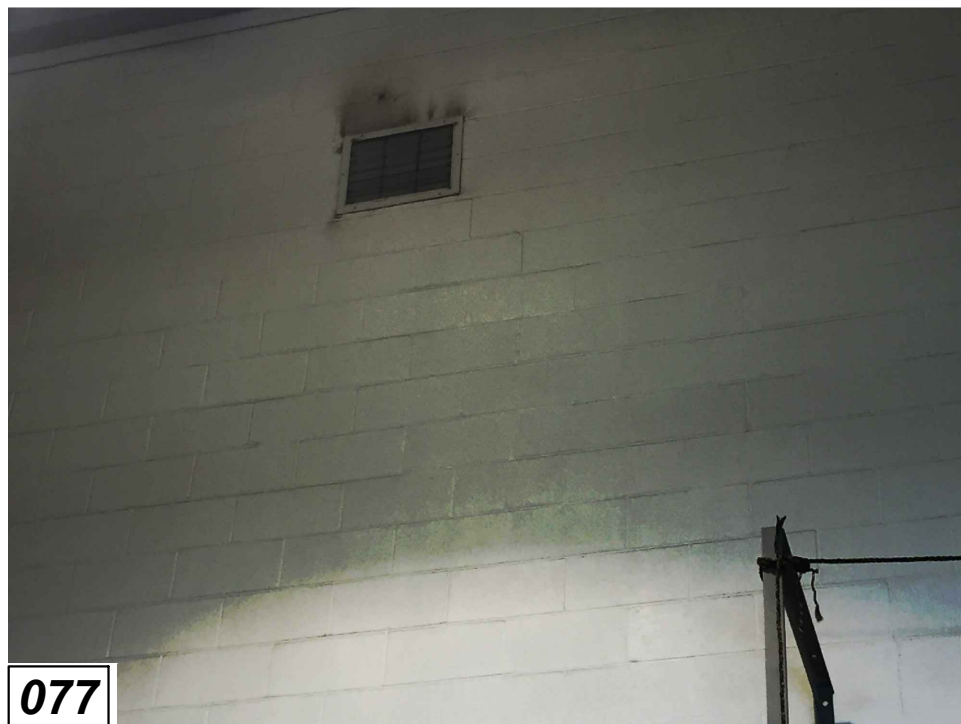
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**EXISTING
ROOF FRAMING
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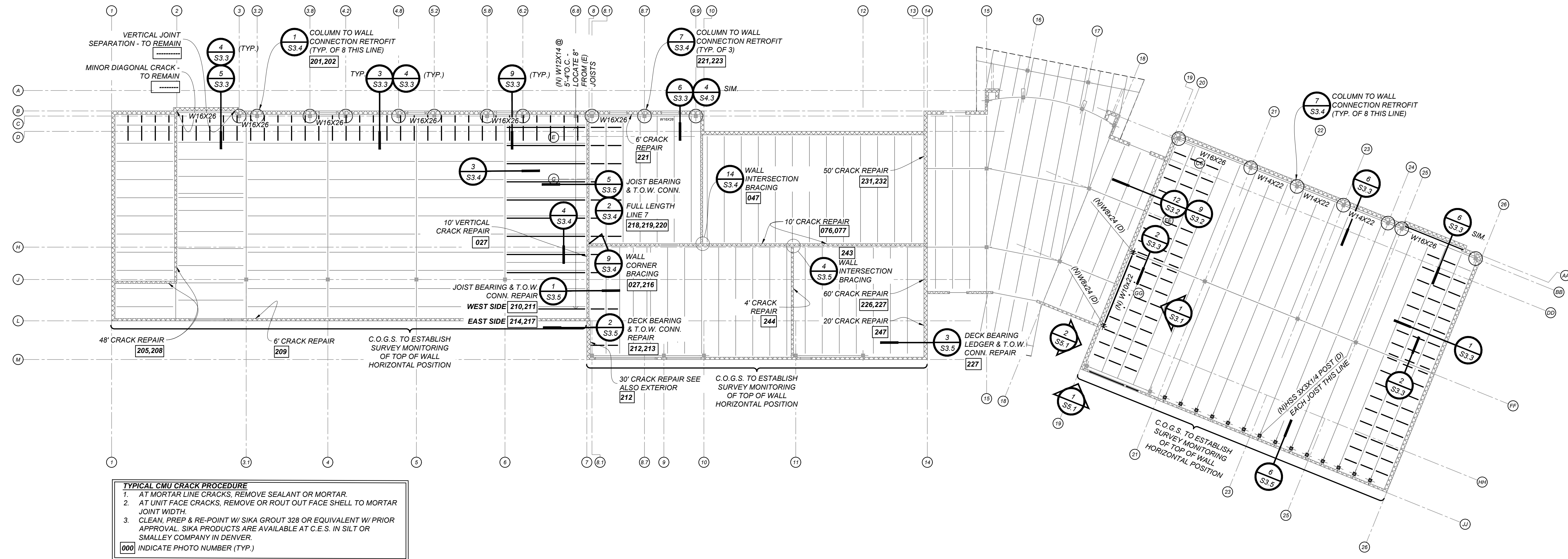
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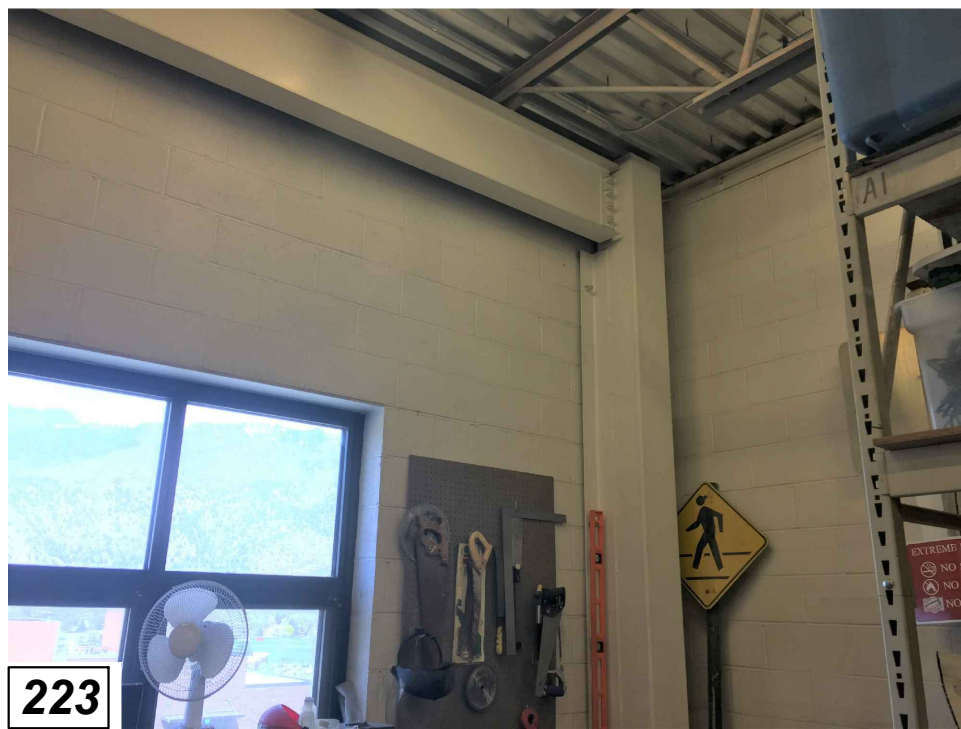
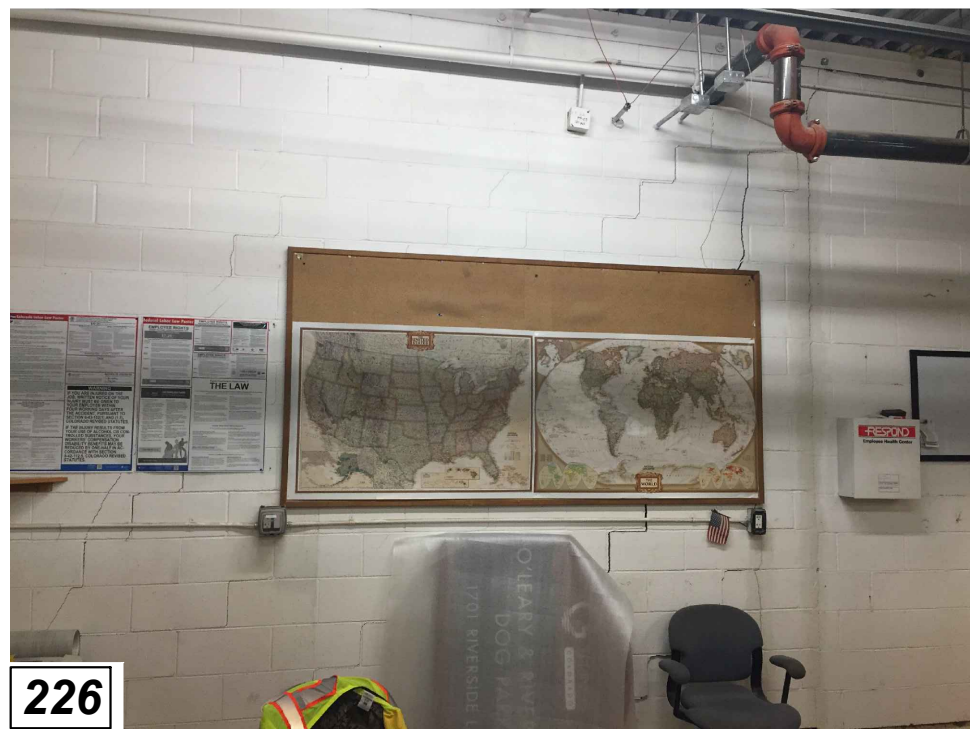
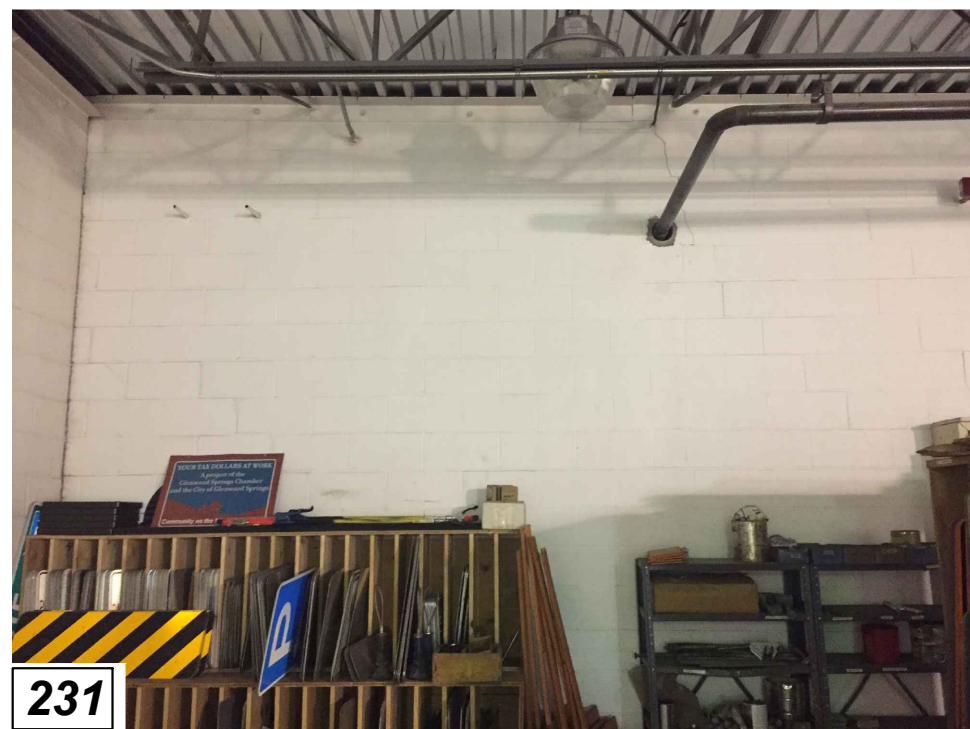
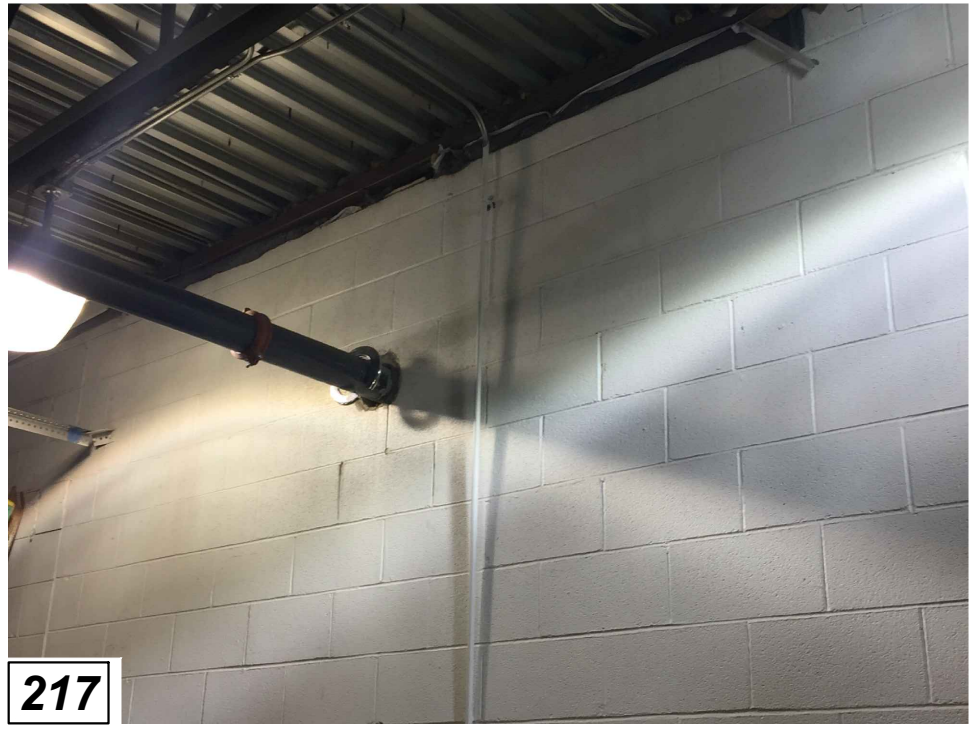
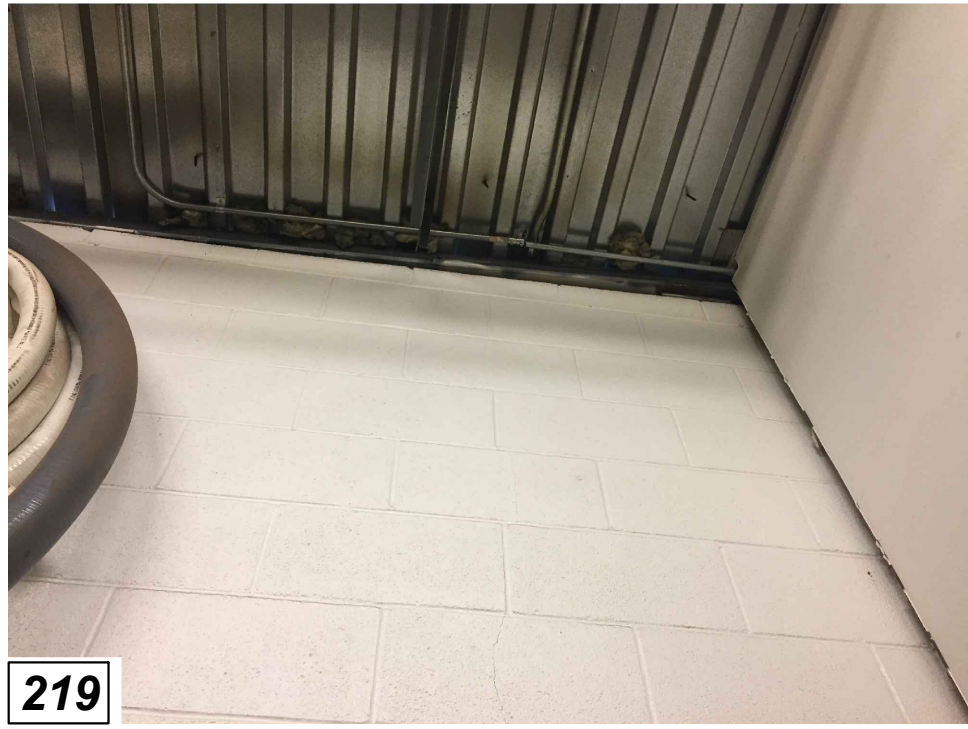
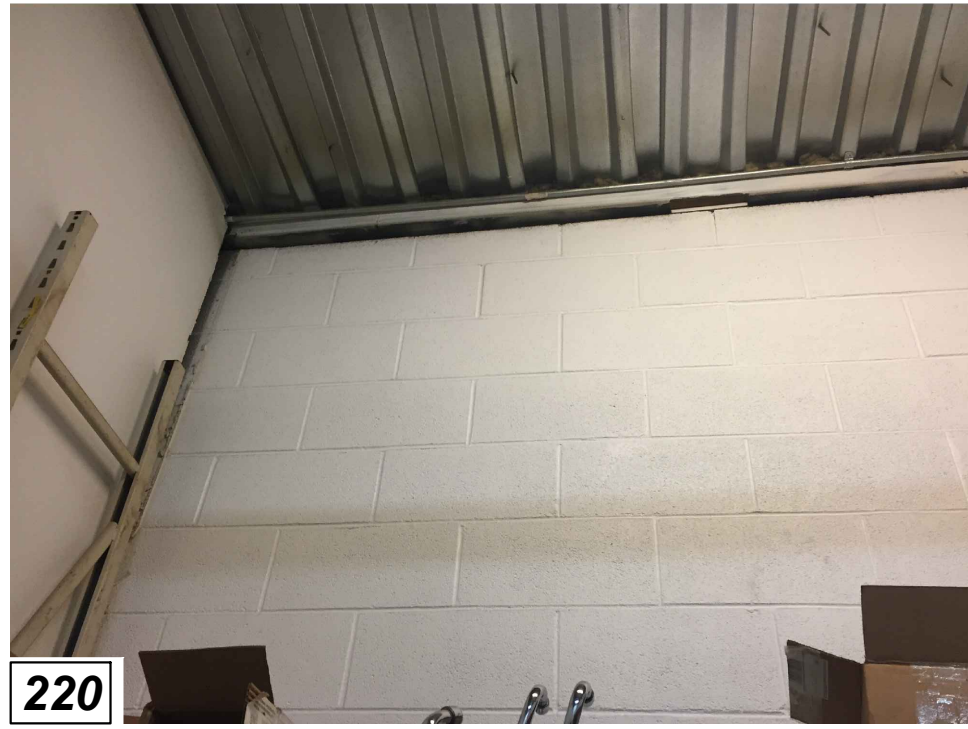
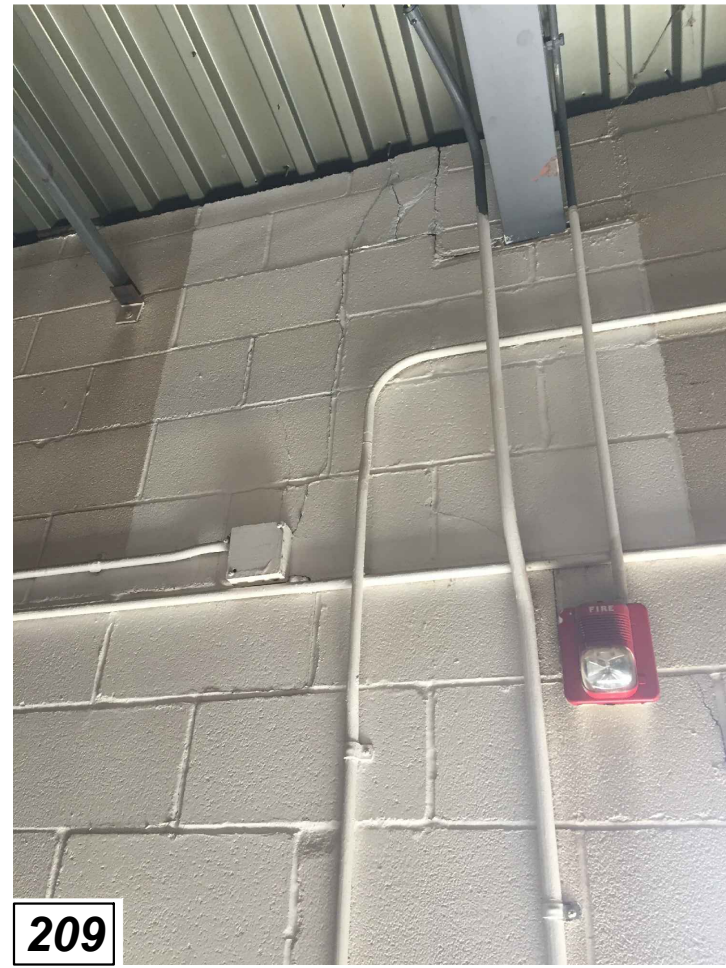
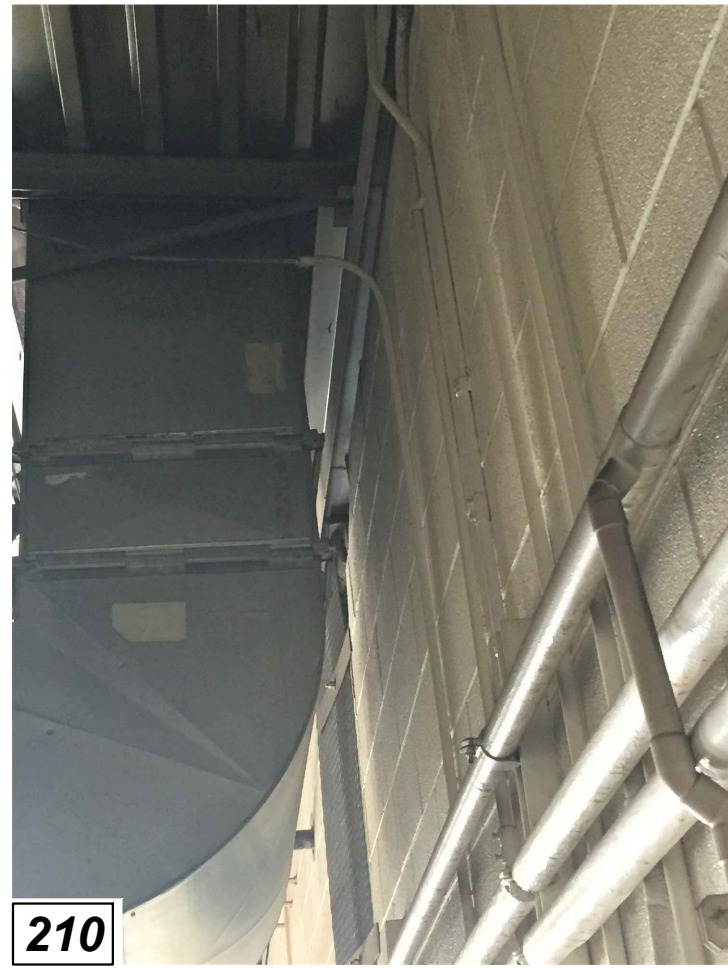
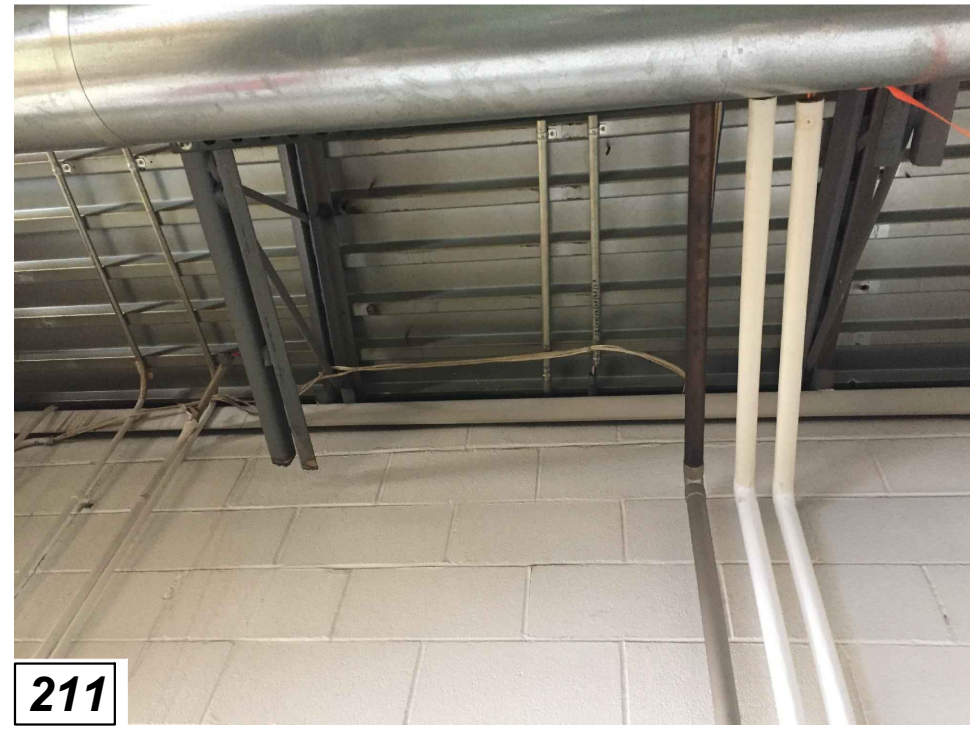
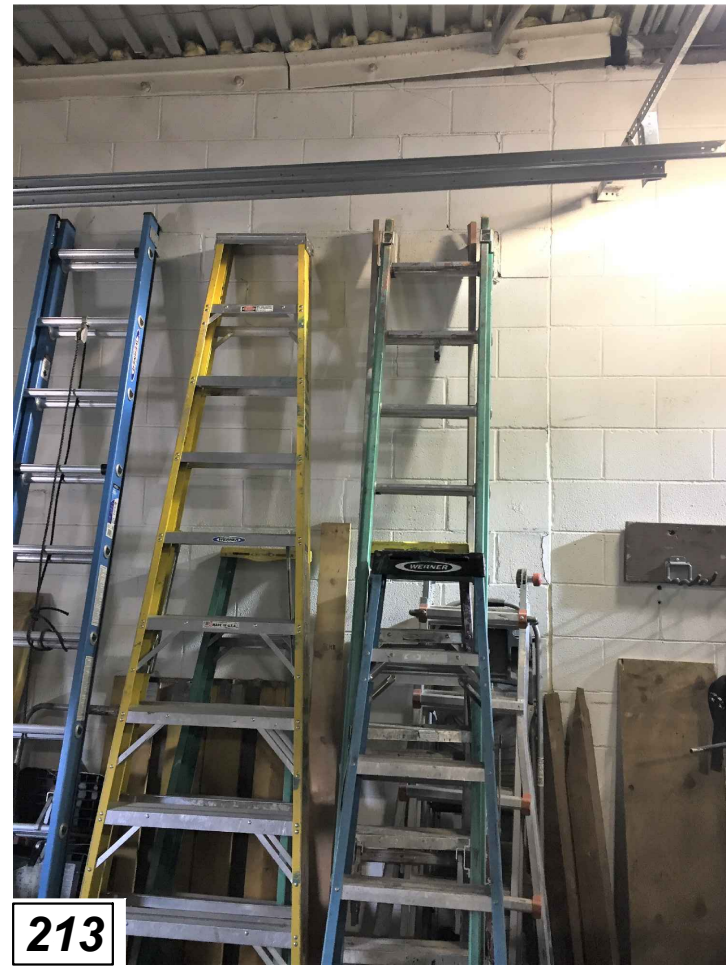
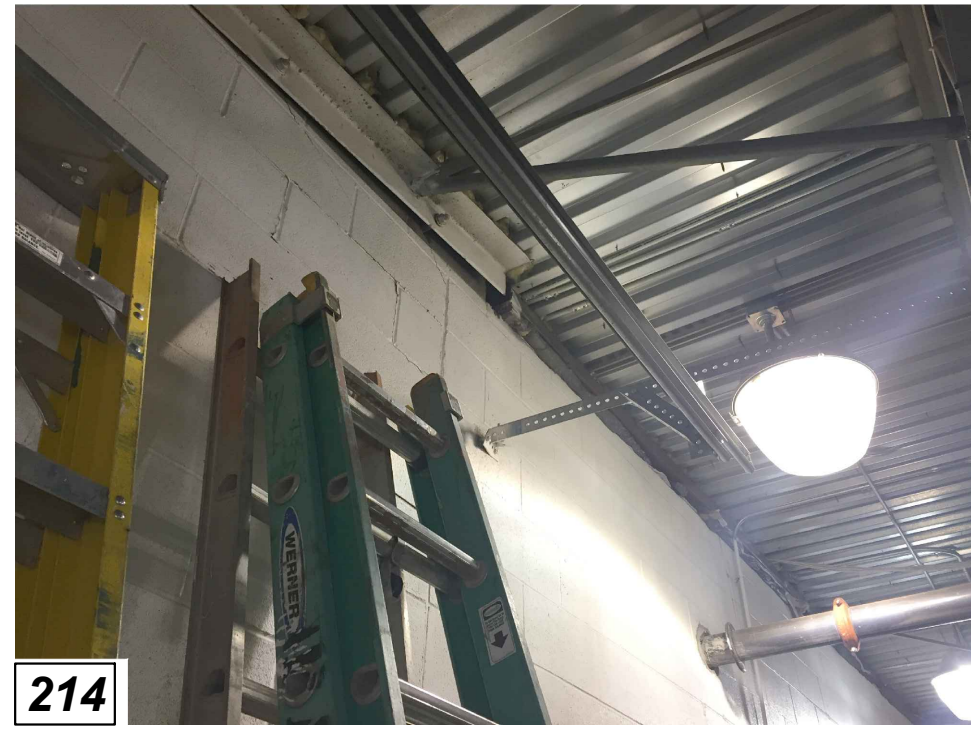
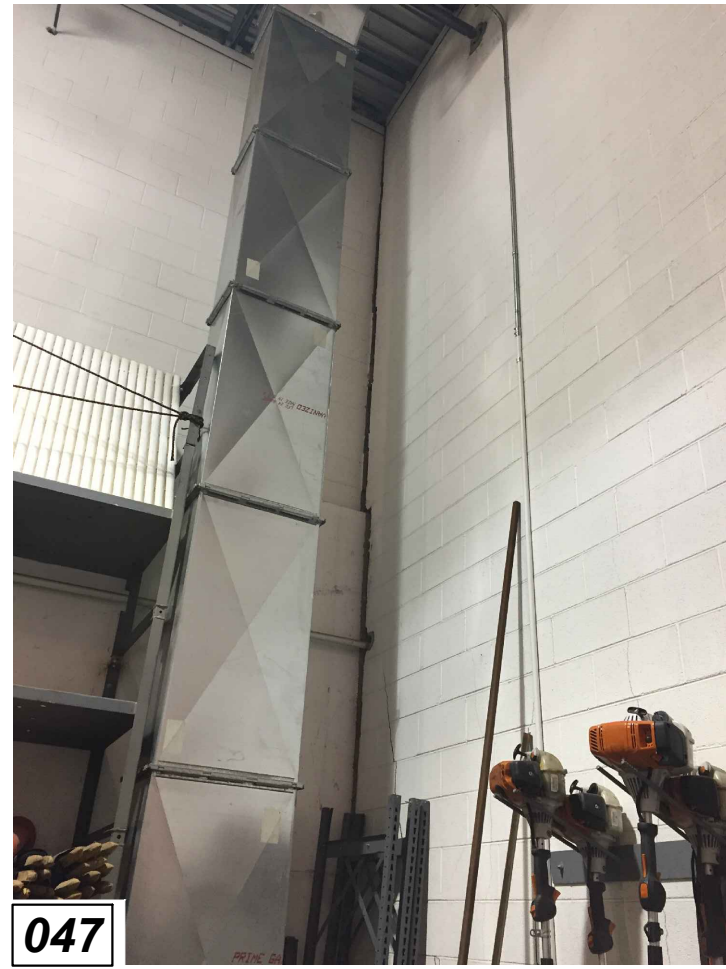
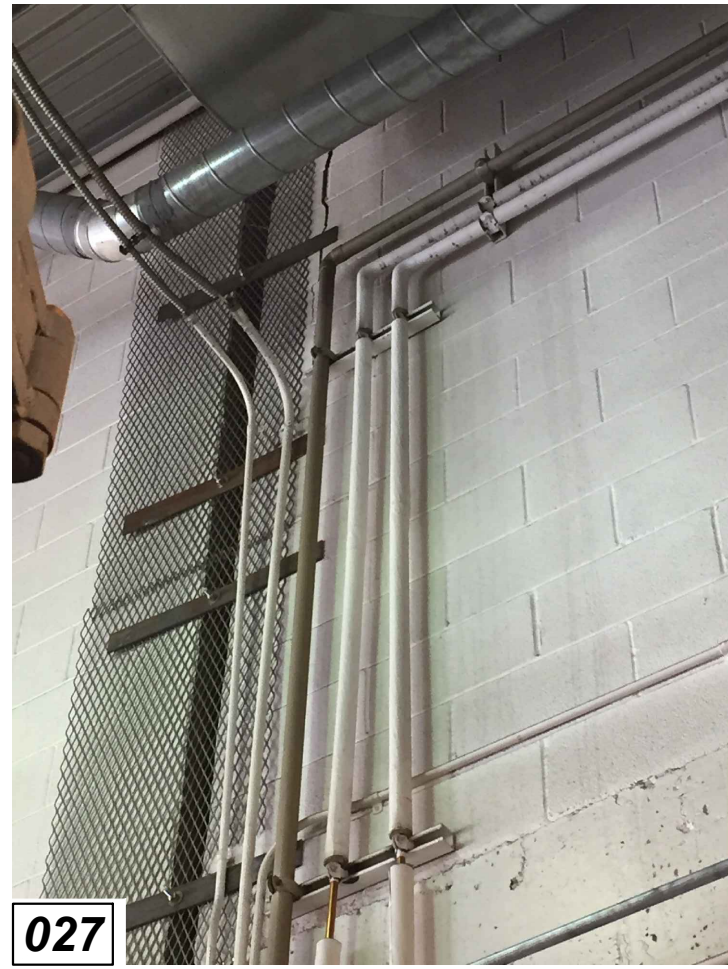
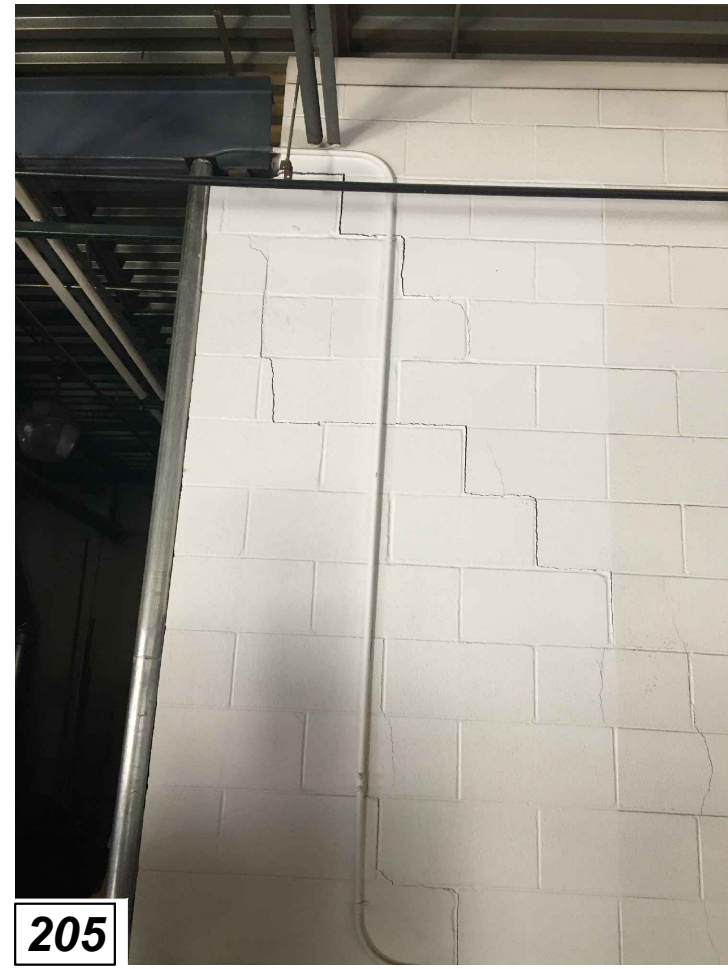
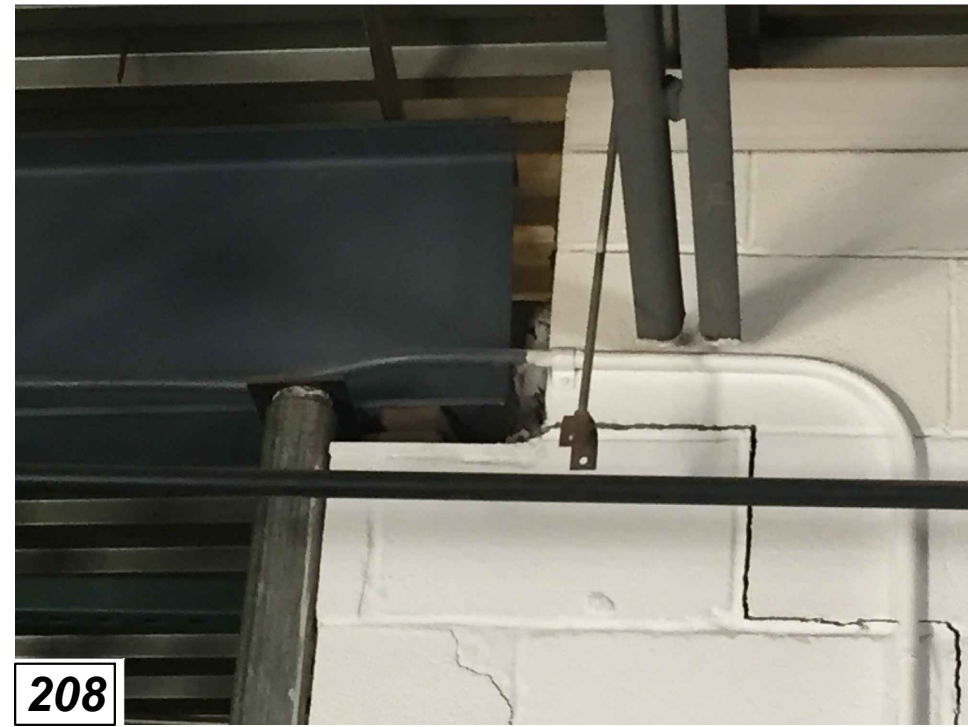
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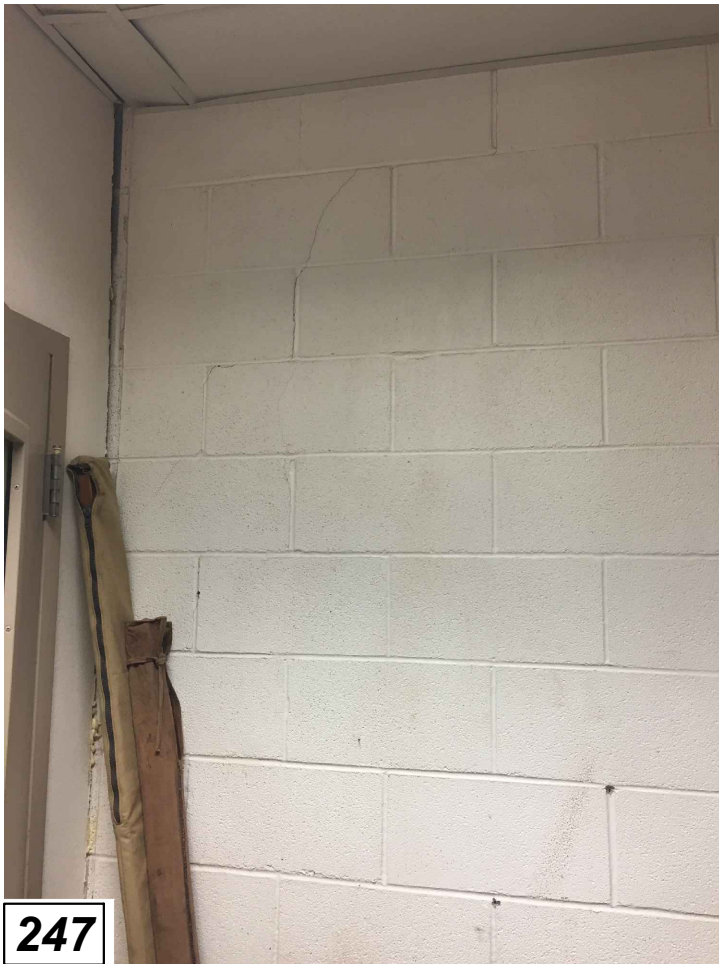
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**GLENWOOD
STRUCTURAL & CIVIL, INC.**
ENGINEERS | CONSTRUCTORS
812 Pitkin Avenue, Glenwood Springs CO 81601
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Engineer
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BRACE FRAME
ELEVATION

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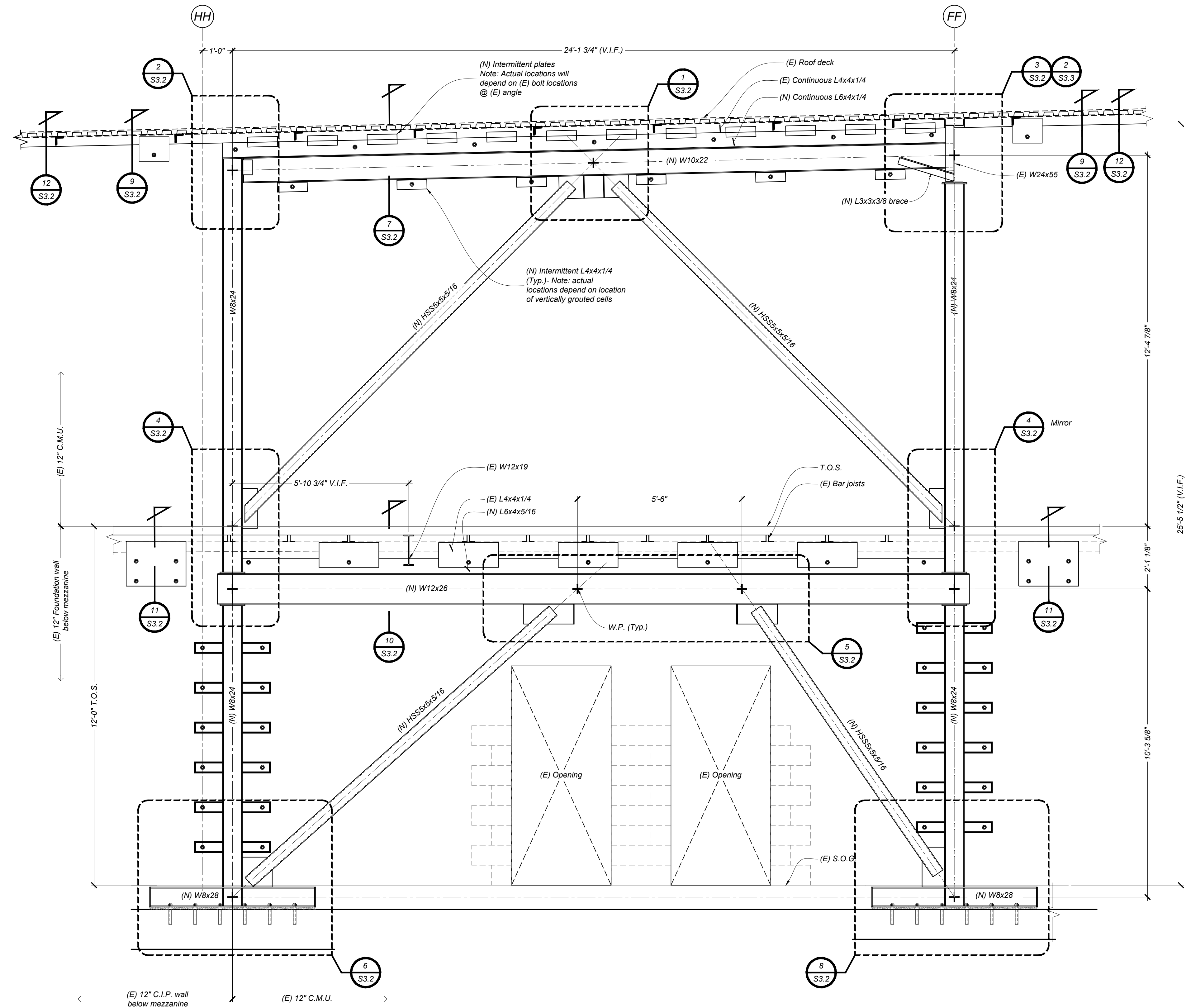
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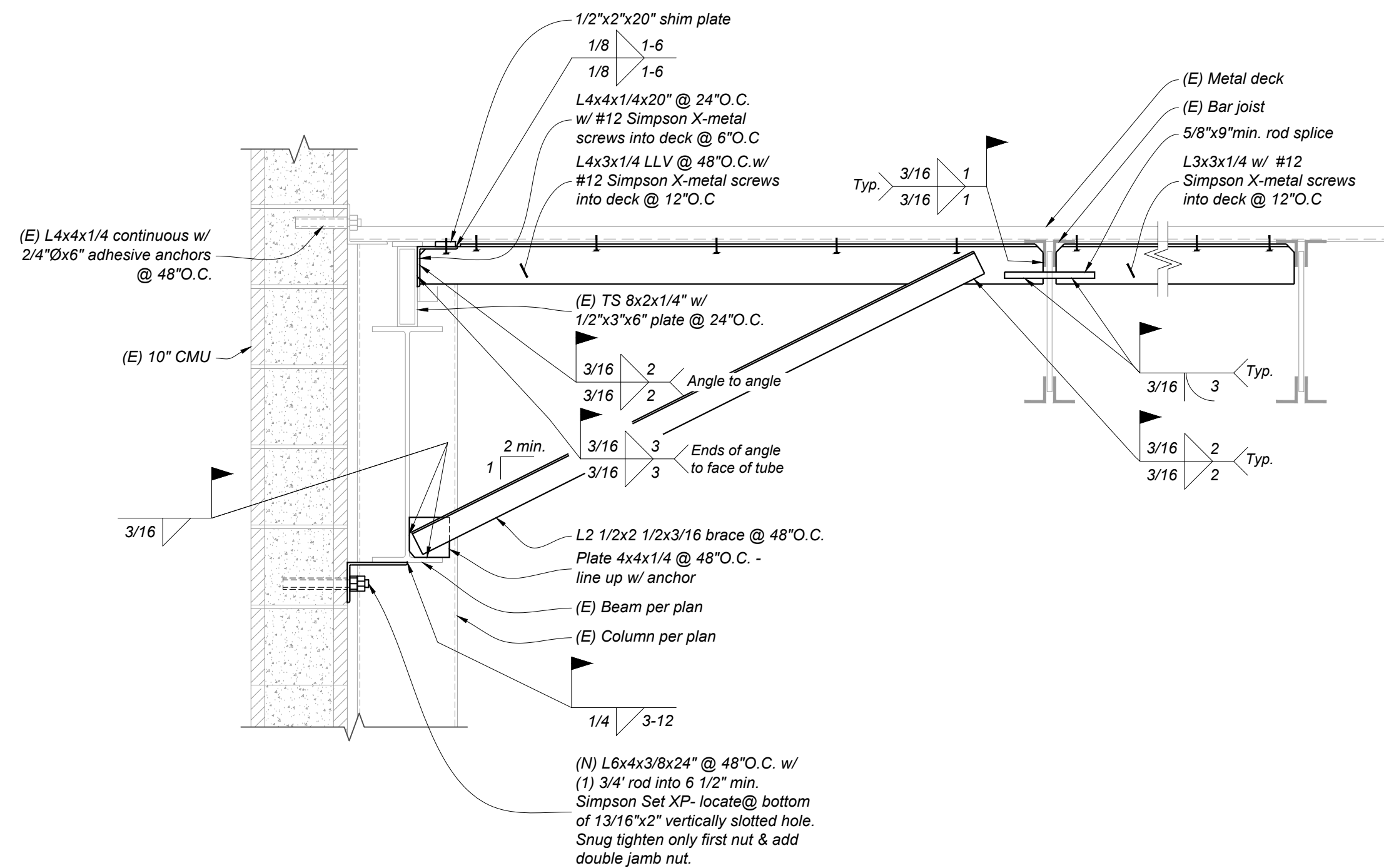
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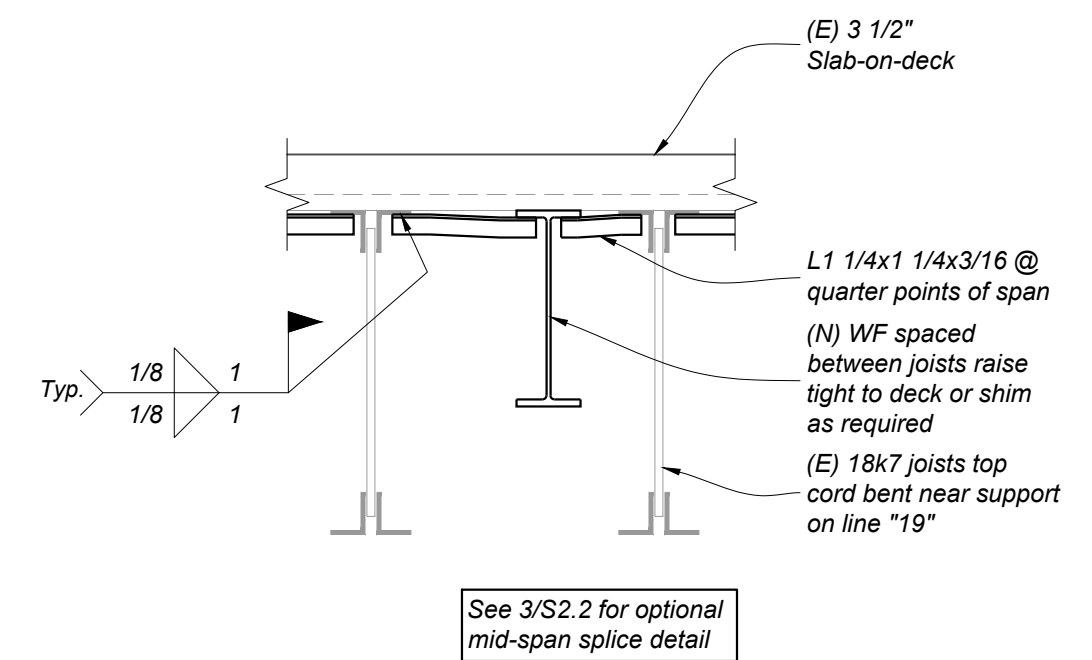
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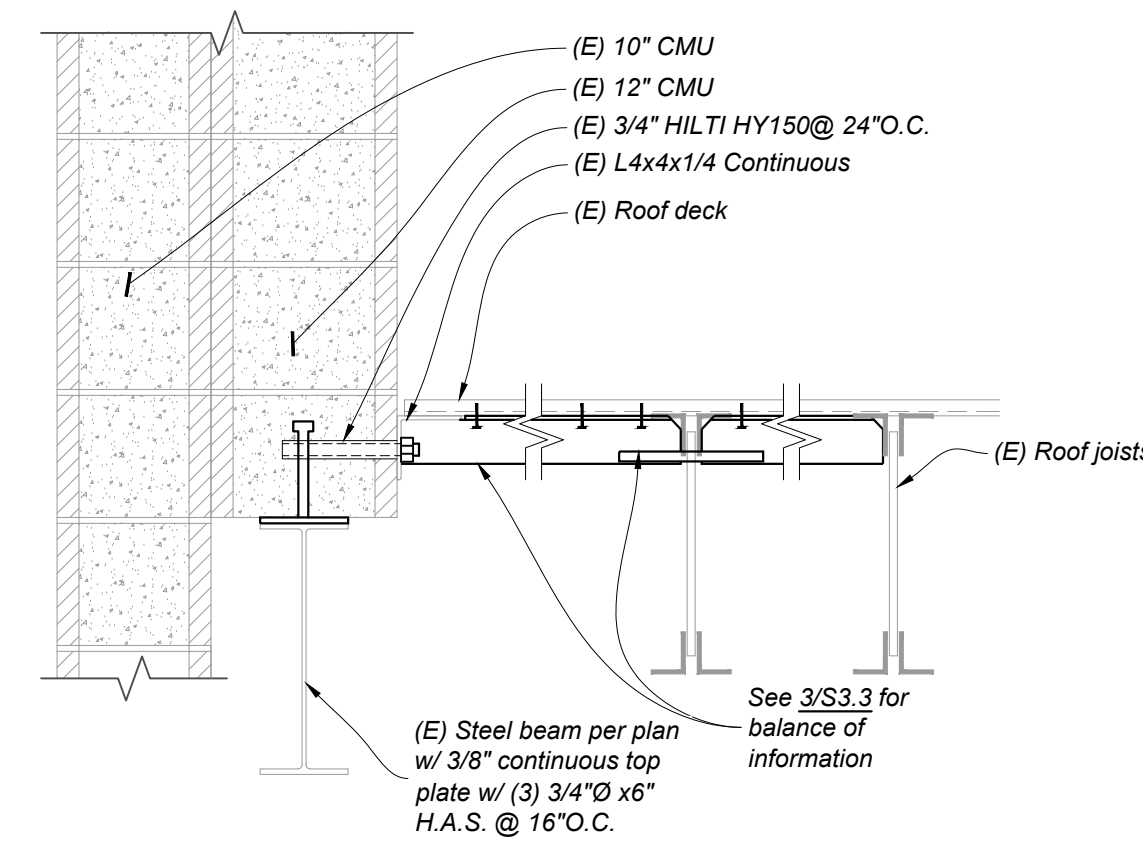
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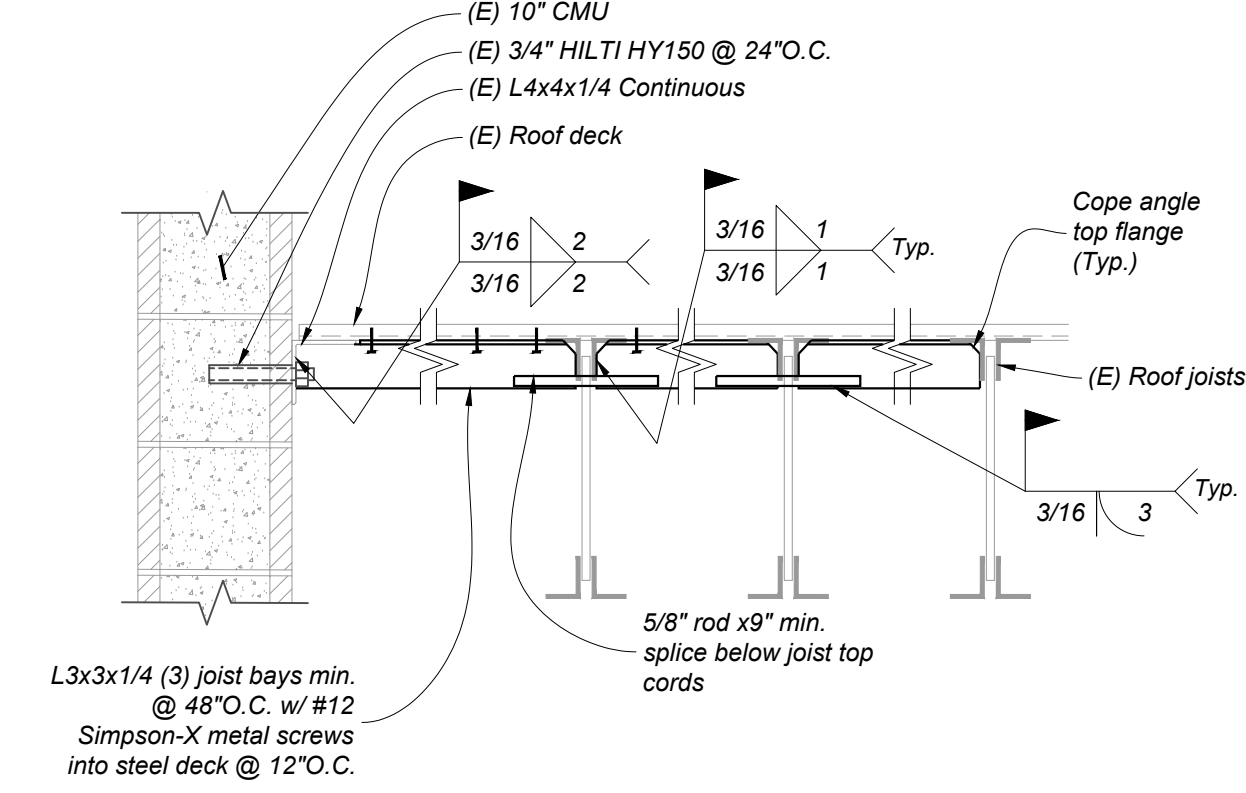
WALL BRACING @ STEEL FRAMING LINE "B" OVER WINDOWS
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S3.3



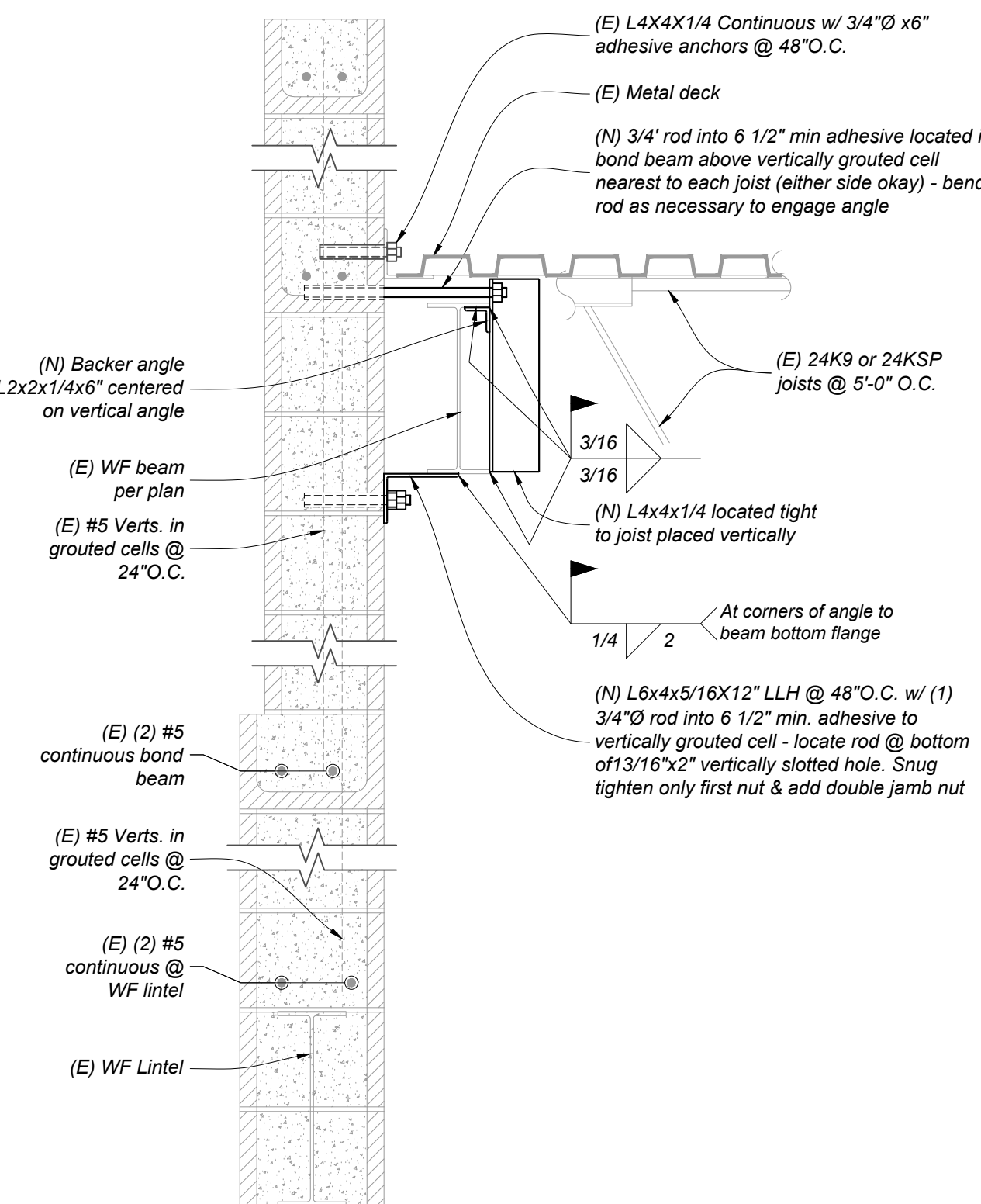
(N) WF TO (E) FLOOR TOP FLANGE BRACING
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S3.3



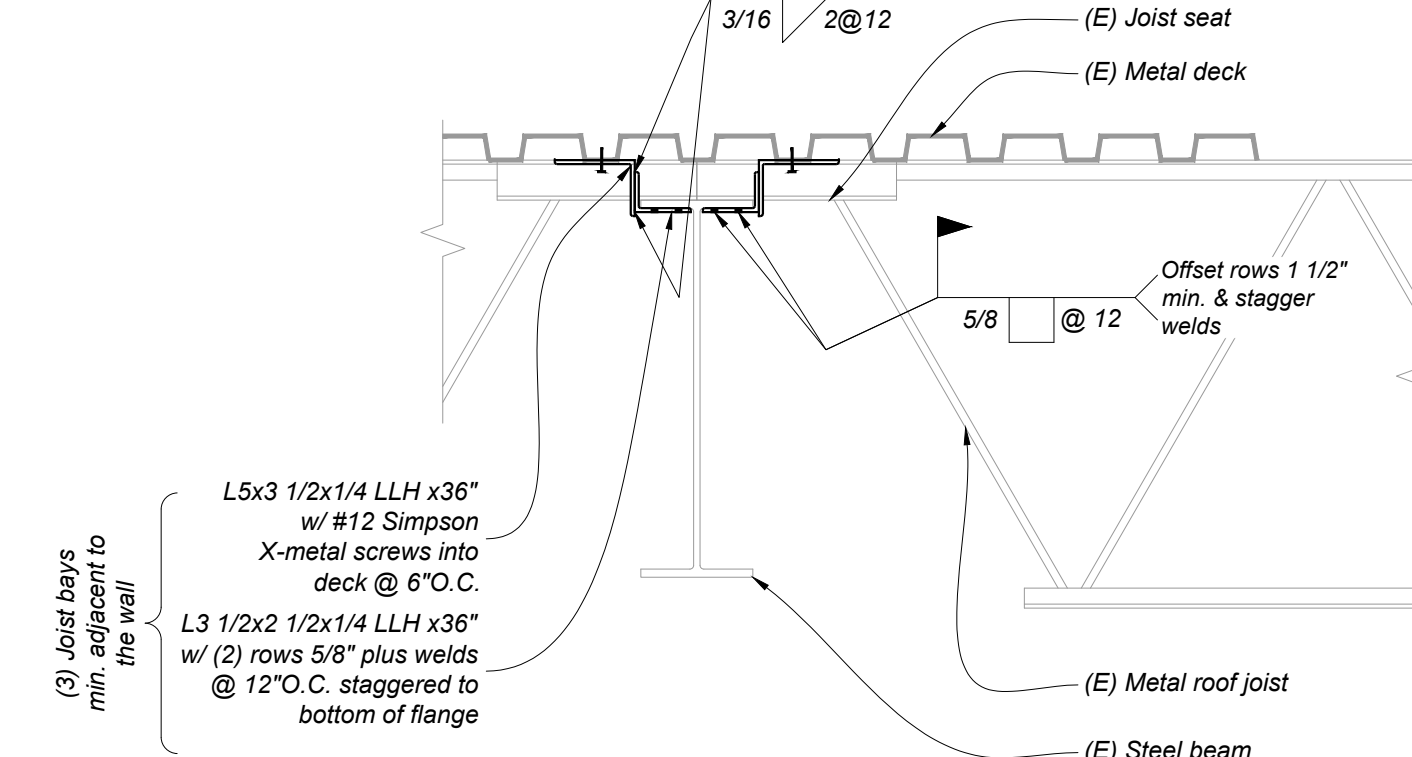
WALL ANCHOR @ LINE "B/2-3"
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S3.3



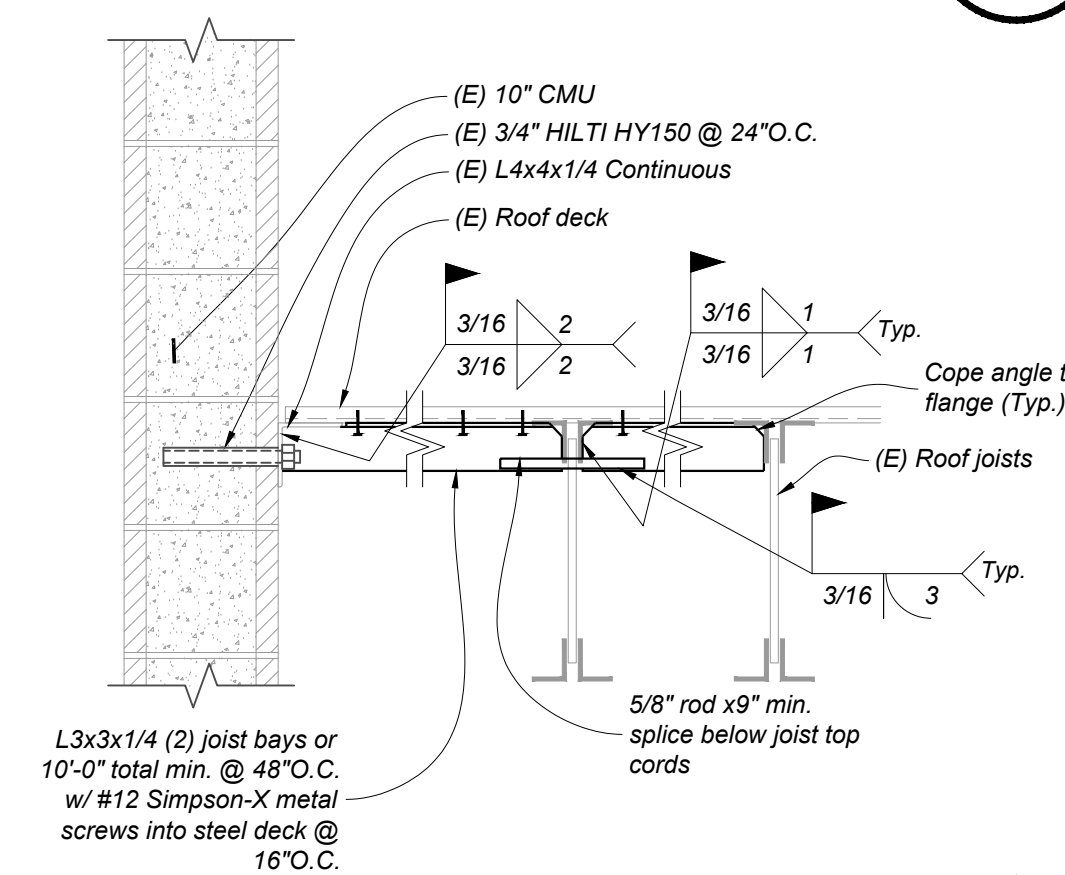
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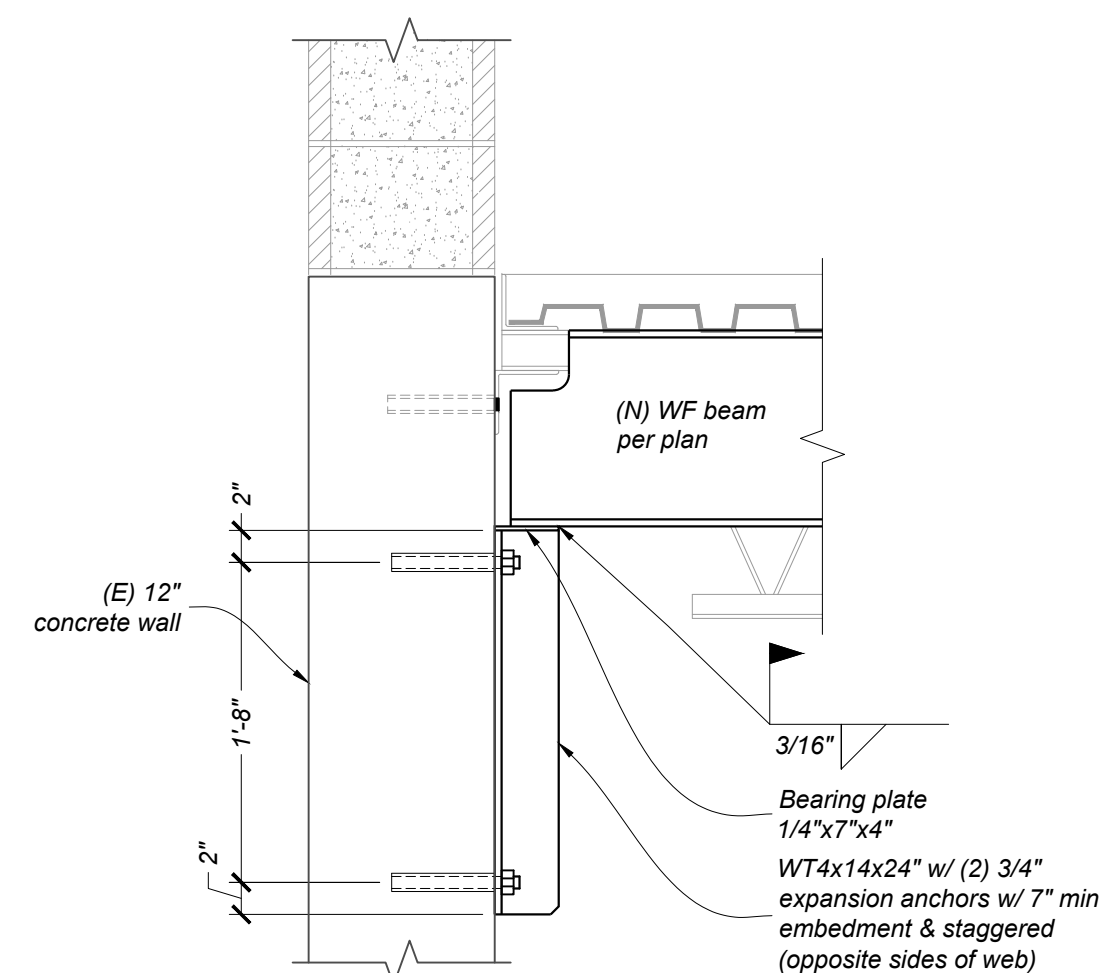
WALL ANCHORAGE @ GRID "BB"
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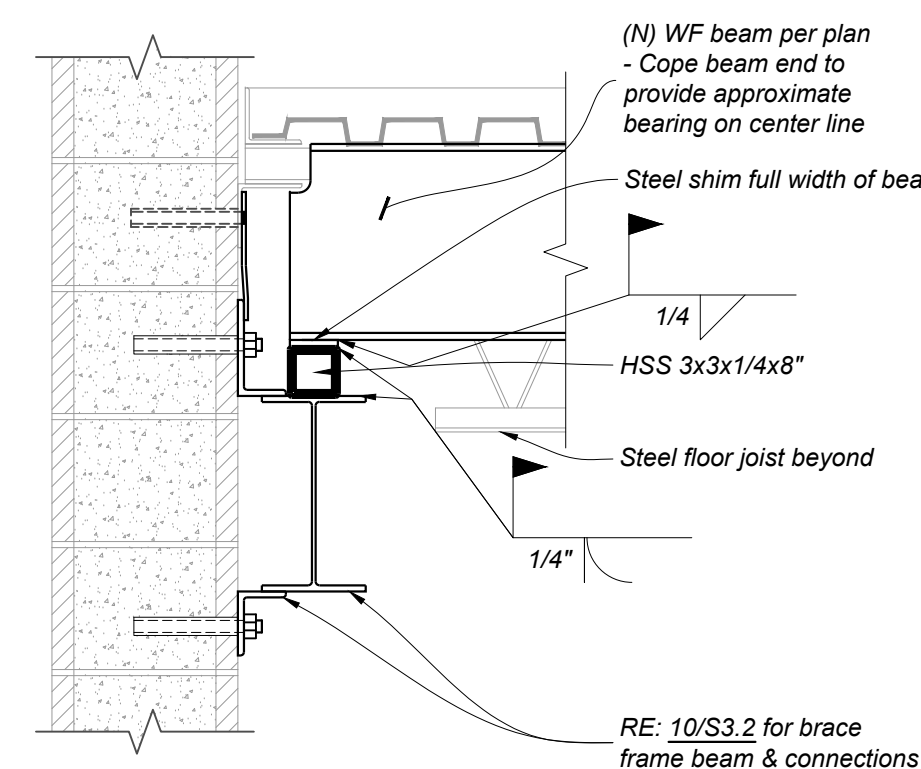
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S3.3



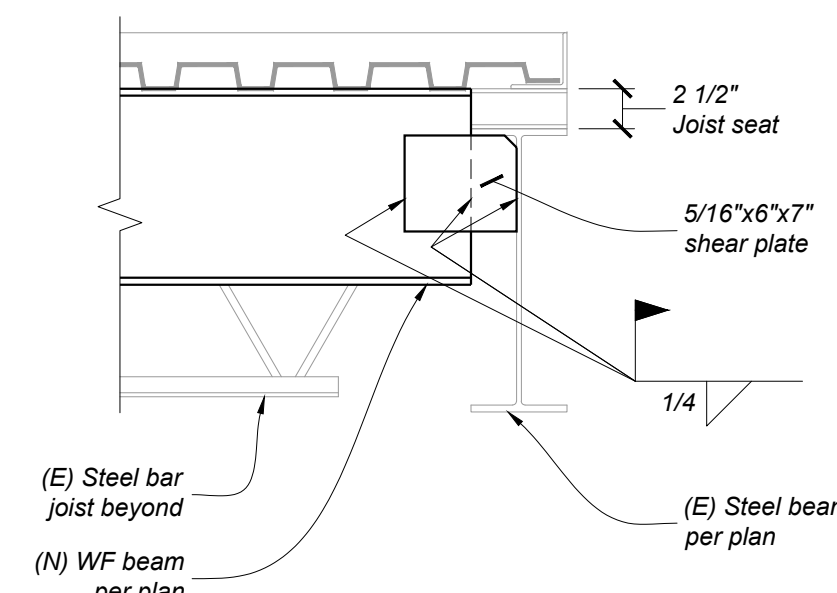
WALL ANCHOR LINE "B" TYPICAL
SCALE: 1"= 1'-0" **3**
S3.3



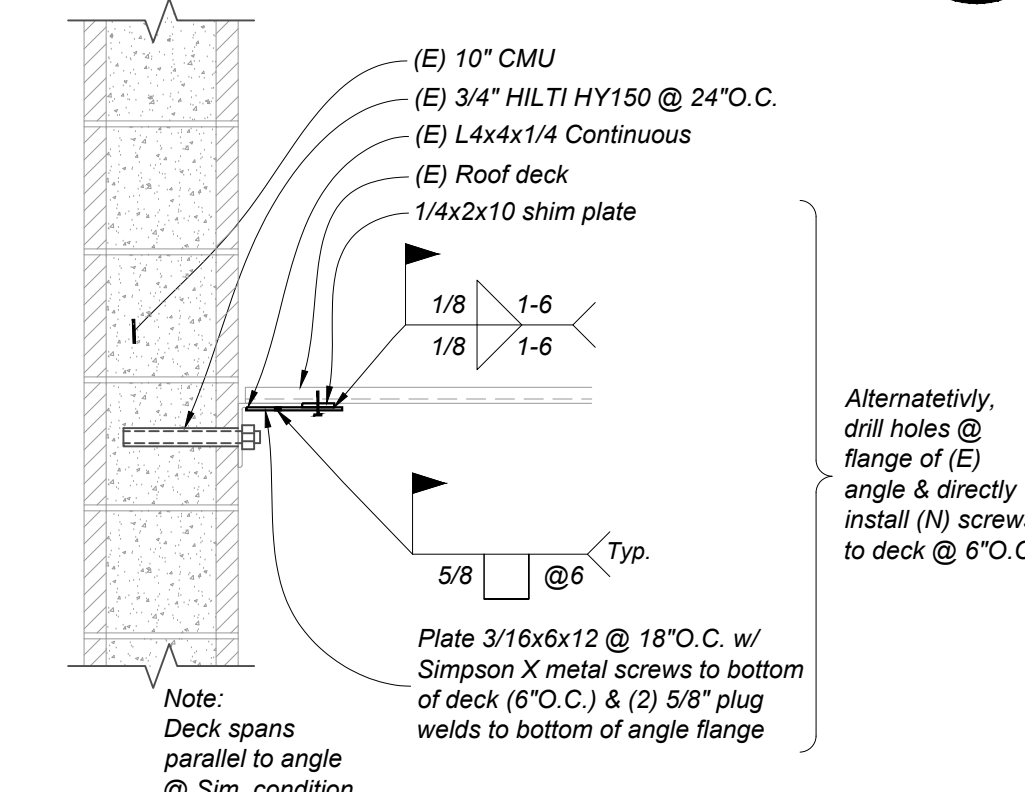
(N) WF SUPPORT @ (E) CONC. WALL
SCALE: 1"= 1'-0" **11**
S3.3



(N) WF SUPPORT @ (N) FRAME WF
SCALE: 1"= 1'-0" **8**
S3.3



(N) WF SUPPORT @ (E) WF
SCALE: 1"= 1'-0" **7**
S3.3



SHEAR CONNECTION RETROFIT @ LEDGER ANGLE LINE "B" TYPICAL
SCALE: 1"= 1'-0" **4**
S3.3

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MUNICIPAL OPERATIONS CENTER RETROFIT

GLENWOOD SPRINGS COLORADO

MISCELLANEOUS DETAILS

Scale:
AS NOTED

Date Description
04/30/19 Owner Review

GLENWOOD
STRUCTURAL & CIVIL, INC.
ENGINEERS | CONSTRUCTORS
812 Pitkin Avenue, Glenwood Springs CO 81601

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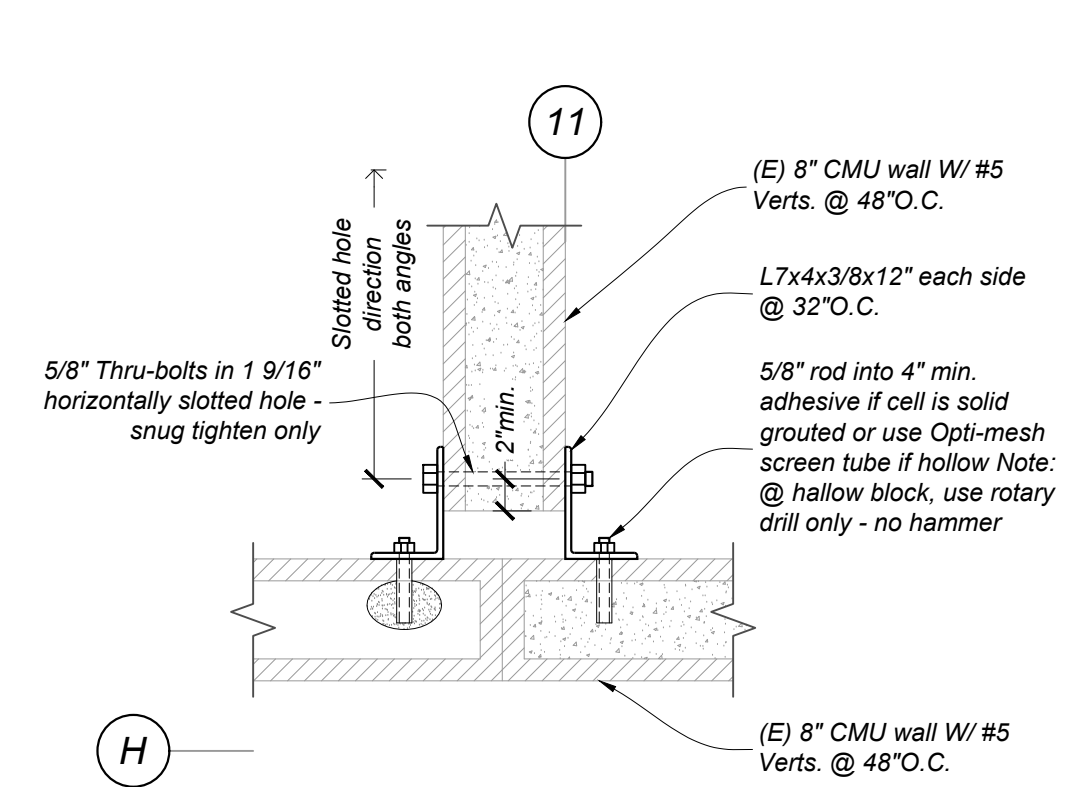
Job Number
18551
Designer/Drafter
AG/KK
Engineer
AG
Date
04/30/19

PRELIMINARY

S3.3

S3.4



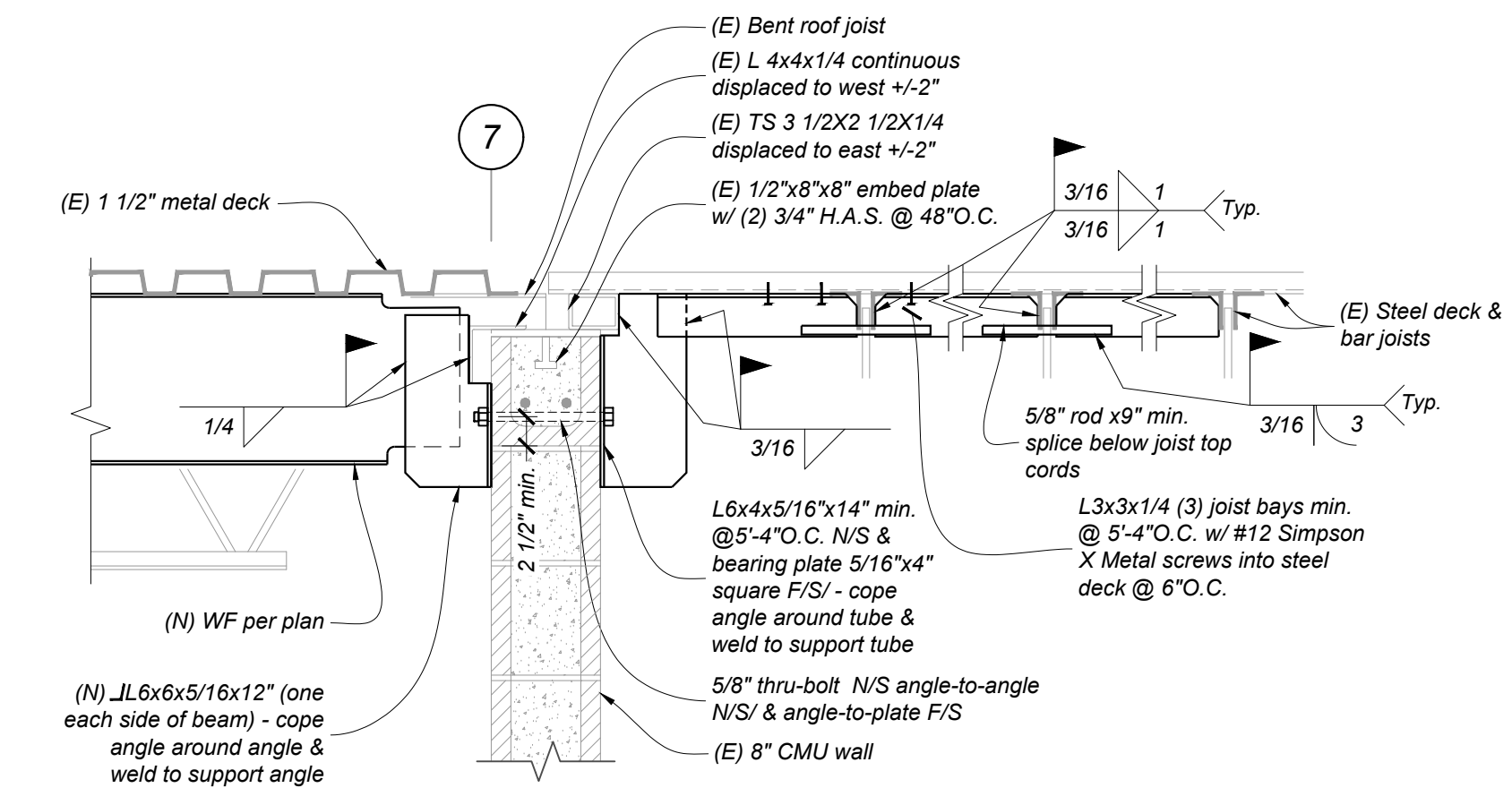


WALL INTERSECTION
BRACING @ 11/H

SCALE: 1"= 1'-0"

225

4
S3.5



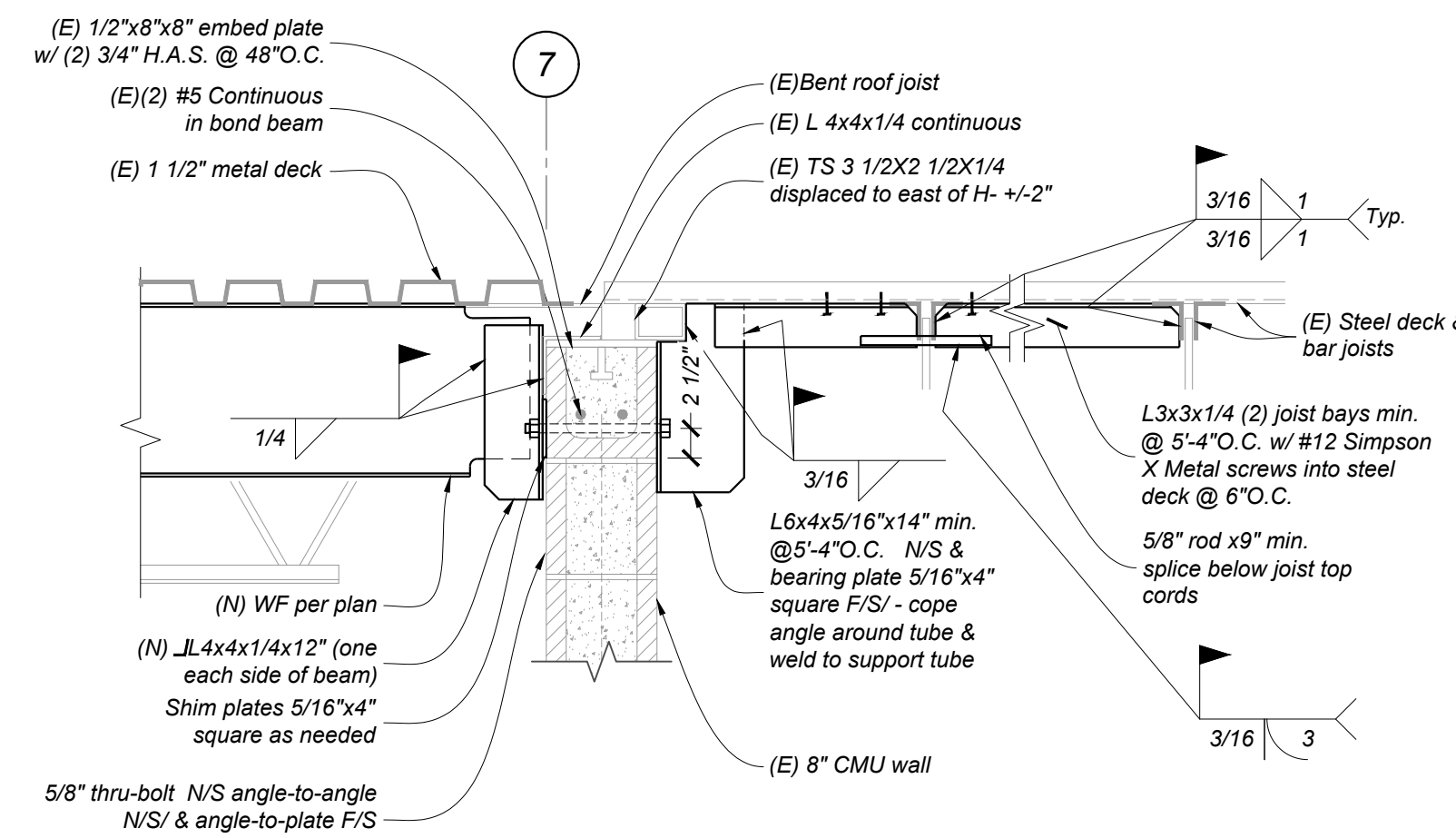
JOIST REPAIR BEAM BEARING &
TOP OF WALL CONNECTION REPAIR @ 7/H-L

SCALE: 1"= 1'-0"

210,211 WEST SIDE

214,217 EAST SIDE

1
S3.5

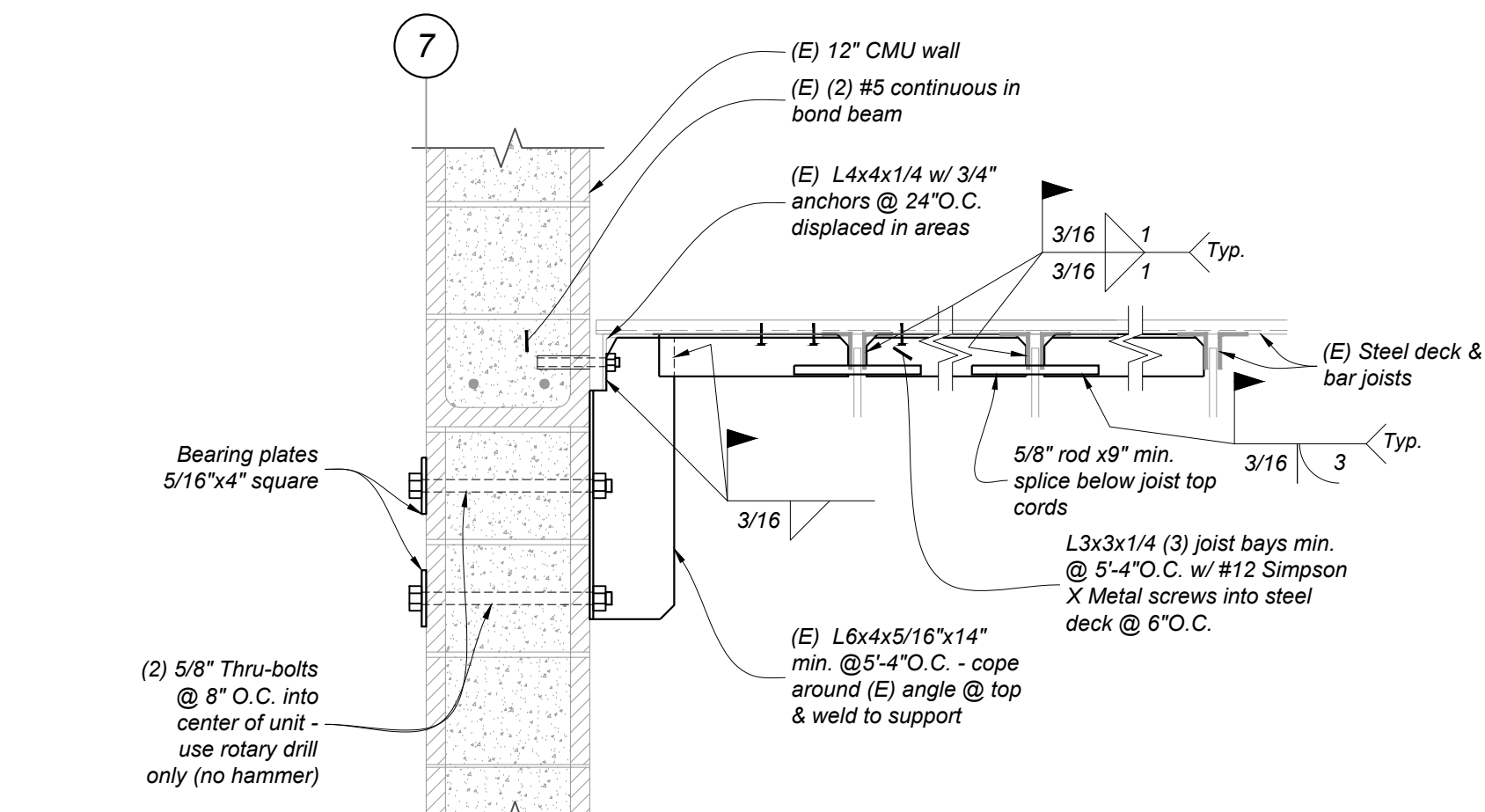


JOIST REPAIR BEAM BEARING
& TENSION TIE LINE 7/B-H

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218,219,220

5
S3.5

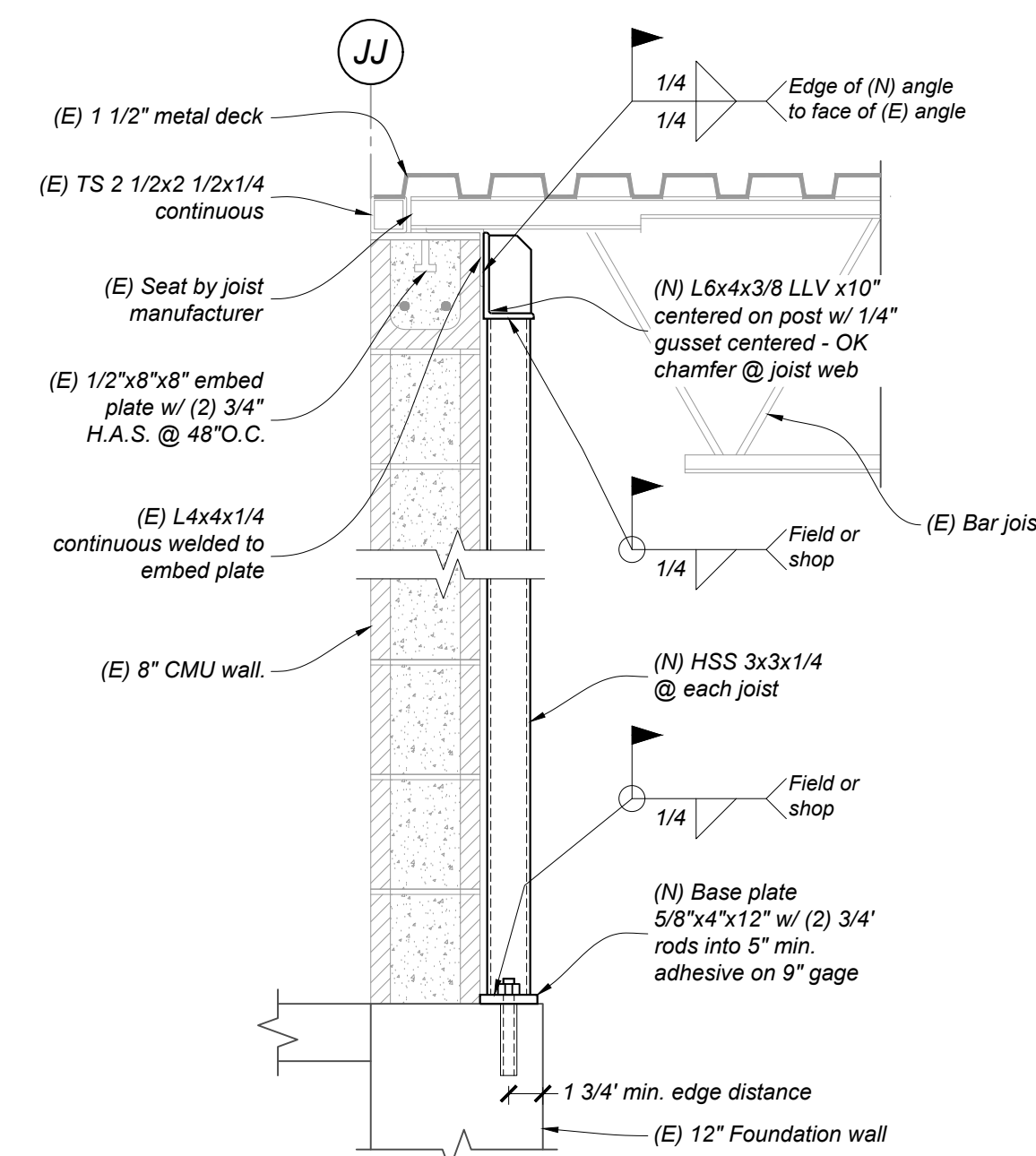


DECK BEARING &
TOP OF WALL CONNECTION REPAIR @ 7/L-M

SCALE: 1"= 1'-0"

212,213

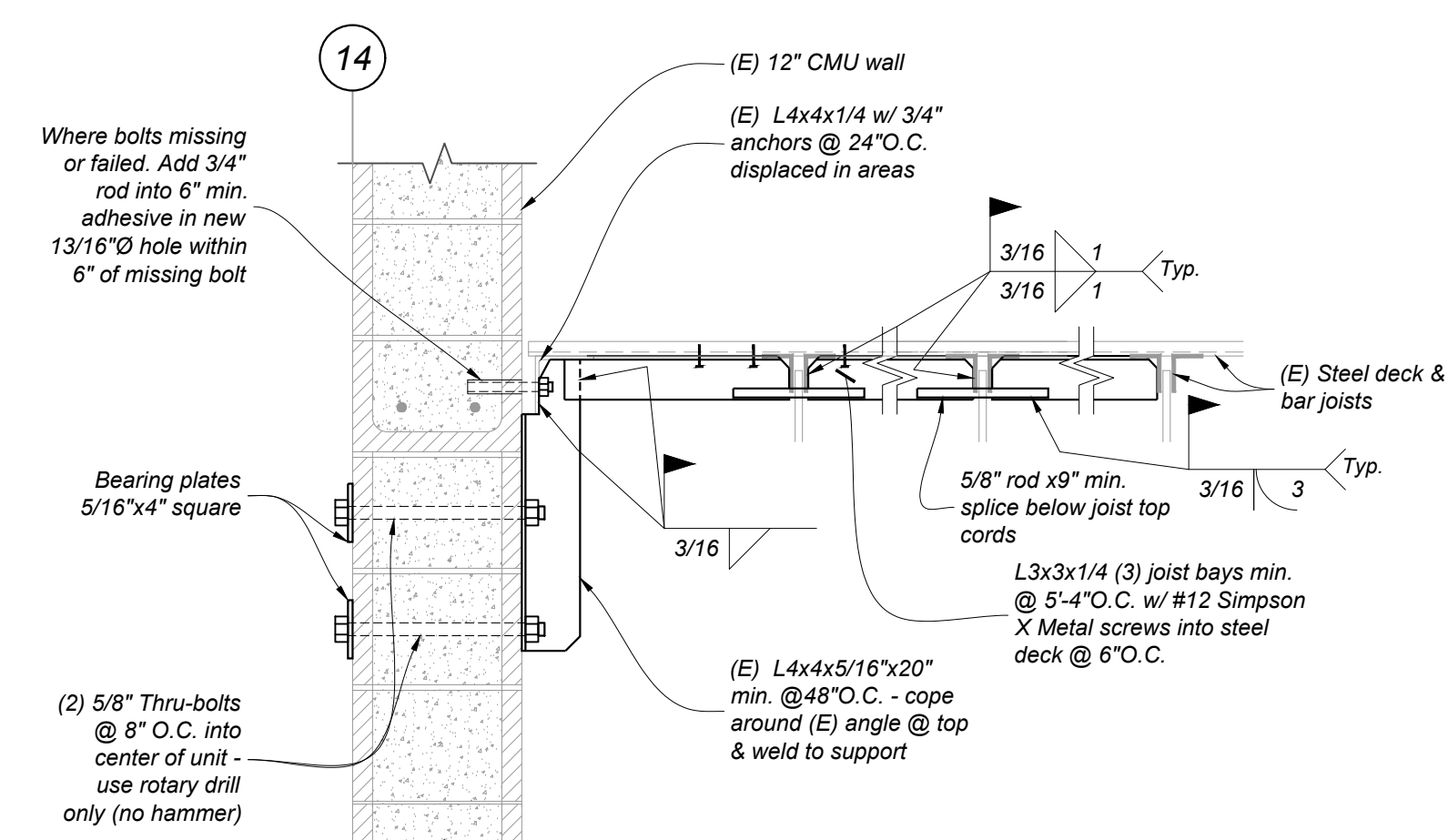
2
S3.5



SECONDARY SUPPORT POST @ ELECTRICAL "JJ"

SCALE: 1"= 1'-0"

6
S3.5



DECK BEARING &
TOP OF WALL CONNECTION REPAIR @ 14/L-M

SCALE: 1"= 1'-0"

227

3
S3.5

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MUNICIPAL OPERATIONS CENTER RETROFIT

GLENWOOD
SPRINGS
COLORADO

MISCELLANEOUS DETAILS

Scale:
AS NOTED

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**MUNICIPAL
OPERATIONS
CENTER
RETROFIT**

**GLENWOOD
SPRINGS
COLORADO**

**CRACK REPAIR
ELEVATIONS**

Scale:
NOT TO SCALE

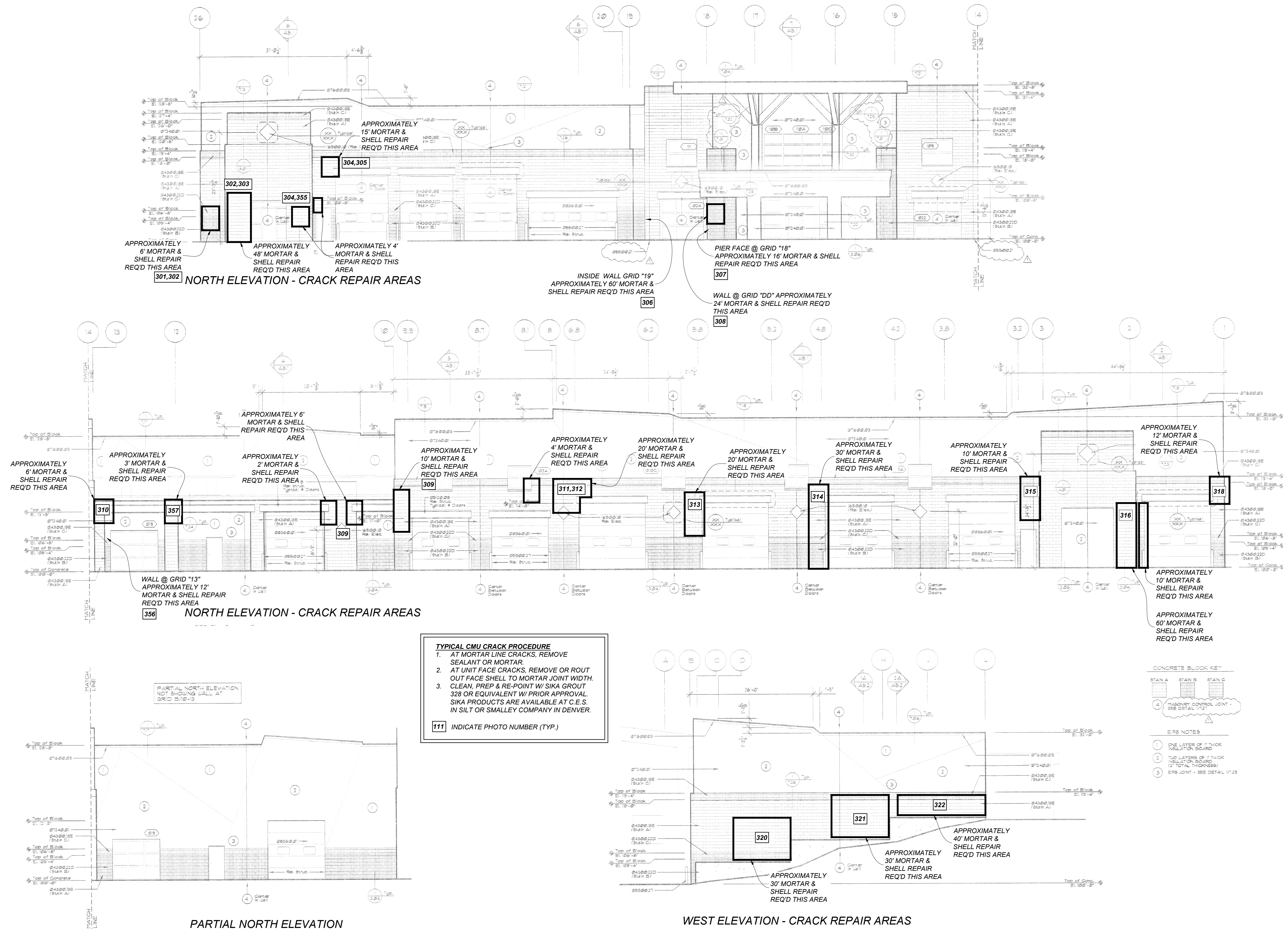
Date Description
04/30/19 Owner Review

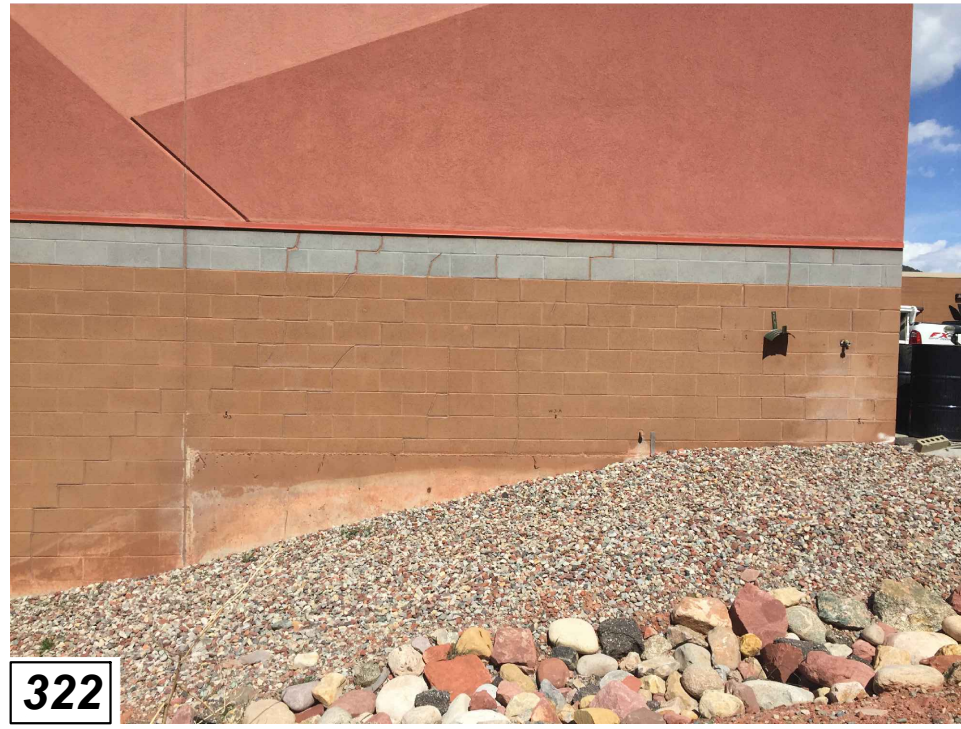
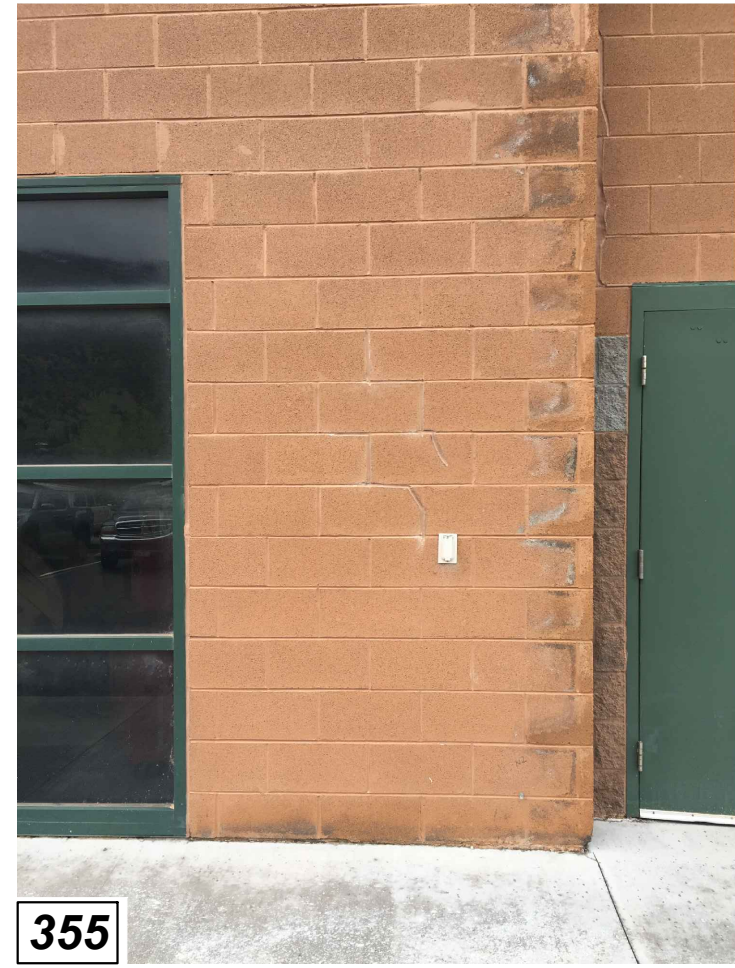
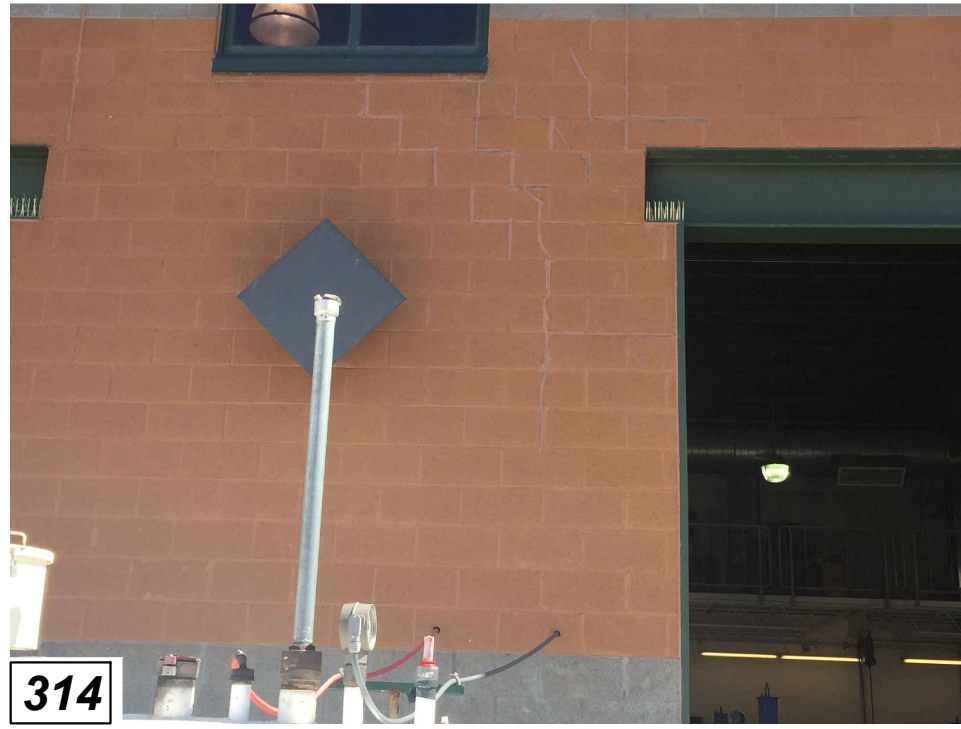
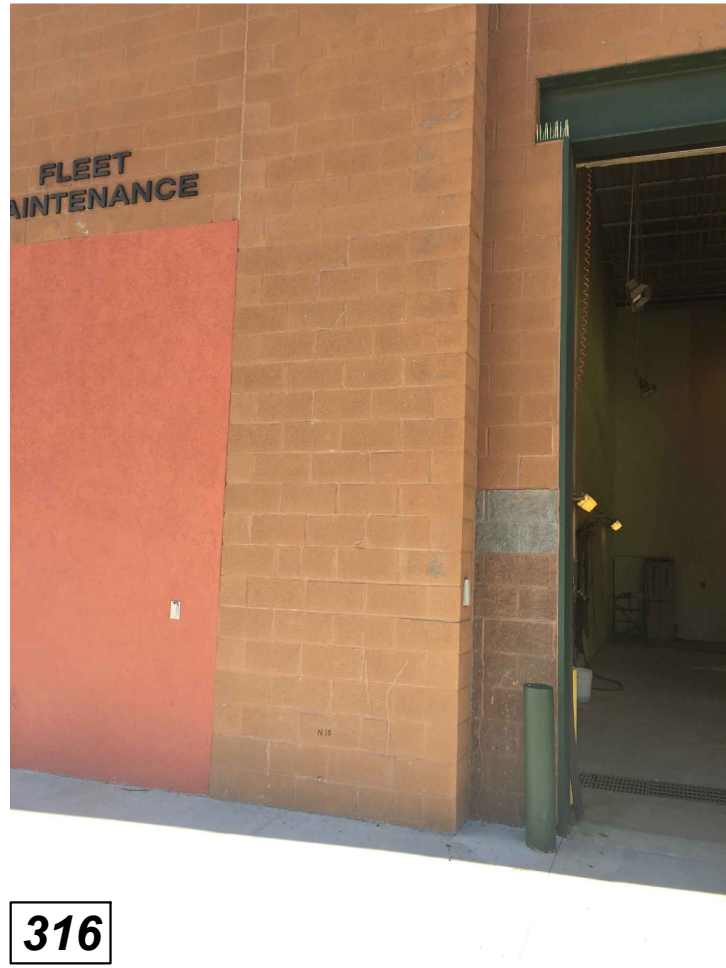
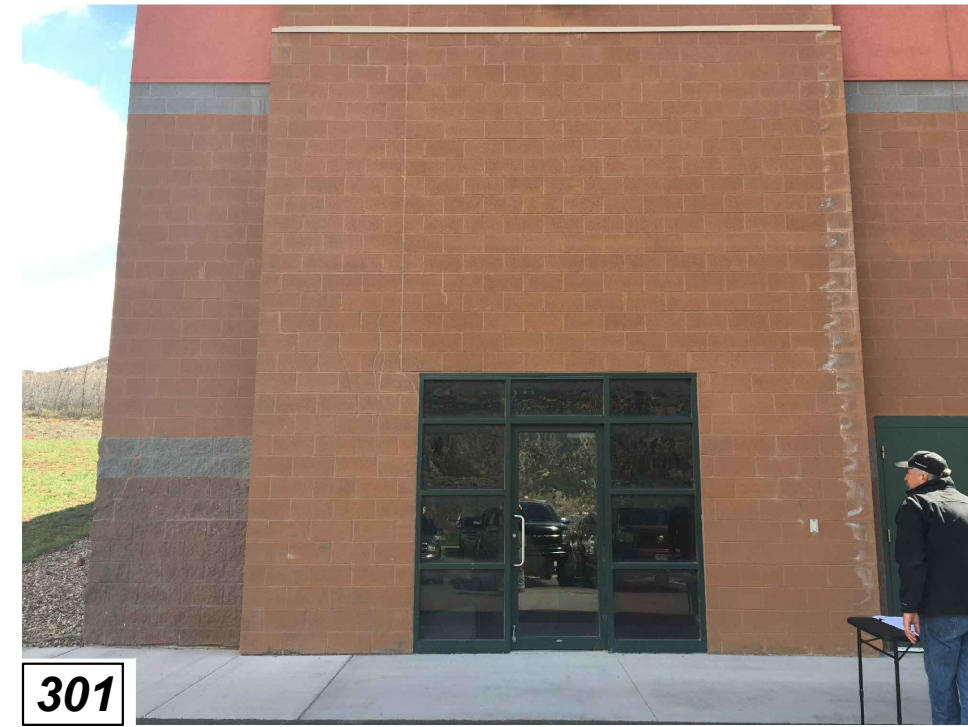
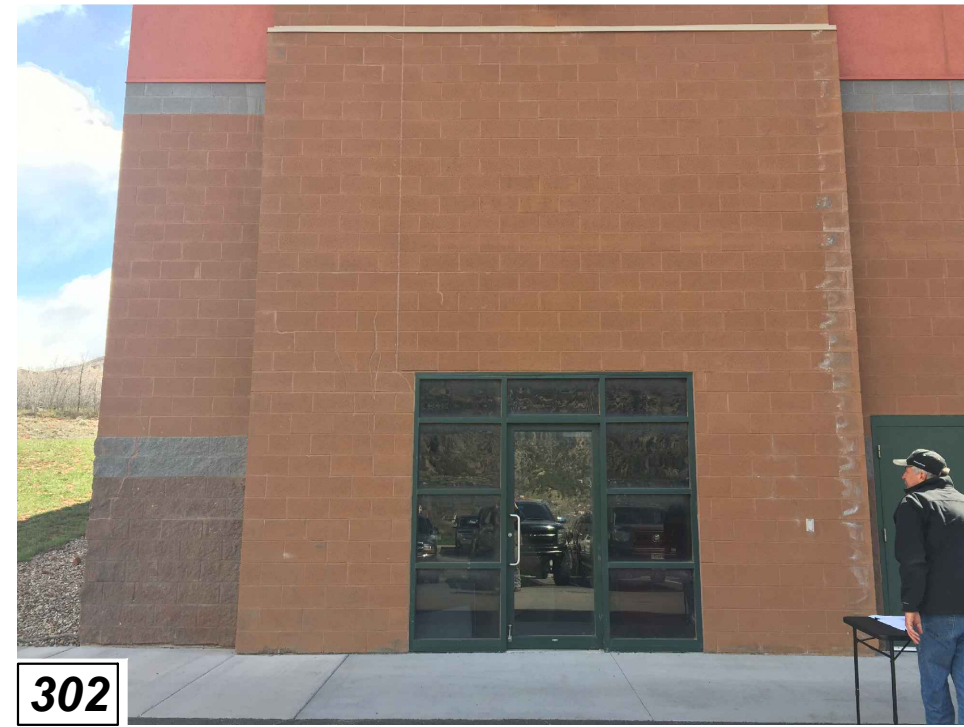
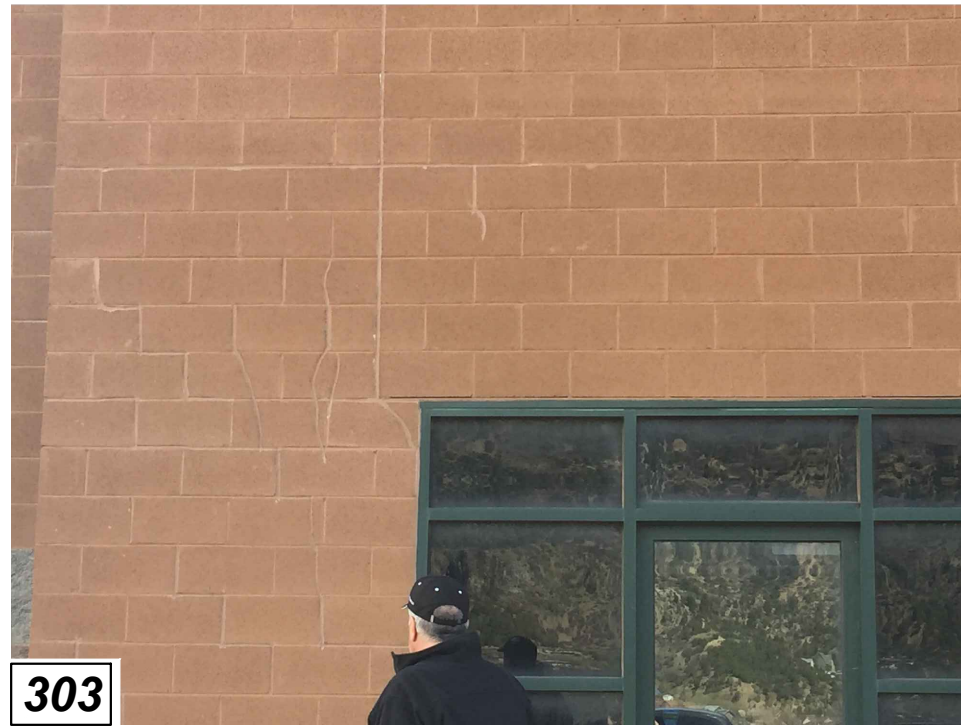
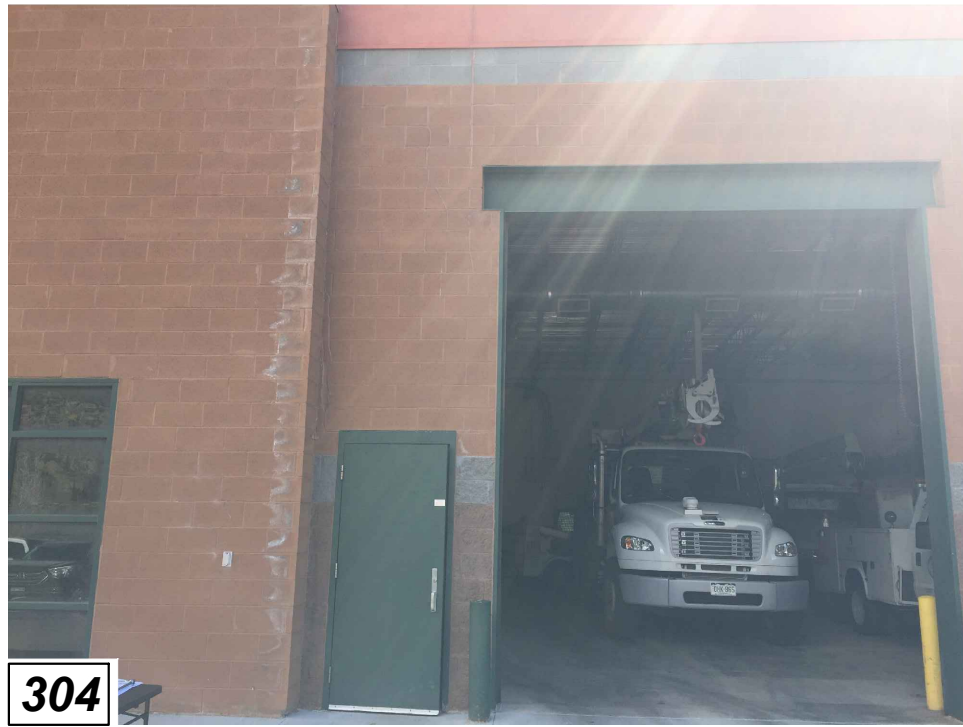
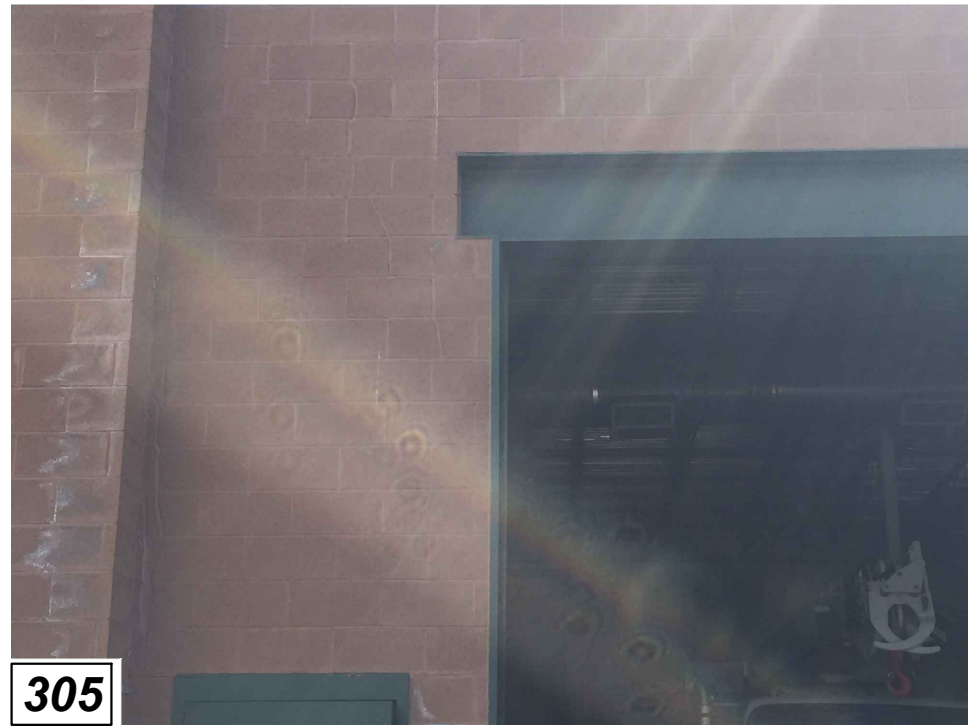
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Job Number
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PRELIMINARY

S4.1





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MUNICIPAL
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GLENWOOD
SPRINGS
COLORADO

PHOTOS FOR
SHEET S4.1

Scale:
AS NOTED

Date	Description
04/30/19	Owner Review

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Date
04/30/19

PRELIMINARY

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MUNICIPAL
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CENTER
RETROFIT

GLENWOOD
SPRINGS
COLORADO

CRACK REPAIR
ELEVATIONS

Scale:
NOT TO SCALE

Date Description
04/30/19 Owner Review

GLENWOOD

STRUCTURAL & CIVIL, INC.

ENGINEERS | CONSTRUCTORS

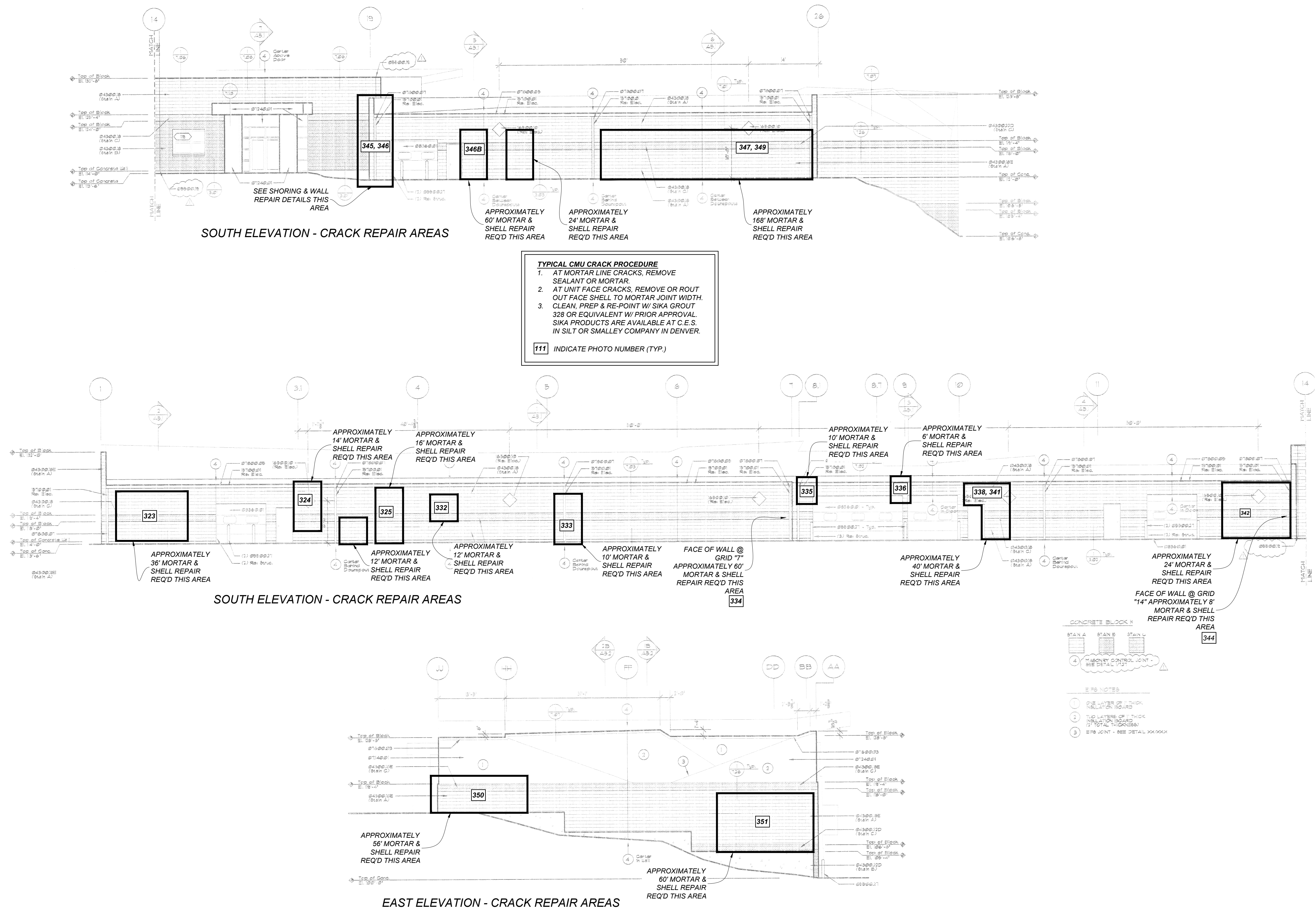
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Job Number
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Engineer
AG
Date
04/30/19

PRELIMINARY

S4.2



**MUNICIPAL
OPERATIONS
CENTER
RETROFIT**

**GLENWOOD
SPRINGS
COLORADO**

**PHOTOS FOR
SHEET S4.2**

Scale:
AS NOTED

<i>Date</i>	<i>Description</i>
04/30/19	Owner Review



812 Pitkin Avenue, Glenwood Springs CO 81601

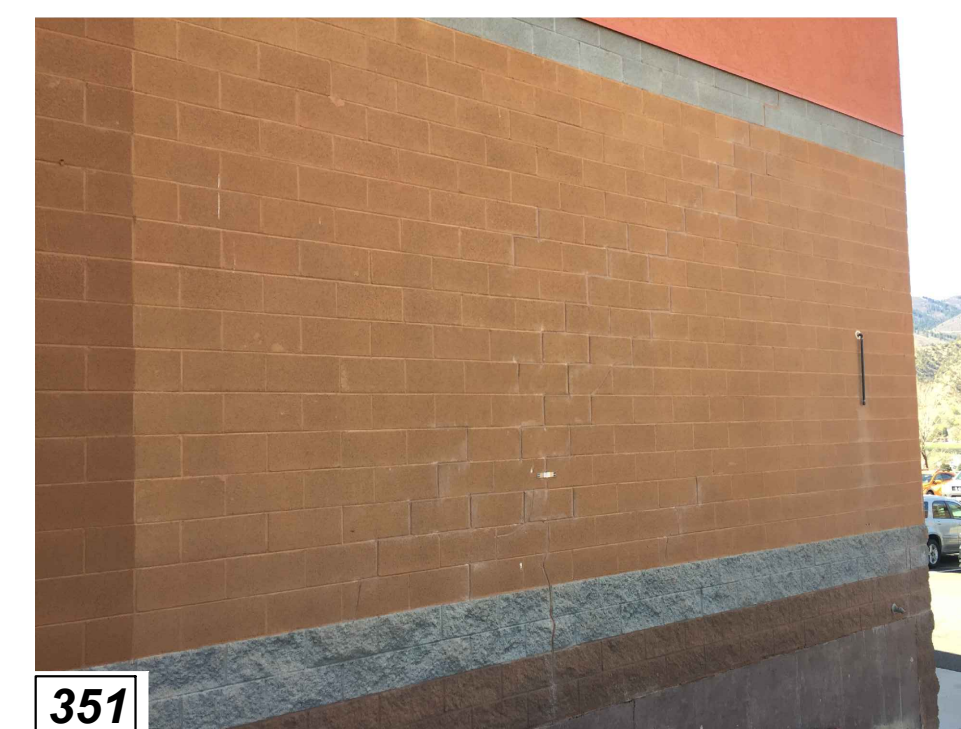
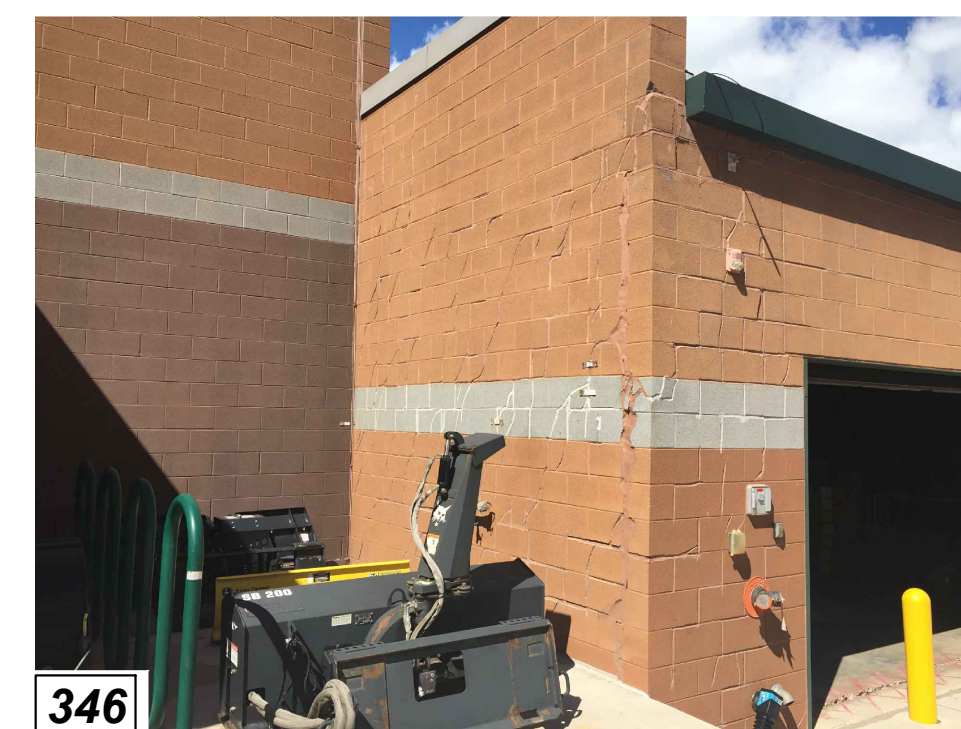
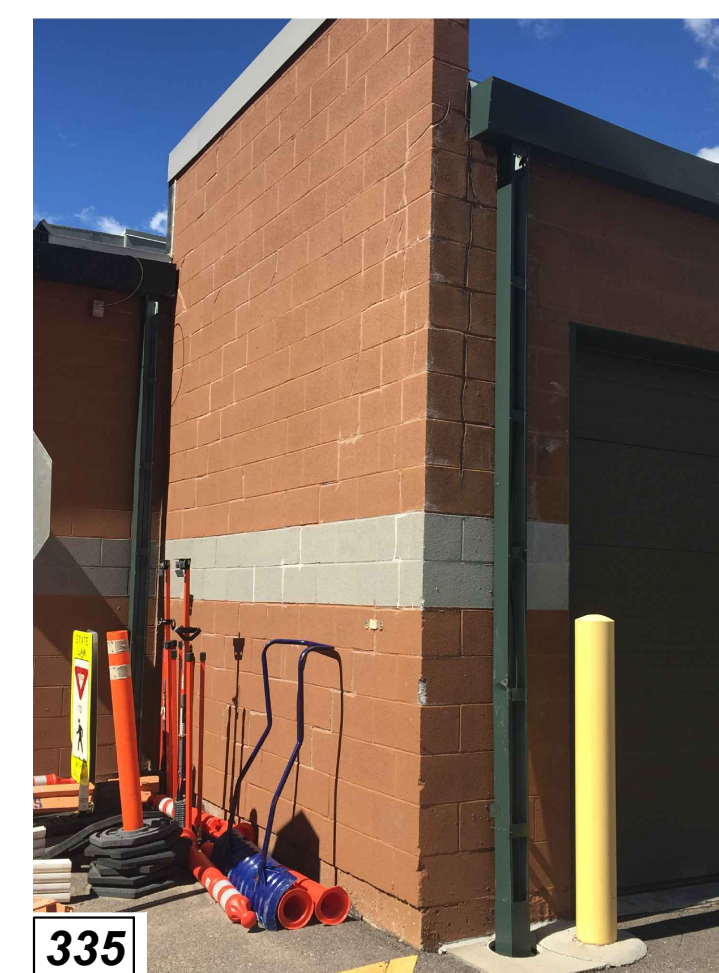
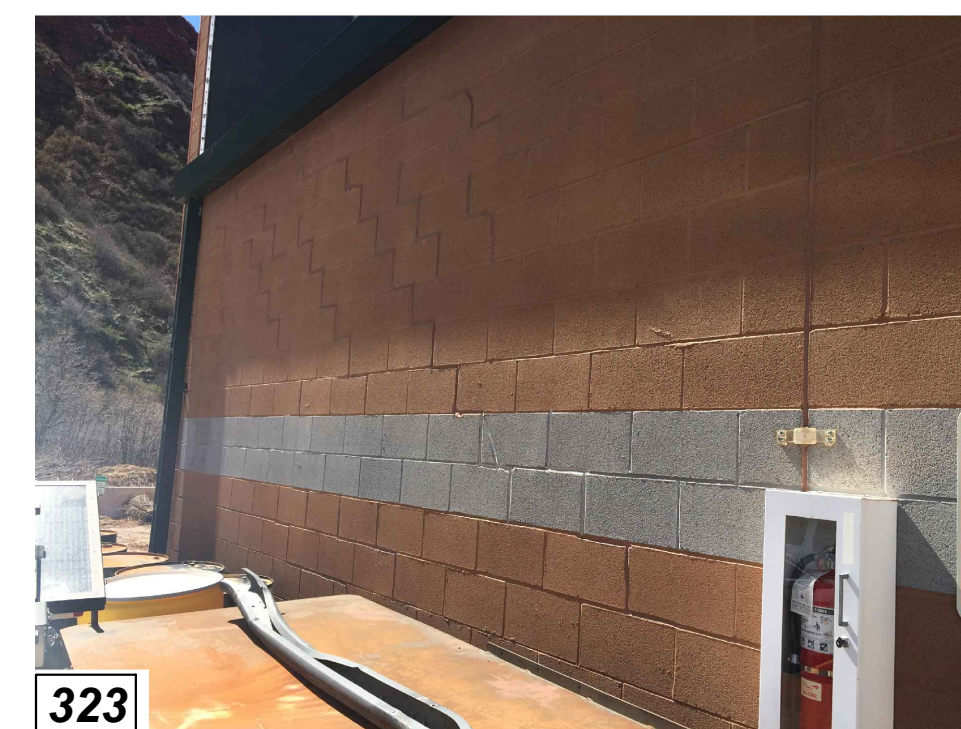
gsc@sopris.net | 970-928-0135

Job Number 18551
Designer/Drafter AG/KK
Engineer AG

Date 04/30/19

PRELIMINARY

S4.2A



S5.1



STRUCTURAL EVALUATION PREPARED FOR CITY OF GLENWOOD SPRINGS

101 West 8th Street
Glenwood Springs, CO 81601

Structural Evaluation of
Municipal Operations Center
2301 Wulfsohn Road
Glenwood Springs, CO

January 25, 2019

Prepared by
Adolfo Gorra, MS, PE
812 Pitkin Avenue
Glenwood Springs, CO 81601

Municipal Operations Center Report

Glenwood Structural and Civil, Inc. is pleased to assist the City of Glenwood Springs in planning its use of the Municipal Operations Center. This document is divided into six main sections as follows:

1. Review of Documentation and Background Information
2. Suitability for Occupancy
3. Recommendations for Implementation
4. Facility Lifespan
5. Maintenance and Monitoring Program Recommendations
6. Survey Monitoring Exhibit and Graphs

We are available to continue to assist the City upon request with structural design for items to be implemented and will continue with monitoring of the Municipal Operations Center.

1- REVIEW OF DOCUMENTATION AND BACKGROUND INFORMATION

REFERENCES

The following documentation was provided for our review in preparation of this study:

- Original HP Geotech soils report for the lower site (Now RFTA) and the upper site (MOC) dated November 28, 2000 and February 28, 2001 respectively.
- Original project construction drawings by Monroe and Newell Engineers and DPA Architecture with structural drawings dated April 11, 2001, Delta 1.
- CTL Thompson Geotechnical Investigation Dated December 14, 2011 and Drainage Recommendations dated June 6, 2012
- Partial Structural Remediation & Drainage Improvements by J.R. Harris & Company Structural Engineers (JRH) and JVA dated December 17, 2013 and As-builts dated December 15, 2014
- Construction Observation Records [partial] and Acceptance Package by JRH, JVA and CTL Thompson dated January 20, 2015
- CTL Thompson Geotechnical Investigation dated September 23, 2016
- JRH Structural Condition Assessment dated February 20, 2017
- SGM Survey Monitoring Exhibits through October 8, 2018

BACKGROUND INFORMATION AND HISTORY

The Municipal Operations Center is a two-story facility of 36,000 square feet floor space approximately 400 ft in length east to west and 70 feet in width north to south. The configuration is "walk-out" with approximately 14 feet of earth retained on the south. The upper level is partial mezzanine in most areas to allow tall service bays except in the administration area.

The foundation consists of conventional cast-in-place spread footings, retaining walls and grade beams. Exterior walls and interior separation walls consist of reinforced concrete masonry partially grouted with vertical rebar in cells typically 48 inches on center and joint horizontal reinforcement (no horizontal rebar). The lower level is slab-on-grade and a portion of the upper level at the south (Parks and SWAT) is also slab-on-grade. The balance of the upper floor and mezzanine areas is concrete slab on deck supported on bar joists and hot rolled structural steel. The roof structure consists of roof deck supported on bar joists on joist girders or hot rolled structural steel.

Original grades over the building footprint sloped 10 to 15 percent to the north. The native soils at the surface are alluvial debris fan deposits of varying depths within the building footprint. These deposits are medium dense silty sand, silty gravel, and clayey gravel and are hydro-compressive (will settle under load when wetted) with a low to moderate collapse potential. The original 2001 HP Geotech report classified all subsoils as such having drilled a maximum of approximately 26 feet below surface and estimated that coarse river alluvium underlies the site at depths of 100 feet to 140 feet. In 2011, CTL Thompson used dual wall percussion drilling to depths down to 80 feet. The CTL report designates the bottom of the upper layer as varying from approximately 24 feet below foundations near the middle of the building to 44 feet below foundations at the east to 32 feet below foundations near the west and states that this material controls the risk of settlement due to wetting. Below these upper soils, gravel, cobble and boulders were encountered to the maximum depths drilled.

Free groundwater has not been encountered in any borings. However, in CTL's 2011 report, soil moisture content was measured at 5% to 20% with 10% being typical. This is a greater moisture content than referenced in the original HP Geotech report of 1.3% to 1.8% and typical pre-development levels experienced in the Glenwood Springs area by CTL Thompson in the vicinity of 5%.

HP Geotech in 2001 recommended mitigation of the settlement potential with possible methods including: 1) piles; 2) mat foundation; 3) pre-wetting soils, surcharge and use spread footings on overex or mat foundation; and 4) with Owner risk acceptance and future repairs potential, overex upper soils and use spread footing or mat foundation. It appears option 4 with spread footings was selected according to CTL's review of construction documentation citing over-excavation correspondence.

Due to extensive settlement and building distress, partial underpinning, lifting, structural repairs, and site/utility improvements were carried out in the summer of 2014. The design was performed by JRH and JVA based on soils recommendations by CTL/Thompson. The anticipated building life extension was estimated at 30 years.

Structural work included the following:

- Partial underpinning with compaction grout columns down to 40 feet below lower level footings and 51 feet below upper level footings. Criteria was 700 psi, rate of 5CF/LF, or slab lift. This was performed at the west end, interior wash bay, south side of perimeter at high footings (requiring soil nailing to protect from undermining due to adjacent excavations at low footings) and low footings, and east end. The north wall was not underpinned. The interior was not underpinned except the east wall of the wash bay and an adjacent interior column. Work was done under special inspection.
- Lifting of the structure anywhere from 5/8" up to 4" was achieved at the southwest corner, southeast corner and at SWAT.
- Retrofit of grout columns was required where take was below 5CF/LF or where grout compressive strength was not met. New cores were made and reinforcement steel added in areas of concern.
- Removal of all exterior backfill at 1.5:1 layback at west, east and south ends was required for access to the footings for drilling
- Removal and reconstruction of the rear entry vestibule and entry slab/trench drain was necessary in order to access the deeper, set back footings at the main structure
- Extensive crack repairs at CMU walls including joint repointing, face shell replacement, and block unit replacement.
- The middle portion of the east wall at the electrical bay was re-constructed due to severe cracking and separation at the roof beam bearing
- Removal and replacement of a portion of the wash bay slab was planned but taken out of the construction scope
- Bearing of WF beams with gravity connection only were retrofitted with secure connections.

Site work included:

- Storm drainage improvements throughout including roof drains and foundation drains. However, foundation drains at the north wall were omitted.
- Membrane in proximity of foundation drains (larger scope up full excavation was deleted)
- Grading and concrete paving/asphalt paving improvements throughout

Immediately following this remediation work, rapid additional settlement occurred and was reported in early 2016. In areas that had been underpinned with compaction grout columns, the settlement rate was significantly greater than prior to remediation for approximately 8 months. After this initial period of rapid settlement post grouting, settlement has continued at generally reduced rates than prior to remediation at underpinned areas. At the north wall, which was not underpinned, pre-remediation settlement rates continue. At the interior of the building, with or without underpinning, settlement appears to be minimal. The settlement has caused significant structural and cosmetic damages.

The JRH Structural Condition Assessment dated February 20, 2017 contains a detailed analysis of the building settlement and distresses.

RECOMMENDATIONS OF CONSULTANTS TO DATE

CTL Thompson, in its September 23, 2016 investigation, recommends grout column underpinning for the balance of the building foundations as well as slabs that experience movement. This includes the north wall line, interior column locations, and interior wall locations.

JRH stated that surveys suggest movement may be stabilizing and therefore recommended an interim program that does not include additional compaction grouting at this time. Generally, it is recommended that structural distress be repaired and monitored and that the City anticipate larger future costs due to site unpredictability. Detailed recommendations are contained in the Structural Condition Assessment and recounted later in this report.

BUILDING DISTRESS - REVIEW AND COMMENTS

The following is review and additional commentary on selected current distress items listed consistently with the JRH assessment beginning on page 11.

1. **Electric Bay – northeast corner**, cracks in the floor slab-on-grade on the order of 1" wide and cracks in the CMU wall just north of the IT door. Agreed that this suggests settlement of the north wall near AA/25. Since the north wall grade beam continues to settle now at a faster rate than the east wall, all things rigidly connected to the east wall and north wall are now partly supporting the north wall, thus the cracks in the slab-on-grade (which is pinned to the top of the grade beams at the doors) and the CMU itself.
2. **Electric bay – west wall**, cracks at common wall between electric and administration and cracks in west wall near JJ/19 (southwest corner of electrical). Although the south wall line was underpinned and the portion of the exterior CMU on 19/JJ-HH bears on the rear concrete stem wall at the jog, the cracking pattern suggests that the settlement of the north wall line is affecting this distress. Since the upper portion of the wall on 19 is solid, it behaves rigidly but must move down at the north with the north wall line. The exterior wall segment (19/JJ-HH) of the wall is the most laterally rigid portion of that wall due to length and bearing on the concrete wall, thus the greater extent of cracking at this location (it attracts a great share of the load). As the wall on 19 moves down at the north, it is subjected to shear and tension particularly at the south. Note that cracking does not occur above the roof level. Shear is also transferred to the wall from the northern portion by the ledger angle below the roof deck where slippage/failure of the bolts has occurred. Note the apparent slip ongoing (previously

repaired) at the angle ledger bolted connections. Note also that the cracks throughout this wall are continuing to open. These damages appear to have increased significantly as a result of the two minor quakes on December 11.

3. **Electrical Bay – roof membrane wrinkles.** Diagonal wrinkles indicate shear and movement (slip) of the roof parallel to the walls. This is also seen in the bolt slips at the ledger angles and is consistent with our understanding of building movement.
4. **Administrative area** – numerous new cracks in drywall partitions. JRH states that this cracking is indicative of downward movement in this area. We would also clarify that the distress is due to differential settlement of the foundation with respect to the slab-on-grade. The slab-on-grade is supported on varied conditions including soil only, soil over deeper footings, or directly over shallow interior footings. Interior partitions are supported on the slab-on-grade, but they are also connected at the perimeter and interior locations to partitions that are supported on foundation elements. Since these locations are moving differentially, the finishes will crack.
5. **Administrative area** – crack in the middle part of the lower floor now about 1" wide. This is primarily a joint separation. JRH commented that this is an indication of differential settlement compounded by non-uniform support of the slab as discussed above. In addition, we would add the concern that the floor slab is being pulled to the north due to building deformation toward the north due to various factors.
6. **Administrative area** – west wall (common to SWAT) vertical CMU cracks near K/14. JRH's comment that this area sees relatively little settlement and the cracking is due to changes in subgrade condition along the length of the wall is consistent with our understanding. Foundation settlement primarily to the north of 14/H and to a lesser extent south of 14/K appear to be the cause of cracking and is similar to the condition on line 19 at Electrical west. The portion of the wall on 14 between H and K is on a deep concrete retaining stem wall as is the case on H west of 14 and on K east of 14. South of K, the foundation is a shallower frost depth condition which was elaborately underpinned. North of H the wall foundation consists of a shallow spread footing just below the lower level slab.
7. **Parks and Cemeteries, SWAT areas.** The original design called for a structural floor slab between the south foundation line on M and the intermediate foundation retaining wall on H along with a CMU partition between Parks and SWAT spanning north to south as well. This configuration was revised to consist of a slab-on-grade (constructed over deep foundation backfill) and a framed partition supported on the slab on grade between Parks and SWAT. The separations visible at the ends of the partition are a product of the differential settlement between the slab-on-grade support and the foundations. The diagonal CMU cracks on grid 7/L-M (Parks southwest) appear to be due to the shallower foundation system on M line settling more than the deeper foundations from L to H.
8. **Parks Workshop – floor crack.** This crack in the slab-on-deck runs east-west just north of H line and is 1 to 1 ½" in width. This indicates that the structural floor slab is being pulled to the north due to building deformation toward the north similar to other areas.
9. **Parks Workshop** – gaps between steel columns and north CMU wall. These gaps in the order of ½ to 1 inch at the tops of the steel columns (at roof line) on the north wall line add to the concern of building deformation toward the north and also indicate separation of the wall from the roof diaphragm (diminished out-of-plane bracing capacity).
10. **Sweeper Bay Garage** – stair stepped cracks on the east and west walls (lines 8 and 10). These cracks appear to be due to settlement of the north wall which is connected to these walls, which in turn support the north wall weight. Some of these cracks are wider at the bottom.
11. **Sweeper Bay Garage** – south end of the steel floor beam pulled out of pocket. This beam which supports the slab-on-deck floor of the Parks Workshop has shifted to the north away from the beam pocket on the concrete wall on H Line. City installed a secondary post designed by JRH to mitigate the hazard. This is additional evidence of building deformation toward the north.

12. **Sign Storage** – vertical crack at southwest, vertical crack at southeast, stair landing separation from H line, and CMU crack at northeast above the door. The walls on east (line 12) and west (line 10) of the Signs Storage bear on shallow continuous spread footings just below the slab. But these walls being deep and rigid and connected to the north wall, cause load to be transferred to these walls as the north wall tries to settle, which causes distress to these walls. The stairs landing separating from line H also point to building deformation toward the north due to various factors.
13. **Service Garage** – east wall. CMU cracking on this wall (line 8) near H is very severe and appears to have opened up considerably recently. The cracking is much longer and wider than it appears in the JRH report photos. The joint at the concrete foundation/retaining wall on H line is opening significantly as well. This occurs at the transition from a stable deep interior foundation system to the shallow north wall which continues to settle. The vertical joint widens at the top indicative of the north end settling and illustrates the northward direction of the walls and roof structure at the top of the building due to settlement at the north.
14. **Service Garage** – roof structure at east wall line 8. Bar joists are bent toward the north and the deck puddle welds are “popped” as the bar joists were pulled away from the roof diaphragm. The diaphragm shear capacity is weakened here as is the capacity of the joists. This is also illustrative the northward direction of the walls and roof structure at the top of the building due to settlement at the north.
15. **Service Garage** – cracks in CMU wall below mezzanine along interior wall line. JRH notes that these small cracks appear to result from differential settlement between the mezzanine and the CMU walls.
16. **Wash Bay** – east wall and south wall diagonal stair step cracks. JRH attributes the reappearance of these cracks to continued settlement at the south end of the wash bay.
17. **Wash Bay** – west wall concrete foundation wall cracks. JRH observed that the cracks are vertical and limited to the concrete foundation/retaining wall portion; these did not extend into the block at the time of JRH’s observations but now some do extend up into the block. However, these appear to be induced by concrete shrinkage.
18. **Service Bay** – mezzanine ledger pulling away from wall on 8 line north of L.
19. **Mezz & Floor ledger bolts slipping** – There are several areas in progress, some of which have been repaired. This will be an ongoing monitoring and maintenance item.
20. **Electrical exterior wall on line JJ** – wall out of plumb. The CMU exterior wall on JJ exhibits horizontal deflection at the top approximately $\frac{3}{4}$ ” toward the north at the greatest point. The foundation retaining wall is plumb. Most of the deflection appears to be at the top of the CMU at the middle of the horizontal run between exterior corners. This appears to be a result of the north wall settlement causing walls on 19 and 26 to rotate and pull on the roof diaphragm, which in turn pulls on the south wall, deforming it at the top.
21. **SWAT/Parks exterior wall on line M** – wall bowed and out of plumb. The CMU exterior wall on M between 7 & 18 is bowed horizontally, with a maximum out-of-plumb of approximately 1 inch toward the north at the top between grids 10 and 11. This movement also appears to be related to north wall settlement, rotation of walls in north-south direction, and forces on the roof diaphragm pulling on the top of the wall toward the north.

ANALYSIS OF BUILDING MOVEMENT BY AREA

At the time of the JRH assessment, survey monitoring data was available through January 23, 2017. We now have the benefit of data through October 8, 2018. A discussion of the settlement trends follows by wall/area.

North Wall

The north wall was not underpinned. Differential settlement continues in a similar pattern to what was described in the JRH report. The east end of the wall at the Electric Bay has moved the most since the start of monitoring in 2010 with a total of approximately 4 inches. The balance of the wall line has moved approximately 2 to 3 inches.

Since underpinning was completed in other areas of the building in September 2014, the east end has moved at a rate of approximately 0.6 inch per year totaling 2.4 inches while the west end of the building has moved at a rate of approximately 0.54 inch per year totaling 2.2 inches. This movement appears unchanged from before remediation and is now the highest rate of movement in the building which is responsible for much of the distress to the balance of the structure. See updated JRH graphs E2 and E8 attached.

The settlement trend of 0.5 inch per year for most of the north wall and closer to 0.6 inch per year at the east or electrical bay is expected to continue.

East Wall

The east wall was underpinned entirely and lifting was carried out in the south end. Lifting efforts resulted in 1/2 inch lift at the north end and 4 inch lift at the southeast corner of the building. The middle third of the wall was re-constructed due to damage at the beam bearing area. The wall is tall without penetrations and moves as a rigid body. Since start of monitoring in 2010, the north end of the wall has settled the most for a total of approximately 5 inches while the south end has moved approximately 3 inches. These measurements are including the benefits of lifting.

Prior to underpinning and lifting (or remediation), the wall was settling at the rate of approximately 1 inch per year. After the initial post remediation rapid settlement period (from September 2014 to April 2015), the north end of the wall has moved at the rate of 0.42 inch per year totaling 1.5 inches while the south end has moved at the rate of 0.37 inch per year totaling 1.3 inches. See updated JRH graphs E3 and E14 attached.

It is estimated that after remediation, the settlement rate of the east wall is approximately 40% of the original rate. The settlement trend of the east wall is approximately 0.4 inch per year with a slightly greater rate at the north and slightly lesser rate at the south is expected to continue.

West Wall

The west wall was also underpinned entirely, and lifting was carried out in the south end. Lifting efforts resulted in 1-inch drop at the north end, 1 inch lift in the middle of the wall, and 2 1/12 inch lift at the southwest corner of the building. This wall is also tall without penetrations and moves as a rigid body. The reason for the drop at the north end is that the wall was heavily settled at the south end and it had rotated as a rigid body such that when the south end was lifted, it resulted in a drop at the north. Since the start of monitoring in 2010, the north end of the wall has settled the least for a total of approximately 4 inches while the south end has settled the most for a total of approximately 6 inches. These measurements are including the benefits of lifting.

For two years prior to underpinning and lifting (or remediation), the north end of the wall was settling at the rate of approximately 0.35 inch per year while the south end was settling at the rate of approximately 1.12 inch per year. After the initial post remediation rapid settlement period (from September 2014 to April 2015), the north end of the wall has moved at the rate of 0.47 inch per year totaling 1.65 inches while the south end has moved at the rate of 0.92 inch per year totaling 3.25 inches.

It is estimated that after remediation, the settlement rate at the north end of the wall is approximately 134% of the original rate while the settlement rate at the south end is approximately 82% of the original rate. Recall that prior to remediation the north end was lifting somewhat at the south end settled. The west wall settlement trend of approximately 0.47 inch per year at the north end and 0.92 inch per year at the south end is expected to continue.

South Wall

The south wall line can be divided into three major portions: the west third at the service garage which is a tall foundation/retaining wall; the middle third at Parks/SWAT which is a shallow grade beam on a higher footing; and the east third at the administration area and electrical bay, which is a tall foundation/retaining wall.

The south wall line was underpinned entirely, and lifting was carried out at the west half of the west third (at the southwest building corner), the east half of the middle third (below SWAT and a portion of Parks), and the east half of the east third (at the southeast corner of the building). Lifting efforts at the southwest building corner resulted in 2 ½" lift at the building corner (see also west wall), 1 ¼" lift near grid 3, and no lift at grid 4. Lifting efforts below SWAT and a portion of Parks resulted in 2 3/8" lift at the southeast corner of SWAT and 5/8" lift near the middle of the run east of grid 10 below Parks. Lifting efforts at the southeast corner of the building resulted in 4" lift at the corner (see also east wall) to 1 ½" lift at the southwest corner of the electrical bay.

Since the start of monitoring in 2010, the southwest corner of the building has settled the most with a total of approximately 6 inches (see west wall), while the balance of the wall has seen settlements of approximately 2 to 4 inches. These measurements are including the benefits of lifting.

The far west 40 feet of the wall (from the southwest building corner to approximately grid 3.1) has seen the most movement. For 2 ½ years prior to remediation, this area was settling at a rate of approximately 0.95 inch per year. After the initial post remediation rapid settlement period (from September 2014 to April 2015), this portion of the wall has settled at the rate of approximately 0.73 inch per year totaling approximately 2.6 inches to date.

The balance of the south wall was settling at an average rate of approximately 0.81 inch per year for 2 ½ years prior to remediation. After the initial post remediation rapid settlement period, the balance of the south wall has settled at the average rate of approximately 0.27 inches per year totaling approximately 0.95 inches to date.

See updated JRH graphs E4, E5, and E16 attached.

It is estimated that after remediation, the settlement rate at the far west 40 feet of the south wall is approximately 77% of the original rate while the settlement rate for the balance of the wall is approximately 33% of the original rate. The settlement rate trend of approximately 0.73 inch per year at the far west 40 feet of the south wall and 0.27 inch per year for the balance of the south wall is expected to continue.

Interior

The interior structure has not been underpinned with the exception of a portion of the east wall of the wash bay and a single interior column on 3/J.

There is not an extensive monitoring database for interior points. However, it appears that the interior is experiencing very little settlement compared to the exterior. This can be seen in the building sections which are included in Appendix F of the JRH Assessment.

Overall Summary

Following remediation in 2014, the north wall (not underpinned) continues settling at 0.5 to 0.6 inch/year, the east wall settlement is 40% of original now settling at 0.4 inch per year, the west wall settlement is slightly reduced to 0.47 inch/year at the north and 0.92 inch/year at the south, while the south wall west end was reduced to 77% of the original rate now 0.73 inch/year and at the balance of the south wall underpinning was most successful with settlement at 33% of the original rate at 0.27 inch/year.

COMMENTARY ON SETTLEMENT PATTERN AND POTENTIAL FUTURE SETTLEMENT

The graphs referenced above indicate constant patterns of settlement from April 2015 through October 8, 2018 or approximately 2 ½ years. The settlement lines have local variations but overall slope trends are generally linear without any flattening out or slope changes for the more recent data. Note also that 2018 was a relatively dry year. Therefore, it appears prudent to anticipate continued settlement at least at current rates.

JRH Noted in the 2017 Structural Condition Assessment that the similarly constructed and underpinned adjacent (though at lower elevation) RFTA building performed satisfactorily. There are two major differences in the retrofit of the RFTA and MOC buildings. First, the RFTA building was underpinned completely (all of the perimeter, interior, and slabs subject to bus loading). This minimizes any ensuing differential settlement. Second, the depth of compaction grout columns at the RFTA building was in the order of 90 feet down to river alluvium below structure and 50 feet and below slabs, whereas all of the MOC grout columns are in the order of 50 feet deep only (40 feet below lower level footings and 51 feet below upper level footings) to apparent bearing strata. Note that in both the 2000 Geotechnical Study for the lower site on which the RFTA building was constructed and in the 2001 Geotechnical Study for the MOC site, HP Geotech estimated the depth of dense river alluvium at 100 to 140 feet.

The cause(s) of continued settlement in underpinned areas is/are not understood with certainty. JRH offered the following potential sources of this settlement:

- Compaction of upper soil layer varying up to 7 feet in thickness due to discontinued compaction grouting in areas where undesired lifting of slab and building were occurring. Counter to this is fairly uniform settlement whereas non-densified upper layer thickness varies. We would add that support is provided by the stiffest subgrade in the case of rigid body structure so that load is concentrated to areas of higher densification and settlement results. However, any settlement at this level would quickly slow down or run its course and stop.
- Deep exterior backfills (considerable overburden on foundation/retention wall footing heels). Inconsistent with this concept is the similar settlement at the south of SWAT and Parks where foundation is shallow and overburden on foundation heel is minor. We would clarify that although there is less overburden at the higher SWAT and Parks shallow foundation, there is more load on the soils from the taller grout columns.
- Deep hydrocompression of material which may underlie the gravels at the bottom of the compaction grout columns. Counter to this concept is relatively minor settlement of interior.
- Global slope instability. Counter to this concept is relatively minor settlement of interior.

Consider also the following possible sources for the settlement of underpinned areas:

- Inadequate gravel materials at which the compaction grout columns terminate. Note that blow counts in HP's MOC site report at depths up to 26 feet were comparable or greater in materials that are considered unsuitable compared to blow counts in CTL's 2011 MOC report at depths up to 80 feet in materials that are considered suitable. HP Geotech originally estimated river gravels at depths of 100 feet to 140 feet based on previous work in the area. Also, in contrast to the MOC remediation, the RFTA facility foundations were underpinned with compaction grout columns to river gravels at 90 feet and interior slab areas with compaction grout columns 50 feet deep and the RFTA building is performing well. Therefore, suitable bearing materials in the order of 50 feet below the surface where the MOC compaction grout columns terminate are very suspect.
- Additionally, since compaction grouting densifies the soil, load is also being added and further settlements are possible depending on the stiffness of the bearing materials. It could be that the additional soil loading created by the compaction grouting has added to settlements of the soil and the structure.

The cause(s) of continued settlement in areas not underpinned is/are not understood with certainty either. JRH offers potential sources:

- Hydrocompression of the subgrade caused by advancement (deeper soaking) of the existing wetting front. This is movement of the existing moisture moving down deeper into the soil causing additional deeper soils to hydrocompress. We agree with this possibility.
- Hydrocompression of the subgrade caused by new water entering the subgrade. Potential sources of water include floor slab joints near trench drain in fleet maintenance, potential broken drain line for the "hotsy", and exterior paving cracks. To this we would add the potential of external water entering the subgrade. We agree as well.
- Deep hydrocompression of material which may underlie the gravels at the bottom of the compaction grout columns. Counter to this concept is relatively minor settlement of interior.
- Global slope instability. Counter to this concept is relatively minor settlement of interior.

The 2011 CTL Thompson report prior to remediation states that the variable thickness of the upper silty sands and gravel has contributed to the differential settlement of the MOC. The lower slab is at 5838. Near the middle of the building, borings M3 & M4, the gravel is at its highest elevation (thinnest upper soils) at approximately 5812 (22 feet +/- below footings). At the east, gravel is lowest, deeper than at the center by approximately 20 feet at M1 at 5792. At the west, gravel depth is intermediate, deeper than at the center by approximately 8 feet. CTL clarifies that this variable thickness of upper hydrocompressive soils combined with variable wetting contributed to the original differential settlement.

A chart on page 10 of the same report shows potential settlements estimates compared to settlements to date. This chart is based on a total consolidation due to wetting of 2 per cent of the thickness of the upper hydrocompressive soils. With exception of the data from boring 5 at the southeast corner, which looks like an outlier, potential settlements range from 5.3 inches to 9.6 inches. Note that this was intended to represent the building conditions as originally constructed. Since the start of monitoring in 2010, with the benefit of partial underpinning and lifting in 2014, the building has experienced settlements ranging from 2 inches to 6 inches.

It is notable that the in the original HP Geotech report, hydrocompression in the ballpark of 1% was observed in samples while the CTL Thompson 2011 report samples showed less than 0.5% compression in one sample only.

In the most favorable scenario for underpinned areas that the hydrocompression is occurring at the upper soil layers varying in thickness between the footings and the top of grout columns, then the settlements to date should be nearly complete. However, the general settlement rate does not appear to be decreasing.

In the most favorable scenario for the non-underpinned areas (primarily the north wall) that the hydrocompression is occurring only in the silty and clayey gravels (22 feet to 40 feet below foundations), then the settlement to date may be at somewhere about half of total expected.

In the least favorable scenario that the bottom of the grout columns bear on unsuitable material or that there is deeper hydrocompression, we are not confident in predicting future settlements.

Based on the above, for planning purposes, we would estimate settlements for the near future to continue as they have been following the rapid settlement period post grouting. These are:

- North Wall (not underpinned) – East end at electric bay 0.6 inch/year, balance of wall 0.5 inch/year
- East Wall – 0.4 inch/year
- West Wall – north end 0.47 inch/year, south end 0.92 inch/year
- South Wall – west 40 feet 0.73 inch/year, balance of wall 0.27 inch/year
- Interior – minimal settlement

2 - SUITABILITY FOR OCCUPANCY

The building settlement has reduced the capacity of the structure to withstand loading. This reduction of capacity is due to cracking, deformation, and stresses. The conditions will be discussed below divided under vertical loads and lateral loads.

Vertical load carrying capacity is reduced where ledgers separate from walls, beams pull away from beam pockets, where gaps open between columns and adjacent walls, and where masonry walls or piers deflect at the top or bow at mid height. Here are some examples of conditions compromising the vertical load-carrying capacity of the structure and requiring repairs or monitoring:

- Ledger bolt connections where ledger angle is moving away from wall or where bolts appear rotated due to angle slip parallel to wall. Examples include the mezzanine ledger at service west on line 8 and electrical mezzanine west on line 19.
- Bowed masonry piers along north side in front of Signs on grid B
- Deflected top of masonry wall on south side of electrical
- Deflected top of masonry wall and separation/bowing of columns from walls on south side of SWAT/Parks

The lateral loads we are concerned with on the MOC are short term loads due to wind and seismic. Due to the heavy CMU walls and the size of the structure (roof and floor mass), as well as part of the snow loading being necessarily included in the seismic mass, seismic loading governs most conditions. In general, seismic loading is induced by the structure's response to ground movement and lateral forces are transmitted via roof and floor diaphragms to walls which resist horizontal movement of the diaphragms.

For structure components to remain attached to the structure during ground motion or under wind pressures, there must be proper anchorage (out of plane) of the wall elements into the roof and floor diaphragms. When these elements are anchored, they move with the structure and their mass contributes to the lateral load that goes into diaphragms and then to perpendicular shear walls. It is current practice to provide specific anchorage at walls to roofs and floors and develop those into appropriately proportioned sub-diaphragms in order to provide a positive load path. The MOC does not cover those requirements well. However, since we are dealing with existing construction, we will address the areas of greatest concern. Out-of-plane wall bracing forces are greatest at the roof level. In walls which support bar joists or beams, the support of these items provide some bracing for the CMU wall elements. Walls which are braced mid height at the main floor level are at a lower magnitude of out-of-plane anchorage forces than tall walls unbraced by an intermediate floor level. Additionally, wall sections in proximity to building corners or intersecting CMU walls benefit from the stability provided by this geometry. The greater deficiency occurs at tall walls which run parallel to the joists or where joists bear on rolled steel parallel to the walls and the only roof-to-wall connections are angle ledgers puddle welded to the roof deck. The conditions of greatest deficiency include:

- Grid 26 (East side electrical) – this is a fairly tall wall braced by an adhesive-anchored angle ledger with only 5/8" puddle welds to the 19 gage roof deck. Recall that the W24 roof beam on line FF was only gravity connected and upon re-construction a more positive connection was devised by JRH. Ledger bolts have slipped here and have been repaired, further compromising the condition.
- Grid 19 (West side electrical) – this wall is braced at the main level by the electrical mezzanine and by the administration area floor. However, there is an expansion joint connection at the roof of the administration offering no bracing value and over the electrical area there is only the angle ledger with puddle welds to the roof deck. Ledger bolts have also slipped here and have been repaired.

- Grid B (North side service garage) – this is also a tall wall that is only braced by the angle ledger with puddle welds to the roof deck. The visible separation at the top of the wall to the steel columns suggests that there may already be failed connections and thus the importance of the retrofit.
- Grid B (North side Parks Workshop) – movement of the wall away from the columns indicates that the connection to the top of the wall has slipped and should be retrofitted.

With proper anchorage of walls to roof and floors, the loads are then resolved into the primary lateral force resisting system. In the MOC, this consists of a steel deck roof diaphragm, slab-on-deck floor diaphragms, and CMU shear walls. Lateral load carrying capacity is reduced where shear walls or shear piers are cracked by settlement and where masonry wall to roof and floor connections separate or slip.

We have carried out preliminary calculations for seismic loading and the primary areas of concern are:

- Grid 19 (West side of electrical) – there is extensive cracking in the CMU mortar and units. The best example is the exterior wall segment at the southwest corner of electrical. This is the most heavily loaded wall line in shear in the building with a total service level seismic shear in the vicinity of 90 kips. This wall has several openings at the lower level which diminish its rigidity and that is evident in the cracking which has occurred.
- Grid AA (North side of electrical) – not much cracking is evident but there appears to be little provision for lateral resistance at this location. More detailed calculations and consideration of prior damage/stress on the diaphragm need to be carried out to see if rotation can be justified and shear resolved into primarily the south wall line with the east and west lines taking the rotational component.

In our opinion, the structure should be retrofitted as soon as practicable to restore both the vertical and lateral load-carrying capacity. In recommendations for implementation below, we will outline recommendations for such retrofit.

3 - RECOMMENDATIONS FOR IMPLEMENTATION

JRH's recommended course of action in the 2017 assessment was to wait on further compaction grouting, repair distress, and monitor with repairs as needed. The rationale was that the surveys suggested the movement may have been stabilizing. With the additional survey data that has become available since that time, it appears that movement is not stabilizing.

There are three main categories of recommendations for implementation to assist the performance of the building. The first is items related to safety and the second and third consist of minor and major measures to improve the lifespan/operational costs of the building.

Safety-Related recommendations

The following repairs should be carried out in order to continue to occupy the structure safely. This includes both vertical and lateral criteria.

- Install shoring at service bay southeast where mezzanine ledger is pulling away from concrete wall (Recommended by JRH 2017). A structural design should be carried out.
- Repair angle ledger/bolt connections at slipped conditions due to shear throughout the building as warranted at time of repairs.
- Install remaining secondary posts below steel beams which bear on the bowed CMU piers in front of Signs (Grid B/10-14).

- Repair roof joists at the service garage east that are bent toward the north and the deck puddle welds that failed as the bar joists were pulled away from the roof diaphragm. Diaphragm repair is will also be needed. A structural design should be carried out and the work carried out under observation due to existing stresses. Until this repair is completed, we recommend removal of snow between grid lines 6 and 8 when depths exceed 6 inches.
- Repair crack and connection at Parks Workshop slab
- Repair all cracked CMU units and mortar, with the priority being the exterior CMU wall on 19/JJ-HH (Electrical southwest) and the balance of the wall on 19. We have prepared drawings for the City's use in pricing the repairs at 16/JJ dated December 13, 2018.
- Add a secondary lateral force resisting element on Grid 19 (Electrical west). A structural design should be carried out. This may be accomplished by a two-story "chevron" or other economically configured braced frame attached to the CMU wall, mezzanine level and roof level. Alternatively, a portion of the wall may be solid grouted and reinforced or shot-creted with the down side being additional weight for potential additional settlement. This is especially important because the capacity to resist shear afforded by original construction is lessened by both the cracking and the stresses already on the wall due to the loads placed on it by the movement of the north wall.
- Add a secondary lateral force resisting element on Grid AA (Electrical north) or carry out a structural analysis justifying this location without shear capacity and resolution of shear by means of diaphragm rotation considering previous diaphragm deflections and possible damages.
- Add positive out-of-plane bracing connections to CMU walls at roof level. A structural design should be prepared, at a minimum, for wall anchorage at Grid 26 (Electrical east), Grid 19 (Electrical west), and Grid B (Service garage north and Parks Workshop north).

Minor Lifespan/Operational costs recommendations

The following repairs are recommended to be carried out in order to reduce ongoing structural distress:

- Seal open joints both interior and exterior (Recommended by JRH 2017)
- Improve drainage at the wash bay where water appears to drain to the southwest corner of the building
- Repair north drain lines that may have bellies or leakage potential (Recommended by JRH 2017)
- Repair drain line out of the pressure washer room (Recommended by JRH 2017)
- All building sewer and floor drain lines should be temporarily capped off and pressure tested if this has not been done recently. The bedding may reveal water sources. As much as the structure has settled, it is expected that drain lines might be separating and introducing additional water in the subgrade.
- Monitor groundwater in casings left at latest CTL borings. If free groundwater is encountered, pumps and a discharge system should be designed and installed to draw down groundwater levels and mitigate hydro-compaction.

Major Lifespan/Operational costs recommendations

To follow are major improvements that can be undertaken to extend the usable life of the structure:

- Install the foundation drain on the north side, for which there is already a design (Recommended by JRH 2017). This should be done only after the decision not to underpin the north side foundations or after underpinning the north side foundations.
- Remove and replace interior slabs exposed to water at wash bay and fleet maintenance, install waterproof membranes and route drainage to foundation drain (Recommended by JRH 2017). This should be carried out in conjunction with the foundation drain installation. It is especially practical to do this at the wash bay where water appears to slope toward the hotsy room and could enter the subgrade at the southwest portion of the building, which is settling more rapidly than any other portion of the structure.

- Underpin north foundation wall line (Recommended by CTL Thompson 2016). In addition to reducing distress at the north wall, underpinning the north wall is expected to reduce much of the distress in the CMU walls that run north-south, reduce stress on diaphragms, reduce subsequent loading and deformation on walls at the south of the building, and reduce the separation of the walls from columns, beams, etc. However, we would not recommend at this time compaction grout columns due to the questionable suitability of the shallow gravels reached in the previous retrofit and the weight added to the soil which potentially compounds movement. In lieu of compaction grouting, we would recommend exploring micropiles with the input of geotechnical engineers and drillers. Although differential settlement could be induced due to settlement ceasing at the north wall and ongoing at the south and interior, we believe the distress would be less (recall the rapid post remediation settlements experienced in the prior work with compaction grout columns). For this specific effort, we would suggest additional borings to reach dense river gravels and specific recommendations, reviewed by both HP-Kumar and CTL Thompson and with for micropile design. A structural design should be carried out showing the micropile locations and connections to the foundation.
- Repair/Re-construct Electrical south wall out of plumb approximately $\frac{3}{4}$ " at the top toward the north. This will likely need to be a staged or braced procedure with controlled release under engineering direction due to existing stresses causing the condition.
- Repair/Re-construct SWAT/Parks south wall out of plumb approximately 1" at the top toward the north. This will also need to be a staged or braced procedure with controlled release under engineering direction due to existing stresses causing the condition.
- Underpin interior of the building (Recommended by CTL Thompson 2016). This is recommended only if underpinning of the north foundation wall is successful and if warranted upon review of expanded monitoring of interior supports. As previously discussed micropiles would be recommended in lieu of compaction grout columns pending geotechnical and driller input.

We do not recommend completion of compaction grouting for the upper zones below footing where grouting was previously stopped due to lift/damage due to the experimental nature of this procedure and due to the expectation, that consolidation of this layer should have already mostly occurred.

Installation of sheet piling at south of the building in order to reduce the moisture gradient in below the building in our opinion would have a low probability of success due to boulders and gravels and the difficulty of re-directing water.

Replacement of backfill with laid back "foam block" would serve to reduce the overburden on the deep exterior foundations as well as reduce the lateral earth pressure on the building. This could have been done when the backfill was pulled back for access to footings and foundation drains during the previous remediation. At this stage, it may not be worthwhile unless the building performs well in excess of expectations and it can be combined with other work to further improve conditions and extend structure life.

4 - FACILITY LIFESPAN

We will discuss two lifespan scenarios for the structure. The first is the projected lifespan if only the safety-related recommendations and the minor lifespan/operational costs above are carried out and none of the major lifespan/operational costs are carried out. The second scenario is with the underpinning of the north wall combined with other major lifespan/operational costs measures. In our opinion, the level of distress that the building now exhibits exceeds a comfortable aesthetic threshold and causes conditions which, if overlooked or deferred, could present a hazard. It is proposed to keep structural distress to 75% of current levels prior to repairs.

Scenario 1 – Repair existing distress, carry out safety-related recommendations, and carry out minor lifespan/operational costs recommendations

Under these conditions, we would conservatively expect settlement to continue at current rates, which have been fairly constant overall since the rapid settlement post-grouting period. From a review of the distress, it appears that the most severe issues result from the movement of the north wall line.

Since remediation through October 8, 2018 (including the rapid post-grouting period), the non-underpinned north wall line has moved an average of 2.2 inches to produce the current level of distress and the majority of the wall continues to move at approximately 0.5 inch per year. The east wall has moved approximately 2.5 inches with a current reduced movement rate of approximately 0.4 inch per year. The west wall has moved an average of 3.8 inches, with slightly reduced movement rates of 0.47 inch per year at the north and 0.92 inch per year at the south, which is the worst corner. Note that the east and west walls are short, tall, rigid with concrete at the lower portion and these move as a unit with relatively little distress. The south wall, with the exception of the far west corner, has moved since remediation through last October an average of approximately 1.9 inches and is now settling at the reduced rate of approximately 0.27 inch per year.

It would take the approximate time frames below for the various walls to achieve 75% of current movement/distress levels:

- North wall – 3.3 years
- East wall – 4.7 years
- West wall – 4.1 years
- South wall – 5.4 years

It will be critical to monitor distress, particularly the deflected condition of the south walls at Electrical and SWAT/Parks and carry out the maintenance/monitoring program. At some point under this scenario, it may be necessary to brace or repair the south walls at Electrical and SWAT/Parks.

If the current distress is repaired, the safety-related recommendations are carried out, and the minor lifespan/operational costs recommendations are carried out, the structure would again be at approximately 75% of current distress levels in around 3.3 years (governed by the north wall). At that time, if there are no changes in conditions, the distress could again be repaired, and the structure should be usable for another 3.3 years. That is roughly is a structure lifespan of **6 years with two cycles of repair**. It may be that conditions improve, perhaps warranting another repair or distress not being as severe at that time extending the life of the structure but other safety needs may arise as well. The projections would be revisited on a yearly basis.

Scenario 2 – Previous measures plus underpin north wall, install north line foundation drain, repair/reconstruct south CMU walls at Electrical and SWAT/Parks

For planning purposes, although the north wall may perform much better with micropiles, we would estimate that the underpinning would reduce the settlement rate substantially to 40% of the current rate (including any post underpinning rapid rate settlement).

Therefore, it would take the approximate time frame below to achieve 75% of current movement/distress levels:

- North wall – 8.2 years

For the balance of the walls, we would allow 125% of current settlement levels before being concerned that these elements would control the majority of distress. It would take the approximate time frames below to achieve 125% of current settlement levels:

- East wall – 7.8 years
- West wall – 6.8 years
- South wall – 9 years

The majority of the distress among these three would be governed by the settlement of the south wall, but to give some weight to the east and west walls, we would use the average of the three of 7.9 years for lifespan estimation.

Therefore, if the current distress is repaired, the safety-related recommendations are carried out, the minor lifespan/operational costs recommendations are carried out, the north wall is underpinned with micropiles, the north foundation drain is installed and the Electrical and SWAT Parks south CMU walls repaired/reconstructed, the north wall would again be at approximately 75% of current settlement/distress levels in 8 years and the balance of walls would be at 125% of settlement/distress levels in 8 years. At that time, if there are no major changes in conditions, the distress could again be repaired and the structure should be usable for another 8 years. That is roughly a structure lifespan of **16 years with two cycles of repair**. However, that figure should be considered as an order of magnitude rather than a precise number due to all the variables. It may be that conditions improve, perhaps warranting another repair or distress not being as severe at that time extending the life of the structure. It may also be that during that life, the non-underpinned interior becomes a greater issue and may require underpinning or curtail the life of the structure. Additional or augmented issues may arise that need to be resolved during the rest of the MOC occupancy. The service expectations of the structure should be revisited yearly.

5 - MAINTENANCE & MONITORING PROGRAM RECOMMENDATIONS

Annual structural monitoring will be carried out by this office including review of survey monitoring data and building distress including items listed below. The recommendations and projections offered in this report will be revisited and updated yearly as required based on those observations.

A regular maintenance & monitoring program by City Staff is recommended to supplement the annual structural monitoring. The following list of items should be included in a maintenance/monitoring program. These were also recommended by JRH in 2017:

- Continue to seal any exterior cracks around the building
- Observe control joint at H/8 (interior corner at east service).
- Observe the ledger at service garage mezzanine (where shoring is recommended)
- Observe ledger at SWAT east wall on grid 14
- Observe bearing regions at all bar joists bearing on CMU including SWAT south and central walls, Parks Workshop north and central walls, Admin Area, Service Garage north and south, and Wash Bay walls
- Monitor movement of the southwest corner of the building
- Observe condition/distress of the CMU wall at the southwest corner of the electric bay, which is to be repaired

To the above, we would also add:

- Monitor out-of-plumb condition of CMU wall at SWAT/Parks south exterior wall (it may be necessary to shore or carry out repairs under Scenario 1 above)
- Monitor out-of-plumb condition of CMU wall at Electrical south exterior wall (it may be necessary to shore or carry out repairs under Scenario 1 above)
- Expand survey monitoring to include horizontal movement of the building. We would like to assist in coordinating point locations.
- Expand survey monitoring in the interior of the building. This could be done at the interior masonry lines (Grids 2, 8, 10, 14 & 19) as well as interior columns at electrical and administration (expose as necessary). The purpose of this is to determine if these locations are sufficiently stable or if underpinning is warranted. We would like to assist in coordinating point locations.
- Monitor condition of bowed piers in front of Signs on the south wall on B line

- Monitor groundwater in casings left at latest CTL borings. If free groundwater is encountered, pumps and a discharge system should be designed and installed to draw down groundwater levels and mitigate hydro-compaction.

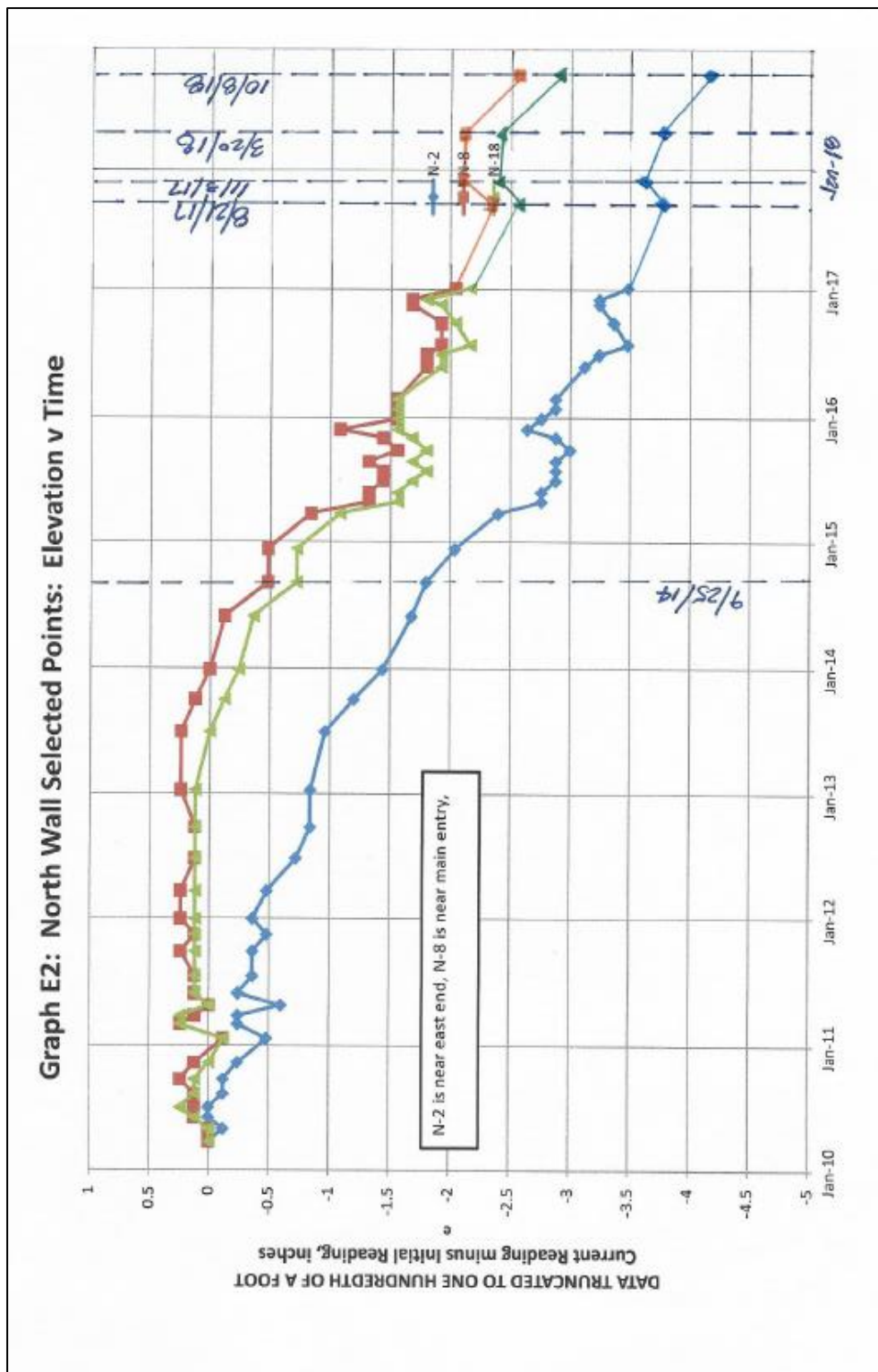
6 – SURVEY MONITORING EXHIBIT AND GRAPHS

Please see to follow the items referenced above including:

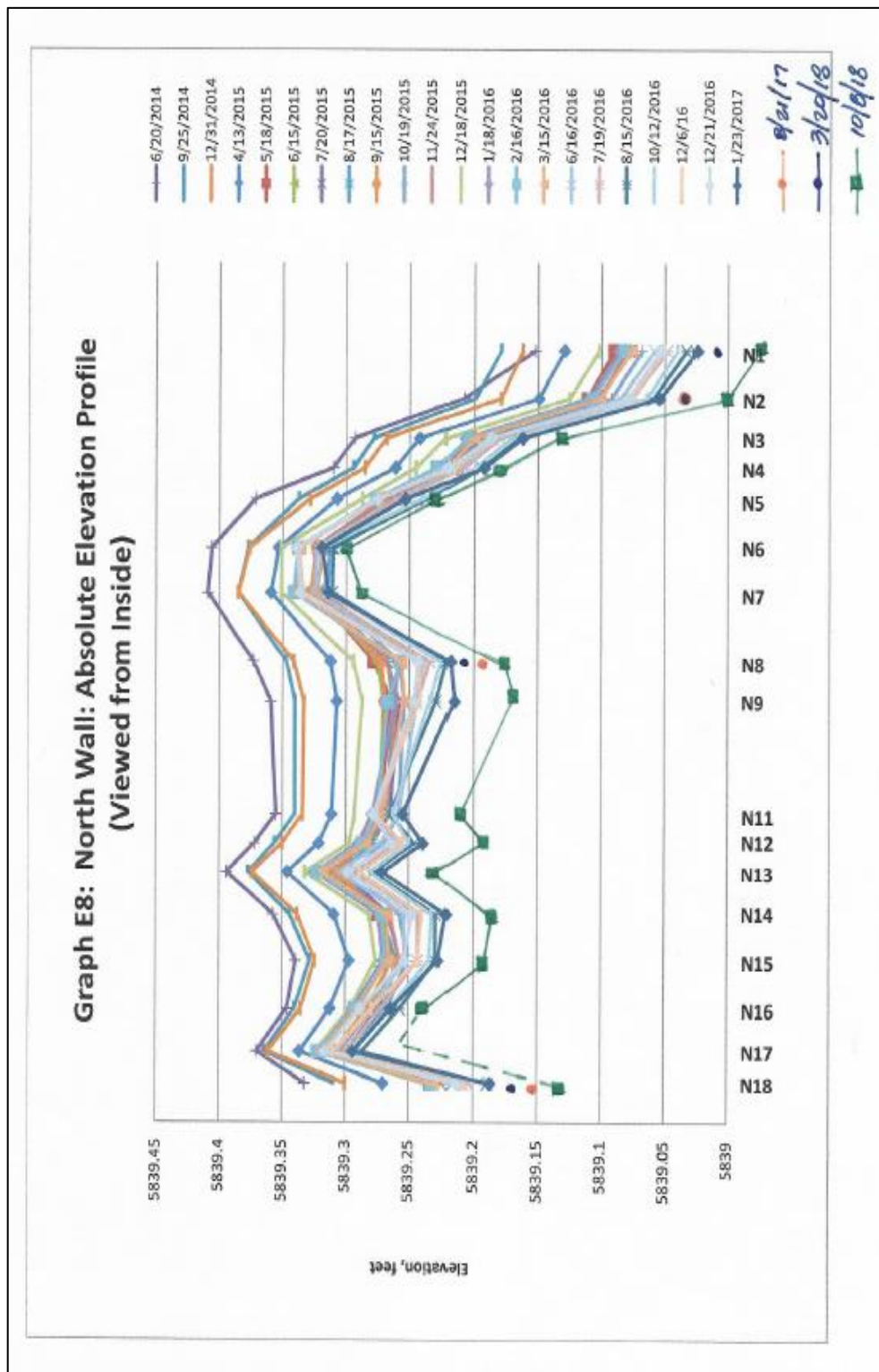
- Graph E2 prepared by JRH through January 2017 updated through October 8, 2018 for North Wall
- Graph E8 prepared by JRH through January 2017 updated through October 8, 2018 for North Wall
- Graph E3 prepared by JRH through January 2017 updated through October 8, 2018 for East Wall
- Graph E14 prepared by JRH through January 2017 updated through October 8, 2018 for East Wall
- Graph E6 prepared by JRH through January 2017 updated through October 8, 2018 for West Wall
- Graph E24 prepared by JRH through January 2017 updated through October 8, 2018 for West Wall
- Graph E4 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall
- Graph E5 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall
- Graph E16 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall
- Graph E7 prepared by JRH through January 2017 updated through October 8, 2018 for Interior
- Exhibit Map prepared by SGM dated October 10, 2018

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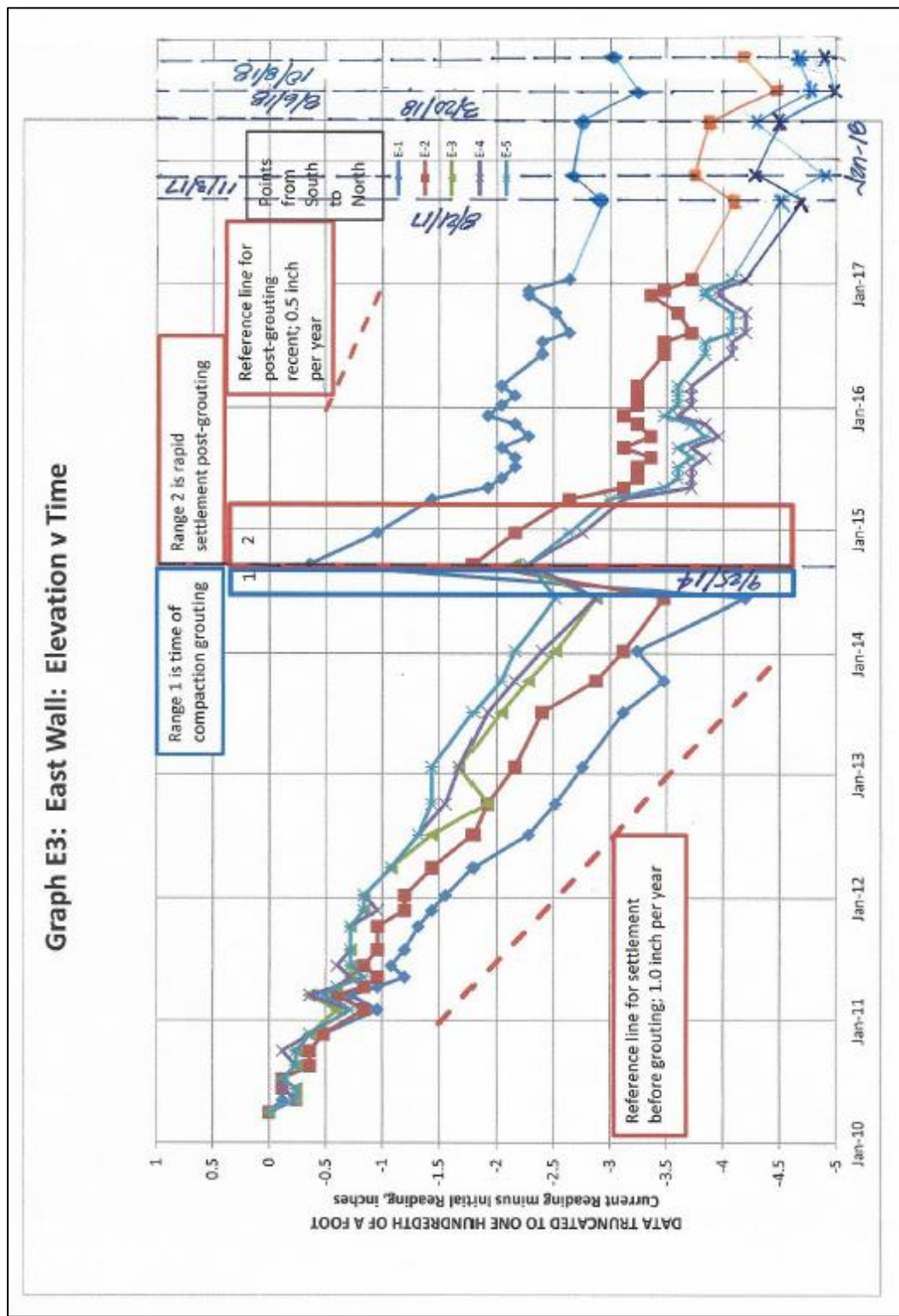
Graphs E2 prepared by JRH through January 2017 updated through October 8, 2018 for North Wall



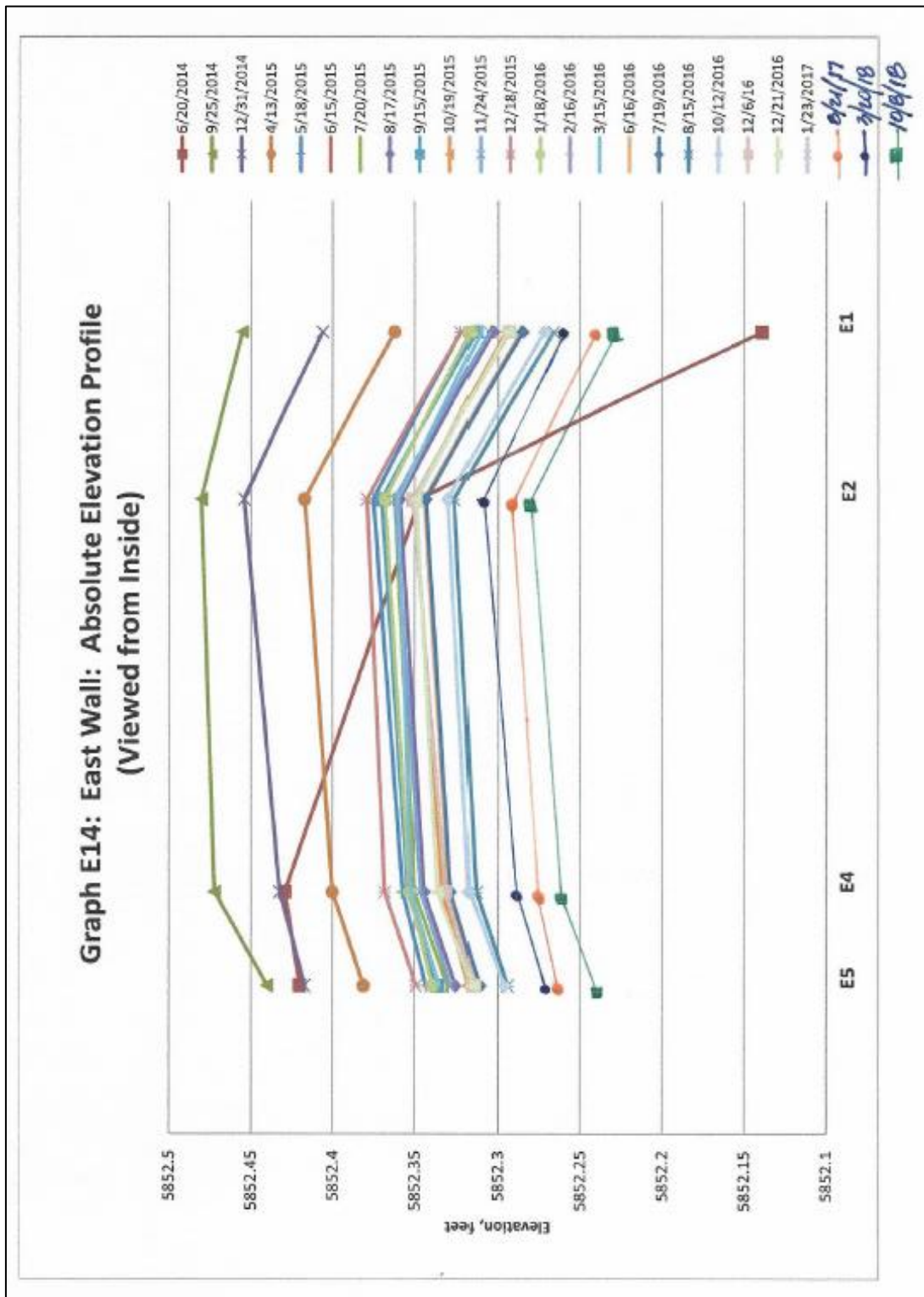
Graph E8 prepared by JRH through January 2017 updated through October 8, 2018 for North Wall



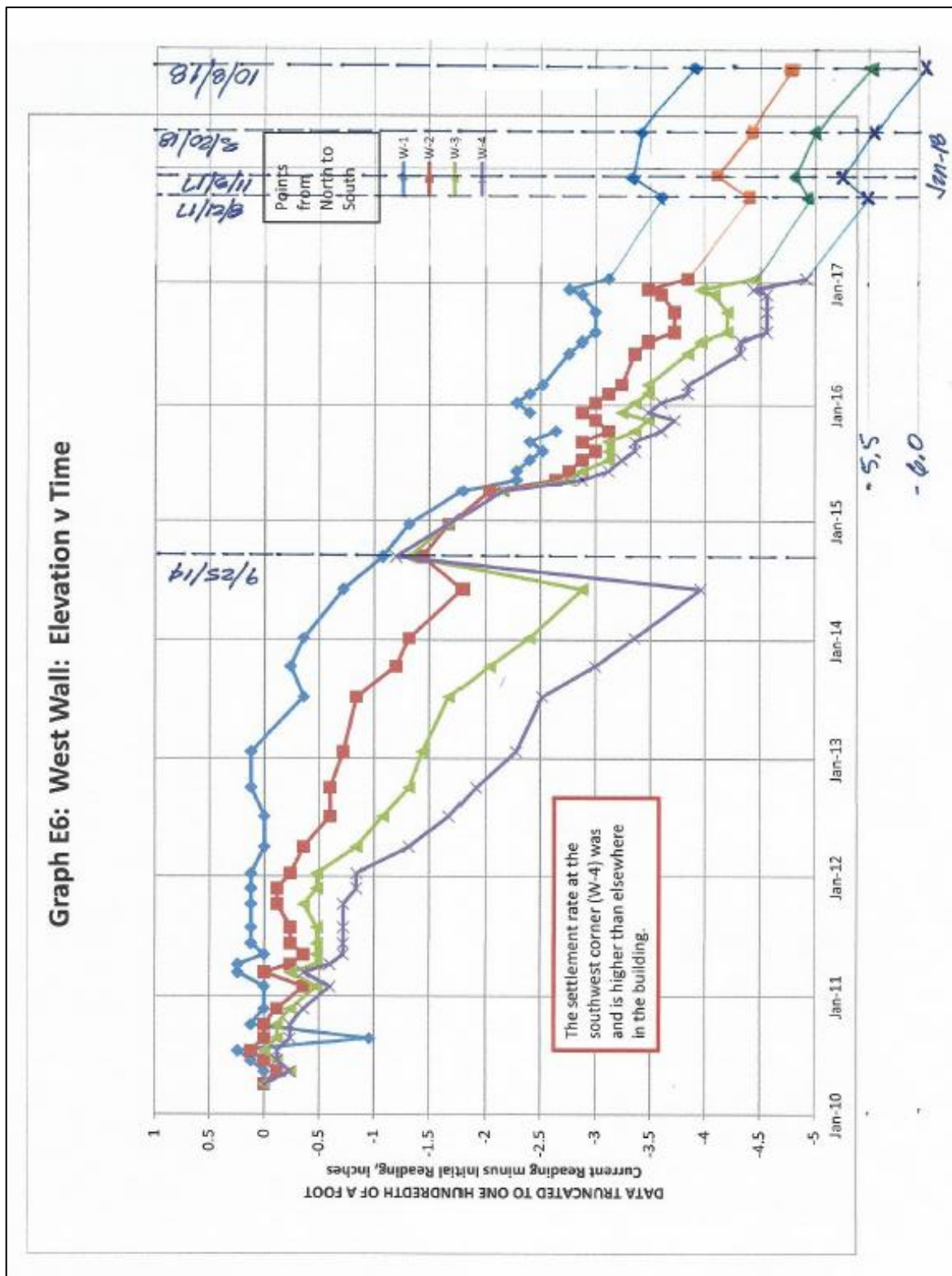
Graph E3 prepared by JRH through January 2017 updated through October 8, 2018 for East Wall



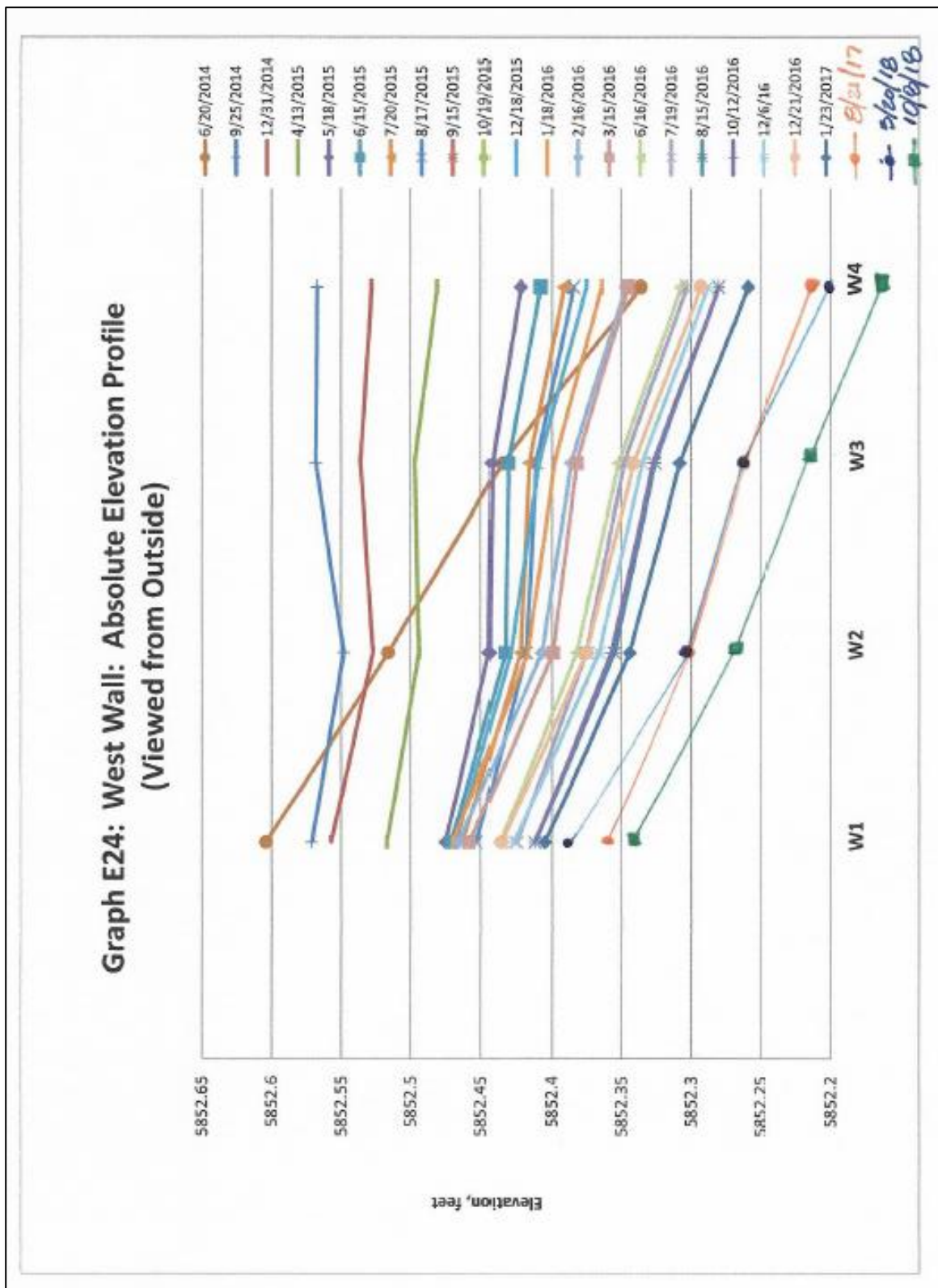
Graph E14 prepared by JRH through January 2017 updated through October 8, 2018 for East Wall



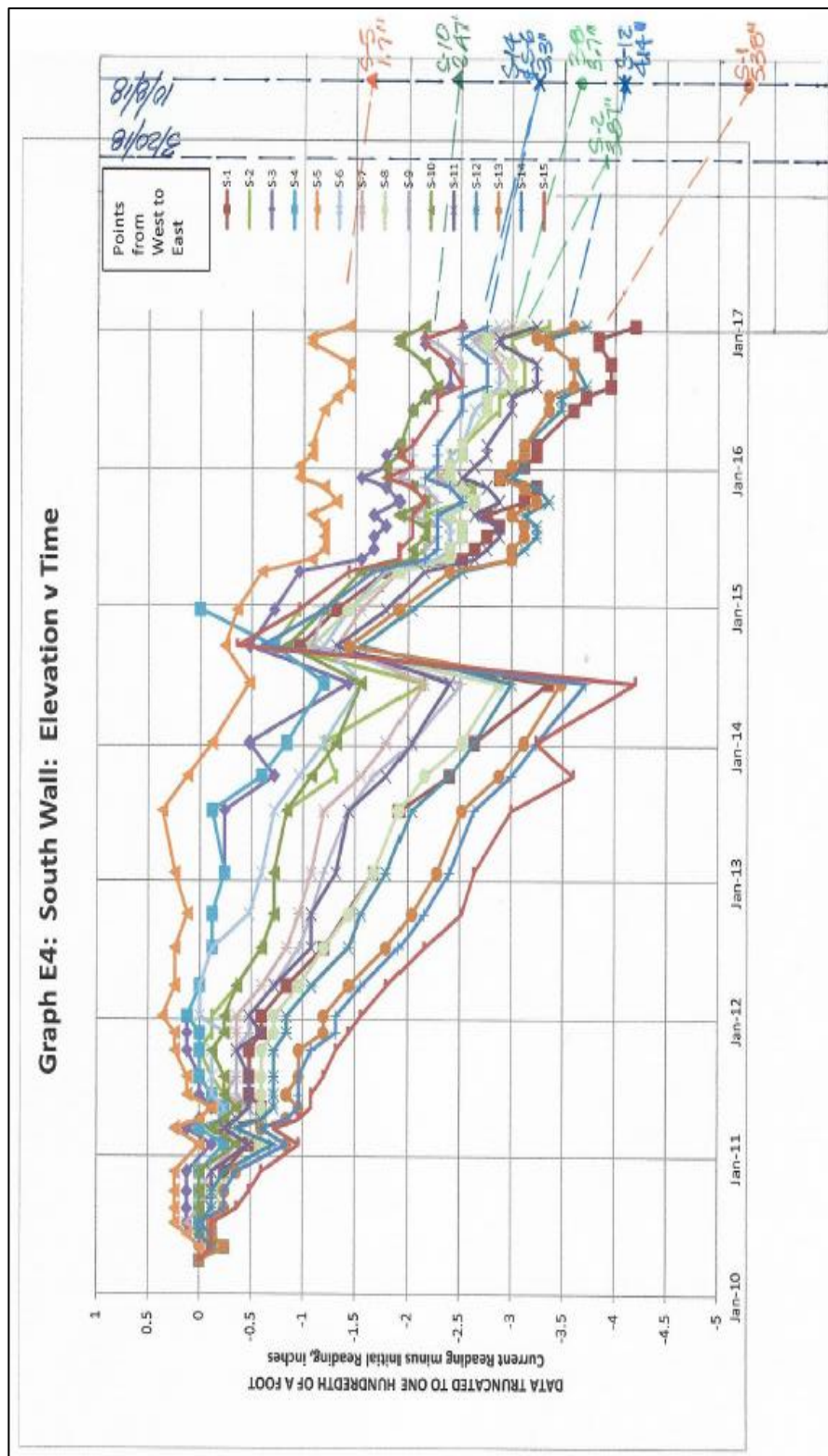
Graph E6 prepared by JRH through January 2017 updated through October 8, 2018 for West Wall



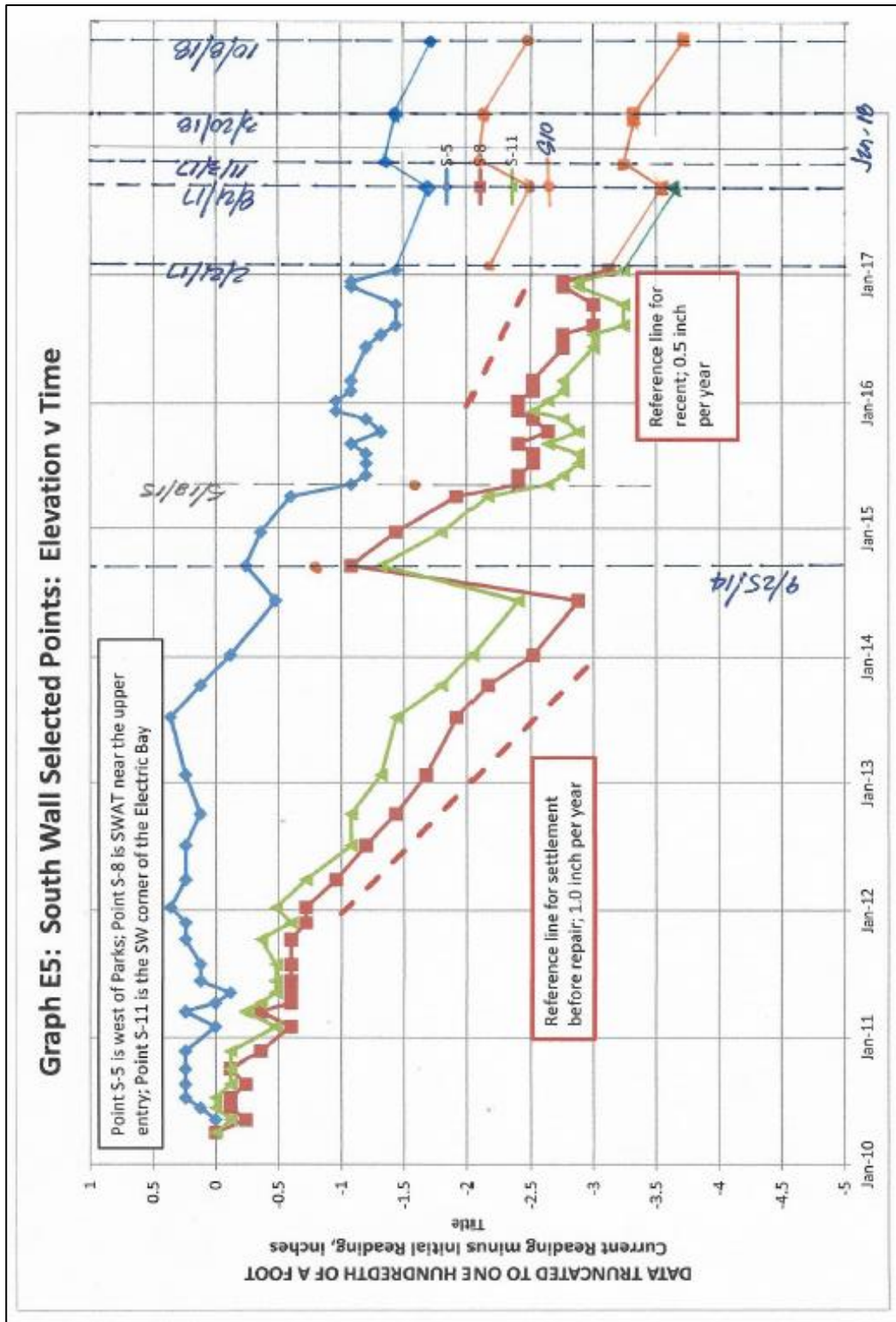
Graph E24 prepared by JRH through January 2017 updated through October 8, 2018 for West Wall



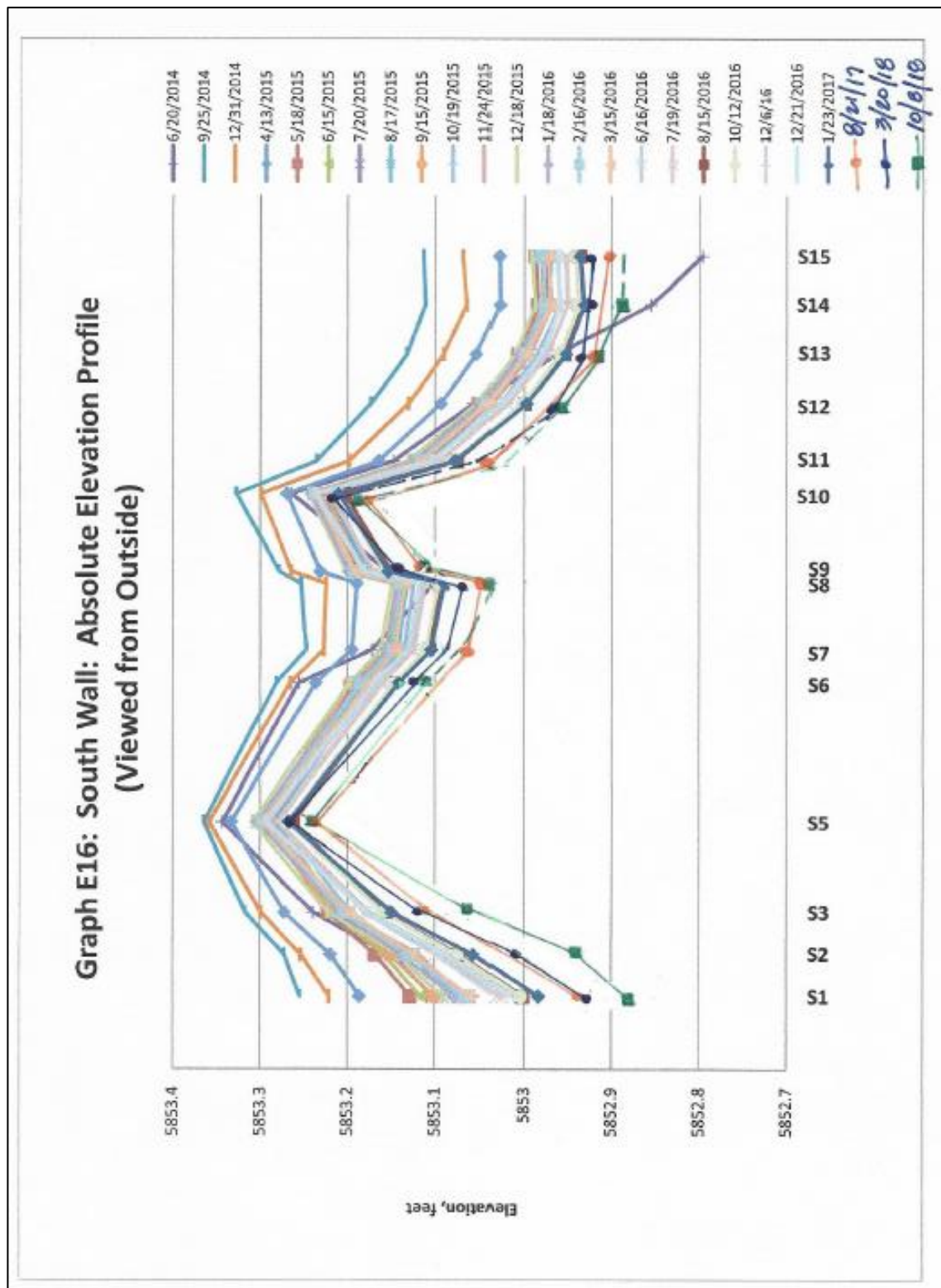
Graph E4 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall.



Graph E5 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall



Graph E16 prepared by JRH through January 2017 updated through October 8, 2018 for South Wall



Graph E7 prepared by JRH through January 2017 updated through October 8, 2018 for Interior

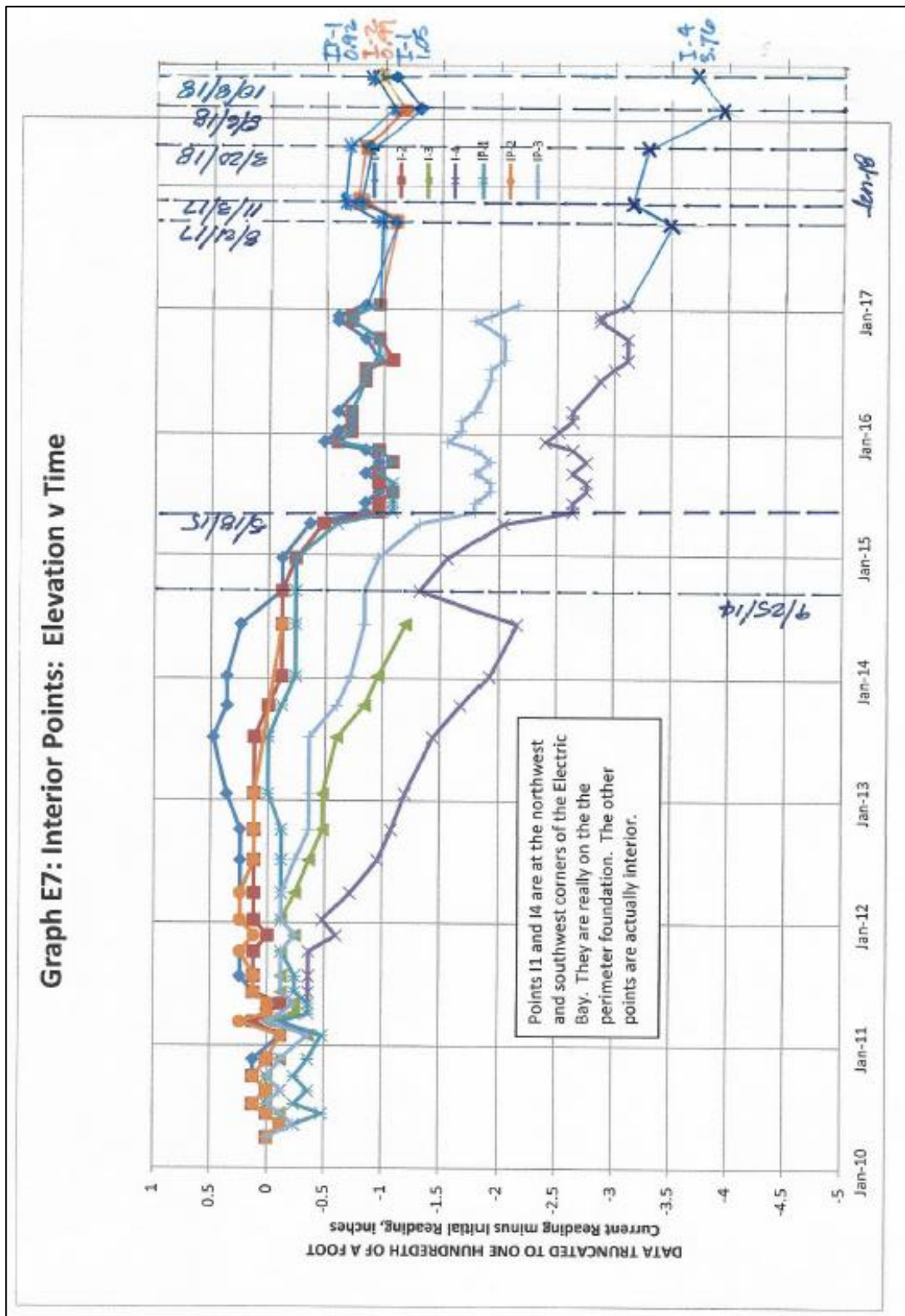


Exhibit Map

City of Glenwood Springs

MOC Building Monitoring

- Notes:**
- This map has been produced per the clients request for SGM to vertically monitor the points established by the City of Glenwood Springs on the existing Municipal Operations Center Building.
 - Vertical Datum: NGVD 29 per the City of Glenwood Springs Control Network carried over to a benchmark elevation of 5817.388' on "TP RFTA", a #6 Rebar with Aluminum Cap set in concrete west of the RFTA Bus Barn Building in an area of no disturbance. This elevation was established by static GPS measurements using CORS Station GSC-1. This point has been observed monthly during the monitoring of the RFTA Building independently by Static GPS measurements. The data collected would indicate that TP RFTA has been affected by some minor subsidence. The elevations has changed by approximately -0.084' since April 2010.
 - Beginning on June 20, 2014, SGM has added an additional benchmark on the railroad bridge over Midland Ave. in order to check for possible movement on TP RFTA.
 - All information shown hereon has been collected using a Trimble DiNi Digital Level.
 - Units of Measurement: US Survey Feet.
 - On June 20, 2014, SGM crew repaired disturbed monitoring brackets and added additional monitoring brackets in proposed "lift" areas for measurement during building repairs.
 - On September 25, 2014, SGM crew repaired disturbed monitoring brackets at N1, N19, and S7A.
 - On December 31, 2014, Turning Points 504, 510, 513, 600, 651 were not monitored due to site conditions. Monitoring points S0-S3 were **repaired** by SGM crew. E3, E2A, and S4 were **obliterated**.
 - On May 18, 2015 monitoring point N-19 was found to be **obliterated** and was not monitored
 - On June 15, 2015 TP 652 was added as a turning point and will be shown on accompanying spreadsheet for future monitoring.
 - On July 20, 2015 monitoring point S2-C was **obliterated**
 - On August 17, 2015 TP 653 was added as a turning point and will be shown on accompanying spreadsheet for future monitoring.
 - On November 24, 2015 Monitoring Point W1 was not monitored due field error.
 - On January 18, 2016 Monitoring Point N8 was found to be disturbed and was **repaired** by SGM Crew.
 - On April 26, 2016 Monitoring Point S2 was found to be disturbed and was **repaired** by SGM Crew.
 - On December 6, 2016 Monitoring Point N5 was found to be disturbed and was **repaired** by SGM Crew.
 - On December 21, 2016 Monitoring Points I5 through I9 and IP4 were added
 - On June 1, 2017 monitoring point IP-3 was found to be **obliterated**
 - On November 3, 2017, monitoring point S-7 was found to be **obliterated**
 - On January 15, 2018, monitoring point S-11 was found to be **obliterated** due to joint repair
 - On March 3rd 2018 monitoring points S8A and S2B was found to be disturbed and was **repaired** by SGM Crew.
 - On May 24th, 2018 monitoring point S12B was found to be disturbed and was **repaired** by SGM Crew. Monitoring point S2 was found to be **obliterated**.
 - On August 6th, 2018 monitoring points TP600 & TP652 were found to be **obliterated** from construction.
 - On August 6th, 2018 monitoring point TP507 was not shot.
 - On October 8th, 2018 Monitoring points N17 and S15 were not shot.



Future Agenda Items

General and Revenue

- Western Petroleum
- Revenue Generation
 - Progressive water and electric rates
 - Electric Revenue
 - .5% streets tax increase
 - Meadows PIF
 - Code enforcement
- Remote Attendance
- Detox Center
- FAB Grant Procedures
- Attractions/Accommodations Tax
- Housing Policy

Engineering, Public Works, Transportation and Community Development

- River Commission Setbacks
- West Glenwood bus service & RFTA
 - Donegan Road Service
- Signage on GA Ped Bridge
- Recycling/Trash Hauling.
- Bicycle Improvements
- Cardiff Glen 1 Parking

Police

- Enforcement of smoking ban
- Ticketing on GA pedestrian bridge
- Graffiti
- Fire Risk/Camping

Parks and Recreation/Cultural Resources

- Future of the Cemetery
- 3 Mile Confluence
- Restoration of River Banks

Fire

- Fire Risk (including camping in BLM land)

Electric/Environmental

- Glenwood Spring Electric Board Discussion/Solar
- Climate Action Plan



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
JUNE 27, 2019
101 W. 8TH STREET
6:15 PM

The agenda is subject to *change, including the addition of items 24 hours in advance or the deletion of items at any time.*

The order and times of agenda items listed are approximate and intended as a guideline for the City Council.

TIME	ITEM	PRE-MEETING	ACTION
	2. Future Agendas		Information/Discussion
		WORK SESSIONS	Information/Discussion
	A. Bob Widner		
	B. Board and Commission Interviews		
		REGULAR SESSION	
	1. Roll Call		
	2. Pledge of Allegiance		
	3. Agenda Changes & Conflicts		
	4. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)		
	5. Council Comments		
	6. Consent Agenda		
	<i>All matters under consent are considered to be routine and will be enacted by one motion and vote. The titles will not be read aloud. There will be no separate discussion on these items unless a Councilmember or Audience Member so requests.</i>		
	Meeting Set-up		
		ACTIONS AND/OR PRESENTATIONS	
	7. Vacation Rentals, Consideration of 070.030.030 Text Amendments and permit requirements for Accessory Tourist Rentals and Short Term Rentals		Discussion and/or Action
	A. Resolution 2019-14; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Amending Vacation Rental Application Fee and Vacation Rental Permit Application		Discussion and/or Action
	B. Ordinance No 9, Series of 2019; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Revising Code Provisions to Vacation Rentals (FIRST READING)		Discussion and/or Action
5:30 pm	8. Electronic Participation in Council Meetings		
	9. Asset Management		
	10. Report from City Administration		
	A. City Manager		
	B. City Attorney		
	C. Correspondence Incoming/Outgoing		

11. Executive Session to Conduct a Conference with the City Manager and City Attorney for the Purpose of Discussing the City's Purchase, Acquisition, Lease, Transfer or Sale of Real Property; Determining Positions Relative to Matters That May be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators; and to Conduct a Conference with the City Attorney to Receive Legal Advice in Accordance with C.R.S. 24-6-402(4)(e), related to Information/Discussion
12. Adjournment



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
JULY 18, 2019
101 W. 8TH STREET
6:15 PM

The agenda is subject to *change, including the addition of items 24 hours in advance or the deletion of items at any time.*
The order and times of agenda items listed are approximate and intended as a guideline for the City Council.

TIME	ITEM	PRE-MEETING	ACTION
	1.	Review of Regular Session Agenda	Information/Discussion
	2.	Future Agendas	Information/Discussion
		WORK SESSIONS	Information/Discussion
	A.	Rural Board	
4:45pm	B.	Elected Official training with Anna Itenberg	
		Meeting Set-up	
		REGULAR SESSION	
	1.	Roll Call	
	2.	Pledge of Allegiance	
	3.	Agenda Changes & Conflicts	
	4.	Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	
	5.	Council Comments	
	6.	Consent Agenda	
		<i>All matters under consent are considered to be routine and will be enacted by one motion and vote. The titles will not be read aloud. There will be no separate discussion on these items unless a Councilmember or Audience Member so requests.</i>	
		ACTIONS AND/OR PRESENTATIONS	
	7.	RFTA	
	8.	Riparian Setback Considerations	Discussion and/or Action
	9.	Report from City Administration	
	A.	City Manager	
	B.	City Attorney	
	C.	Correspondence Incoming/Outgoing	
9:10pm	10.	Ordinance No 16, Series of 2019; An Ordinance of the City of Glenwood Springs, Colorado, Amending Section 050.030.010 and Title 070 of the Glenwood Springs Municipal Code - regarding Sign Code Previsions, Appeals, and Automotive Fuel Stations and Service Stations (FIRST READING)	Discussion and/or Action

11. Executive Session to Conduct a Conference with the City Manager and City Attorney for the Purpose of Discussing the City's Purchase, Acquisition, Lease, Transfer or Sale of Real Property; Determining Positions Relative to Matters That May be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiators; and to Conduct a Conference with the City Attorney to Receive Legal Advice in Accordance with C.R.S. 24-6-402(4)(e), related to Information/Discussion
12. Adjournment
13. Stormwater



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Budget Overview

Action Requested: NA

Department: Finance

Presented By: Yvette Gustad, Finance Director

Background Info: Staff will present a general overview of the budget. The attached memo comes from the Financial Advisory Board on things to consider in the 2020 budget process. Please bring your 2019 Budget book with you.

Issues:

Staff Recommendation:

MEMORANDUM

TO: Glenwood Springs City Council

FROM: Financial Advisory Board

DATE: June 6, 2019

SUBJECT: **2020 Budget Considerations**



The Financial Advisory Board has discussed the 2020 budget and would like to offer the following comments to Council for consideration;

1. A strong staff is essential in carrying out Council's many initiatives. Continue to right-size the salaries of positions that have inequity and implement a plan to put employees on a predictable path to move to the midpoint of their salary range. FAB recommends that City Council keep staff wages competitive with local market conditions.
2. FAB believes there are certain positions that are paid below market and urges Council to appropriate adequate funds to address this where possible. In addition, the General Fund faces a difficult dynamic where the carrying cost of personnel is increasing each year more quickly than its revenue sources. Because we expect these trends to continue we encourage Council not to redirect reserve funds out of the General Fund.
3. As the City continues to have trouble hiring and keeping staff that is essential in the completion of our objectives we would like Council to consider a budget that includes the following payroll-related provisions:
 - a. Cost-of-living increase for all staff in good standing of approximately 3.0%, subject to more current inflation data when the budget gets submitted.
 - b. Cover at least 75% of the anticipated increase in employee insurance and benefits cost.
 - c. If funds are available create a non-base building bonus pool that can be distributed to staff by department heads near the end of the year.
 - d. Implement steps within pay grades for employees to be able to earn their way into higher compensation when revenues are sufficient to fund it. We are in an extremely competitive seller's market for talent and we have to compete with other local entities, many of which have higher pay grades.
4. FAB supports a budget for 2020 that maintains an Unassigned Reserve in the General Fund of not less than 25% of budgeted expenditures. Reserves in excess of that amount can be tagged as "Assigned" for a particular purpose. These reserves are not available to staff without Council appropriation. Council could appropriate or re-appropriate these funds at any time but allocating funds for costly future projects in a more disciplined way will improve the likelihood of ultimate funding and require a deliberate decision on Council's part to deploy the money in another manner. Several Assigned Reserves may be established but FAB has specifically identified the Municipal Operations Center replacement and South Bridge as needing to accumulate reserves.

5. Establish Assigned Reserves in A&I and other funds based on staff recommendation for the reasons above. FAB believes Unassigned Reserves should be at least \$3 million in A&I and \$2 million in Capital Projects.
6. An indirect cost rate should be established for projects funded outside the General Fund. A pretty standard indirect cost rate is 20% which may be a good place to start, but FAB realizes there is no easy answer applicable to all projects and urges Council to obtain cost information from staff.
7. FAB discourages Council from loaning money between funds or otherwise not transferring enough capital to the Fleet Fund.
8. Council is encouraged to build contingency and flexibility into the 2020 budget. Several large projects and lots of uncertainty in the current environment require the City to have funds available to address changes and unforeseen needs. Specifically, staff will need flexibility in Discretionary Appropriations and a contingency on the Capital Projects Fund and we recommend not reducing either of these from 2019 levels.

Lastly, FAB encourages Council to consider the impact on staff of the handful of major projects planned along with efforts to replace the City's Enterprise Resource Program. This implementation will demand staff resources from nearly all departments and functions. Directing staff to address less essential items may undermine attempts to improve long-term productivity and contribute to employee morale issues.

Thank you for allowing the Financial Advisory Board the opportunity to participate in the 2020 budget process.

Sincerely,

Financial Advisory Board

Steve Beckley

Ted Edmonds

Annette Franta

Eric Kushto

Terri Miller

Ksana Oglesby

Dan Sullivan

Kathryn Trauger

Munro Wilcox

cc: Debra Figueroa, City Manager

Steve Boyd, COO

Yvette Gustad, Finance Director

Charlie Willman, Council Liaison

Paula Stepp, Council Liaison



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Streets

Action Requested: Discussion

Department: Public Works

Presented By: Matthew Langhorst, Public Works Director

Background Info: The City of Glenwood Springs staff has completed a robust review of the city infrastructure, from streets, concrete, drainage, and utility conditions. This review showed that over the next 11 years the city would be looking at \$31 million dollars in roadway improvements, \$14.5 million dollars in water and sewer system improvements and \$12 million in concrete, drainage and design fee improvements to bring the City infrastructure back to a high level of condition. This review was based on a \$4.75 million dollar per year investment for the duration of the 11 years with an assumed 5% increase in costs on a year to year basis. The city cannot currently sustain the \$4.75 million dollar budget for these projects within its operational budget, thus the time frame must change or funding sources will need to be reviewed to accommodate the fees to keep on track.

Issues: The issue at hand is funding. If the water and sewer portions of the overall project are removed from the street, sidewalk, curb and gutter and drainage improvements the City is looking at \$43 million dollars of improvements to make over the next 11 years, or an average of \$3.9 million per year. Some years this \$3.9 million will be short of the infrastructure goals and we will need to come up with additional funding to complete large projects in a single season versus dragging them out over multiple years. The other funding issue that will need to be reviewed is water and sewer rates. There are many streets within the City that should not be repaired unless the water and sewer systems are improved at the same time, or the City will be potentially cutting back into a new street to fix an old utility line. This would leave the City to look at what water and sewer rate increases would need to happen to cover the \$14.5 million in infrastructure improvements over the same time frame as street improvements.

Secondary considerations to discuss are material and labor rate increases. Each year that the project as a whole continues it adds a cost to the project. Thus any year after the currently projected 11 years will add an additional 5% to the remaining cost at that time. If you consider \$3.9 million dollars worth of work per year, that is an added \$200,000 per year that the work lags. If you consider \$43 million dollars worth of total project scope of work that is \$2.15 million dollars worth of increase per year we wait to start.

Staff Recommendation: Budget Discussions

		Waterline Replacement					Sewerline Replacement							
Street Name	Year for Work (2018-2024)	Est. Waterline Replacement Length (ft)	Waterline Replacement Size (Diameter) (in)	Est. Replacement Cost* (\$)	Need Description	Priority (low/high)	Est. Sewerline Replacement Length (ft)	Sewerline Replacement Size (Diameter) (in)	# of Manholes Replaced	Est. Replacement Cost* (\$)	Need Description	Priority (low/high)		
Devenux Road	2017	0	0	\$0	2017 Project	N/A	0	0	0	\$0	2017 Project	N/A		
Oak Way	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
7th Street	2018	0	0	\$0	18" line segment at Grand Ave installed during GAB project; no other waterline work planned	N/A	0	0	0	\$0	Sewer replacement from Grand Ave to Colorado planned for 2019. Need replacement from Cooper to Blake	High		
Donegan Road	2018	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Winters Lane	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Teeters Lane	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Mel Ray Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Blake Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Cooper Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Vale Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Oxford Lane	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Shepards Lane	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Columbia Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Culver Circle	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Fanning Place	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
32nd Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Colorow Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Stockton Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Castle Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Buffan Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Ouray Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Morgan Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Clark Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Breen Way	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Verlin Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Veltus Park Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Crawford Way	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Riverview Avenue	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
City Road 135	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
20th Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Westlook Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Sturm King Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Crowlin Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
North River Street - East	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Harvard Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Soccer Field Road	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Gilstrap Court	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Sky Ranch Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
11th Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Mount Sopris Drive	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
10th Street	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Mount Sopris Drive (Section 10)	2018	0	0	\$0	Streets improvement completed in 2018. Waterline replacement not performed and not high priority.	N/A	0	0	0	\$0	Streets improvement completed in 2018. Sewer replacement not performed and not high priority.	N/A		
Traver Trail	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Princeton Circle	2018	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Crack Seal Project with Mob	2018	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Mico, Spot Mill and Overlay (1.5")	2018	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
2018				\$0						\$0			\$0	2018 Total
22nd Street	2019	660	8	\$182,160	2" Galvanized. Project designed and ready for bid in 2019. Budgeted in 2019	High	550	8	3	\$127,995	4" Clay undersized bad condition. Project designed and ready for bid in 2019. Budgeted in 2019	High		
Colorado Avenue (7th Street Project)	2019	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
7th Street (Electric Run)	2019	0	0	\$0	Electric Only.	N/A	0	0	0	\$0	Electric Only.	N/A		
Calumada Court	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
DeLance Avenue	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
4th Street	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Echo Street	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Cardiff Bridge Road	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Rock Ledge Drive	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Sopris Avenue	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Blake Avenue (7th to 13th)	2019	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Bennet Avenue (7th to 13th)	2019	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Palmer Avenue (7th to 13th)	2019	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Bennet Avenue (21st to 23rd)	2019	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Piklin Avenue	2019	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Soccerfield Road	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Sky Ranch Drive	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Ouray Road	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Colowee Road	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
29th Street	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
19th Street	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
23rd Street (Blake to Palmer)	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Creswood Drive	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
Waltz Avenue	2019	0	0	\$0	Crack Seal	N/A	0	0	0	\$0	Crack Seal	N/A		
27th Street (S Grand to 82)	2019	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
Stoneridge Court	2019	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
Midland Bridge Overlay	2019	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
North Hyland Park Drive	2019	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
2019				\$182,160						\$127,995			\$0	2019 Total
West 13th Street	2020	640	8	\$176,640	Thinwall. Streets Project is noted as Chip & Seal but full reconstruction may be prudent considering utility needs	High	0	0	0	\$0	West Glenwood Sanitation District	N/A		
Cedar Creek Drive	2020	991	8	\$273,516	Thinwall	High	0	0	0	\$0	West Glenwood Sanitation District	N/A		
Cardinal Lane	2020	682	8	\$188,232	Thinwall	High	0	0	0	\$0	West Glenwood Sanitation District	N/A		
Tanger Drive	2020	980	8	\$270,480	Thinwall	High	0	0	0	\$0	West Glenwood Sanitation District	N/A		
Plumigan Lane	2020	1,055	8	\$291,180	Thinwall	High	0	0	0	\$0	West Glenwood Sanitation District	N/A		
Waltz Avenue	2020	1,100	8	\$303,600	Thinwall	High	381	8	2	\$87,803	Clay; not slip lined; poor condition	Low		
West 11th Street	2020	460	8	\$126,960	Thinwall	High	357	8	3	\$57,703	Slip lined	Low		
West 12th Street	2020	725	8	\$200,100	Thinwall	High	0	0	0	\$0	No Sewer	N/A		
Red Mountain Drive (South Section)	2020	815	8	\$224,940	Thinwall	High	750	8	5	\$184,575	Clay	High		
Riverview Drive	2020	1,465	8	\$404,340	Thinwall	High	1,525	8	8	\$351,383	1200" slip lined poor condition, trouble spot	High		
Parward Lane	2020	0	0	\$0	Newer DIP	N/A	0	0	0	\$0	PVC	N/A		
Red Bluff Lane	2020	0	0	\$0	Newer DIP	N/A	0	0	0	\$0	PVC	N/A		
Park West Court	2020	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
Park West Drive	2020	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
Meadow Run	2020	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
Blake Avenue (Hyland to Hyland)	2020	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
West 11th Place	2020	225	8	\$62,100	Thinwall	High	225	8	1	\$49,853	Clay Pipe	High		
Bennet Avenue (Blake to Hyland Park)	2020	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
2020				\$2,522,088						\$768,315			\$3,290,403	2020 Total
Greenway Drive	2021	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
Bennet Avenue (Hyland Park to Hyland Park)	2021	0	0	\$0	Chip & Seal	N/A	0	0	0	\$0	Chip & Seal	N/A		
21st Street	2021	660	8	\$165,600	Thinwall	High	0	0	0	\$0	No sewer	N/A		
West 1st Street	2021	690	10	\$238,050	Currently 8"; Needs to be Upsized to min. of 10". Streets Project is noted as Mill and Overlay but full reconstruction may be prudent considering utility needs	High	0	0	0	\$0	Sewer crosses but not within road	N/A		
29th Street (Between Blake and Grand)	2021	200	8	\$55,200	Thinwall steel	High	0	0	1	\$11,040	Lower manhole is brick	Low		
South Grand Avenue (23rd to 27th)	2021	0	0	\$0	Mill and Overlay	N/A	0	0	0	\$0	Mill and Overlay	N/A		
West 9th Street	2021	0	0	\$0	Part of Red Mountain Project; waterline not replaced	N/A	400	8	3	\$102,120	Clay; multiple repairs cannot slip line	Medium		
West 9th Place	2021	180	8	\$49,680	Ave.	High	200	8	2	\$56,580	slip line	Low		
West 10th Street	2021	250	8	\$86,600	Thinwall	High	260	8	2	\$65,630	clay	Medium		
Red Mountain Drive (north section)	2021	1,600	8	\$441,600	Thinwall	High	700	8	4	\$164,910	clay; multiple repairs	Medium		
Valley View Road	2021	945	8	\$260,820	Unknown condition	Low	0	0	0	\$0	PVC	N/A		
Mountain Drive	2021	2,765	8	\$763,140	Newer pipe	Low	2,429	10	12	\$656,233	May possibly want to upsize if development happens south of town (Airport)	Low		
Old Lodge Road	2021	920	8	\$253,920	Newer pipe	Low	0	0	0	\$0	PVC	N/A		
Glen Oak Lane	2021	290	8	\$80,040	Newer pipe	Low	0	0	0	\$0	PVC	N/A		
Cottonwood Lane	2021	260	8	\$71,760	Newer pipe	Low	0	0	0	\$0	PVC	N/A		
Brush Creek Lane	2021	290	8	\$80,040	Newer pipe	Low	540	8	0	\$93,150	May possibly want to upsize if development happens south of town (Airport)	Low		
2														

Street Name	Average Condition (Paver)	Surface Treatment	Street Surface (CSY)	Cost to Repair per (Paver)	Roadway Asphalt Repair Cost Totals	Existing Surface Condition (City)	Roadway Repair Cost per (CSY)	Roadway Repair Cost Total (2018)	Roadway Repair Cost Total (2019)	Roadway Repair Cost Total (2020)	Roadway Repair Cost Total (2021)	Roadway Repair Cost Total (2022)	Roadway Repair Cost Total (2023)	Roadway Repair Cost Total (2024)	Roadway Repair Cost Total (2025)	Roadway Repair Cost Total (2026)	Roadway Repair Cost Total (2027)	Roadway Repair Cost Total (2028)	Roadway Repair Cost Total (2029)	Roadway Repair Cost Total (2030)	Year for Work (2018-2030)
Beverly Road	Very Good	Concrete Sections Failing	206,282			Good		\$ 3,021.25													2018
Dick Key	Good	Chip and Seal	25,175	8 0.35	\$ 8,021.25	Good			\$ 3,021.25												2018
7th Street	Very Good	City Project - TBD				Good															2018
Burgess Road	Good	Future Maintenance - Crack Seal	121,419	8 0.35	\$ 39,996.33	Good			\$ 18,500.00												2018
Winter's Lane	Good	Chip and Seal	4,822	8 0.35	\$ 1,612.73	Good			\$ 1,612.73												2018
Devere's Lane	Fair	Chip and Seal	4,415	8 0.35	\$ 1,545.11	Good			\$ 1,545.11												2018
Met Kay Road	Fair	Chip and Seal	29,971	8 0.35	\$ 10,441.85	Good			\$ 10,441.85												2018
Blake Court	Fair	Chip and Seal	6,612	8 0.35	\$ 2,191.16	Fair			\$ 2,191.16												2018
Copper Court	Fair	Chip and Seal	21,483.17			Fair			\$ 7,181.37												2018
Valle Court	Fair	Chip and Seal	6,667	8 0.35	\$ 2,329.91	Fair			\$ 2,329.91												2018
Oxford Lane	Fair	Chip and Seal	7,529	8 0.35	\$ 2,635.26	Fair			\$ 2,635.26												2018
Shepards Lane	Fair	Chip and Seal	7,980	8 0.35	\$ 2,786.00	Good			\$ 2,786.00												2018
Valencia Court	Fair	Chip and Seal	8,114	8 0.35	\$ 2,860.91	Good			\$ 2,860.91												2018
34rd Street	Very Good	Chip and Seal	9,317	8 0.35	\$ 3,225.82	Fair			\$ 3,225.82												2018
Culver Circle	Fair	Chip and Seal	9,329	8 0.35	\$ 3,262.22	Fair			\$ 3,262.22												2018
Fanning Place	Fair	Chip and Seal	9,376	8 0.35	\$ 3,331.73	Fair			\$ 3,331.73												2018
32nd Street	Fair	Chip and Seal	9,612	8 0.35	\$ 3,364.29	Fair			\$ 3,364.29												2018
Colorado Road	Fair	Chip and Seal	10,148	8 0.35	\$ 3,576.13	Fair			\$ 3,576.13												2018
Stockton Road	Good	Chip and Seal	10,950	8 0.35	\$ 3,682.50	Fair			\$ 3,682.50												2018
Candle Court	Fair	Chip and Seal	11,619	8 0.35	\$ 4,007.15	Fair			\$ 4,007.15												2018
Buffon Road	Fair	Chip and Seal	12,900	8 0.35	\$ 4,515.00	Fair			\$ 4,515.00												2018
Orsay Road	Fair	Chip and Seal	12,918	8 0.35	\$ 4,521.14	Fair			\$ 4,521.14												2018
Morgan Street	Fair	Chip and Seal	13,106	8 0.35	\$ 4,586.61	Fair			\$ 4,586.61												2018
Clark Street	Fair	Chip and Seal	13,106	8 0.35	\$ 4,610.20	Fair			\$ 4,610.20												2018
Brent Way	Fair	Chip and Seal	13,500	8 0.35	\$ 4,725.00	Fair			\$ 4,725.00												2018
Ovethin Drive	Fair	Chip and Seal	14,209	8 0.35	\$ 4,973.05	Fair			\$ 4,973.05												2018
Willow Park Road	Fair	Chip and Seal	14,213	8 0.35	\$ 4,979.46	Fair			\$ 4,979.46												2018
Crawford Way	Fair	Chip and Seal	15,248	8 0.35	\$ 5,371.73	Fair			\$ 5,371.73												2018
Riverside Avenue	Good	Chip and Seal	15,906	8 0.35	\$ 5,670.90	Fair			\$ 5,670.90												2018
City Road 135	Good	Chip and Seal	20,160	8 0.35	\$ 7,056.02	Fair			\$ 7,056.02												2018
20th Street	Good	Chip and Seal	21,259	8 0.35	\$ 7,440.00	Fair			\$ 7,440.00												2018
Westbrook Drive	Good	Chip and Seal	21,318	8 0.35	\$ 7,452.22	Fair			\$ 7,452.22												2018
Stearn King Road	Fair	Chip and Seal	23,380	8 0.35	\$ 8,183.00	Fair			\$ 8,183.00												2018
Cordia Drive	Fair	Chip and Seal	24,226	8 0.35	\$ 8,199.90	Fair			\$ 8,199.90												2018
North River Street - East	Good	Chip and Seal	27,624	8 0.35	\$ 9,666.46	Fair			\$ 9,666.46												2018
Barwood Drive	Fair	Chip and Seal	44,570	8 0.35	\$ 14,736.36	Fair			\$ 14,736.36												2018
Secor Field Road	Fair	Chip and Seal	61,955	8 0.35	\$ 21,369.39	Fair			\$ 21,369.39												2018
61st Avenue	Fair	Chip and Seal	61,961	8 0.35	\$ 21,369.81	Fair			\$ 21,369.81												2018
Sky Ranch Drive	Fair	Chip and Seal	63,610	8 0.35	\$ 22,053.13	Good			\$ 22,053.13												2018
11th Street	Fair	Chip and Seal	72,234	8 0.35	\$ 25,116.00	Fair			\$ 25,116.00												2018
Mount Spruce Drive	Fair	Chip and Seal	66,924	8 0.35	\$ 23,423.40	Fair			\$ 23,423.40												2018
10th Street	Fair	Chip and Seal	86,456	8 0.35	\$ 30,259.56	Fair			\$ 30,259.56												2018
Mount Spruce Drive (Section 10)	Fair	Reinforce and Replace	24,000	8 0.50	\$ 12,000.00	Fair			\$ 12,000.00												2018
Traver Trail	Fair	Chip and Seal	124,720	8 0.35	\$ 43,470.82	Fair			\$ 43,470.82												2018
Transection Circle	Good	Chip and Seal	15,534	8 0.25	\$ 3,883.47	Fair			\$ 3,883.47												2018
Crack Seal Project with Mill	Good	Crack Seal		8 0.25	\$ 80,000.00	Fair			\$ 80,000.00												2018
Res. Spot Mill and Overlay (1.5')	Fair	Mill and Overlay	42,008	8 2.50	\$ 105,020.00	Good			\$ 105,020.00												2018
25th Street	Fair	Schedule as a Capital Project			\$ 0.00	Good			\$ 0.00												2019
Colorado Avenue (2th Street Project)	Fair	Mill and Overlay Expansion of 7th Street Project			\$ 30,000.00	Fair			\$ 30,000.00												2019
7th Street (Electric Run)	Fair	Electric Repair/Run Project			\$ 0.00	Fair			\$ 0.00												2019
Colorado Court	Very Good	Crack Seal	4,620	8 0.15	\$ 693.00	Good			\$ 693.00												2019
Debrae Avenue	Good	Crack Seal	5,529	8 0.15	\$ 829.35	Good			\$ 829.35												2019
1th Street	Good	Crack Seal	15,961	8 0.15	\$ 2,394.13	Good			\$ 2,394.13												2019
Edin Street	Very Good	Crack Seal	17,099	8 0.15	\$ 2,564.85	Good			\$ 2,564.85												2019
Cardiff Bridge Road	Good	Crack Seal	21,485	8 0.15	\$ 3,222.72	Good			\$ 3,222.72												2019
Rock Lodge Drive	Reconstructed	Crack Seal	28,622	8 0.15	\$ 4,293.30	Good			\$ 4,293.30												2019
Supra Avenue	Good	Crack Seal	41,062	8 0.15	\$ 6,159.30	Good			\$ 6,159.30												2019
Blake Avenue (7th to 13th)	Fair	Crack Seal/Chip and Seal	111,092	8 0.50	\$ 55,546.02	Fair			\$ 55,546.02												2019
Bennett Avenue (7th to 13th)	Fair	Crack Seal/Chip and Seal	83,528	8 0.50	\$ 41,764.00	Fair			\$ 41,764.00												2019
Palmer Avenue (7th to 13th)	Fair	Crack Seal/Chip and Seal	111,419	8 0.50	\$ 55,709.50	Fair			\$ 55,709.50												2019
Bennett Avenue (21st to 32nd)	Good	Crack Seal/Chip and Seal	31,538	8 0.50	\$ 15,769.00	Fair			\$ 15,769.00												2019
Pilkin Avenue	Very Good	Crack Seal/Chip and Seal	109,119	8 0.50	\$ 54,559.13	Fair			\$ 54,559.13												2019
Secor Field Road	Good	Crack Seal	15,518	8 0.15	\$ 2,327.77	Good			\$ 2,327.77												2019
14th Street	Good	Crack Seal	37,105	8 0.15	\$ 5,565.06	Fair			\$ 5,565.06												2019
Sky Ranch Drive	Good	Crack Seal	63,610	8 0.15	\$ 9,541.47	Fair			\$ 9,541.47												2019
Orsay Road	Good	Crack Seal	12,918	8 0.15	\$ 1,937.17	Fair			\$ 1,937.17												2019
Colorado Road	Good	Crack Seal	10,116	8 0.15	\$ 1,607.33	Fair			\$ 1,607.33												2019
30th Street	Good	Crack Seal	8,423	8 0.15	\$ 1,263.45	Fair			\$ 1,263.45												2019
10th Street	Fair	Crack Seal	22,333	8 0.15	\$ 3,349.93	Fair			\$ 3,349.93												2019
23rd Street (Blake to Palmer)	Fair	Crack Seal	25,560	8 0.15	\$ 3,759.00	Fair			\$ 3,759.00												2019
Eastwood Drive	Fair	Crack Seal	15,125	8 0.15	\$ 2,268.19	Good			\$ 2,268.19												2019
Palmer Avenue	Good	Crack Seal	35,345	8 0.15	\$ 5,296.75	Fair			\$ 5,296.75												2019
North Highland Park Drive (Hwy 82 to Blake)	Fair	2" Mill and Overlay	37,065	8 0.50	\$ 18,532.50	Good			\$ 18,532.50												2019
Monteridge Court	Fair	2" Mill and Overlay	15,500	8 0.50	\$ 7,750.00	Fair			\$ 7,750.00												2019
Blake Avenue (13th to Valley View Drive)	Fair	2" Mill and Overlay	16,900	8 0.50	\$ 8,450.00	Fair			\$ 8,450.00												2019
27th Street (S Grand to 82)	Fair	2" Mill and Overlay	32,265	8 0.50	\$ 16,132.50	Fair			\$ 16,132.50												2019
Midland Bridge Overlay	Fair	2" Mill and Overlay	11,250	8 0.50	\$ 5,625.00	Fair			\$ 5,625.00												2019
West 13th Street	Fair	Crack Seal/Chip and Seal	22,498	8 0.50	\$ 11,249.01	Fair			\$ 11,249.01												2020
Cedar Creek Drive	Good	City Water Project - Full Reconstruction	29,822	8 0.50	\$ 14,911.00	Good			\$ 14,911.00												2020
Cardinal Lane	Good	City Water Project - Full Reconstruction	15,504	8 0.50	\$ 7,752.00	Good			\$ 7,752.00												2020
Tanger Drive	Very Good	City Water Project - Full Reconstruction	20,419	8 0.50	\$ 10,209.50	Good			\$ 10,209.50												2020
Paragon Lane	Good	City Water Project - Full Reconstruction	20,965	8 0.50	\$ 10,482.50	Good			\$ 10,482.50												2020
Walt Avenue	Fair	Mill and Overlay/Full Reconstruction (50/50)	55,565	8 0.50	\$ 27,782.50	Fair/Good			\$ 27,782.50												2020
West 11th Street	Good	Full Reconstruction	11,817	8 0.80	\$ 9,453.60	Good			\$ 9,453.60												

[illegible]

Land Use

Wednesday, May 29, 2019





CRS 29-20-104

- Each local government within its respective jurisdiction has the authority to plan for and regulate the use of land by:
 - **(a)** Regulating development and activities in hazardous areas;
 - **(b)** Protecting lands from activities which would cause immediate or foreseeable material danger to significant wildlife habitat and would endanger a wildlife species;
 - **(c)** Preserving areas of historical and archaeological importance;
 - **(d)** Regulating, with respect to the establishment of, roads on public lands administered by the federal government; this authority includes authority to prohibit, set conditions for, or require a permit for the establishment of any road authorized under the general right-of-way granted to the public by 43 U.S.C. 932 (R.S. 2477) but does not include authority to prohibit, set conditions for, or require a permit for the establishment of any road authorized for mining claim purposes by 30 U.S.C. 21 et seq., or under any specific permit or lease granted by the federal government;
 - **(e)** Regulating the location of activities and developments which may result in significant changes in population density;
 - **(f)** Providing for phased development of services and facilities;
 - **(g)** Regulating the use of land on the basis of the impact thereof on the community or surrounding areas; and
 - **(h)** Otherwise planning for and regulating the use of land so as to provide planned and orderly use of land and protection of the environment in a manner consistent with constitutional rights.



Land Use – Title 070

Glenwood Springs Municipal Code

- *Intent.* More specifically, this Code is intended to create the best built environment for the City by:
- Promoting orderly, efficient, and integrated development within the City;
- Providing for a variety of housing and neighborhood types and densities at a range of housing costs, including affordable workforce housing;
- Regulating the development and use of land based upon the impact of such development or use on surrounding areas or the City;
- Providing minimum standards for the design and improvement of land, subdivision, and development to ensure that each building site is capable of accommodating a structure devoted to the intended use of the land;
- Guarding against loss from natural hazards such as flooding, falling rock, landslides, snowslides, debris flow, and unstable soils;
- Ensuring equitable processing of development proposals by providing uniform procedures and standards; and
- Providing a legally accepted record of lot lines, easements, and dedications in accordance with this Code and Colorado law.

Zoning

Zoning is the division of the city into districts for the purpose of regulating how land is used and developed. Zoning is the primary tool that the City uses to implement the Comprehensive Plan.

Glenwood Springs has 17 separate zone districts. Each district includes a list of permitted and special review uses, as well as standards for lot sizes, building height, lot coverage and building setback.



Types of Uses

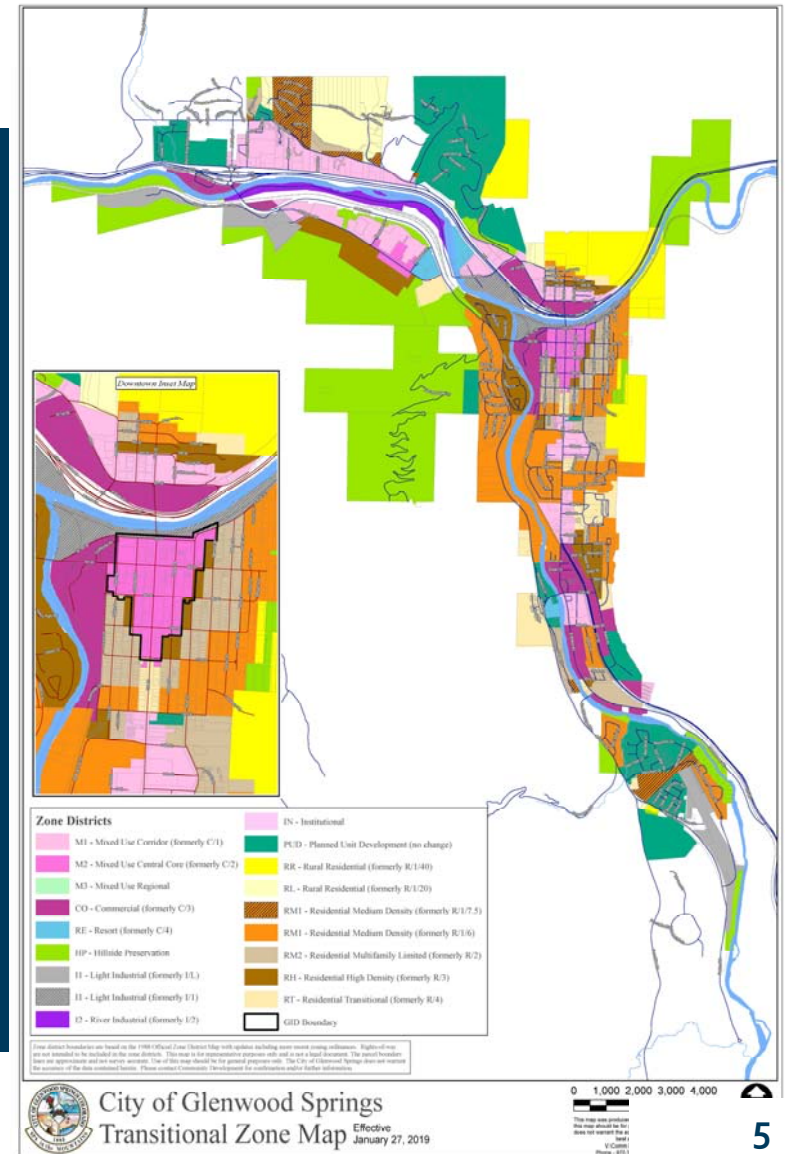
- Use By Right

Example: a grocery store is a permitted use in the M1, M2, M3 and CO zones

- Special Use Permit (Each special use permit will be evaluated on its own merit based on approval criteria). Example: Marijuana business would be a special use review in the M1, M2, M3, CO and I2 zones

- Prohibited Uses

Example: a salvage yard is prohibited in every zoning district except the I2 River Industrial District. It is a special review use in I2.





Comprehensive Plan

- Promote long-term, sustainable, diverse economic development
- Maintain Glenwood Springs as the regional tourism, retail, commercial and governmental center of Garfield County
- Preserve small town character while maintaining the livability of Glenwood Springs and increasing the vibrancy and commercial success of the Downtown
- Address transportation and provide multiple convenient travel choices
- Direct development to locations and building forms that are cost-effective to serve
- Provide housing opportunities for the entire community
- Support social diversity
- Preserve cultural resources
- Preserve natural resources

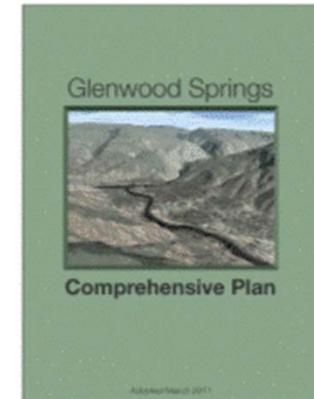


Table o6o.2: Site/Architectural Plan Review Thresholds^[1]

Type of Development	Administrative Site/Architectural Plan (Director) ^[2]	Minor Site/Architectural Plan (Planning Commission)	Major Site/Architectural Plan (City Council)
Residential	1 to 8 new dwelling units	9 to 24 new dwelling units	Any new development on site larger than 10 acres; 25 or more new dwelling units
Nonresidential	Less than 10,000 square feet gross floor area	At least 10,000 and no more than 30,000 square feet gross floor area	Any new development on site larger than 10 acres; development of greater than 30,000 square feet gross floor area
Mixed-Use	1 to 8 new dwelling units and less than 10,000 square feet nonresidential gross floor area	9 to 24 new dwelling units or at least 10,000 and no more than 30,000 square feet nonresidential gross floor area	Any new development on site larger than 10 acres; 25 or more new dwelling units or greater than 30,000 square feet nonresidential gross floor area
Parking as a Principal Use, or Parking Structure	Up to 25 vehicle spaces	26 or more spaces	Parking structure

Notes:

[1] Notwithstanding the thresholds above, any development requiring dedication of land to the City shall be processed as a major site/architectural plan.

[2] Administrative Site/Architectural Review involving five or more units is required to follow public noticing procedures in o7o.o6o.o3o(f)(3).

What's a variance?

The variance procedure is intended to provide limited relief from the requirements of the Code where strict application of the Code would result in exceptional practical difficulty or undue hardship.

Variances are heard and decided by the Planning Commission.

Approval Criteria. In reviewing a variance application, the Planning Commission shall find that all of the following exist:

The subject property has an exceptional shape, topography, building configuration or other exceptional site condition that is not a general condition throughout the zone district;

The strict application of the Code standards for which a variance is sought would produce undue hardship;

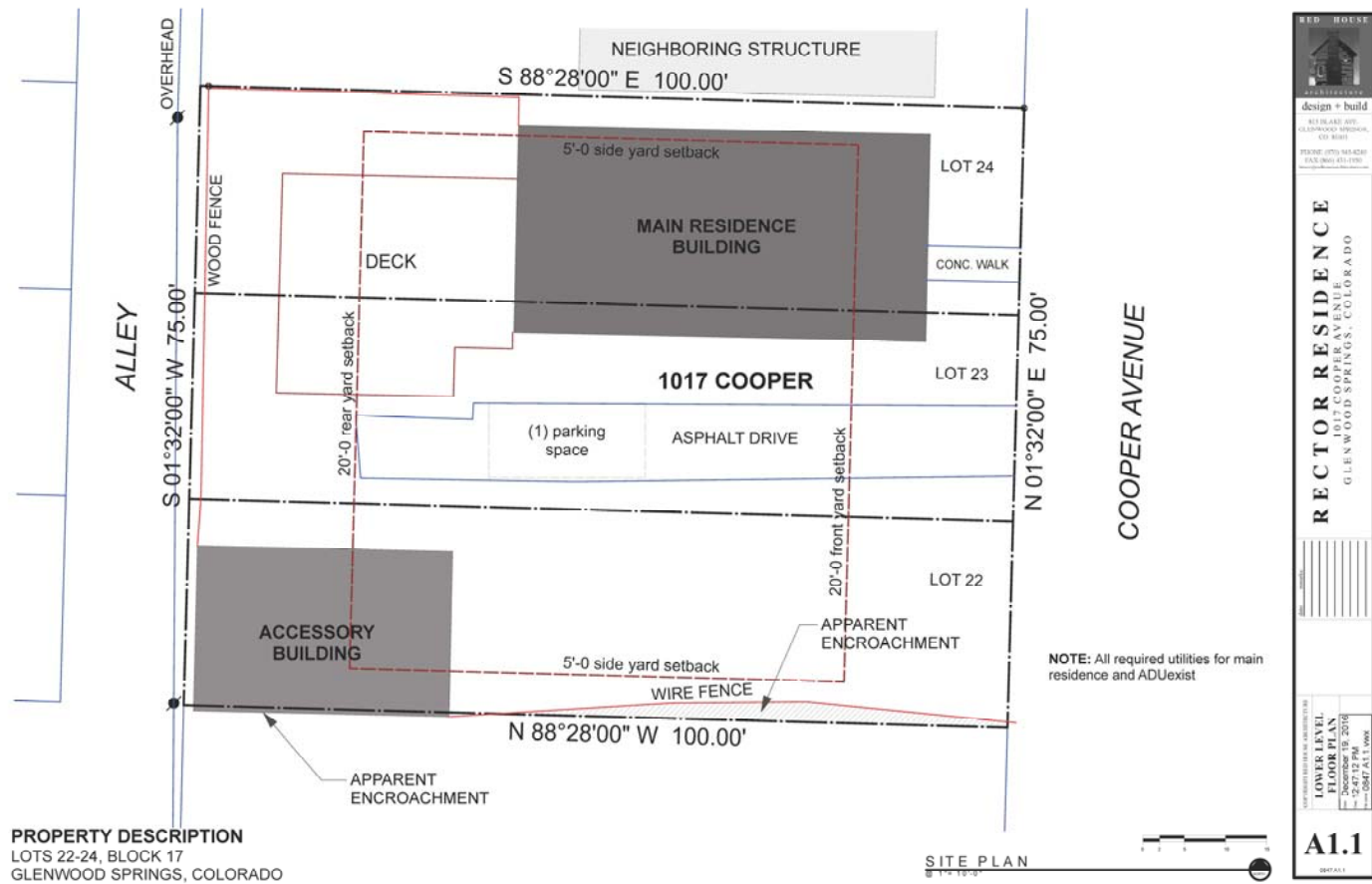
The applicant did not create the hardship by his/her own actions;

The variance requested does not harm the public and does not impair the intent or purposes of this Code, goals, and policies, including the specific regulation for which the variance is sought;

The variance request demonstrates exceptional hardship not related to purposes of convenience or financial burden;

The variance request will not violate building or fire code requirements; and

The variance is the minimum variance that will afford relief of the subject standards of the Code.



Quasi-Judicial Proceedings

Training from CIRSA:

- Consider land use and other quasi-judicial matters only at the duly noticed public hearing.
- Remain fair and unbiased; don't make up your mind before the hearing.
- Don't participate if you have a financial or other personal interest in the matter (code of ethics).
- Don't make your decision on the basis of irrelevant or non-existent criteria.
- Don't engage with one side or the other before a hearing (ex parte contacts).



The background of the slide is a grayscale photograph of several large, tightly rolled stacks of paper or documents. The rolls are stacked in a way that creates a sense of depth and volume. Some text is visible on the paper rolls, including "Ride Ph." and "Number".

Sound Decision Making – Basing your decision on findings

PRINCIPLES OF FINDINGS (from Department of Local Affairs)

Your decisions must be based on facts

The facts must address the standards

The burden of proof is on the applicant

Information is not the same things as "facts"

Weighing of the evidence is your responsibility

You do not have to believe everything you hear

Opinions without a factual basis are without merit

Public sentiment is not a basis for decisions

You can rely on personal knowledge, but make it a part of the record



STATE OF COLORADO

DEPARTMENT OF LOCAL AFFAIRS

DUE PROCESS, EX PARTE CONTACTS, CONFLICTS OF INTEREST, AND PERSONAL LIABILITY

DUE PROCESS IN LAND USE HEARING

- I. Any applicant appearing before a local body requesting a decision of that local body when acting within the scope of its powers is entitled to receive due process of law.
 - A. Due process is guaranteed by the United States Constitution.
 1. Amendment 5 provides that no person shall “be deprived of life, liberty, or property, without due process of law;” Article 14, Section 1 provides “Nor shall any state deprive any person of life, liberty or property without due process of law...”
 2. A similar provision exists in the Colorado Constitution at Article II, Section 25. “No person shall be deprived of life, liberty or property without due process of law.”
 - B. In the land use context, because property rights are at issue, the provisions of each of the constitutional sections cited above, together with 42 U.S.C. § 1983, are applicable.
- II. Legislative v. Quasi-Judicial Actions.
 - A. The level of due process which is required to be afforded depends upon whether the action of the governing body is legislative or quasi-judicial in nature.
 - B. The Colorado Supreme Court, in the case of Cherry Hills Resort Development Company v. City of Cherry Hills Village, 757 P.2d 622 (Colo. 1988) has discussed the distinction as follows:

Legislation action is usually reflective of some public policy relating to matters of a permanent or general character, is not normally restricted to identifiable persons or groups, and is usually prospective in nature. Quasi-judicial action, on the other hand, generally involves a determination of the rights, duties, or obligations of specific individuals on the basis of the application of presently existing legal standards or policy considerations to past or present facts developed at a hearing conducted for the purpose of resolving the particular interests in question. This type of decision-making is denominated “quasi-judicial” precisely because it bears similarities to the adjudicatory function performed by courts. If a statute or ordinance authorizes the exercise of quasi-judicial authority but does not provide for notice and hearing, these basic requirements may properly be implied as a matter of fundamental fairness to those persons whose protected interests are likely to be affected by the governmental decision.
 - C. The leading case on what makes a matter quasi-judicial is Snyder v. City of Lakewood, 542 P.2d 371 (Colo. 1975). In Snyder the Court identified three criteria for identifying a matter as quasi-judicial, which are: (1) a state or local law requiring that the body give adequate notice to the community before acting; (2) a state or local law requiring that the body conduct a public hearing, pursuant to notice, at which time concerned citizens must be given an opportunity to be

heard and present evidence; (3) a state or local law requiring the body to make a determination by applying the facts of a specific case to certain criteria established by law.

III. Elements which must be present in a hearing.

- A. The hallmark of a due process hearing is that a “fundamental fairness” attack to the proceedings. Monte Vista Professional Building, Inc. v City of Monte Vista, 531 P.2d 400.
- B. The first element of fundamental fairness is adequate notice to place all parties in interest on notice that a hearing is to held, and giving fair notice as to what will be the scope and requested outcome of that hearing. Failure to give adequate notice may void any action taken at the hearing.
- C. Level of formality. The level of formality to be afforded at the hearing is essentially a question of local preference, so long as adequate opportunity is afforded for all viewpoints which are relevant to the application to be aired.
- D. Necessity of findings. In order to comply with due process requirements, and in order to insulate the decision made from successful judicial attack, findings must be made by the legislative body (which findings are always better put in writing), which relate both to the evidence presented and to the criteria which exist and which are applicable to the application being heard. Bauer v. City of Wheat Ridge, 513 P.2d 203.
- E. Impartial decision-making panel. Applicants are entitled to an impartial panel. Any evidence of predecision, or decision based on matters other than those appearing in the record, potentially subject the decision-makers to liability to the applicant for violation of the applicant’s due process rights.

EX PARTE CONTACTS AND QUASI-JUDICIAL DECISIONS

What is an ex parte contact?

Broadly defined, an ex parte contact is any written or verbal communication initiated outside of a regularly noticed public hearing between an official with decision-making authority and one or more of the parties, but not all of the parties, concerning a particular subject matter which is under, or which is about to become under, consideration by that official, and which seeks either to influence, or present information relating to, that matter which is the subject of the decision. The term is usually used in a courtroom context; the judge cannot discuss a case with either party or their attorney without the other party and the attorney being present. The term is also equally applicable to any quasi-judicial matter pending before a local governmental body. An ex parte contact may include discussing an upcoming hearing or decision with the staff.

Why are ex parte contacts before making a quasi-judicial decision improper?

- 1. All parties are entitled to have the matter heard by an impartial person or body. At the very least, ex parte contact, whether the contacting person is an applicant or a protestant, call into question the impartiality of the decision maker.
- 2. Every quasi-judicial decision must be supported by findings of fact, and the findings of fact must be based solely upon the evidence as it appears in the record of the proceeding. The record of the

proceeding consists only of matters presented at the hearing, not anything presented before or after the hearing. Therefore, to have a defensible record, only evidence presented during the hearing, on the record of the hearing, may be relied upon in reaching the body's decision.

3. In some instances, the parties have the right of cross-examination of the opposing side. They cannot cross-examine an ex-parte contact.
4. In the event one party challenges the final decision, you can be sure any ex parte communications will be included as one of the grounds for reversing the decision.

What do I do if someone attempts to contact me before a hearing?

1. Stop the Person. If it is a verbal contact, advise the person that you are sitting as a judge in the matter and you cannot listen to or review anything about the issue prior to the hearing.
2. Disclose the Contact. At the next public meeting or prior to the hearing on the public record, advise the remaining members of the board and the parties of the contact, your response, and whether or not you think you can make an impartial decision based on the evidence presented at the hearing despite the contact.
3. Consider Whether the Ex Parte Contact Requires Abstention. An ex parte contact, by itself, is usually not enough to reverse the final decision or require you to abstain from voting on the issue. Each individual contact must be reviewed to determine whether it affects your impartiality or ability to consider the matter fairly, whether it creates an appearance of impropriety, whether it creates a conflict such that you cannot participate in the decision-making process, or whether it otherwise affects the rights of the parties seeking the decision to "fundamental fairness" or due process in the decision-making proceedings.
4. Consider Adopting Formal Procedures. It is difficult to tell a neighbor or a constituent that you cannot talk to them about an issue that may be very important to them. Very often constituents are unable to understand why they cannot speak about particular issues to those who have been elected or appointed to represent those constituents. It may help to have specific procedures that the governing body or the planning commission has adopted that you can point to as the reason you cannot handle a quasi-judicial issue in the same manner as you do other legislative or administrative issues. This will also help to make sure all board members handle ex parte contacts in the same manner.

CONFLICTS OF INTEREST

Premise: It is not a conflict of interest to have an opinion! It is only a conflict of interest when you act on that opinion for personal pecuniary gain, rather than in the general public interest.

I. Basics

A. Statutory Provisions

1. Sections 31-4-404, 24-18-109, and 24-18-201, et. seq., C.R.S. provided guidelines to defining and disclosing conflicts and abstention from participation when there is a conflict. Most of these deal with having a direct financial interest in a contract being

awarded or other decisions being made. Municipalities have more limitations than other local governments.

- a) 31-4-404(2). Any member of the governing body of any city or town who has a personal or private interest in any matter proposed or pending before the governing body shall disclose such interest to the governing body and shall not vote thereon, and shall refrain from attempting to influence the decision of the other members of the governing body in voting on the matter.
 - b) 24-18-109(2). A local government official or local government employee shall not:
(a) engage in a substantial financial transaction for his private business proposes with a person whom he inspects or supervises in the course of his official duties;
or (b) perform an official act directly and substantially affecting to its economic benefit a business or other undertaking in which he either has a substantial financial interest or is engaged as counsel, consultant, representative, or agent.
2. Potential criminal ramification for conflicts are in 18-8-301, et. seq., and 18-8-401, et. seq., C.R.S.
 3. Many municipalities have local ordinances or rules governing conflicts.
 4. What to do if you have a conflict
 - a. Disclose
 - b. Abstain from voting (except if necessary for quorum)
 - c. Do not participate in the process (you cannot lobby your fellow board members or speak as a regular citizen)

AVOIDING PERSONAL LIABILITY IN THE MAKING OF A LAND USE DECISION

- I. Following the rules for conducting quasi-judicial hearings clothes the decision maker in the common law judicial immunities.
 - A. Pearson v. Ray, 386 U.S. 547
 - B. This immunity can be lost, however, when judges act in some manner other than as judges.
- II. Legislative immunity.
 - A. At common law, legislators, when acting within the provisions of the “speech and debate clause” of the United States Constitution, are absolutely immune from liability for their official actions. Tenney v. Brandhove, 341 U.S. 367.
 - B. This immunity, too, may be waived when ultra vires action are taken.
- III. Colorado Governmental Immunity Act
 - A. The Colorado Governmental Immunity Act, 24-10-101, et. seq., C.R.S., affords protection to government officials when acting within the scope of their duties except for six identified, but here irrelevant, circumstances.

B. Willful and wanton conduct is not protected by the Governmental Immunity Act.

IV. How to lose your immunity.

A. There are some very, very easy ways to lose immunity and therefore subject yourself to personal liability. Among these are:

- i. Prejudging a matter.
- ii. Having ex parte contacts with applicants or objectors.
- iii. Making a decision which is in violation of clearly established law.
- iv. Acting outside the scope of your authority.
- v. Ignoring or going against publicly given legal advice.
- vi. Ignoring, or acting outside the bounds of established procedures or ordinances.

Source:

Hayes, Phillips & Maloney, P.C., Attorneys at Law, Suite 450, The Market Center, 1350 17th Street, Denver, Colorado, 80202

Local Government Land Use Authority in Colorado



COLORADO
Department of Local Affairs
Division of Local Government



TABLE OF CONTENTS

Introduction.....	1
Home Rule and Statutory Powers.....	1
Land Use Enactment by Colorado General Assembly.....	1
Local Government Land Use Control.....	2
Planning Commissions.....	2
Master Plans.....	2
Zoning.....	3
Subdivision.....	3
Planned Unit Development.....	3
Annexation.....	3
Three Mile Plans.....	3
Vested Property Rights.....	4
Impact Fees.....	4
Building Code.....	4
Adequate Water Supply.....	5
Areas and Activities of State Interest.....	5
Extraterritorial Powers.....	6
Intergovernmental Cooperation.....	6

NOTE:

The following information is intended to provide a general overview of legislative enabling authority for local government land use planning in Colorado. Any local government considering using any of the land use powers cited here should carefully review the relevant statutes and case law. This is not a complete review of all Colorado land use law, and is not to be construed as legal advice. All statutory citations refer to the Colorado Revised Statutes (CRS), as amended, through 2012.

For further information on any of these topics, we recommend consulting Colorado Land Planning and Development Law, edited by Don Elliott. The resource was used as a reference in creating this document in addition to state statutes.

INTRODUCTION

Colorado has a strong tradition of local government control with respect to land use planning. Unlike some other states, Colorado does not have a statewide land use plan. Land use planning regulations like zoning, sign codes, and building codes are, for the most part, locally designated.

The state delegates land use regulatory authority to local governments through enabling legislation. The exercise of this authority, whether in the enactment of land use controls or in decisions enforcing such regulations, must always bear a rational relationship to the health, safety, and welfare of the community. This police power must be exercised in a manner consistent with federal and state constitutional rights.

HOME RULE AND STATUTORY POWERS

Local government land use authority depends on the government's classification. There are 271 incorporated municipalities in Colorado. Ninety-eight (98) of these are home rule municipalities, 12 are statutory cities, 160 are statutory towns, and 1 is a territorial charter city. There are 64 counties in Colorado, 60 of which are statutory counties. Two counties, Pitkin and Weld, are home rule counties. Two others, Denver and Broomfield, are constitutional home rule counties.

Local governments are free to draw upon any and all authority delegated by the General Assembly, and home rule cities or counties derive additional authority from their charters. Home rule municipality authority is found in Article XX of the Colorado Constitution and home rule county authority is found in Article XIV.

Each Colorado town, city, or county may choose to become a home rule government. Home rule municipalities have the power to create their own charter, ordinances, and laws including zoning and subdivision. There are three primary limitations. First, a home rule municipality or county only has power to supersede state law where a matter is of local concern. Second, home rule jurisdictions must follow their own procedures and standards. Third, until a home rule jurisdiction adopts a charter or ordinance provision differing from state statute, they are bound by those statutes.

Statutory governments, on the other hand, only have powers given to them through state statute. If there is no grant of power for a certain activity within the statute, the government cannot engage in that activity.

LAND USE ENACTMENT BY THE COLORADO GENERAL ASSEMBLY

The Colorado legislature has passed many bills with implications for land use planning and regulation. It has placed the majority of land use responsibility and control at the local (county and municipal) level of government. The following compilation is primarily limited to those statutes that address land use planning and control directly, although other statutes enable local governments and state agencies to take a variety of actions that indirectly affect land use. All of the statutes listed below, unless otherwise noted, are enabling legislation. This means that these are tools at a local government's disposal but are not mandated or enforced unless otherwise noted.

LOCAL GOVERNMENT LAND USE CONTROL

The Local Government Land Use Control Enabling Act grants counties and municipalities broad authority to plan for and regulate the use of land. Each local government is authorized to plan for and regulate the use of land within its respective jurisdiction by:

- Regulating development and activities in hazardous areas;
- Protecting lands from activities which would cause immediate or foreseeable material danger to significant wildlife habitat and would endanger a wildlife species;
- Preserving areas of historical and archaeological importance;
- Regulating the establishment of road and public lands administered by the federal government (including authority to regulate public right-of-way, but not on roads authorized for mining claim purposes or under specific permit or lease granted by the federal government);
- Regulating the location of activities and developments which may result in significant changes in population density;
- Providing for phased development of services and facilities;
- Regulating land use on the basis of the impact thereof on the community or surrounding areas;
- Otherwise planning for and regulating the use of land so as to provide planned and orderly use of land and protection of the environment in a manner consistent with constitutional rights.

(§ 29-20-101, et seq.)

PLANNING COMMISSIONS

Counties (§ 30-28-103) and municipalities (§ 31-23-202) are authorized to appoint a planning commission. However, where the county population is less than 15,000 people, the board of county commissioners may constitute the planning commission or appoint a separate body. (Note: Legislation enacted in 1974 requires all counties to adopt subdivision regulations, and those regulations must be reviewed or adopted by a planning commission, so as a practical matter all counties must have a planning commission.)

MASTER PLANS

Counties and municipalities are authorized to prepare a master plan (often referred to as a comprehensive plan). It is the responsibility of a county (§ 30-28-106) or municipal (§ 31-23-206) planning commission (rather than the governing body) to prepare and adopt a master plan for the physical development of their communities. Adopted master plans must include a recreation and tourism element. Counties are required to have a plan allowing extraction of minerals from the ground, and that plan may be a part of a master plan. In 2002, the more populous and faster growing counties and municipalities were required to formally adopt their master plans within two years (§ 30-23-206(4)).

ZONING

Municipalities (§ 31-23-301) and counties (§ 30-28-111) have the power to regulate land use through zoning for the purpose of promoting the health, safety, morals, or general welfare. Various federal laws limit local zoning authority with respect to telecommunications devices, group homes, signs, religious institutions, and site accessibility to handicapped individuals.

SUBDIVISION

The adoption of subdivision regulations is authorized for cities and required for counties through detailed enabling legislation (§ 30-28-133 for counties and § 31-23-214 for municipalities). “Subdivision” or “subdivided land” is defined (§ 30-28-101(10) for counties, § 31-23-201(2) for municipalities) as any parcel of land that is to be divided into two or more parcels or is to be used for condominiums, apartments, or any other multiple dwelling units, unless specifically excluded in the same section. Specifically excluded from the definition of subdivision within counties is any division of land where all of the resulting parcels are larger than 35 acres, although other land use regulations may still address development on those parcels.

PLANNED UNIT DEVELOPMENT

Counties and municipalities are authorized to allow planned unit developments (PUDs), areas of land to be developed under a unified plan of development that does not correspond to the existing land use regulations. Local governments authorize PUDs through the adoption of a resolution or ordinance setting forth the general standards for PUDs. After this, they may adopt resolutions or ordinances approving specific PUDs that meet those standards. PUDs are required to be consistent with adopted master plans. (§ 24-67-101 et seq.)

ANNEXATION

The Municipal Annexation Act of 1965 gives municipalities the authority to annex new territory and sets eligibility, procedures, and limitations for annexation. The statute has been amended several times and constitutional amendments that affect certain key aspects of municipal annexation have been adopted. In the statutes, many criteria for annexations exist as well as certain limitations. (§ 31-12-101 et seq.)

THREE MILE PLANS

No annexations may occur that would extend the municipal boundary more than three miles in any direction in a given year. Prior to any annexation within the three mile boundary, municipalities must have a plan for that area, commonly called a “three mile plan.” Three mile plans must propose land uses for the area and generally describe the location, character, extent of certain features, and utilities and infrastructure to be provided by the municipality. Three mile plans are required to be updated annually. Commonly, annexation policies and elements of a three mile plan are incorporated as a chapter of the municipal master plan. (§ 31-12-105)

VESTED PROPERTY RIGHTS

A vested property right means the right to undertake and complete the development and use of property under the terms and conditions of a site specific development plan that has been approved by the local government. The vested property rights statute allows municipalities and counties to establish a vesting process and determine when vesting occurs in the development review process within a jurisdiction.

If a local government does not adopt an ordinance or resolution to determine when vesting occurs or specify what constitutes a site specific development plan, then rights vest upon approval of any substantially similar plan, plat, drawing, or sketch. A vested property right precludes any zoning or land use action by a local government that would negatively affect or delay the use of property as established in the approved site specific development plan, with a few limited exceptions.

Rights remain vested for three years. Local governments are also authorized to enter into development agreements with landowners providing vested rights for over three years. (§ 24-68-101, et seq.)

IMPACT FEES

Municipalities and counties are authorized to impose impact fees or similar development fees to fund costs for capital facilities necessary to serve new development. Impact fees are generally collected either at the time of subdivision or site plan approval or at the time of building permit issuance. They must be directly related to impacts of the proposed development and must be spent for the purpose for which they were collected within a reasonable period of time. The statutes define procedures that must be followed when impact fee programs are adopted and enforced. (§ 29-20-104.5)

BUILDING CODE

Counties (§ 30-28-201) and municipalities (§ 31-15-601) may adopt ordinances and a building code for the public health, safety, morals, and general welfare and the safety, protection and sanitation of such dwellings, buildings, and structures. If a county or municipality does not have a building code, factory-built structures and buildings constructed on site intended for multiple occupancy (motels, hotels, multi-family structures) are subject to building standards set forth by the state Division of Housing. (§ 24-32-3301, et seq.) Additionally, if a county has enacted a building code, it is also required to adopt and enforce a building energy code that meets or exceeds the standards in the 2003 International Energy Conservation Code. (§ 30-28-201(3))

Local governments are not permitted to adopt or apply building codes to manufactured housing that differ from the requirements of the federal Manufactured Housing Act (42 USC § 5401-5426). In addition, county and municipal building codes do not apply to school construction. Schools are instead subject to building and fire codes adopted by the director of the Division of Fire Prevention and Control in the Department of Public Safety. (§ 22-32-124) Local government building departments may become prequalified to undertake review and inspections of schools. (8 CCR 1507-30-4)

ADEQUATE WATER SUPPLY

A local government cannot approve an application for a development permit unless it determines that the applicant has satisfactorily demonstrated that the proposed water supply for the development will be adequate. (§ 29-20-301 et seq.)

AREAS AND ACTIVITIES OF STATE INTEREST

Local governments are authorized to identify, designate, and regulate through guidelines and permitting procedures areas and activities of state interest within their jurisdiction. These are commonly known as “1041 powers” after the House Bill that created them. The statute establishes a system to identify types of projects with impacts beyond their immediate scope and establishes criteria for local governments to use in planning for and regulating such projects. The 1041 powers are intended to allow local governments to retain and increase their control over projects with statewide impacts. (§ 24-65.1-101, et seq.)

The areas and activities are as follows:

AREAS:

- Mineral resource areas
- Natural hazard areas
- Areas containing or having a significant impact upon historical, natural, or archaeological resources of statewide importance
- Areas around certain key facilities, such as airports, major facilities of a public utility, interchanges involving arterial highways, and mass transit facilities

ACTIVITIES:

- Site selection and construction of new or expanded water and sewage treatment systems
- Site selection and development of certain solid waste disposal sites
- Site selection of airports
- Site selection of rapid or mass transit facilities, terminals, stations, and fixed guideways
- Site selection of arterial highways and interchanges and collector highways
- Site selection and construction of major facilities of a public utility
- Site selection and development of new communities
- Efficient utilization of municipal and industrial water projects
- Conduct of nuclear detonations
- The use of geothermal resources for the commercial production of electricity

EXTRATERRITORIAL POWERS

In some cases, Colorado statutes give one jurisdiction certain powers over land use activities in a different jurisdiction:

- § 31-23-212 and 213 enable a municipality to govern land within its municipal boundaries as well as a major street plan for up to three miles outside its municipal boundary, or halfway to the next city if the land is within five miles of both cities.
- § 31-15-401 and 601 allow a municipality to prohibit or regulate nuisances such as “bawdy and disorderly houses and houses of ill fame or assignation” (adult establishments) within three miles of city limits, as well as the storage of explosives within one mile.
- § 25-7-138(4) allows municipalities to consent to the location of a new land waste application site or new waste impoundment within one mile of its boundaries.
- § 31-15-707(1)(b) allows a municipality to construct or authorize the construction of waterworks outside its boundaries and to protect the waterworks and water supply from pollution (up to five miles above the point from which the water is taken).
- § 31-25-216, 217, 301, and 302 allow a municipality to establish, manage, and protect its park lands, recreation facilities and conservation easements (including the water in those parks) located beyond city limits.
- § 31-23-225 requires a municipality to notify the county and state geologist of a proposed major activity (a subdivision or commercial or industrial activity covering five or more acres of land), prior to approving any zoning change, subdivision, or building permit application associated with that activity.
- § 30-28-136 requires counties to submit a copy of any preliminary plan for a subdivision to many agencies including: counties and municipalities within two miles of the proposal, special and other districts, the Colorado State Forest Service, the State Engineer, the Colorado Geological Survey, and other referral agencies. The statute also requires the county to allow a 21 day review period before taking action.

INTERGOVERNMENTAL COOPERATION

- § 29-20-105 § 29-20-105 through 107 authorizes and encourages local governments to cooperate or contract with other units of government for purposes of planning or regulating the development of land. Through an intergovernmental agreement (IGA), local governments may, after notice and hearing, jointly adopt mutually binding and enforceable comprehensive development plans for areas within their jurisdictions. Local governments may also, pursuant to an IGA, provide for revenue sharing. Parties to an intergovernmental agreement are required to provide notice and a copy of the agreement, as well as a map demonstrating the territory covered by the agreement, to each neighboring jurisdiction. (§ 24-32-3209)
- § 29-1-203 allows local governments to cooperate or contract with one another to provide any function, service, or facility lawfully authorized to each of the cooperating or contracting units. The contract may establish a separate legal entity to do so.

- Local governments intending to adopt or amend a comprehensive plan are required to give notice of the proposed plan or amendments to all neighboring jurisdictions for review. The neighboring jurisdictions may file objections to the proposed plan or amendments and may compel the planning jurisdiction to participate in mediation, prior to litigation, in order to settle the dispute over the comprehensive plan or amendments. (§ 24-32-3209) (For more information about alternative dispute resolution see <http://dola.colorado.gov/cdo> and click on our resource library – land use dispute resolution.)
- § 30-28-105 enables municipalities and counties to form multi-county and joint city/county planning commissions, known as regional planning commissions. These are empowered to perform planning functions similar to those performed by county planning commissions, including making and adopting a regional plan for the physical development of the region. Counties and municipalities are expressly authorized to participate in more than one regional planning commission. Regional zoning boards of adjustment are enabled by § 30-28-117(5).
- § 32-7-101 authorizes at least two counties (upon approval of the electors) to form a regional service authority (RSA) to perform a wide variety of local government services, including joint planning. One available joint planning power is to prepare and adopt a comprehensive development guide for the RSA area to be used to assist local government planning efforts. The purpose of a RSA is to encourage using a single government entity to provide a single service or function when that service transcends local government boundaries.
- Special districts are quasi-municipal corporations and political subdivisions of the state. Special districts cannot exercise land use or zoning powers, and most of a special district's activities are subject to the land use controls of the municipality or county in which they were created. In some circumstances, special districts can overrule zoning permit denials by the board of county commissioners when they pertain to their own facilities (based on case law interpretation of § 30-28-110(1)(c)). However, special districts are subject to local building codes when constructing facilities.

SOURCES:

Code of Colorado Regulations (CCR)

Colorado Land Planning and Development Law: Ninth Edition. Edited by Donald Elliott. Denver: Bradford Publishing Company, 2012.

Colorado Revised Statutes, as amended, through 2012.

<http://dola.colorado.gov/cdo> - Resource library includes land use planning information.

U.S. Code (USC)



COLORADO

Department of Local Affairs

Division of Local Government



CONTACT:

<http://dola.colorado.gov/cdo>
1313 Sherman Street, Room 521
Denver, CO 80203
303-864-7726

PROCLAMATION

ARBOR DAY

JUNE 11, 2019

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, beautifies our community, and are a source of joy and spiritual renewal; and

WHEREAS, once again, Glenwood Springs has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways.

NOW, THEREFORE, I, Michael Gamba, Mayor of the City of Glenwood Springs, Colorado, do hereby proclaim **June 11, 2019**, as **ARBOR DAY** in the City of Glenwood Springs. I urge all citizens to support efforts to care for our trees and woodlands, to support our City's community forestry program, and to plant trees to gladden the hearts and promote the well-being of present and future generations.

Given under my hand and the official seal of the
City of Glenwood Springs, in the State of Colorado,
this 27th day of May, 2019.

Jonathan Godes, Mayor



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Award of Bid BD 2019-029 Community Center Boilers Award of Contract

Action Requested: Approval of Award of Proposal Bid BD 2019-029, Community Center Boiler Project

Department: Parks & Recreation

Presented By: Brian Smith, Recreation Director

Background Info: The Community Center Boiler Replacement Project is being completed to replace the end of life boiler and provide a more energy efficient method of heating the three pools and domestic hot water in the Community Center. The City received two responses to the Community Center Boiler Replacement Invitation to Bid BD 2019-029 from Hvac Technical Services as well as from HK Design and Construction Services. Bids were reviewed by Brian Smith, Matt Kraemer, Karstin Moser, and Ricky Smith.

The pricing is summarized below:

	HVAC Technical Services	HK Design and Construction Services
Total Scope	\$256,308.00	\$489,686.07
Alternate bid	included	\$9,788.25
Days to complete	30	21
Exceptions	yes	no

Issues: Exclusions include DDC Controller.
All line voltage electrical.
Roof repairs, cutting, and patching.
Aquatherm piping.
Pool side modifications.

When the building controls are retrofitted, a "DDC Controller" can be installed at that time. Boilers are capable of interface with Lochinvar accessory.
R&A Electrical will handle infrastructure for \$6,000.
Repairs will be handled in-house by Maintenance Staff.
All piping will be copper.
No pool side pumps are needed for the heat exchanger.

Budget for the work is out of the Capital Projects Fund. .

Staff Recommendation: Approval of Award of Proposal Bid BD 2019-029, Community Boiler Project to Hvac Technical Services in the amount of \$256,308.



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: City Manager Contract

Action Requested: Approve Third Amendment to City Manager Employment Agreement

Department: City Administration

Presented By:

Background Info: The Second Amendment to the City Manager's Employment Agreement extended Debra's term of employment to December 31, 2019 and stated that six months prior to the end of the term, Council and Debra will determine whether to extend the agreement for an additional two years. This Third Amendment to Employment Agreement extends Debra's employment term until December 31, 2021 and provides that 6 months before the end of the term, the parties will again determine whether to renew the agreement for an additional two year term.

Issues:

Staff Recommendation:

THIRD AMENDMENT TO EMPLOYMENT AGREEMENT

This THIRD AMENDMENT TO EMPLOYMENT AGREEMENT is made this 6th day of June 2019, by and between the City of Glenwood Springs, Colorado (hereinafter "Employer" or the "City"), and Debra M. Figueroa (hereinafter "Employee" or "City Manager").

WHEREAS, the City and Employee entered into an Employment Agreement on May 9, 2016 (the "Employment Agreement"), a First Amendment to Employment Agreement in February 2017, and a Second Amendment to Employment Agreement in November 2017; and

WHEREAS, pursuant to the Second Amendment to Employment Agreement, Employee's Extended Term expires on December 31, 2019; and

WHEREAS, pursuant to the Second Amendment to Employment Agreement, six months prior to the end of the Extended Term, City Council and Employee shall determine whether to extend the Employment Agreement for an additional two year term; and

WHEREAS, the City and Employee desire to amend the Employment Agreement by extending the Extended Term for an additional two years.

NOW THEREFORE, in consideration of the promises and covenants contained herein, the parties agree as follows:

1. Extended Term of Employment. The initial term in Section III.A. of the Employment Agreement, as extended by the Second Amendment to Employment Agreement, shall be further extended until December 31, 2021 ("Second Extended Term"). Six months prior to the end of the Second Extended Term, City Council and Employee shall determine whether to renew the Employment Agreement, as amended, at the end of the Second Extended Term for an additional two years.

2. All other terms and conditions of the Employment Agreement shall remain unchanged.

IN WITNESS WHEREOF, the parties have executed this Third Amendment to Employment Agreement as of the date first above written.

EMPLOYER:
CITY OF GLENWOOD SPRINGS,
COLORADO

EMPLOYEE:

By: _____
Jonathan Godes, Mayor

Debra M. Figueroa

ATTEST:

City Clerk/Deputy City Clerk



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
May 16, 2019
101 W. 8TH STREET
6:15 P.M.

1. Roll Call

Mayor Jonathan Godes called the meeting to order at 6:15 p.m. Present at roll call: Charlie Willman, Rick Voorhees, Shelley Kaup, Jonathan Godes, Steve Davis, Paula Stepp, and Tony Hershey.

Also present were Debra Figueroa, City Manager; Karl Hanlon, City Attorney; Steve Boyd, COO; Jenn Ooton, Assistant City Manager, Economic and Community Development Director; Roxanna Peskuski, Deputy City Clerk; Matt Langhorst, Public Works Director; Terri Partch, City Engineer; Terry Wilson, Police Chief; Jake Velasquez, Streets Superintendent; Hannah Klausman, Senior Planner.

2. Pledge of Allegiance

Mayor Godes led in the Pledge of Allegiance.

3. Agenda Changes & Conflicts

No conflicts or changes were noted.

4. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)

No Citizens appeared for items not on the agenda.

5. Council Comments

Councilor Hershey-recognized the passing of Dr. Christiaan Maurer of New Castle.

Councilor Willman-requested to run for the CML board with the Council's approval.

Councilor Stepp moved, seconded by Mayor Pro-Tem Kaup, to approve that Councilor Willman run for the CML executive board.

Motion passed unanimously.

Debra Figueroa asked for a motion to be made on how to schedule the next regular meeting.

Councilor Willman moved, seconded by Mayor Pro-Tem Kaup, to start the next meeting at 2:30pm for the purpose of having a 1-hour budget overview informational session followed by an hour where Council discusses streets and street priorities.

Motion passed unanimously.

6. Consent Agenda

All matters under consent are considered to be routine and will be enacted by one motion and vote. The titles will not be read aloud. There will be no separate discussion on these items unless a Councilmember or Audience Member so request.

- A. Resolution 2019-25; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Rescheduling the Second Regular City Council Meeting in June 2019 and Cancelling the First Regular City Council Meeting in July 2019

- B. Resolution 2019-24; Supporting a Ride Glenwood Springs Application for FTA 5311 Admin/Operating grant funds
- C. Receipt of Minutes of the May 2, 2019 Regular Meeting
- D. IGA for Mosquito Control 2019

Councilor Davis moved, seconded by Councilor Voorhees, to approve the consent agenda.

Motion passed unanimously.

ACTIONS AND/OR PRESENTATIONS

7. Valley Marijuana Council Program Summary, Results and Funding Asking

Debra Figueroa explained that City Council approved funding for youth prevention programs in 2018. The Valley Marijuana Council (VMC) was reporting back on the success of two programs and looking for City Council Direction.

Mayor Godes opened the item for public comment and no comments were noted. Mayor Godes closed public comment.

Councilor Hershey moved, seconded by Mayor Pro-Tem Kaup, to support the Valley Marijuana Council Youth Prevention and Mental Health Program through June of 2020, to fund \$100,000 allocated to Youth Prevention Activities and Mental Health Support, \$75,000 to Mental Health Services from Mind Springs Health and \$25,000 to Rec Center Access and at Debra's discretion to hire additional part-time employees.

Motion passed unanimously.

8. Vacation Rentals, Considerations of 070.030.030 Text Amendments and permit requirements for Accessory Tourist Rentals for Short Term Rentals

Hannah Klausman presented that in November of 2018, City Council voted to enact a 4-month moratorium on new vacation rental applications and directed staff to develop a robust public engagement process to gather information on the topic. City Council requested Staff to compile data related to how the City's program had been operating including growth, tax collection, HOA covenants, and other topics. Staff conducted a research analysis of municipal regulations within Colorado in addition to holding an online public survey and public work session to gather community opinion.

Mayor Godes opened the item for public comment.

Ashley Moffatt-voiced her concern about having only 1 Vacation rental per block or 500 linear feet.

John Bilgrave-asked about being grandfathered into the old code if they had a permit prior to the changes. He also expressed concern about giving the Community Development director so much power to revoke a permit at their discretion.

Mike Blair-Suggested that the City follow the comprehensive plan and to update the comprehensive plan in order to change the planning and zoning of the City.

Mary Noone-Explained that neighborhoods were an important part of Glenwood Springs.

Marco Dehm-Did not think any changes needed to be made to the current vacation rental policy.

Natalie Kellum-Wanted Council to slow down and not make changes so quickly.

Luis DelRio-Didn't feel the changes to vacation rental policy were hospitable for the community.

Christine DelRio-Asked Council how they were using the information they had received from this robust discussion to make changes.

Clarke Anderson-Suggested making it more difficult for people to actually decide to have a short term rental with the example of the fee structure.

Annie Rector-Believed that people needed to be more conscious of the impacts of vacation rentals.

Jason Stark-Expressed that he enjoyed vacation rentals as he owned one and used them when he traveled.

Erika DelRio-Stated that she agreed that Council needed to slow down.

Ben West-Explained that allowing homeowners to rent their home out gives many the ability to own a home in Glenwood.

Andy Mueller-spoke about finding a balance between affordable housing and the tourism that drove the economy.

Mayor Godes closed public comment.

- A. Resolution 2019-14; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Amending Vacation Rental Application Fee and Vacation Rental Permit Application
- B. Ordinance No 9, Series of 2019; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Revising Code Provisions to Vacation Rentals (FIRST READING)

Mayor Pro-Tem Kaup moved, seconded by Councilor Davis, to continue this item until the June 27th regular meeting.

Motion passed unanimously.

Mayor Godes called for a brief break.

The meeting reconvened at 8:47pm.

9. Two Rivers Project (Continued from the May 2, 2019 Regular Meeting)

Terri Partch spoke about how the purpose of the Two Rivers Shoreline Restoration Project was to remove industrial debris and beautify the river front, improve the boat ramp to meet the needs of river users, develop public access to the river and enhance recreational opportunities.

Mayor Godes opened the item for public comment.

Tom Trowbridge-representing the Roaring Fork Fishing Guide Alliance said they would like to see the design move forward particularly with the ramp redesign.

Lani Kitching-also representing the Roaring Fork Fishing Guide Alliance who wanted to support the changes to the park especially the boat ramp.

Andy Mueller-explained that the river front was a way that many people entered the City because of rafting trips and restoring the shore line and boat ramp would give a better first impression.

Gaye Moore-stated it was vital to the community to have a nice park.

Dean Moffatt-gave his suggestions for the improvements he would make 40 years after designing the original park.

Ashley Moffatt-told council that Two Rivers park was a crown jewel to the community and bringing the focus back to the boat ramp and shoreline were key. She also stated that dredging the channel made no sense because it would naturally refill due to the curve of the river.

Chad Roodoe-asked council to look at this restoration as an investment in Glenwood's water resources.

Erika Gibson-as a member of the River Commission, wanted to confirm that the community was behind this project and to focus on restoring the shore line and boat ramp as it was the original plan.

Mayor Godes closed public comment.

Mayor Pro-Tem Kaup moved, seconded by Councilor Davis, to direct staff to move forward with the final design, prepare bid documents for the shoreline restoration and the boat ramp also include the bathrooms as an option.

Ayes: Stepp, Davis, Godes, Kaup, Voorhees, Willman

Nays: Hershey

Motion passed.

10. Update of Construction Schedule for 7th Street

Terri Partch gave an update on the construction schedule for 7th Street. Ms. Partch described how Gould construction was working diligently to complete the 7th Street project.

11. Bid for Landscaping and Furniture on 7th Street

Terri Parch explained that six invitation to bids were mailed for the 7th Street Landscaping Project, BD 2019-025, and the City received a total of two responses. The responsive bid for the project was approximately \$23,390.50 over the landscaping budget for the project of \$550,000. The DDA reviewed these bids and authorized the Board to use up to \$25,000 of their budget to make up the difference.

Councilor Hershey moved, seconded by Mayor Pro-Tem Kaup, to extend the meeting to 10:40pm.

Motion passed unanimously.

Mayor Godes opened the item for public comment and no comments were noted. Mayor Godes closed public comment.

Councilor Davis moved, seconded by Councilor Willman, to accept Gould's bid and allow this project to move forward to its completion.

Ayes: Davis, Godes, Kaup, Voorhees, Willman

Nays: Hershey, Stepp

Motion passed.

12. Change Order Under Bridge Lighting

Terri Partch spoke to Council that in December of 2018, Deric Walter received a quote on behalf of the DDA for additional accent lighting under the Grand Avenue bridge. The bid included up-lighting within the granite pavers and strand lighting, however the strand lighting fixture heads were underestimated. Fifty-seven heads are needed but only twenty-three were originally estimated. The change order request is for an additional \$16,025.00.

Mayor Pro-Tem Kaup moved, seconded by Councilor Hershey, to continue this item to the next meeting.

Motion passed unanimously.

13. Stormwater and Downtown Bathrooms – Request for City Council to Fund Stormwater Infrastructure

Deric Walters presented to Council on the progress and needs for Downtown Public Restrooms, which were scheduled to be delivered and installed on July 1, 2019. The DDA hoped Council would agree to fund the cost for the unanticipated storm sewer/related costs in the amount of \$60,000 and that the DDA would make up the difference from its contingency fund in the amount of \$15,253.85 to move the project forward.

Mayor Godes opened the item for public comment and no comments were noted. Mayor Godes closed public comment.

Councilor Davis moved, seconded by Councilor Voorhees, to extend the meeting to 11:00pm.

Motion passed unanimously.

Councilor Davis moved, seconded by Councilor Willman, that the City meet the DDA halfway there and pay the additional \$60,000 to affect the construction of these bathrooms and get in the stormwater work done around it.

Ayes: Davis, Willman

Nays: Hershey, Stepp, Godes, Kaup, Voorhees

Motion failed.

14. Board and Commission Liaison Appointments

Mayor Godes approved the Council member liaisons to each City Board and Commission, as well as representatives to Boards and Committees which were non-City Boards as outlined in the May 16, 2019 agenda packet on page 479, with the change that Councilor Willman would serve as the primary liaison to the Financial Advisory Board and Councilor Stepp would serve as the alternate.

15. Report from City Administration

- A. City Manager
- B. City Attorney
 - i. City Manager Contract
- C. Correspondence Incoming/Outgoing
 - i. LWCF

- Request that Mayor Godes sign a letter of support for LWCF.

16. Executive Session to Conduct a Conference with the City Manager and City Attorney for the Purpose of Discussing the City's Purchase, Acquisition, Lease, Transfer or Sale of Real Property; Determining Strategy for Negotiations and Instructing Negotiators; and to Conduct a Conference with the City Attorney to Receive Legal Advice in Accordance with C.R.S. 24-6-402(4)(a), (b), and (e), related to South Canyon, City Manager Contract, Soccerfield Road Property, Devereaux Property, Iddings Property, the MOC, and Garfield County Industrial Development.

This executive session was withdrawn due to time constraints.

15. Adjournment

The meeting was adjourned at 11:00pm.



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item:	Resolution 2019-27, A Resolution of the City Council of the City of Glenwood Springs, Colorado, Authorizing and Supporting the Application for a Grant from Youth Engagement in Sports: Collaboration to Improve Adolescent Physical Activity and Nutrition Program (YES Initiative)
Action Requested:	Pass Resolution 2019-17 authorizing and supporting an application for a grant from the Youth Engagement in Sports: Collaboration to Improve Adolescent Physical Activity and Nutrition Program (YES Initiative)
Department:	Parks & Recreation
Presented By:	Brian Smith, Recreation Director
Background Info:	The YES Initiative is a \$400,000 grant offered by the U.S. Department of Health and Human Services to expand youth participation in sports and encourage regular physical activity for youth populations with lower rates of sports participation and communities with limited access to athletic facilities or recreational areas. Through the YES Initiative the City's Parks & Recreation Department will address unhealthy physical activity and nutrition behaviors among minority and socio-economically disadvantaged youth (including, specifically girls), and provide opportunities for them to learn skills and gain experiences that contribute to more positive lifestyles and enhance their capacity to make healthier life choices. The grant will help develop and implement sports and fitness programs expected to serve and retain a minimum of 130 youths in the 6th, 7th, and 8th grades over the 2-year grant period. • Implementation of sports programming that provide youth the opportunity to sample different types of sports activities. • Implementation of sports programming that allows youth of all ability levels to equally participate and do not require "try-outs" or performance based exclusion. • Implementation of nutrition programming that facilitate healthy eating habits. • Allow youth to complete at least 60 minutes of moderate to vigorous physical activity per day. The program is an experimental design project, meaning we will survey the participants through an independent evaluator provided in partnership by CMC. The program will partner with community organizations for transportation, marketing, and program structure assistance.
Issues:	None.
Staff Recommendation:	Pass Resolution 2019-17 authorizing and supporting the YES Initiative Grant.

RESOLUTION 2019 - 27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AUTHORIZING AND SUPPORTING THE APPLICATION FOR A GRANT FROM THE YOUTH IN ENGAGEMENT IN SPORTS: COLLABORATION TO IMPROVE ADOLESCENT PHYSICAL ACTIVITY AND NUTRITION PROGRAM (YES INITIATIVE).

WHEREAS, the U.S. Department of Health and Human Services (HHS) has announced the availability of FY 2019 grant awards for the Youth Engagement in Sports: Collaboration to Improve Adolescent Physical Activity and Nutrition (YES Initiative) (the “Grant”); and

WHEREAS, the City of Glenwood Springs (“City”) is a political subdivision of the State of Colorado and therefore an eligible applicant for the Grant; and

WHEREAS, the Grant seeks to support projects that expand youth participation in sports and encourage regular physical activity, especially for youth populations with lower rates of sports participation and communities with limited access to athletic facilities or recreational areas; and

WHEREAS, the City’s Parks and Recreation Department intends to use the Grant to develop and implement sports and fitness programs to address unhealthy physical activity and nutrition behaviors among minority and socio-economically disadvantaged youth in the 6th, 7th and 8th grades and provide opportunities for youth to learn skills and gain experiences that contribute to more positive lifestyles and enhance their capacity to make healthier life choices; and

WHEREAS, the City Council supports an application for the Grant and the programs contemplated by the Parks and Recreation Department if the Grant is awarded.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, THAT:

Section 1. The above recitals are hereby incorporated as findings by the City.

Section 2. The City strongly supports the application for the Grant and has appropriated matching funds for the Grant.

Section 3. The City Council of the City of Glenwood Springs will authorize the expenditure of funds necessary to meet the terms and obligations of the Grant.

Section 4. If a Grant is awarded, the City of Glenwood Springs hereby authorizes the Mayor or Mayor Pro Tem to sign a Grant Agreement with HHS.

INTRODUCED, READ, AND PASSED THIS 6th DAY OF JUNE 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Award of Bid 2019-035 for the Freight Offices Railroad Motorway Building

Action Requested: Award of the Bid BD2019-035 for the demolition of the Freight Offices Railroad Motorway building located at 210 W. 8th Street.

Department: Economic and Community Development

Presented By: Jennifer Ooton, Assistant City Manager

Background Info: Following the flood of the City's railroad storage building earlier this year, the City put out a bid for the demolition of the building including asbestos removal.

There were five responses to BD2019-035 for the demolition of Freight Offices Railroad Motorway building located at 210 West 8th Street, across from City Hall.

BIDDER	TOTAL AMOUNT
Aspen Digger	\$96,372
X-Field Services	\$75,948
Kuersten	\$64,085
Heyl	\$83,093
American. Demolition	\$182,500

The demolition of the Railroad Motorway building will include the complete removal of the structure. All steel and metal paneling that can be recycled will be placed in the City's recycling company's container, however the "Freight Offices Railroad Motorway" and "Rio Grande" signs will be salvaged by the contractor and retained by the City.

Additionally, the contractor will install 250 feet of 6-foot chain link fence along the northwestern edge of the parking lot.

After full concrete removal has been completed, the contractor will be required to backfill any excavations with an acceptable structural fill material.

Two optional scopes related to the removal and relocation of all rails, rail clips, rail spikes and the removal of the railroad ties and replacement of disturbed areas with topsoil and hydromulch seeding are not being recommended to be awarded due to the expense.

This project would be funded from the City Manager's discretionary pool.

Issues: Both Kuersten Construction LLC and Heyl Construction Inc. did apply for local preference, however, Kuersten is still the apparent low bidder.

Staff Recommendation: To award the Bid BD 2019-035 to Kuersten Construction in the amount of \$64,085.



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Introduction of DDA Executive Director Laura Kirk

Action Requested: NA

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info: The DDA Board wishes formally to introduce the new DDA Executive Director to City Council.

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Performance Contract

Action Requested: A performance contract can be issued to a municipality that guarantees a return on investment of certain energy related upgrades. The Colorado Energy Office will present an overview of the program.

Department: Parks & Recreation

Presented By: Brian Smith, Recreation Director

Background Info: The City of GWS has not created an asset management plan to address failing 19 year old mechanical, electrical, plumbing, and lighting infrastructure within city owned buildings. Deferred maintenance will continue to perpetuate costly emergency fixes on roof top units, ice rink compressors, expensive obsolete lighting ballasts, high end pumps, failing windows, and outdated controllers. Capital Improvements funding for failing infrastructure management is provided by the State of Colorado Energy Office. Utilizing a Qualified Energy Service Company's (ESCO) facilitated by the Colorado Energy Office, the City of Glenwood Springs can effectively finance costly upgrades using energy savings as the funding mechanism. An audit will flush out the overall scope of what infrastructure would potentially can see the most energy savings.

Issues:

Staff Recommendation: N/A



A Partner
with



February 8th, 2019

COMPREHENSIVE ENERGY MANAGEMENT

ENERGY SUPPLY

ENERGY DEMAND

Procurement

Risk Management

Data Management

OPEX

CAPEX

- Supply Analysis
- Supply Optimization
- Distributed generation
- Renewables
- Market Intelligence
- Supply Chain Resiliency
- Recommendations
- Performance Assessment
- Benchmarking
- Opportunity Targeting
- Scorecards
- System Optimization
- Operating Procedures
- Behavior Adaptation
- Building Modification
- Controls
- Equipment

Cornerstones of a Successful Co-Authored City of Glenwood Springs & Trane Partnership

Technical Solutions

State of The Art Offerings, Ongoing Services & Features, Advanced Technologies

Financial Solutions

Self-funding, Revenue Neutral, Lowest Financing Cost, & Best Value with Real Time Ongoing M&V /Savings, Asset Monetization

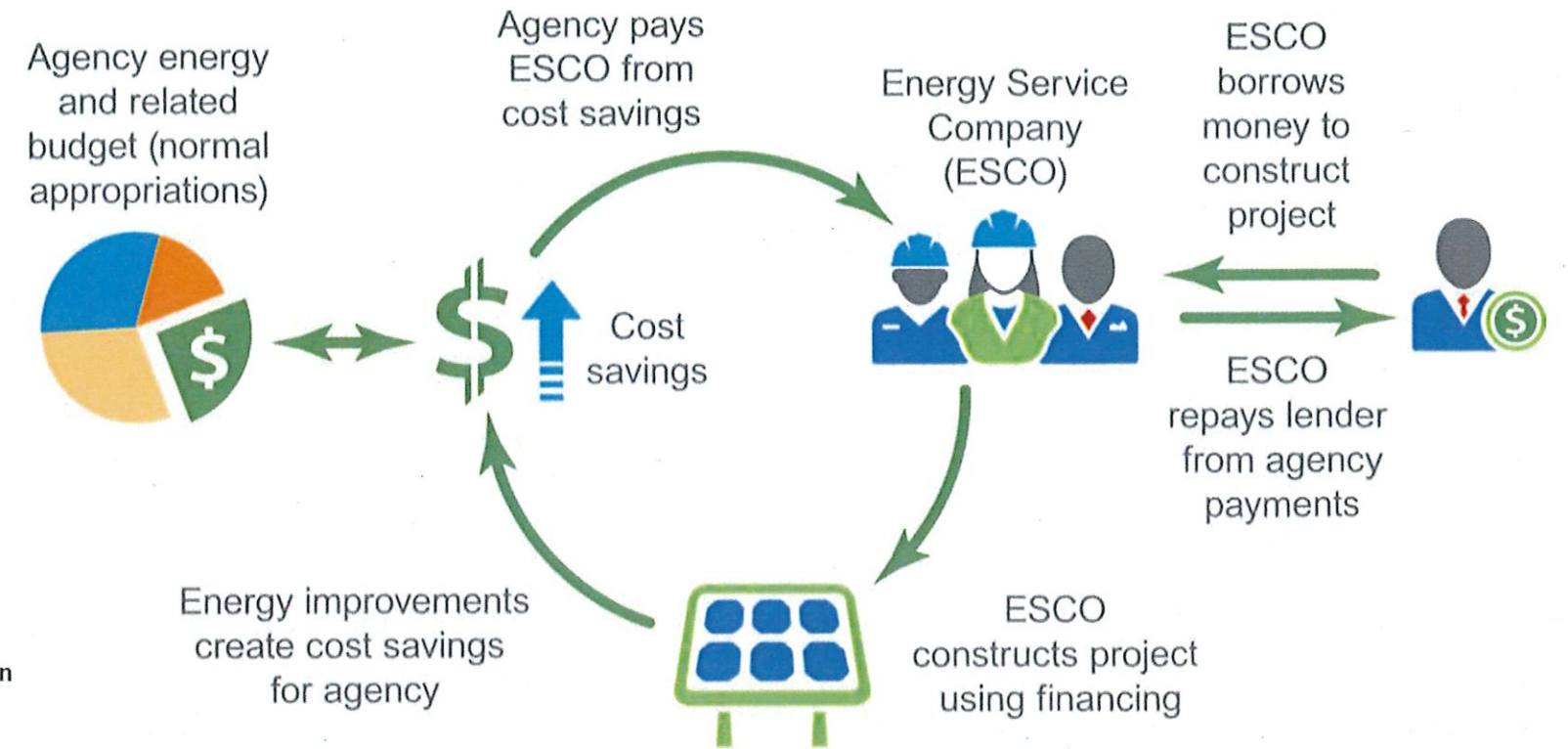
Process Legal Solutions

Follow CEO Standard for Success Guidelines, State of CO Contracts, Codes, LEED, Standards

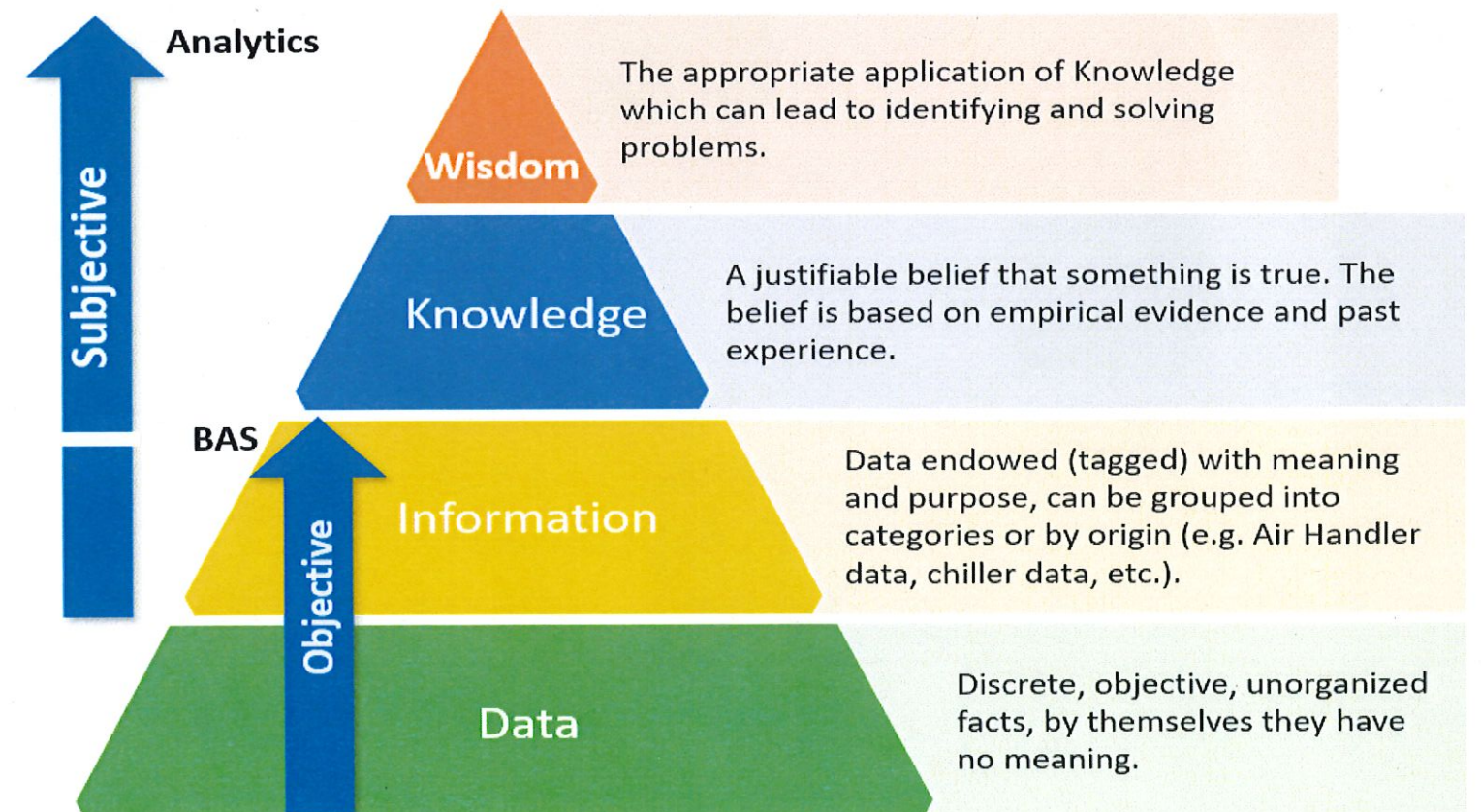
Political Solutions

Educate and Integrate Key Stakeholders throughout the RFP, IGA /TEA, Construction, and Performance Assurance Phases

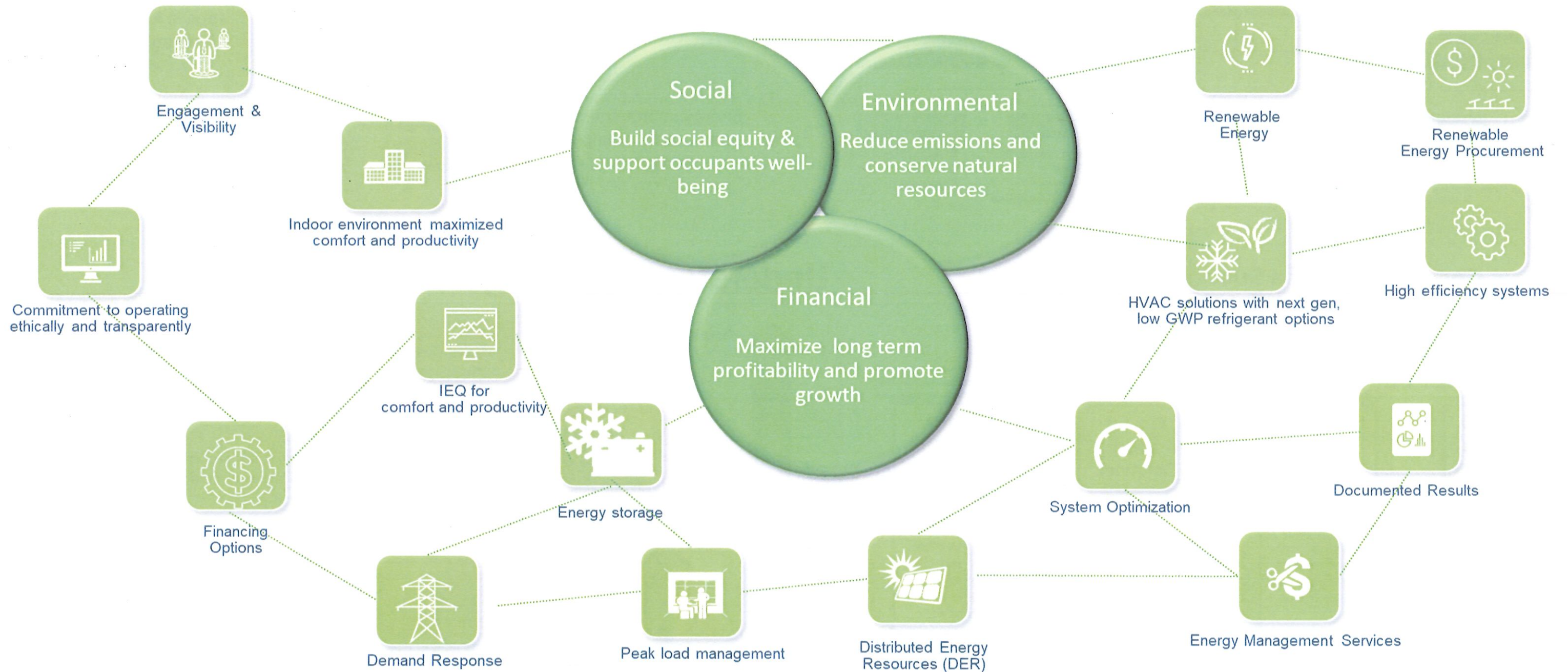
"The Journey of a Thousand Miles, Begins with the First Step," – Laozi



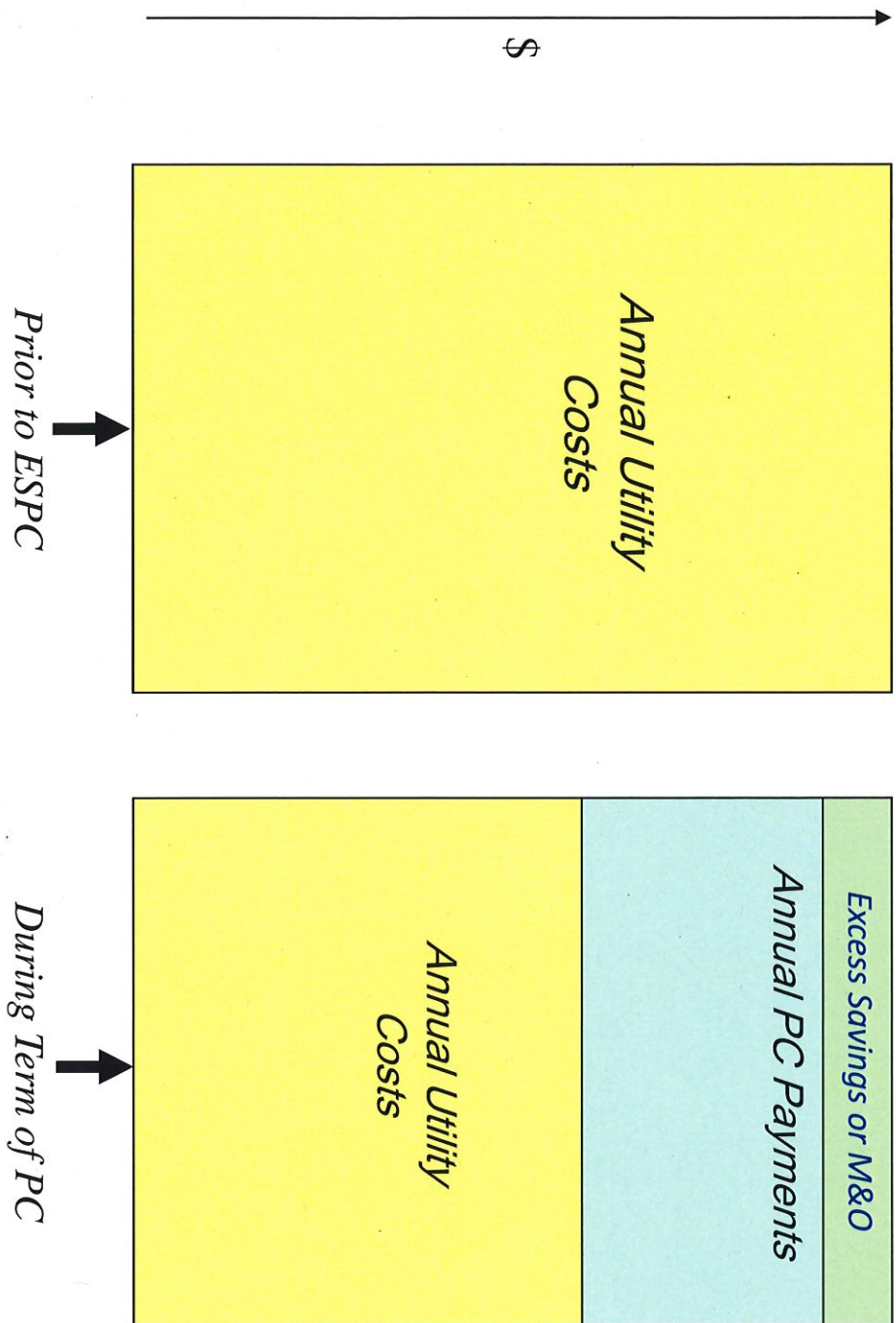
Understanding Analytics



Co-Authoring a Sustainable Future with the City of Glenwood Springs



Performance Contracting (PC) Cash Flow Example



How Much Overpayment?



Required Energy &
Costs for
HVAC/Lighting

Utility
Overpayment

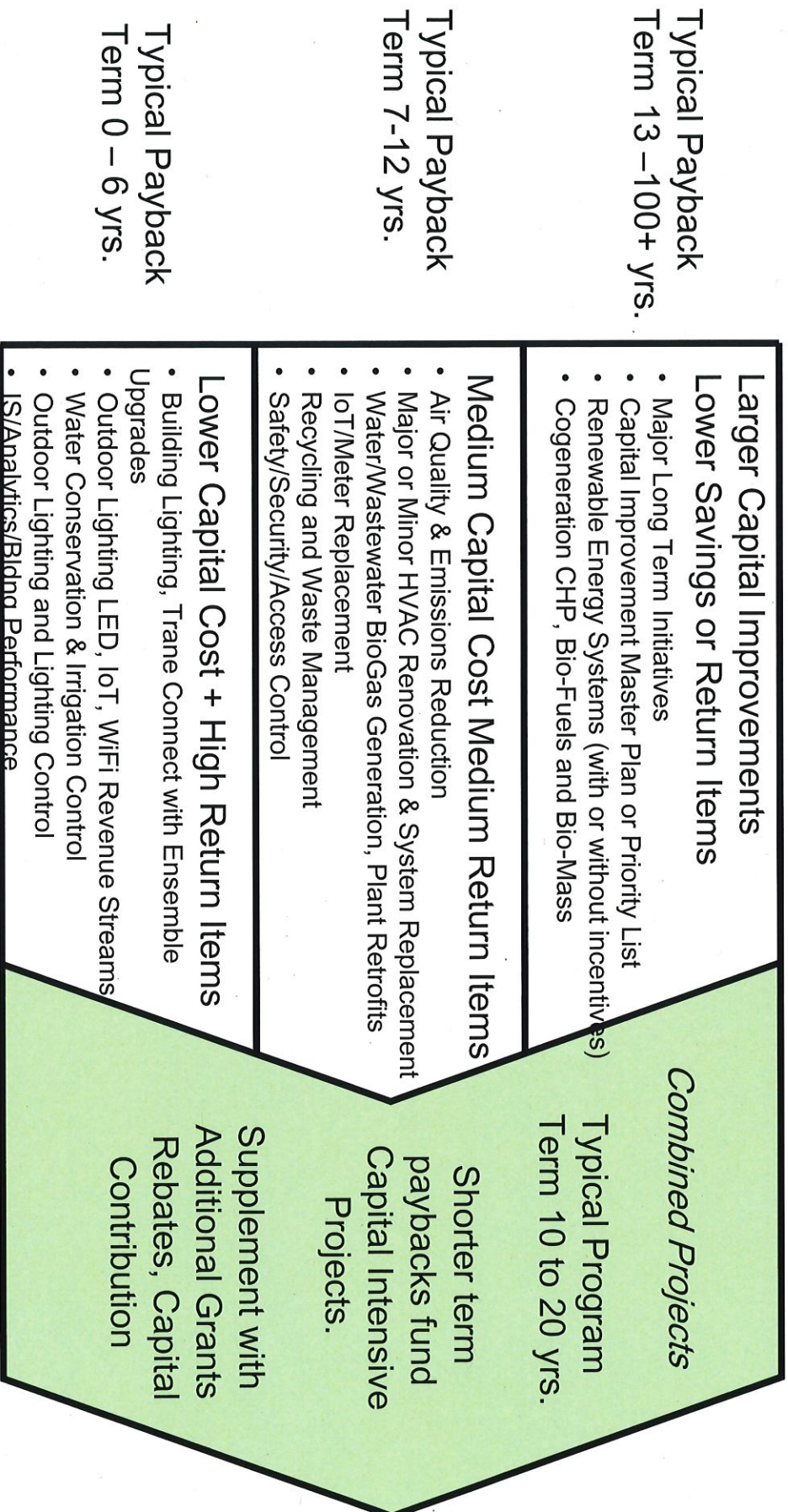
What Are Your Options?



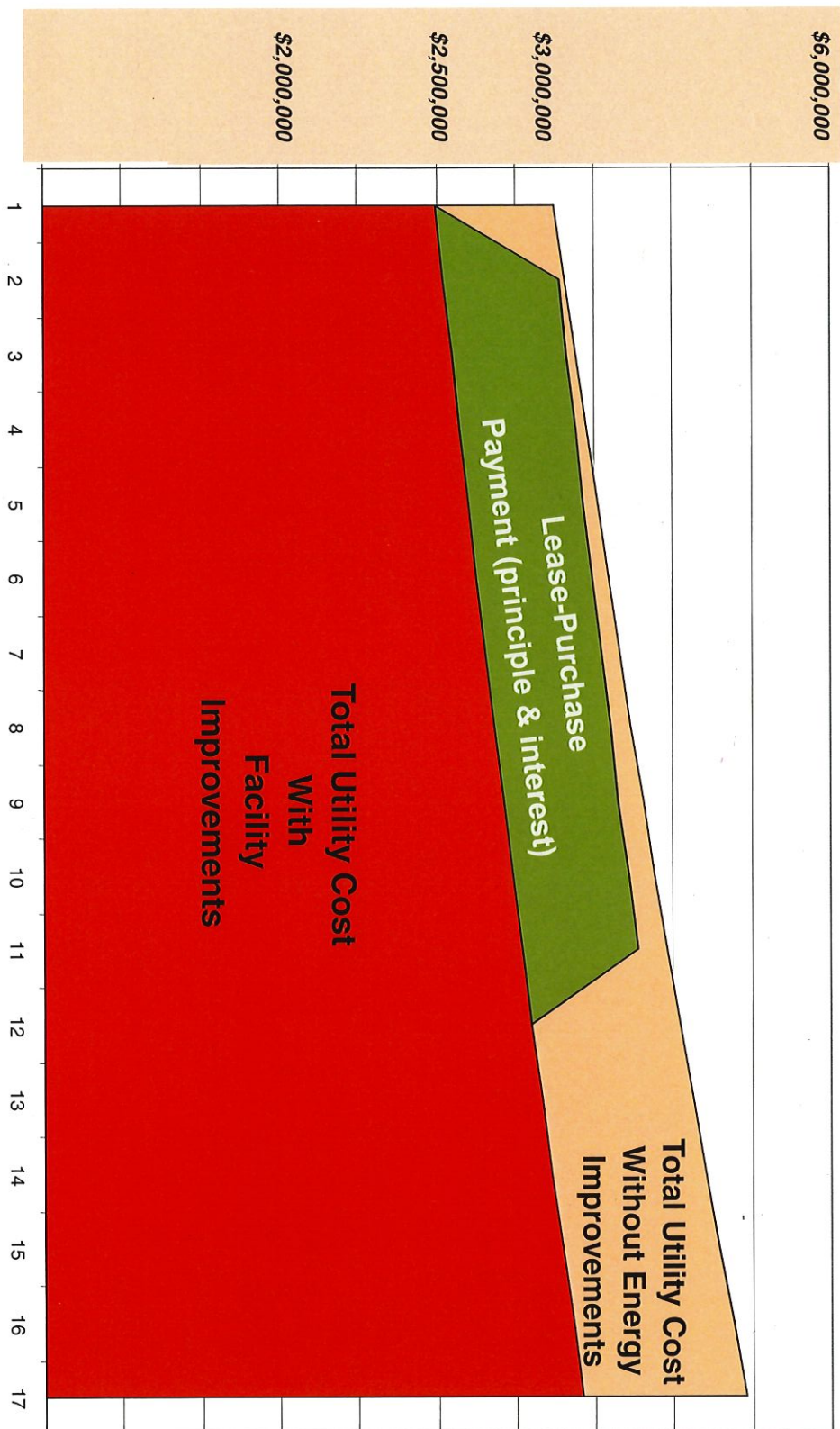
Continuous Utility
Overpayment

Repurpose Existing Waste
To Fund Smart City Initiatives

Example of Project Selection Profile



Financial Overview – Example





City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Update on the Roundabout at 6th St. and Laurel St.

Action Requested: NA

Department: Engineering

Presented By: Terri Partch, City Engineer

Background Info: Staff will present an update on the Roundabout at 6th Street and Laurel Street.

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: URA Appointment

Action Requested: Appointment to fill a seat on the Urban Renewal Authority appointed by the mayor and ratified by City Council

Department: City Administration

Presented By: Jennifer Ooton, Assistant City Manager

Background Info: On Dec. 6, 2018, the City Council approved Resolution 2018-60 finding that one or more blighted areas exist in the City of Glenwood Springs, the need for the redevelopment and rehabilitation of such areas in accordance with the Colorado Urban Renewal Law, declaring it to be in the public interest that the Glenwood Springs Urban Renewal Authority exercise the powers provided by law and designating the City Council and representatives of affected taxing bodies as the Urban Renewal Authority.

State statute allows a municipality to designate itself as the Urban Renewal Authority, with seats to represent the County, School District and the collective interests of the taxing bodies levying a mill levy within the boundaries. The resolution designated the City Council as the Authority, and created seats for the County, School District, and the other taxing bodies collectively. Because that would leave the Authority with an even number of seats, the resolution also created an additional seat for the City to be appointed by the Mayor.

Garfield County appointed John Martin to the Urban Renewal Authority. Neither the school district nor the other special districts have made an appointment.

The City received two applicants for this seat: Mike Mercatoris and Tate Fairbanks.

Issues: None.

Staff Recommendation: None.



City of Glenwood Springs

Office of the City Clerk
101 West 8th Street
Glenwood Springs, CO 81601
Fax: 970-945-5023
Email: Catherine.mythen@cogs.us

URBAN RENEWAL

APPLICATION

(see Urban Renewal Plan attached)

Section 1 – Name and Address

Name Mike Mercatoris
Home Address 139 Arapahoe Carbondale Colorado 81623
Mailing Address 139 Arapahoe Carbondale Colorado 81623

Section 2 - Contact Information

Home _____ Work _____
Fax _____ Mobile (970) 618 7092
Email: Mike@zghospitality.com

Section 3 – Occupation

Occupation: Restaurant owner and consultant as well as a Commercial Broker for Sotheby's

Section 4 - Personal and Professional Interests

1. Why are you interested in serving on the Urban Renewal Authority?
 - Being a business owner in Glenwood and having 70+ local employees I am well aware of the challenges to living and doing business in Glenwood Springs. After working closely with Leslie Bethel and the DDA I can see what good planning and working with all interests can do for our town. I am very excited for the future of Glenwood with the forward thinking that is going on right now. Urban Renewal in this part of town is necessary, but it must be done in a cooperative manner, to assure it interest of the community are being served. Housing, business, rentals ect...
2. What do you view as your role if selected as a member of the Urban Renewal Authority?
 - I would see my role as a moderator. I have the ability to actively listen to all sides and empathize with all sides. I have been on all sides of the table myself. Landlord, tenant, employee, employer, community leader and citizen. This gives me a perspective and patience that not many people have. I don't have an agenda. This community has been nothing but supportive of me in our restaurants. Our restaurants, in turn, have been able to help support the community. Whether it is through the ability to provide steady work for local community members or supporting local

nonprofits. I see this as a way to continue giving back to the community.

3. What personal or professional experience do you have relative to the mission of redevelopment?

- I have worked and consulted on restaurants in every town in this valley. This gives me a broad perspective.
- I moved to Snowmass in 1994. My uncle Doug Mercatoris was mayor and on town council during that time. I witnessed first hand what can happen when out of town parties with unlimited funds come in and buy large parts of a town. Base village stalled and really hurt that town. I also watched him guide Snowmass to building more “employee housing” than any other resort town in Colorado.
- Like I said I have been on every side of the negotiating table.
- I have recently received my real estate license and am working with Sotheby’s. My specialty is commercial. My goal with getting my Real Estate license is to help the next generations of entrepreneurs and landlords work out deals that work for all parties. I have never viewed the landlord tenant relationship as an adversarial one. It is a partnership. When it works for all parties everyone wins.
- I have negotiated with landlords from all over the valley and from all walks of life. From the gentleman who was born in the building he inherited from his parents and currently lives there. To the Texas corporations that negotiate with Target and Lowes.
- I know business financials and can build pro formas for projects.
- I have built 7 restaurants of my own in the valley. 4 in one block in downtown glenwood. I have consulted on 30 more in the valley. Anywhere from helping to set up accounting and bookkeeping systems to full on design build projects.



City of Glenwood Springs

Office of the City Clerk

101 West 8th Street

Glenwood Springs, CO 81601

Fax: 970-945-5023

Email: Catherine.mythen@cogs.us

URBAN RENEWAL

APPLICATION

(see Urban Renewal Plan attached)

Section 1 – Name and Address

Name Tate Fairbanks

Home Address 28 Chelyn Rd. Glenwood Springs, CO 81601

Mailing Address Same

Section 2 - Contact Information

Home N/A Work N/A

Fax N/A Mobile (970)309-5227

Email tate@tatecivil.com

Section 3 – Occupation

Occupation Civil Engineer/General Contractor

Section 4 - Personal and Professional Interests

1. Why are you interested in serving on the Urban Renewal Authority?
I am interested in volunteering within the community, in a manner that interests and engages me. I understand the Authority is currently overseeing the potential redevelopment of the West Glenwood Mall area. I believe I could be of use to City Council and the Authority in an effort to efficiently prioritize the limited funds available to the municipality.
2. What do you view as your role if selected as a member of the Urban Renewal Authority?
I believe the role of an Authority member is to keep an open mind and to find a balance between the community wants and what's actually feasible. Also, to be proactive about researching the pros and cons of each alternative for the project and making a point to reduce any potential negative impacts the project may have.
3. What personal or professional experience do you have relative to the mission of redevelopment?

I believe the engineering mind set of identifying the problem, breaking it down to the source of the issue, then collectively brainstorming for solutions, typical of consulting, applies here. The experience I've gained working for engineering firms in both the public and private sector will directly benefit the Urban Renewal Authority.



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item:	Ordinance No 17, Series of 2019; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Amending Code Section 040.020.170 - adding the definition of a local business to the Economic Development Rebate section of the code (FIRST READING)
Action Requested:	Approval of Ordinance No. 17, Series 2019.
Department:	Economic and Community Development
Presented By:	Jennifer Ooton, Assistant City Manager
Background Info:	Since 2004, the City of Glenwood Springs has offered an economic development incentive to encourage redevelopment of existing businesses and encourage new businesses within the City. Over the years, the existing program has been amended several times. Today, the City offers a sales tax rebate for qualified businesses to offset the cost of water and sewer system improvement fees, fire and emergency services impact fees, electric line extension, and building permit fees, over a period of 5 years. Qualified businesses have remitted sales tax on time, must not be in violation of any development permit or building permit conditions, must not be in default of any agreement with the city, and have paid all fees for which the rebate is being applied. Last year, Ordinance 14, Series 2018 repealed a section of Title 010 that referenced a definition for local contractors. Section 040.020.170 regarding Economic Incentives referred to Title 010. This Ordinance would add back the relevant definition to the code to clarify what type of projects/businesses would be eligible for a Tier 2 rebate. The city offers two tiers of rebates: • Tier 1 - Up to 20 percent of a business's annual city sales tax remittance in one year • Tier 2 - Up to 80 percent of their annual sales tax remittance in one year for businesses that use local contractors and suppliers for at least 50 percent of the total project cost As of 2017, 10 businesses participated in the existing sales tax rebate program for construction projects using local labor (\$1.7 million in total rebate). • 711 Grand Ave, LLC (Cajun/Smoke) • Courtyard by Marriott • Residence Inn by Marriott • Jags Bayou Ltd. • WMG Meadows, LLC • Russo's Pizza • Caverns Centre, LLC • Mancinelli's (Kaya Corporation) • Glenwood Suites • The Pullman • Iron Mountain Hot Springs (In Process)
Issues:	This is a technical fix to the code, reinstating a definition, and does not have other issues.
Staff Recommendation:	Approval of Ordinance No. 17, Series 2019 adding the definition of a local business to the Economic

Development Rebate section of the code.

ORDINANCE NO. 17

Series of 2019

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING SECTION 040.020.170 OF THE GLENWOOD SPRINGS MUNICIPAL CODE.

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, Section 040.020.170 of the Municipal Code addresses City sales tax rebates for qualified businesses and references the use of “local contractors, as defined in Subsection 010.050.080(b) of the Municipal Code, for construction of the project”; and

WHEREAS, with the passage of Ordinance 2018-14, City Council repealed the substantive provisions of Article 010.050 and adopted the Procurement Department Policy and Procedures, which contains a definition of “local businesses” similar to the definition of “local contractors” previously contained in the Code; and

WHEREAS, City Council wishes to revise Section 040.020.170 to add the definition of “local contractors” that was deleted from the Municipal Code by Ordinance 2018-14 but is still referenced in the Code and the Procurement Department Policy and Procedures.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ORDAINS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Section 040.020.170 is hereby amended as follows, with double underlined text added:

Section 040.020.170 – Economic incentives; sales tax rebate.

(c) *Qualifications for application.*

- (5) Tier two applicants shall use either (a) local contractors and suppliers or (b) local businesses ~~contractors~~, as defined in Subsection (g), below ~~010.050.080(b) of the Municipal Code~~, for construction of the project. At issuance of the certificate of occupancy the applicant shall provide documentation of the amounts paid to local contractors and suppliers or local businesses ~~contractors~~ as a percentage of the

total costs of the project excluding land. Projects using either (a) local contractors and suppliers or (b) local businesses ~~contractors~~ for less than fifty (50) percent but more than twenty-five (25) percent of the total costs of the project, excluding land, will be eligible for a forty (40) percent Tier two rebate. Projects using either (a) local contractors and suppliers or (b) local businesses ~~contractors~~ for fifty (50) percent or more of the total costs of the project, excluding land, will be eligible for an eighty (80) percent Tier two rebate. Tier two applicants must provide detailed calculation documentation upon request by the City.

(g) “Local business” when applied to construction contracts shall mean a business and/or subcontractor individually applying for Local Business designation which meets criteria in either Subsections (1) and (3) or Subsections (2) and (3) as listed below:

- (1) The business headquarters must be located and primarily doing business within a forty-five (45) mile radius of the intersection of 8th Street and Grand Avenue in Glenwood Springs. In the event the business is incorporated or otherwise registered, it must be incorporated or otherwise registered in Colorado.
- (2) At least seventy-five (75) percent of the business work force, at the time of application, must reside within a forty-five (45) mile radius of the intersection of 8th Street and Grand Avenue in Glenwood Springs.
- (3) The business shall have at least seventy-five (75) percent of business vehicles registered, at the time of the application, with the government agency having jurisdiction over areas within a forty-five (45) mile radius of the intersection of 8th Street and Grand Avenue in Glenwood Springs.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS 16TH DAY OF MAY 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
PUBLICATION THIS ____ DAY OF _____ 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk

CITY OF GLENWOOD SPRINGS

101 W. 8th Street
P O Box 458
Glenwood Springs, CO 81602
(970) 384-6400



APPLICATION FOR TIER ONE & TWO SALES TAX REBATE PROGRAM

(Municipal Code 040.020.170, copy attached)

PLEASE PRINT CLEARLY.

Name of business applying for rebate program: _____

Mailing address: _____

Business telephone number: _____ Other contact number _____

Address of property for which sales tax rebate will be requested: _____

First day of taxable sales at this location after improvements were completed: _____

What year will you be applying for your first rebate of taxes filed in the previous year? _____

Printed Name _____

Signature _____

Date: _____

Title _____

Sales Tax Rebate Worksheet		
	Tier 1	Tier 2
Qualifications:		
Business can apply for 5 consecutive years	Yes	Yes
Amount available for rebate:	up to 20% of sales tax remitted in the previous year	up to 80% of sales tax remitted in the previous year
Total rebates won't exceed cost of eligible fees	Yes	Yes
Fees being rebated:		
Water & Sewer Improvement Fees	Yes	Yes
Fire Impact Fees	Yes	Yes
Electric Line Extension Fees	Yes	Yes
Building Fees		Yes
City Public Improvement Fees		Yes
-50% of installation costs up to \$200,000		
Requirements:		
Sales, Use & Accommodation Taxes paid on time	Yes	Yes
Applicant not in violation of Bldg. permit	Yes	Yes
Applicant not in default of any City agreement	Yes	Yes
Applicant has paid all City-imposed fees	Yes	Yes
Applicant used local contractors as defined		Yes
-at CO they provided spreadsheet to Bldg. Dept. showing all costs of the project		Yes
-provided spreadsheet showing amounts paid to local contractors & suppliers, or local contractors.		Yes
Determination of Rebate Amount:		
-Bldg. Dept. will determine percentage of rebate		Yes
-if used 25%-50% of total costs for local contractors,		Eligible for 40% rebate
-if used more than 50% of total costs for local contractors,		Eligible for 80% rebate
Application:		
Applies to Finance Director	Yes	Yes
Application must be received before July 15 for rebate of previous year's taxes	Yes	Yes
Acceptance dates	After Feb. 20, 2004	May 22, 2009 - July 15, 2018 Per Ordinance 18-2018, extended to July 15, 2020
Notes:		
At the first year's application, the Finance Dept. will obtain the amounts eligible for rebate from each of the departments involved. After receiving each year's application, a questionnaire will be sent around asking each department to verify that the applicant is still not in violation with any agreements. When the questionnaire is returned to the Finance Dept. they will determine the amount of rebate due for that year and issue the check.		

040.020.170 - Economic incentives; sales tax rebate.

- (a) Qualified businesses may apply for a Tier one or Tier two City sales tax rebate for up to five (5) consecutive years provided that:
 - (1) The amount of the annual Tier one rebate shall not exceed twenty (20) percent of their annual City sales tax remittance in any one year; and
 - (2) The amount of the annual Tier two rebate shall not exceed eighty (80) percent of their annual City sales tax remittance in any one year, as further detailed in Subsection (c)(5) below; and
 - (3) The total amount of all rebates received shall not exceed the total amount of fees and costs identified in Paragraph (b) below.
- (b) The City sales tax rebate may be applied against the following City-imposed fees, costs and tax:
 - (1) Water and sewer system improvement fees may be available for Tier one and Tier two rebates.
 - (2) Fire and emergency services impact fees may be available for Tier one and Tier two rebates.
 - (3) Cost incurred pursuant to the City Electric Department's Line Extension Policy may be available for Tier one and Tier two rebates.
 - (4) Building fees may be available for Tier two rebates only.
 - (5) The costs of City required public improvements at fifty (50) percent of the installation costs to a maximum of two hundred thousand dollars (\$200,000.00) may be available for Tier two rebates only.
- (c) *Qualifications for application .*
 - (1) If applicable, the applicant has collected and remitted on time to the City all applicable sales, use or accommodation taxes; and
 - (2) The applicant is not currently in violation of any development permit or building permit conditions; and
 - (3) The applicant is not in default under any agreement with the City; and
 - (4) The applicant has paid all other applicable City-imposed fees including those for which the rebate is being applied; and
 - (5)

Tier two applicants shall use either (a) local contractors and suppliers or (b) local contractors, as defined in Subsection 010.050.080(b) of the Municipal Code, for construction of the project. At issuance of the certificate of occupancy the applicant shall provide documentation of the amounts paid to local contractors and suppliers or local contractors as a percentage of the total costs of the project excluding land. Projects using either (a) local contractors and suppliers or (b) local contractors for less than fifty (50) percent but more than twenty-five (25) percent of the total costs of the project, excluding land, will be eligible for a forty (40) percent Tier two rebate. Projects using either (a) local contractors and suppliers or (b) local contractors for fifty (50) percent or more of the total costs of the project, excluding land, will be eligible for an eighty (80) percent Tier two rebate. Tier two applicants must provide detailed calculation documentation upon request by the City.

(d) *Application for rebate .*

- (1) All businesses which qualify for such City sales tax rebates shall apply for the same by making application to the Director of Finance upon forms to be provided by him/her.
- (2) All applications for City sales tax rebate shall be made to the Director of Finance on or before July 15 of the year following the year for which the tax rebate is sought.

(e) *Effective date .* This section shall apply to all City-imposed fees after the effective date of Ordinance No. 27, Series of 2005.

- (f) Tier two (2) applicants will only be accepted from May 22, 2009 until July 15, 2020. To apply for a tier two (2) rebate, an applicant must have a building permit issued on or before July 15, 2020. The amendments contained in Ordinance No. 8, Series of 2009, Ordinance No. 11, Series of 2010, Ordinance No. 12, Series of 2011, Ordinance No. 5, Series of 2012, Ordinance No. 14, Series of 2014, Ordinance No. 11, Series of 2016, and Ordinance No. 18, Series of 2018 shall be repealed, effective July 15, 2020, unless otherwise extended by further action of City Council.

(4-04 § 2; 27-05, § 2; 8-09, § 2; 11-10 § 2; 12-11, § 2; 5-12, § 2; Ord. No. 11-2016, § 2(Exh. A), 6-16-2016; Ord. No. 18-2018, § 2, 7-19-2018.)



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Electronic Participation in Council Meetings

Action Requested: Consider whether Council would like to adopt a policy that would allow some sort of electronic participation by Councilors who are not in town or available to join a meeting in person.

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info: Council is comprised of busy people who sometimes travel or are otherwise unavailable to attend a meeting in person. The idea of using technology to allow a member to participate remotely has been raised.

Issues: In some cases allowing remote attendance would enable a Council member to engage in a discussion, ask questions and offer information. The more difficult question is what issue(s), if any, a remote attendant would be allowed to vote on.

Staff Recommendation: Staff defers to Council.

Glenwood Springs – Main Office

201 14th Street, Suite 200
P. O. Drawer 2030
Glenwood Springs, CO 81602

Aspen

323 W. Main Street
Suite 301
Aspen, CO 81611

Montrose

1544 Oxbow Drive
Suite 224
Montrose, CO 81402

Office: 970.945.2261

Fax: 970.945.7336

**Direct Mail to Glenwood Springs*

DATE: May 31, 2019
TO: Mayor and City Council, City of Glenwood Springs
FROM: Karp Neu Hanlon, P.C.
RE: **Remote participation of City Council members in Council meetings**

The question has been raised as to the ability of City Council Members to participate in Council meetings via skype, telephone, or some other telecommunication method. Remote participation is not expressly authorized or even addressed in the City’s governing documents. The City Charter provides that passage of every ordinance upon first reading shall require the affirmative vote of a majority of Council **present** and entitled to vote thereon, and every member, when **present**, must vote upon ordinances. Section 4.2. The Municipal Code provides that “a motion shall be deemed carried if a quorum is **present** and a majority of those voting vote ‘yea.’” Section 020.030.100(3). Therefore, the determination of whether a Council Member may appear at a meeting telephonically depends on the meaning of the term “present.” If “present” requires the physical attendance of the Council member, then the Charter will have to be amended to permit remote attendance through voter approval at an election. If “present” does not require physical attendance, then the City can pass an ordinance amending the Code to permit remote electronic attendance.

Colorado courts have not yet interpreted the meaning of the term “present” as that term is used in the Charter and Code, and there is no Colorado statute specifically authorizing remote participation in meetings of municipalities. There are, however, several Colorado statutes that expressly authorize board members of various public entities to vote on resolutions presented at a board meeting “through the use of telecommunications devices, including, but not limited to, a conference telephone or similar communications equipment.” These statutes acknowledge that “participation through telecommunications devices shall constitute presence in person at such meeting.” See e.g., C.R.S. §23-3.1-205 (addressing public meetings of the board of directors of the critical needs financial corporation); C.R.S. §25-25-106 (addressing public meetings of the board of directors of the Colorado Health Facilities Authority); C.R.S. §32-20-104(4) (addressing public meetings of the Colorado New Energy Improvement District); C.R.S. §32-115-204 (addressing meetings of board of special districts); C.R.S. §37-95-105 (addressing public meetings of the board of directors of the Colorado Water Resources and Power Development Authority).

It is also notable that the Colorado Open Meetings Law defines a “meeting” as “any kind of gathering, convened to discuss public business, in person, by **telephone, electronically**, or by other means of communication.” C.R.S. §24-6-402(1)(b). Of course, the intent of this language is to prevent public officials from discussing public business in closed sessions and does not necessary authorize telephonic participation at public meetings. Further, while the foregoing statutes reflect the legislature’s inclination

to define “present” to include remote participation in some circumstances, it is concerning that the language incorporated into the statutes cited above does not exist in statutes addressing public meetings of municipalities.

Moreover, even if remote participation is legally permissible, electronic participation has significant limitations because a Council Member who is participating remotely may be precluded from adequately viewing documentary information presented during meetings, evaluating a speaker’s non-verbal language in assessing veracity or credibility, and observing non-verbal explanations (e.g., pointing at graphs and charts) during a speaker’s presentation or testimony. These limitations with electronic participation may produce inefficiencies in meetings, increase the expense of meeting, and may undermine the decision-making process, particularly in quasi-judicial matters. This may ultimately expose the City to a greater risk of liability in C.R.C.P. 106 actions challenging actions taken by City Council.

We recommend that if Council wants to allow its Members to participate at meetings electronically, the Code should be amended to incorporate the language used in the statutes cited above. We also suggest Council consider implementing some or all of the following restrictions when authorizing remote participation to minimize the practical limitations and legal risks of phone or electronic participation:

1. Prohibit telephonic or electronic participation in a quasi-judicial public hearing or in executive session;
2. Require that telephonic or electronic participation be clear, uninterrupted and allow two-way communication for the participating Council Member;
3. Authorize Council to discontinue the use of telephonic or electronic participation by a Council Member where the participation results in delays or otherwise interferes with the meeting;
4. Allow telephone or electronic participation only when enough Members are physically present to constitute a quorum;
5. Allow telephonic or electronic participation only in specific circumstances such as illness, family emergency, and work obligations and not merely for the convenience of the Council Member to avoid attending a particular meeting; and
6. Establish a procedure for requesting and receiving authority to participate by telephone or electronically in advance of a meeting to ensure all requirements are satisfied and to allow the Clerk to coordinate the necessary technology.

CITY OF GLENWOOD SPRINGS

ORDINANCE NO. 12,

SERIES OF 2019

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO AMENDING ARTICLE 020.030 OF THE GLENWOOD SPRINGS MUNICIPAL CODE BY THE ADDITION OF SECTION 020.030.120 TO PROVIDE TERMS AND CONDITIONS FOR LIMITED TELEPHONE AND ELECTRONIC PARTICIPATION BY MEMBERS OF CITY COUNCIL AT CITY COUNCIL MEETINGS

WHEREAS, the Colorado Open Meetings Law, § 24-6-401, *et seq.*, C.R.S., provides that a public meeting may occur by telephone, electronically, or by other means of communication in addition to gathering in person; and

WHEREAS, City of Glenwood Springs ("City") desires to permit limited participation by one or more City Council Members at City Council meetings by telephone or electronic means in accordance with the terms and conditions described herein;

WHEREAS, the City wishes to amend Article 020.030 of the Glenwood Springs Municipal Code by the addition of Section 020.030.120, Telephone and Electronic Participation in City Council Meetings; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. The Glenwood Springs Municipal Code is hereby amended to add Section 020.030.120 so that it reads as follows, with additions shown in double underlined text:

020.030.120. Telephone and Electronic Participation in Council Meetings.

(a) A Member of the City Council may participate and vote by telephone or electronic means at a meeting of the City Council if the Member is unable to physically attend. Such telephonic or electronic participation privileges shall be exercised only in accordance with this Section 020.030.120.

(b) For purposes of this Section 020.030.120, electronic participation means participation by video or similar electronic means which is clear, uninterrupted and allows two way communication for the participating Member.

(c) Telephonic or electronic participation by a Member shall be permitted only upon the occurrence of the following:

(1) The Member(s) who desires to participate by telephone or electronically provides notice of his or her desire to participate by telephone or electronically and his or her telephone or electronic contact information to the City Clerk sufficiently in advance of the meeting so that the City can provide the technical means necessary to fulfill such request.

(2) The meeting in which the Member wishes to participate by telephone or electronically is not a quasi-judicial hearing or executive session.

(3) The Member is unable to physically attend the meeting due to illness, family emergency, work obligations, or other special circumstances and not merely for the convenience of the Member to avoid physically attending a particular meeting.

(4) The Members physically present at the City Council meeting vote in favor of permitting telephone or electronic participation by the requesting Member.

(d) A Member participating in a City Council meeting by telephone or electronic means shall not be counted toward the establishment of a quorum for any City Council meeting.

(e) It is the intent of this Section 020.030.120 that telephonic or electronic participation shall be an infrequent or occasional substitution for physical attendance by a Member at City Council meetings and shall not occur by one Member more than twice annually.

(f) If a Member requests and receives approval to participate in a certain meeting by telephone or electronically, the Member is also expected to participate by telephone or electronically at other meetings that are scheduled during the Member's absence.

(g) Members at a City Council meeting may discontinue the use of the telephonic or electronic participation by a Member where the telephonic or electronic participation results in unreasonable delays or interference in the City Council meeting process. Such discontinuance shall be decided by a majority vote of those Members physically present.

(h) Application of this Section 020.030.120 is expressly limited to meetings of the City Council. The members of other City boards and commissions shall not have the privilege of telephonic or electronic participation in meetings.

Section 3. Any and all ordinances or parts of ordinances in conflict herewith shall hereby be repealed to the extent of the conflict only.

Section 4. If any section, subsection, clause, phrase, or provision of this ordinance, or the application thereof to any person or circumstance, shall to any extent, be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this ordinance, or the application thereof to any person or circumstance, shall remain in full force and shall in no way be affected, impaired or invalidated.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS _____ DAY OF _____, 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
PUBLICATION THIS _____ DAY OF _____, 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Grant Award Recommendation from Financial Advisory Board

Action Requested: Determine how to award the 2019 grant funds available to applicants.

Department: City Administration

Presented By: Steve Boyd, COO

Background Info: Each year grant funds are awarded from the A&I Fund to support discretionary and tourism grants. Local not-for-profit organizations apply for the funds. Staff collects the applications, creates a spreadsheet listing each applicant and the amount of their ask, and distributes the information to the Financial Advisory Board to make funding recommendation to Council.

A sub-committee of FAB was formed to review applications in detail and make a recommendation to the entire Board for its consideration. The sub-committee was made up of 4 FAB members with input from a 5th. Councilors Godes and Stepp were present for the discussion.

Issues: The development of this recommendation has been difficult for the Financial Advisory Board because there are differing opinions on which applications to consider incomplete, which organizations are eligible, which should be funded and for how much. The attached spreadsheet lists the applicants and the amount of FAB's recommendation. Several entities submitted applications that were deemed non-compliant, an explanation is provided for each of those. This year's recommendation was not unanimous. The attached email thread summarizes the objection from one member of the Financial Advisory Board.

The original application included an award date of 6/7, assuming that Council would make a decision in the June 6th meeting. Should Council determine not to make that award in this meeting the applicants will be contacted and informed of the new target award date of June 28th that follows the next Council meeting. Council can choose to award some, all or none of these recommendations.

Staff Recommendation: Staff defers to Council.

2019

	Budget Amount	Allocated	Available
2019 Discretionary Grants=>	\$170,330		
2019 Tourism Grants=>	\$37,803		
2019 Total Grants=>	\$208,133	\$140,154	\$67,979

*After \$50,000 to special events
**Estimate

APPLICANT NAME	EMAIL	PREVIOUS FUNDING				Request:	FAB:	Council:	Notes
		2015	2016	2017	2018	2019	2019		
A Way Out	director@awayout.org	\$0	\$2,500	\$2,500		\$7,000	\$2,500		
Access After School	Deb@accessafterschool.org	-	\$2,407	-	\$2,000	\$7,000	no		no 990 included in submission
Alpine Legal Services	jennifer@alpinelegalservices.org	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000		granted, altho discrepancy in P&L statements vs. question #7
Andy Zanca Youth Empowerment Program	beth@azyep.org					\$3,000	no		no 990 included in submission
Aspen Global Change Institute	eliseo@agci.org					\$1,925	no		reserves of 10 million
CASA of the Ninth	Christy@casaoftenthininth.org	\$0	\$0	\$2,500	\$2,500	\$3,000	\$3,000		
Catholic Charities	mmcdonough@ccdenver.org	\$13,000	\$11,782	\$12,000	\$10,000	\$15,000	\$12,500		
Dance Initiative Inc	peter@danceinitiative.org	-	-	-	\$2,500	\$5,000	\$3,000		
Downtown Market	glenwoodmarket@gmail.com	-	\$8,500	\$10,000	\$9,000	\$10,000	no		incomplete paperwork submission (no 990 / bal sheet / IRS Term Ltr / Ck list / No list major contrib / family as board)
Family Visitor Programs	sswanson@familyvisitor.org	-	-	-	\$5,000	\$5,000	\$5,000		
Glenwood Arts Council - Summer of Music	briecarmer33@gmail.com	\$15,000	\$5,000	\$20,000		\$20,000	\$20,000		
Glenwood Springs Performing Arts	jamminjimshow@yahoo.com					\$16,000	no		incomplete paperwork submission (no 990 / bal sheet / IRS Term Ltr / Ck list / No list major contrib)
High Country RSVP	pdaniells@coloradomtn.edu	\$0	\$0	\$1,500	\$1,500	\$3,000	\$2,000		
Historical Society and Frontier Museum	history@rof.net	-	-	-	\$20,000	\$3,154	\$3,154		
KDNK Community Radio	erin@kdnk.org	\$0	\$0	\$0	\$0	\$5,000	no		no 990 included in submission
Literacy Outreach	mfredendall@literactyoutreach.org	\$2,000	\$0	\$2,000		\$3,000	\$3,000		
Mountain Family Health Centers	gshchalla@mountainfamily.org	\$0	\$0	\$6,360	\$10,000	\$10,000	\$10,000		
Mountain Valley Developmental Services	ksana@mtnvalley.org	\$5,000	\$1,500	\$7,500	\$8,000	\$10,000	\$10,000		
Pathfinders	allison@pathfindersforyou.org					\$5,000	\$2,500		granted, altho discrepancy in P&L statements vs. question #7
Rotary Club	capt.jimgraham@gmail.com	\$0	\$0	\$5,000		\$5,000	\$0		we don't make grants to grant making organizations
Smiling Goat Ranch	sheryl@smilinggoatranch.com	\$0	\$0	\$5,000	\$4,000	\$10,000	\$5,000		
Social Bridge	mike@coventure.io	-	-	-	\$4,000	\$10,000	no		no 990 included in submission
Sopris Baracudas Swim Team	coachsteve@teamsopris.org	\$6,000	\$7,500	\$6,985	\$7,500	\$10,000	\$7,500		
Take a Minute - Imagine Glenwood	imagineneglenwood@gmail.com					\$2,422	\$0		no 990 included in submission / recommend referral to City Manager Ofc
Valley Settlement	sally@valleysettlement.org	-	-	-	\$2,500	\$5,000	\$1,000		not clear benefit to GWS community served
Western Slope Veterans Association	hopton@kazakh.com					\$5,000	\$5,000		
Yampah Mountain High School	leigh@ymhs.org					\$10,000	\$5,000		
Youth Hockey Association	tk@gsyha.org	\$6,000	\$15,820	\$13,000	\$12,000	\$15,000	\$12,500		
Youth Water Leadership Program	sarah@wildroseeducation.com	-	-	-	\$1,000	\$2,000	\$2,000		
Youth Zone	rtolan@youthzone.com	\$12,000	\$16,782	\$17,000	\$17,000	\$20,000	\$18,000		
RF Center for Community Leadership	andrea@rfladership.org	\$0	\$5,000	\$2,500		\$6,000	no		late submission
Aspen Choral Society	paul@aspenchoralsociety.org	-	-	-	\$2,500	\$3,500	\$2,500		
						\$241,001	\$140,154		

Steve Boyd

From: Terri Miller <tmiller@sopris.net>
Sent: Friday, May 31, 2019 8:13 AM
To: 'Kathryn Trauger'; Steve Boyd
Cc: 'Annette Franta'; Charlie Willman; 'Dan Sullivan'; Debra Figueroa; 'Erik Kushto'; Jonathan Godes; 'Ksana Oglesby'; 'Munro Wilcox'; Paula Stepp; 'Steve Beckley'; 'Ted Edmonds'; Yvette Gustad
Subject: RE: Recommendation on Grant Awards

Hello All,

Thanks Kathryn for your remarks; it helps me clarify. The meeting was led by Mayor, Jonathan – Not having a 990 was a quick way to not review the total application. Thus we were able to get through all applicants in a 3 hour meeting. That process was difficult for me. The 990 EZ was overlooked for the Andy Zanca Youth Empowerment Program. The Access After School programming works closely with our local schools – I would have liked further discussion on that applicant. I agree with Munro's suggestions for review with input from Debra regarding Downtown Market and the Glenwood Springs Performing Arts. Thanks. Terri Miller

From: Kathryn Trauger <kathryntrauger@gmail.com>
Sent: Friday, May 31, 2019 5:28 AM
To: Steve Boyd <steve.boyd@cogs.us>
Cc: Terri Miller <tmiller@sopris.net>; Annette Franta <afranta@mountainfamily.org>; Charlie Willman <charlie.willman@cogs.us>; Dan Sullivan <dan@thegreenjoint.com>; Debra Figueroa <debra.figueroa@cogs.us>; Erik Kushto <ekushto@gmail.com>; Jonathan Godes <jonathan.godes@cogs.us>; Ksana Oglesby <Ksanak13@gmail.com>; Munro Wilcox <munrowilcox@gmail.com>; Paula Stepp <paula.stepp@cogs.us>; Steve Beckley <sbeckley@glenwoodcaverns.com>; Ted Edmonds <tededmonds64@gmail.com>; Yvette Gustad <yvette.gustad@cogs.us>
Subject: Re: Recommendation on Grant Awards

Hi Everyone,
Sorry for weighing in at the last minute.

Terri, in looking over the applications that were denied due to missing 990's it looks like in many cases, that was not the only thing that was missing. In cases where it was, it looks to me to be valid, because they consider themselves a non-profit - so they should have a 990. Which applicant had the 990EZ? Was that the only reason for denial on that application? If so, perhaps the sub-committee can take a quick look at that application again - via email - and make a recommendation. If it was not the only thing missing on that application, then I still have no problem with denying.

It sounds like you still have some concerns with the process. If so, could you send us something outlining your specific concerns and recommended actions related to those concerns?

While I cannot say that I fully understand some of the recommendations, or necessarily agree with them 100%, I trust the sub-committee and think they spent an appropriate amount of time on this aspect of the FAB. I wish I had been able to attend the sub-committee meeting. I will say that it might be an ok thing that the sub-committee included or considered comments by current council members. If there is a particular concern or direction that council is leaning, I think it is ok to take that into account when making a recommendation, particularly since they will be making the final decision.

I am sure that some of these groups will be back, making a direct appeal to City Council for funding. Perhaps next year, their application will be more complete if denied this year. Next year, maybe instructions should include that we need a 990 or an explanation from the applicant of why no 990 was provided.

That's my \$0.02. Thanks for listening and thanks for making your concerns known.

Best to all,
KT

On Thu, May 30, 2019 at 2:52 PM Steve Boyd <steve.boyd@cogs.us> wrote:

Thanks Terri. The sub-committee that worked on this timed it so that we could get the decision in front of Council within the timeline originally published with the application so if it's ok with everyone I think we should go ahead and get it on next week's agenda. I can write a staff report summarizing the process and I'll include the final version of the spreadsheet Dan circulated. Terri, do you think you could take a minute and let us know specifically what comment(s) were made by Council members that influenced the recommendation? If you can do that I'll include this email thread and Council will know that the recommendation is not unanimous. Thanks everyone.

From: Terri Miller <tmmiller@sopris.net>

Sent: Thursday, May 30, 2019 2:23 PM

To: Steve Boyd <steve.boyd@cogs.us>; 'Annette Franta' <afranta@mountainfamily.org>; Charlie Willman <charlie.willman@cogs.us>; 'Dan Sullivan' <dan@thegreenjoint.com>; Debra Figueroa <debra.figueroa@cogs.us>; 'Erik Kushto' <ekushto@gmail.com>; Jonathan Godes <jonathan.godes@cogs.us>; 'Kathryn Trauger' <kathryntrauger@gmail.com>; 'Ksana Oglesby' <Ksanak13@gmail.com>; 'Munro Wilcox' <munrowilcox@gmail.com>; Paula Stepp <paula.stepp@cogs.us>; 'Steve Beckley' <sbeckley@glenwoodcaverns.com>; 'Ted Edmonds' <tededmonds64@gmail.com>; Yvette Gustad <yvette.gustad@cogs.us>

Subject: RE: Recommendation on Grant Awards

Hello All,

After much consideration, I would like to **not** go ahead with the Grants recommendations from our May 23 meeting. I did not feel that the FAB subcommittee was given the opportunity to award grant monies to our local nonprofits in a positive manner for which the procedure was intended. After re looking at some applications, I found a 990 EZ for one, and learned that not all are required to submit 990's. I felt that some decisions were heavily influenced by City Council remarks and did not come from our advisory group. Respectfully submitted, Terri Miller 970-618-9784

From: Steve Boyd <steve.boyd@cogs.us>

Sent: Friday, May 24, 2019 12:17 PM

To: Annette Franta (<afranta@mountainfamily.org> <afranta@mountainfamily.org>; Charlie Willman <charlie.willman@cogs.us>; Dan Sullivan <dan@thegreenjoint.com>; Debra Figueroa <debra.figueroa@cogs.us>; Erik

Kushto <ekushto@gmail.com>; Jonathan Godes <jonathan.godes@cogs.us>; Kathryn Trauger <kathryntrauger@gmail.com>; Ksana Oglesby <Ksanak13@gmail.com>; Munro Wilcox <munrowilcox@gmail.com>; Paula Stepp <paula.stepp@cogs.us>; Steve Beckley <sbeckley@glenwoodcaverns.com>; Ted Edmonds <tededmonds64@gmail.com>; Terri Miller <tmmiller@sopris.net>; Yvette Gustad <yvette.gustad@cogs.us>

Subject: Recommendation on Grant Awards

Hello Everyone, thanks to those of you who were able to spend some time yesterday talking through our applications. The attached spreadsheet includes the suggestions that came from that meeting and some notes on a few of the applicants. If everyone is ok with this as a recommendation we can include it in the Council packet for the meeting on June 6th, otherwise we'll have to get another meeting together. Please let me know by the end of the day on Tuesday if there is something in here that you can't live with. Thanks!

Steve Boyd

Chief Operating Officer

City of Glenwood Springs

101 W. 8th Street

Glenwood Springs, CO 81601

(970) 348-6422



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: City Manager

Action Requested:

Department: City Administration

Presented By:

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: City Attorney

Action Requested:

Department: City Administration

Presented By:

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
June 6, 2019

Agenda Item: Correspondence Incoming/Outgoing

Action Requested:

Department: City Administration

Presented By:

Background Info:

Issues:

Staff Recommendation: