



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
OCTOBER 17, 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.

Executive Session

4:00pm	1. 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)(a), (b), and (e) related to MOC, RMR, Glenwood Multi-Family, LLC, CRCA Implementation and 27th Street Bridge	Information/Discussion
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TIME	ITEM	PRE-MEETING	ACTION
5:30pm	1. Review of Regular Session Agenda		Information/Discussion
	2. Council Comments/Future Agendas		Information/Discussion

6:00pm Meeting Set-up

REGULAR SESSION

6:15pm	2. Roll Call	Quorum
	3. Pledge of Allegiance	
	4. Agenda Changes & Conflicts	Information
	5. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	Information Only
	6. Council Comments	Information/Discussion
6:25pm	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.</i>	
	A. Receipt of Minutes from October 3, 2019 Regular Meeting	
	B. Resolution 2019-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Adjusting Community Broadband Network Phone Rates	
	C. Ordinance 27, Series of 2019, An Ordinance of the City of Glenwood Springs, Colorado Disconnecting Real Property from the City of Glenwood Springs (SECOND READING)	

ACTIONS AND/OR PRESENTATIONS

6:30pm	8. Planning File #25-19 Consideration of a Major Site/Architectural Plan Review to convert an existing church building into 13 multi-family units. The project includes a 2-lot minor subdivision and land dedication for right-of-way.	Discussion and/or Action
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7:00pm	9. Planning File #37-19 License to Encroach for various above and below ground encroachments into the 6th Street and N. River Drive rights-of-way	Discussion and/or Action
7:15pm	10. Public Hearing- Proposed Budget 2020	Information/Discussion
7:25pm	11. Resolution 2019-37; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Amending the Downtown Parking Permit Program	Discussion and/or Action
7:40pm	12. City Councilor Use of Social Media Policy	Discussion and/or Action
8:10pm	13. Report from City Administration	Information
	A. City Manager	
	B. City Attorney	
	C. Correspondence Incoming/Outgoing	
8:20pm	14. Adjournment	

Future Agenda Items

General and Revenue

- Revenue Generation
 - Progressive water and electric rates
 - Electric Revenue
 - Meadows PIF
 - Code enforcement
- Detox Center
- Attractions/Accommodations Tax
- Housing Policy/Affordable Housing

Engineering, Public Works, Transportation and Community Development

- West Glenwood bus service & RFTA
 - Donegan Road Service
- Recycling/Trash Hauling
- Bicycle Improvements
- Cardiff Glen 1 Parking
- Blake Gate
- Iddings Property
- Vogeler 6 F designation
- Spring Cleanup work session

Police

- Ticketing on GA pedestrian bridge
- Graffiti

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
NOVEMBER 7, 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
3:30pm	A. Homeless Update		
	B. Sayre Park Plan		
	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>		
	A. Letter of Support Sweetwater Lake		
		ACTIONS AND/OR PRESENTATIONS	
	7. Update on Homelessness		Information/Discussion
	8. Report from City Administration		
	A. City Manager		
	B. City Attorney		
	C. Correspondence Incoming/Outgoing		
	9. 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)(a), (b), and (e) related to		Information/Discussion

10. Adjournment



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
OCTOBER 3, 2019
101 W. 8TH STREET
6:15 P.M.

1. Roll Call

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

Also present were Debra Figueroa; City Manager, Karl Hanlon; City Attorney, Steve Boyd; COO, Yvette Gustad; Finance Director, Terri Partch; City Engineer, Catherine Mythen Fletcher; City Clerk, and Brian Smith; Parks and Recreation Director.

2. Pledge of Allegiance

Mayor Godes led in the Pledge of Allegiance.

3. Agenda Changes & Conflicts/Council Comments

Councilor Willman- noted his conflict with Planning Item #25-19 and stated he will be abstaining from voting on that item (item 8).

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

Mayor Godes opened the item for public comment.

Lisa Langer (Director of Tourism)- presented the award for Outstanding Sustainability Initiative Program for the Hanging Lake Management Plan to the City Manager, Debra Figueroa. This award was given to the Tourism Board at the Colorado Governor's Tourism Conference on October 1st, 2019.

Gary Vick- followed up with council regarding a proposal for a Citizens Steering Committee to study the confluence and appoint a Master Developer.

Mayor Godes closed the item for public comment.

Councilor Voorhees- requested that items 11 and 12 be moved to after item number 8.

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.

- A. Ordinance No 26, Series of 2019; An Ordinance of the City of Glenwood Springs, Colorado, Amending Title 050 of the Glenwood Springs Municipal Code to Permit Persons Eighteen Years of Age and Older to Handle Tobacco Products in the Course of Employment (SECOND READING)
- B. South Red Mountain Design RFP
- C. Regular Minutes from September 19, 2019 and Special Regular Meeting September 20, 2019

Councilor Kaup moved, seconded by Councilor Willman to approve the Consent Agenda.

Motion passed by all present.

Absent: Hershey

ACTIONS AND/OR PRESENTATIONS

7. 2020 Budget

Debra Figueroa presented 2019 highlights and the most current draft of the 2020 Budget to City Council and the public. A Public Hearing for the 2020 Budget will be held on October 17th, 2019.

Public comment will be taken at the hearing on the 17th of October.

The councilors expressed their gratitude for staff, specifically Steve Boyd (COO) Yvette Gustad (Finance Director), for their work thus far on the 2020 budget.

Councilor Willman moved, seconded by Councilor Kaup to accept the receipt of the budget and hold a Public Hearing on October 17th, 2019.

Motion passed by all present.

Absent: Hershey

8. Planning Item #25-19 Consideration of a Major Site/Architectural Plan Review to convert an existing church building into 13 multi-family units. The project includes a 2-lot minor subdivision and land dedication for right-of-way (continued until October 17th)

Councilor Kaup moved, seconded by Councilor Voorhees to continue Planning Item #25-19 to the City Council meeting on October 17th.

Ayes: Kaup, Voorhees, Davis, Stepp, Godes

Absent: Hershey

Abstained: Willman

Motion passed.

9. Library Presentation (moved from item #11)

Alice Bedard-Voorhees presented and requested City Council endorsement on a ballot initiative 6A for the Library District. Garfield County Libraries has placed a \$1.5 million levy increase on the November 5, 2019 ballot. If passed, funds from the measure would raise \$4 million annually. This library measure would have strict accountability provisions, including required annual independent financial audits, a citizens' oversight committee, and public review of expenditures to ensure that funds are spent efficiently and effectively as promised.

Mayor Godes opened the item for public comment.

None were noted.

Mayor Godes closed the item for public comment.

Councilor Willman moved, seconded by Councilor Kaup for the City Attorney to draft a resolution to endorse the Library District bill levy increase and that it be executed without further discussion.

Motion passed by all present.

Absent: Hershey

10. Annual Museum Activities Update (moved from item #12)

Bill Kight (Executive Director of the Glenwood Springs Historical Commission and Frontier Museum) presented the Annual Museum Activities Update. Bill presented upcoming events such as the Ghost Walk and the Hotel Colorado Ghost Tours. He also presented a list of grants that they have been awarded and applied for. Bill requested \$85,000 from the City and City Council (usually \$60,000 annually) on behalf of the museum.

9. Planning Item No. 34-19 Consideration of a Disconnection of the Claudon Property located at 217 Rosebud

Trent Hyatt (Community Development) presented regarding Planning Item No. 34-19. Joseph and Celina Claudon submitted a request for the disconnection (or de-annexation) of their real property at 217 Rosebud Iron Mountain from the municipal limits of the City of Glenwood Springs. While most annexations are considered by the Planning and Zoning Commission, City Council can disconnect property within the City by ordinance (Ordinance 27, Series of 2019) adoption as outlined in Section 31-12-501 of the Colorado Revised Statutes.

Mayor Godes opened the item for public comment (for both items 9 &10).

None were noted.

Mayor Godes closed the item(s) for public comment.

10. Ordinance 27, Series of 2019, An Ordinance of the City of Glenwood Springs, Colorado Disconnecting Real Property from the City of Glenwood Springs (FIRST READING)

Ordinance in relation to Planning Item 34-19 (consideration of the disconnection of the Claudon Property).

Councilor Kaup moved, seconded by Councilor Davis to approve ordinance 27, Series of 2019 disconnecting real property from the City of Glenwood Spring.

Motion passed by all present.

Absent: Hershey

13. City Councilor Use of Social Media (tabled)

Councilor Davis moved, seconded by Mayor Godes to table item 13 (City Councilor Use of Social Media).

Ayes: Davis, Godes, Stepp, Kaup, Voorhees

Nays: Willman

Absent: Hershey

Motion passed.

14. Report from City Administration

A. City Manager

- i. 27th street overnight closure on Monday, October 6th.
- ii. Community Dinner on tentatively planned for November 16th at the Community Center

B. City Attorney

C. Correspondence Incoming/Outgoing

- i. Mayor Godes read thank you card from the Mission of Mercy.

15. Adjournment

Meeting adjourned at 7:22pm.



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item:	Resolution 2019-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Adjusting Community Broadband Network Phone Rates
Action Requested:	Approval of Resolution 2019-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Adjusting Community Broadband Network Phone Rates
Department:	Public Works
Presented By:	Michael Gardner, Broadband Superintendent Matthew Langhorst, Public Works Director
Background Info:	The City of Glenwood Springs Broadband department provides telephone services to many of our customers. Within that service is the Telecommunications Relay Service (TRS), which is a State run service that provides full telephone access to people who are deaf, hard of hearing, deaf-blind, or speech-disabled. This service is paid for by a state 4 cent tax that is billed within the broadband month invoices to our customers. Relay Colorado allows text-telephone* (TTY) users to communicate with regular telephone users through trained relay operators. The operator will dial the requested number and relay the conversation between the two callers. The service is available 24 hours a day, 365 days a year, and there are not any restrictions on the number or length of calls. All calls are confidential, and records of conversations are not kept.
Issues:	The total tax collected at the previous tax rate of 4 cents a line is approximately \$12.00 a month total. The Tax has been increased to 6 cents which will raise this amount to approximately \$18.00 a month. The total financial impact this will have on Broadband annual revenues is \$72.00.
Staff Recommendation:	The broadband department recommends that the rates of the voice services that are taxed be decreased by 2 cents a service to compensate for the raise in the TRS tax. This will allow us to keep the total bill for our customers the same. This recommendation is aligned with Broadband's mission and core values of providing exception quality service to our customers while avoiding raising our rates.

RESOLUTION 2019 - 31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ADJUSTING COMMUNITY BROADBAND NETWORK PHONE RATES.

WHEREAS, the City of Glenwood Springs Electric Department provides internet and phone services to local residents and businesses through the Community Broadband Network (CBN); and

WHEREAS, the Public Utilities Commission of the State of Colorado imposes a uniform surcharge on each commercial and residential access line provided by voice service providers to fund the Colorado Telecommunications Relay Services (TRS) for Telephone Users with Disabilities program, a program that provides free telephone access to people who are deaf, hard of hearing, deaf-blind or speech-disabled; and

WHEREAS, CBN is a “voice service provider” as defined in 4 C.C.R. 723-2-2821 and is responsible for billing the TRS surcharge to its customers; and

WHEREAS, effective October 1, 2019, the TRS surcharge was increased from four cents per access line per month to six cents per access line per month; and

WHEREAS, to offset the increase of the TRS surcharge imposed on its customers, CBN desires to reduce its phone service rates by 2 cents per month per service; and

WHEREAS, City Council wishes to amend the phone service rates charged by CBN as set forth herein.

**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 Council of the City of Glenwood Springs.

Section 2. The City Council of the City of Glenwood Springs hereby reduces the phone service rates charged by CBN by two cents per month per service.

INTRODUCED, READ, AND PASSED THIS 17th DAY OF OCTOBER 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item: Ordinance 27, Series of 2019, An Ordinance of the City of Glenwood Springs, Colorado Disconnecting Real Property from the City of Glenwood Springs (SECOND READING)

Action Requested: Approval of Ordinance 27, Series of 2019, An Ordinance of the City of Glenwood Springs, Colorado Disconnecting Real Property from the City of Glenwood Springs.

Department: Economic and Community Development

Presented By: Trent Hyatt, Senior Planner

Background Info: See Planning Item 34-19 -Consideration of a Disconnection of the Claudon Property located at 217 Rosebud. Ordinance related to said disconnection is attached.

Issues: See Planning Item 34-19 -Consideration of a Disconnection of the Claudon Property located at 217 Rosebud

Staff Recommendation: See Planning Item 34-19 -Consideration of a Disconnection of the Claudon Property located at 217 Rosebud

ORDINANCE NO. 27

Series of 2019

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, DISCONNECTING REAL PROPERTY FROM THE CITY OF GLENWOOD SPRINGS

WHEREAS, C.R.S. § 31-12-501(1) provides that when the owner of a tract of land within and adjacent to the boundary of a municipality desires to have said tract disconnected from such municipality, such owner may apply to the governing body for the enactment of an ordinance disconnecting such tract of land from such municipality; and

WHEREAS, C.R.S. § 31-12-501(3) provides that upon receipt of an application for disconnection, the governing body of the municipality shall give due consideration to the disconnection application and, if such governing body is of the opinion that the best interests of the municipality will not be prejudiced by the disconnection of such land, it shall enact an ordinance effecting such disconnection; and

WHEREAS, the City Council of the City of Glenwood Springs (the “City”) has been presented with an application for the disconnection of the real property described on Exhibit A and depicted on the plat attached as Exhibit B and known as Parcel Number 218503300036 (the “Property”);

WHEREAS, the Property is located within and adjacent to the boundaries of the City; and

WHEREAS, the Property is located on a cliff on Iron Mountain and does not receive any services from the City; and

WHEREAS, City Council has given due consideration to the application for disconnection of the Property and finds that, in light of the Property’s location and size, the best interests of the City will not be prejudiced by the disconnection of the Property; and

WHEREAS, City Council desires to disconnect the Property from the City pursuant to C.R.S. § 31-12-501.

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. City Council hereby disconnects the Property from the City.

Section 3. Within thirty (30) days after the effective date of this ordinance, the City Clerk shall record two certified copies of this Ordinance and the disconnection plat attached as Exhibit A with the Garfield County Clerk and Recorder.

INTRODUCED, READ ON FIRST READING, PASSED, AND ORDERED
PUBLISHED BY TITLE ONLY THIS 3RD DAY OF OCTOBER 2019.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Jonathan Godes, Mayor

Catherine Mythen, City Clerk

INTRODUCED, READ ON SECOND READING, PASSED 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

ATTEST:

Jonathan Godes, Mayor

Catherine Mythen, City Clerk

Reception#: 893031
05/31/2017 04:01:20 PM Jean Alberico
2 of 2 Rec Fee:\$18.00 Doc Fee:0.00 GARFIELD COUNTY CO

EXHIBIT A
Legal Description

A PORTION OF OUTLOT 4 IN THE CITY OF GLENWOOD SPRINGS, SAID PROPERTY BEING SITUATED IN SECTION 3, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE 6TH P.M. AND BEING DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTH LINE OF SAID OUTLOT 4 FROM WHENCE THE NORTHEAST CORNER THEREOF BEARS S. 88°28'00" E. 72.50 FEET AND THE STREET MONUMENT AT THE INTERSECTION OF 8TH STREET AND PITKIN AVENUE IN THE CITY OF GLENWOOD SPRINGS BEARS S. 37°03'38" W. 4182.07 FEET, SAID STREET MONUMENT BEING A BRASS CAP IN A RANGE BOX;

THENCE DEPARTING SAID NORTH LINE S. 01°32'00" W. 125.00 FEET;

THENCE N. 88°28'00" W. 115.00 FEET;

THENCE N. 01°32'00" E. 125.00 FEET TO A POINT ON THE NORTH LINE OF SAID OUTLOT 4;

THENCE ALONG SAID NORTH LINE S. 88°28'00" E. 115.00 FEET TO THE POINT OF BEGINNING.

SAID PROPERTY BEING SITUATED IN SECTION 3, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE 6TH P.M.

CITY OF GLENWOOD SPRINGS

COUNTY OF GARFIELD

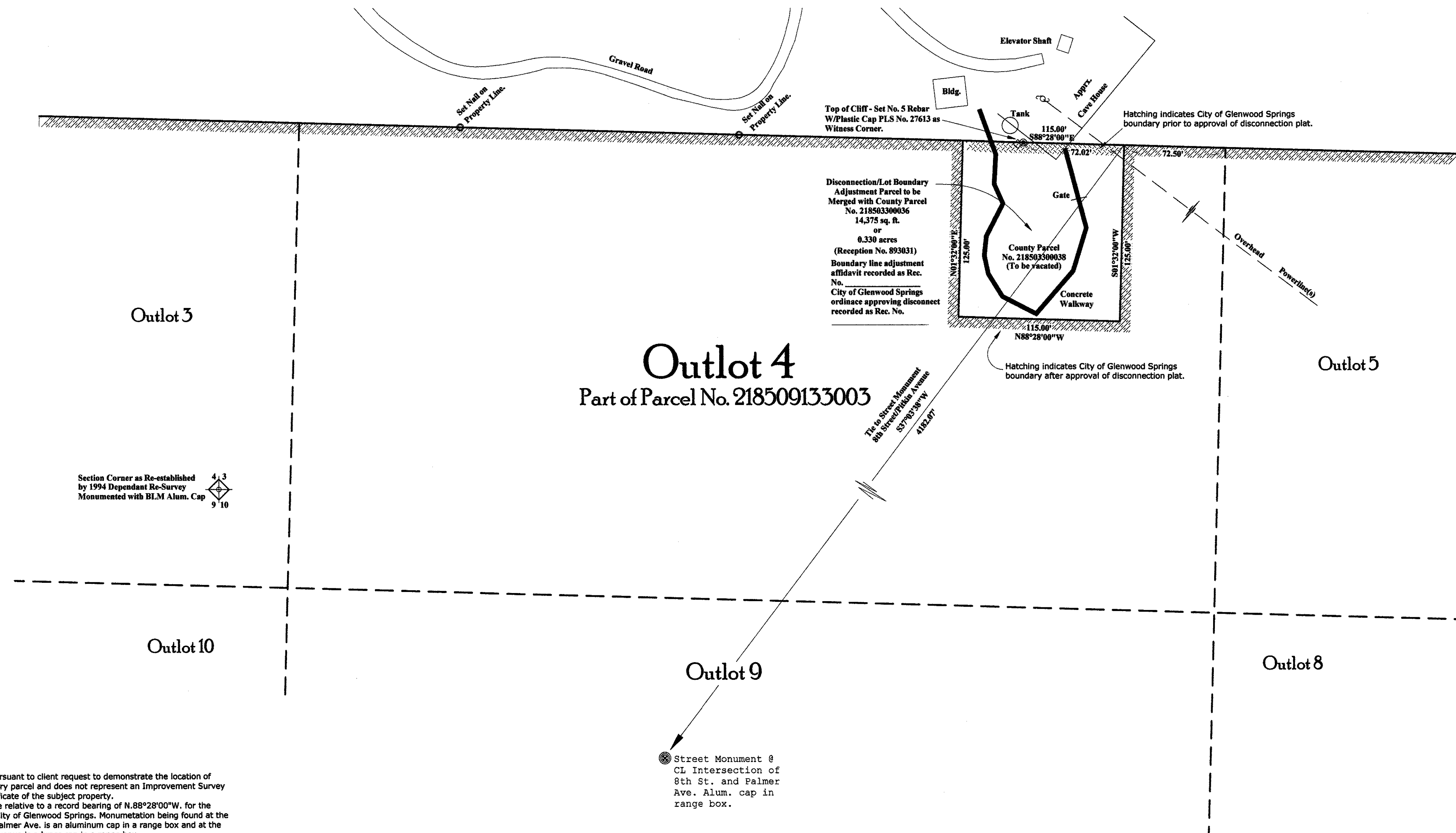
STATE OF COLORADO

CONTAINING 14,375 SQ. FT. OR 0.330 ACRES.

Claudon Disconnection / Lot Boundary Adjustment Plat

SITUATED IN THE SW1/4 SECTION 3, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE 6TH P.M.
CITY OF GLENWOOD SPRINGS, COUNTY OF GARFIELD, STATE OF COLORADO
COUNTY PARCEL NOS. 2185-033-00-036 AND 2185-033-00-038

Parcel No. 218503300036
Lot 3, Section 3, Township 6 South, Range 89 West of the 6th P.M.
(Reception No. 388911)



Surveyor's Notes:

- 1) This map has been prepared pursuant to client request to demonstrate the location of the Disconnection / Lot Boundary parcel and does not represent an Improvement Survey or Improvement Location Certificate of the subject property.
- 2) Bearings as depicted hereon are relative to a record bearing of N.88°28'00\"W. for the centerline of 8th street in the City of Glenwood Springs. Monumentation being found at the intersection of 8th street and Palmer Ave. is an aluminum cap in a range box and at the intersection of 8th and Pitkin Avenue is a brass cap in a range box.
- 3) This survey does not represent a title search by this land surveyor or survey company to determine ownership or any easements of record or those that may be apparent in the field. No current title insurance commitment has been reviewed in the preparation of this plat and no easements of record are not shown on this plat.
- 4) This survey is based on the following documents:
 - a) Amended plat of the Townsite of Glenwood Springs (Plat Book 1, Page 2)
 - b) Quit Claim Deed: Iron Mountain Land Improvement Co., LLC to Joseph A. Claudon and Celine Claudon (Rec. No. 893031)
 - c) Monumentation being found in place as indicated hereon.
- 5) All linear units of measurement as shown hereon are in US Survey feet.
- 6) Date of field survey: August, 2014.
- 7) Date of plat preparation: July 18, 2019.

Notice: (In accordance with C.R.S. 13-80-105 et. seq.)

According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of certification shown hereon.

SURVEYOR'S CERTIFICATE:

I, Samuel D. Phelps, do hereby certify that I am a licensed land surveyor licensed under the laws of the State of Colorado, that this plat is a true, correct and complete plat of the Claudon Disconnection and Lot Boundary Adjustment Plat as laid out, platted, dedicated and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the disconnection lot.

In witness whereof I have set my hand and seal this 18 day of Aug., A.D. 2019

By: Samuel D. Phelps
Colorado Licensed Professional
Land Surveyor No. 27613
For and on Behalf of SurvCo, Inc.
A Colorado Corporation



CITY COUNCIL CERTIFICATE:

This plat was approved by the City Council of Glenwood Springs, Garfield County, Colorado this ____ day of _____, A.D. 20____, by Ordinance No. _____, Series of _____ for filing with the Clerk and Recorder of Garfield County.

Mayor

Witness my hand and the seal of the City of Glenwood Springs.

ATTEST:

City Clerk

CLERK AND RECORDER'S CERTIFICATE:

This plat was filed for record in the office of the Clerk and Recorder of Garfield County at _____ o'clock ____M. as Reception No. _____.

Clerk and Recorder

By _____
Deputy

CERTIFICATE OF DEDICATION AND OWNERSHIP:

Know all men by these presents that Joseph A. Claudon and Celine Claudon, being sole owners in fee simple of all that real property described as follows:

A portion of Outlot 4 in the City of Glenwood Springs, said property being situated in Section 3, Township 6 South, Range 89 West of the 6th P.M. and being described by metes and bounds as follows:

Beginning at a point on the North line of said Outlot 4 from whence the Northeast corner thereof bears S.88°28'00\"E. 72.50 feet and the street monument at the intersection of 8th Street and Pitkin Avenue in the City of Glenwood Springs bears S.37°03'38\"W. 4182.07 feet, said street monument being a brass cap in a range box; thence departing said North line S.01°32'00\"W. 125.00 feet; thence N.88°28'00\"W. 115.00 feet; thence N.01°32'00\"E. 125.00 feet to a point on the North line of said Outlot 4; thence along said North line S.88°28'00\"E. 115.00 feet to the Point of Beginning.

containing 14,375 sq. ft. or 0.330 acres, more or less; have by these presents laid out, platted and subdivided the same as the \"Claudon Disconnection and Lot Boundary Adjustment plat\" as depicted hereon for the purpose of removing the described tract from the municipal limits of the City of Glenwood Springs and merging it into County designated parcel number 2185-033-00-036.

EXECUTED this ____ day of _____, A.D. 20____.

Joseph A. Claudon

Celine Claudon

STATE OF COLORADO)
COUNTY OF GARFIELD) ss.

The foregoing dedication was acknowledged before me this ____day of _____, A.D. 20____, by Joseph A. Claudon and Celine Claudon.

My commission expires _____.

WITNESS MY HAND AND SEAL

Notary Public

SurvCo, Inc.

Professional Land Surveying Services

\"Serving Western Colorado since 1991\"

826-1/2 Grand Avenue

Post Office Box 2782

Glenwood Springs, CO. 81602-2782

Phone: (970) 945-5945 Email: survco@gmail.com

GRAPHIC SCALE



(IN FEET)
1 inch = 60 ft.

Sheet
1 of 1

Client: Joseph and Celine Claudon	Date: July 18, 2019				
Drawn By: S. Phelps	.dwg file: 19.012.001				
Job No.: 19012					
		NO.	BY	DATE	REVISION DESCRIPTION



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item:	Planning File #25-19 Consideration of a Major Site/Architectural Plan Review to convert an existing church building into 13 multi-family units. The project includes a 2-lot minor subdivision and land dedication for right-of-way.
Action Requested:	The proposal requires that Council take two separate actions. Action 1: Consideration of a 15-foot wide by 324.86-foot long land dedication for use as 135 Road right-of-way related to the minor subdivision of a parcel located at 62 135 Road. Title 070.060.060(a) requires that any Minor Subdivision that involves a right-of-way dedication be submitted to the City Council for acceptance or denial of the dedication. Action 2: Consideration of a site/architectural plan review allowing the conversion of an existing building into 13 multi-family units based on findings and conditions included in the October 3, 2019 staff report.
Department:	Economic and Community Development
Presented By:	Gretchen Ricehill, Assistant Director of Economic and Community Development
Background Info:	See Attached Council Staff Report
Issues:	See Attached Council Staff Report
Staff Recommendation:	See Attached Council Staff Report



City Council Staff Report

Date: October 17, 2019

To: City Council

From: Gretchen Ricehill, Asst. Director Community Development Dept.

Subject: #25-19- Major Site/Architectural Plan Review; Minor Subdivision; and land dedication for right-of-way.

REQUEST	Consideration of a request to convert an existing church building into 13 multi-family units. The project also includes creating a 2-lot minor subdivision and land dedication for right-of-way
APPLICANT	Brad Jordan, Jordan Architecture
OWNER	TB & SB, LLC
ZONE	M1-Mixed Use Corridor
LOCATION:	62 County Rd 135
SURROUNDING LAND USES	North: Residential / Condominiums South: Highway 6 & I-70 East: Vacant Lot / Commercial West: Commercial / Residential
LOT SIZE	0.99 acres, approximately

Background Information

On August 27, 2019 the Glenwood Springs Planning and Zoning Commission conducted a public hearing to consider a proposal to convert an existing, vacant church building into 13 one-bedroom multi-family dwelling units ranging in size from 535 to 825 square feet. Included in the application was a proposal to condominiumize the units and to subdivide the 0.99-acre parcel into two, roughly ½-acre lots.

The creation of 13 new dwelling units is a Site/Architectural Plan review which normally involves a hearing and decision of the Planning and Zoning Commission. The process of reviewing a 2-lot subdivision normally is administrative. However, because this project involves the dedication of a 15-foot wide section of land to be used as County Road 135 right-of-way, the Development Code (Sections 070.060.050(a)(2)b Table 060.2 and 070.060.060(a)(2)c) requires City Council review and approval. Review of the condominiumization remains the decision of the Planning and Zoning Commission.

Attached for Council review are the following:

- Planning and Zoning Commission staff report which provides a detailed project background and staff analysis and Reviewing Agency comments;
- Application materials which include a project narrative, technical information, and design plans;
- Minor site plan revisions; and
- Planning and Zoning Commission Minutes.

Issues

For a complete analysis of the project, please refer to the Planning and Zoning staff report. The remainder of this section will focus on three project details:

1. Right-of-Way Dedication;
2. Use of an access easement located to the east of the subject property; and
3. Parking Lot redesign.

Right-of-Way Dedication

Staff reviewed the proposed 2-lot subdivision and found that it meets the approval criteria found in 070.060.060(a)(3)c2. In its review of the proposed subdivision, the City's Engineering Department requested the 15-foot wide land dedication for right-of-way.

As depicted on the site plan and on the draft subdivision plat, the former church property extends to the center of County Road 135. In 1956, the Lutheran Church and other owners along this roadway, granted the public a 30-foot wide easement for roadway purposes (15-foot wide easement from each owner). In 1986, the City annexed a 50-acre area of West Glenwood, including properties along County Road 135. Since then, the City has been maintaining the easement (paving, snowplowing, etc) as public right-of-way. As properties have developed along this roadway, the City has required that the easement be formally dedicated as public right-of-way. Currently all but four of the eighteen properties along County Road 135 have dedicated right-of-way.

In 2018 the City adopted Engineering Standards which included minimum specifications for all the City's street classifications. County Road 135 is rated as a local street where the minimum standard width is 75 feet. Prior to 2018, the minimum standard width of local streets was 50 feet. Development Code section 070.040.030(d)(2)c allows the City to require dedication of one-half of the deficient width, which in this case is 37.5 feet. However, in its review of the proposed subdivision, the City's Engineering Department requested a 15-foot wide land dedication.

Access Easement

During the Planning and Zoning Commission meeting Patrick Hunter, representing the neighboring Valley View West Condominium Association expressed concern about the proposed development's use of an access easement located on the east side of the development site.

The easement provides shared access to Discount Tire, the Valley View West condominiums (52 units) located northeast of the project site, and to a single-family home. Historically, the Lutheran Church also utilized this access road as there are two of the church's parking lots which have sole access from this private easement.

The easement is memorialized in a 1952 agreement between the property owners at that time. Although it had been using the easement for decades, it is apparent that the church was never a party to that agreement. Chad Lee, attorney representing TB & SB LLC, the subject property owner, provided a letter indicating that he believed a Court would likely determine that TB & SB LLC has acquired a right to utilize the easement through prescription (refer to letter in Application materials).

During the hearing, the Planning and Zoning Commission expressed concern regarding approving a development which continued to utilize the private easement without a clear understanding of whether the owner had a right to do so. To move the project forward, the Commission added a condition that the owner identify an easement or prescription for access in a form acceptable to the City Attorney.

Following the Planning and Zoning Commission meeting and for the past several weeks the owners (Valley View West HOA, Discount Tire and TB & SB LLC) discussed and have come to terms regarding use of the access easement, proportional shares of maintenance, consideration of adding a right turn lane from the access road onto Highway 6, and eliminating driveway access from Lot 2 (the newly created parcel fronting Highway 6). The latter two points require revision of the proposed site plan which has been added as a new condition of approval.

Parking Lot Design

The site plan included in the owner's application includes a depiction of 10 pull-in parking spaces along County Road 135. Because only two of the dwelling units have access from this west side of the building, the owner revised the parking plan to include four parallel spaces. The revised plan also depicts a 5-foot wide sidewalk with landscape buffer between the parking and the building. The revised parking plan is included in the attachments to this report.

During the Planning and Zoning Commission hearing, Patrick Hunter, representing the Valley View West condominium owners, expressed concern about five pull-in parking spaces with direct access from the private easement. This issue was safety and backing out directly onto the easement. He preferred that the spaces be converted to parallel parking. The owner has revised the parking plan to depict two parallel spaces.

Even with the overall reduction in parking, the proposed project meets its onsite parking requirement. The Municipal Code requires that the development provide 23 parking spaces. The revised plan depicts 22 spaces. The Code allows up to a 20% reduction in the overall amount of parking based on the project's proximity (within 750 feet) to active public transit. This project is located within approximately 260 feet of an active bus stop on Highway 6.

Staff Recommendation

Action 1: Consideration of a 15-foot wide by 324.86-foot long land dedication for use as 135 Road right-of-way related to the minor subdivision of a parcel located at 62 -135 Road.

Staff recommends that City Council **ACCEPT** the land dedication for 135 Road right-of-way.

Action 2: Consideration of a site/architectural plan review allowing the conversion of an existing building into 13 multi-family units based on findings and conditions included in the October 3, 2019 staff report.

In a 3-1 vote, the Planning and Zoning Commission recommended that **City Council approve** the site/architectural plan with findings and conditions.

Staff recommends that City Council **UPHOLD** the Planning and Zoning Commission's recommendation with the following findings and conditions:

Recommended Findings

1. The site/architectural plan is consistent with the general purpose and intent of this Code;
2. The site/architectural plan is consistent with the dimensional, design, development, and all other standards of this Code;
3. The site/architectural plan is not in conflict with precedent land use approvals; and
4. The site/architectural plan is substantially consistent with the Comprehensive Plan and other adopted City policies and plans.

Recommended Conditions

1. The applicant shall comply with all verbal representations made in the public hearings, as outlined in all application materials, and/or as revised per conditions herein and approved by the Community Development Director.
2. The applicant shall obtain all necessary access permits required for the project from the Colorado Department of Transportation.
3. Prior to submitting Construction Plans per Section 070.060.050(c), the applicant/owner shall:
 - a. Enter into a Development Agreement with the City which memorializes all actions and conditions of approval associated with the project.
 - b. Comply with/address all City staff comments.
 - c. Submit color samples of all proposed exterior materials for the review and approval of the Community Development Director.
 - d. Revise plans to depict four parallel parking spaces on the west side of the building. Plans shall include a sidewalk that is a minimum 5-feet in width and a code-compliant landscape screen.
 - e. Revise landscape plans to:
 - i. Provide landscaping in the area north of the building; and
 - ii. Add 1 additional tree; 52 additional shrubs; and the number of perennials that will be required by Code prior to certificate of occupancy.
 - f. Revise architectural plans to include dumpster enclosure construction details.
 - g. Revise plans to move the dumpster out of the pipeline easement at the north end of the property.
 - h. Consider adding a second dumpster, preferably located on the eastern side of the property to serve those units with eastern frontages.
 - i. Revise plans to include one or more bicycle racks that accommodate a minimum of three bicycles.
 - j. Work with the City's Transportation Manager to develop a bicycle circulation system. The intent is to provide convenient bicycle access from the building to the transit stop located on US Highway 6 immediately south of this property.
4. Prior to release of building permit, the applicant/owner shall:
 - a. Submit for review and approval an engineer's estimate.
 - b. Pay to the City of Glenwood Springs all improvement and development fees that are due, unless specific waivers have been granted by City Council. These fees include but may not be limited to water, sewer, school land, fire, building plan review, and building permit. An exact accounting of the fees due will be itemized on the building permit application.
5. Prior to certificate of occupancy, the applicant/owner shall install signs identifying all compact parking spaces as such.
6. Any modifications of the approved plans or condition of approval shall require review and approval of the Community Development Director for compliance with applicable Municipal Code requirements. Modifications may require a new application or amendment of the approved plans per Section 070.060.030(i)(4).
7. Regarding use of the eastern access roadway, the owner shall:
 - a. Identify an easement or prescription in a form acceptable to the City Attorney.
 - b. Revise the site plan and plat, as applicable, to eliminate the eastern access from Lot 2 onto the private access roadway.

- c. If required by a new access agreement, revise the plat to depict an easement for a potential future right turn lane from the eastern access roadway onto Highway 6. If and when this turn lane is developed, it shall be subject to Colorado Department of Transportation review and approval.



Planning and Zoning Commission Report

Date: August 27, 2019

To: Planning and Zoning Commission

From: Gretchen Ricehill, Asst. Director

Subject: #25-19- Major Site/Architectural Plan Review; Minor Subdivision; and Condominiumization

REQUEST	Consideration of a request to convert an existing church building into 13 multi-family units. The project also includes creating a 2-lot subdivision, and condominiumization of the 13 units
APPLICANT	Brad Jordan, Jordan Architecture
OWNER	TB & SB, LLC
ZONE	M1-Mixed Use Corridor
LOCATION:	62 County Rd 135
SURROUNDING LAND USES	North: Residential / Condominiums South: Highway 6 & I-70 East: Vacant Lot / Commercial West: Commercial / Residential
LOT SIZE	0.99 acres, approximately

ACTION ITEMS

Action 1:

Consideration of a Site/Architectural Plan review allowing the conversion of an existing building into 13 multi-family units.

Staff Recommends **approval** with suggested findings on page 10 and recommended conditions on page 10 and 11 of this report.

Action 2:

Consideration of an application to condominiumize 13 multi-family units.

Staff recommends **approval** with suggested findings and conditions on page 12 of this report.

Note: the mailed, legal, and posted notices also referred to a design variance from a provision of the Engineering Design Standards. After distribution and publication of the notices, the owner rectified the issue and staff determined that a variance is no longer required.

INTRODUCTION

Description

The proposed project involves the conversion of an existing church building into 13, one-bedroom multi-family units, each ranging in size from 535 to 825 square feet.

Constructed in 1951 for Holy Cross Lutheran Church, the building is an "L"-shaped, 8,200 square foot

structure that sits at the far north end of a 0.99-acre lot. The church vacated this property approximately seven or eight years ago after which the building and site were the temporary location of a retail sports store and overflow parking from the nearby Honda dealership.

The proposal also calls for condominiumizing the units and subdividing the property into two lots, each approximately ½ acre in size.



Source: Google Earth – project site looking northeast from US Highway 6



Source: Google Earth. Existing building showing south and west elevations.

Review Process

The process of reviewing site/architectural plans involving 13 dwelling units and the related condominiumization is normally the sole purview of the Planning and Zoning Commission; and, the process of reviewing a 2-lot subdivision is normally administrative. However, this project involves the dedication of a 15-foot wide section land to be used as County Road 135 (CR 135) right-of-way therefore, the Municipal Code requires that the site/architectural plan and 2-lot subdivision also be

reviewed and approved by City Council. So, in this case, the Planning and Zoning Commission will be a recommending body to City Council for the site/architectural review. The 2-lot subdivision has been reviewed administratively and will be forwarded to Council at the same time it reviews the site/architectural plan. The Commission will be the deciding body for the proposed condominiumization.

Analysis – Subdivision

The following is for information only. The proposed subdivision has been reviewed administratively and will be forwarded to Council for acceptance or denial of a 15-foot wide right-of-way-dedication.

The proposal calls for dividing this 0.99 acre parcel in half and creating a two-lot subdivision. Each lot will be about ½ acre in size. The owner proposes a 24-foot wide access easement that runs east to west along the newly created, shared property line. Staff recommends that along with recording the subdivision plat, the owner also execute and record a cross access and maintenance agreement that details, among other things, use of adjacent parking spaces and long-term maintenance of this access.

In reviewing the Minor Subdivision application, the Code requires that the Director consider whether the proposed subdivision -

- **Is consistent with the Comprehensive Plan**
 - The Comprehensive Plan's future land use map identifies this parcel as "mixed use" which is defined as a "...variety of uses including commercial, retail, office, restaurant, entertainment and multi-family housing co-existing through design either in a horizontal or vertical fashion."
- **Is consistent with the intent of the underlying zoning district**
 - This parcel is located in the M-1-mixed use corridor zoning district which among other things is intended to accommodate "...a diverse mix of housing opportunities at varying densities."
- **Complies with applicable dimensional, development, and design standards in this code**
 - The existing building on proposed Lot 1 complies with the dimensional and development standards and is in substantial compliance with the design standards of the Code.
 - Compliance with Code standards on proposed Lot 2 will be evaluated at the time a site-specific development plan is submitted. The ½ acre lot size is sufficient to accommodate the range of uses allowed in the M-1 zoning district.
- **Does not affect a recorded easement without approval from the easement holder**
 - The proposed subdivision creates a shared access easement between Lots 1 and 2. The access includes a new driveway apron to CR 135 and use of an existing apron on the private driveway on the east side of the property. This private driveway provides access to Discount Tire (Halle Properties), to Valley View West Condominiums, and to a single-family residence.
- **Will not result in adverse impacts to surrounding property**
 - The proposed subdivision will not adversely impact surrounding properties.
- **Will not limit the City's ability to effectively provide facilities or services**
 - The proposed subdivision will not limit the City's ability to provide facilities or services.

Analysis – Site/Architectural Plan Review

Because this project involves land dedication, Code requires that the application be processed as a Major Site/Architectural Plan review. In reviewing the application, the Planning & Zoning Commission shall consider how the project conforms to the following approval criteria.

- **The site/architectural plan is consistent with the general purpose and intent of this Code**
 - Staff found that the proposal is consistent with the general purpose and intent of the Code regarding guarding against natural hazards; it provides for efficient development; and the design is compatible with the surrounding neighborhood.
- **The site/architectural plan is consistent with the dimensional, design, development, and all other standards of this Code**
 - See detailed analysis below. Staff found that in general, the proposed development and design are consistent with the Code standards. However, staff included several recommended conditions of approval to address omitted or deficient plan details.
- **The site/architectural plan is consistent with any previously approved plat, PUD, or any other precedent land use approval**
 - Criteria not applicable to this application.
- **The site/architectural plan is consistent with the Comprehensive plan and other adopted City policies and plans**
 - See below for applicable supportive statements from the Comprehensive Plan.

Residential Site & Building Design

Plans call for several upgrades to the building's exterior. As indicated in the application narrative, the original building was sided with red synthetic/plywood with white wood trim. Plans call for removing the original material and replacing it with earth-toned stucco, stone veneer and wood trim. All of the windows have been removed and will be replaced new. Doors will be added on each elevation such that all but three of the units have their own dedicated outside entrance.

When applying the residential design standards to existing buildings, only the modifications are subject to review. In this case staff reviewed the alterations to ensure compliance with the required four-sided design and the type of materials. The applicant did not submit color samples at the time of writing of this report. Therefore, staff has added a condition of approval that the applicant shall submit color samples of all proposed exterior materials for the review and approval of the Community Development Director prior to submitting construction plans and prior to release of the building permit. The Code requires that the predominant exterior colors on multi-family buildings be earth-tones. The applicant's narrative indicates that the materials will comply with the earth-tone requirement.

Common Open Space

The Code requires that residential uses provide a minimum common open space area of 20% of the development site. In this case, because the lot is being subdivided, the development site is 21,592 sf, or 0.495 acres. The minimum common open space requirement is 4,318.4 sf. The intent of the common open space provision is to "...set aside areas for the use and enjoyment of a development's residents..." The goals of the common open space requirements are to complement the Code's requirement for dedicated parkland and to serve similar purposes.

Among other things, allowable common open space areas include formal plantings & gardens, squares & courtyards, and required buffer areas (including parking lot screening but excluding interior parking lot landscaping). Sheet 7 of the Civil drawings includes a draft Landscaping plan. Although the landscape areas are not dimensioned, staff calculates that the qualifying common open

space areas amount to approximately 10,036 square feet. However, it is noted that this includes the 3,150 square foot rear yard. No landscaping is noted here. It is a recommendation of approval that this area be formally landscaped and available for use by the development's residents. The Development Code (Section 070.040.050(c)(1)b) requires that any part of the site not used for buildings, parking, driveways, etc., be landscaped.

Landscaping, Screening & Fencing

Landscaping:

The minimum percentage of site area required to be landscaped is established for each zoning district. This property is located in the M-1 district which requires that at least 15% of the site be landscaped. The formal plantings and gardens included in the common open space calculations above can qualify for the minimum amount of landscaping as can landscaping in parking lots.

This 21,592 sf, or 0.495 acre parcel is required to provide a minimum of 3,238.8 square feet of landscaped area. This project provides approximately 12,928 square feet of landscaped area which far exceeds this minimum requirement.

The Code goes on to require a certain number of trees, shrubs and perennials. For example, one tree is required per 400 square feet, and one shrub per 25 square feet of site area required to be landscaped. The Code also requires perennials however while previously reviewing at least three other development projects, it has come to staff's attention that the requirement of 1 perennial per 5 square feet far exceeds a reasonable amount. A revision will be included in the third round of Code amendments. For this project, the developer will be required to provide -

- 9 trees
- 130 shrubs
- 647.76 perennials (per the current Code requirements)

The developer's draft landscape plan does not depict the number of Code-required plants and will therefore need to be revised to include:

- 1 additional tree
- 52 additional shrubs
- the number of perennials that will be required after the Code is amended.

Revision of the current landscaping plan has been added as a condition of approval.

Screening:

Plans call for providing a dumpster at the northwest corner of the development parcel. The dumpster will be screened by a 7-8 foot tall enclosure that includes a rustic corrugated metal roof. A depiction of the enclosure is included in the application materials (reference PDF p. 143). Because the enclosure is a structure, the details of construction must be included in the architectural plans. This has been included as a condition of project approval.

There is an 8-foot wide pipeline easement that runs along the north property line. Plans show that the dumpster and enclosure may encroach into this easement, and over an existing gas line. Moving the dumpster and enclosure outside the easement is included as a condition of project approval.

Staff also recommends that the developer consider a second dumpster as one dumpster likely is not enough to serve 13 units. Staff encourages the owner to consider a second location on the east side of the building.

Access & Circulation

Historically, Holy Cross Lutheran Church was accessed from CR 135 and from a 30-foot wide private roadway immediately east of this property.

County Road 135:

As noted on the site plan and on the draft subdivision plat, the property extends to the center of CR 135. In 1956, the Lutheran Church and other owners along this roadway, granted the public a 30-foot wide easement for road purposes (15-foot wide easement from each owner). Since then, as properties have developed along this roadway, the City has required that the easement be formally dedicated to the City as right-of-way. Per Section 070.040.030(d)(2)c, the City can require that the dedication be one-half of the deficient width.

According to the Engineering Standards, 75 feet is the current standard width of a local street. Rather than dedicating half of the deficient width (~~30~~ 37.5 feet), the Engineering Department has recommended a dedication of 15 feet, which is the current easement.

Private Easement:

The access road east of the development parcel is a private easement which provides shared access to Discount Tire, the Valley View West condominiums (52 units) located northeast of the project site, and to a single-family home. Historically, Holy Cross Lutheran Church also utilized this access road as there are two driveway aprons which provide the only access into two of the church's parking lots. The proposal is to continue to use these parking areas but to reconfigure and better delineate the individual parking spaces that are located on the development parcel.

The original access easement was memorialized in a 1952 agreement between the property owners at that time. It is not immediately apparent that the Lutheran Church was party to the access easement agreement however, it is believed that the Church had used the access for decades. Although Chad Lee, attorney with Balcomb & Green and the owner's legal representative, continues to research the easement question, it is his opinion that a Court would likely determine that TB & SB, LLC has acquired a right to utilize the easement through prescription. See attached letter from Balcomb & Green.

Sidewalk Access:

Municipal Code Section 070.040.070(f)(1) requires that developers provide sidewalks "to allow convenient pedestrian access through or across the development and adjoining with pedestrian ways of adjacent properties." As the Planning and Zoning Commission is aware, there currently are no sidewalks on either side of CR 135.

Regarding Lot 1, the parcel containing the 13 multi-family units, the Engineering Department recommended constructing a minimum 5-foot wide sidewalk with an easement dedication for public use. Community Development staff concurs with this recommendation. Staff believes that there is sufficient room to provide a minimum 5-foot wide sidewalk and has added a condition of approval requiring that plans be revised to depict a sidewalk and code-required 5-foot wide planting strip along the west boundary of Lot 1. See related discussion under Off-street Parking.

Regarding Lot 2, the vacant parcel south of the existing building, staff supports delaying construction

of a sidewalk until the time that a site-specific development plan is received for that parcel. The width, design and location shall be determined, reviewed and approved as part of that application review process.

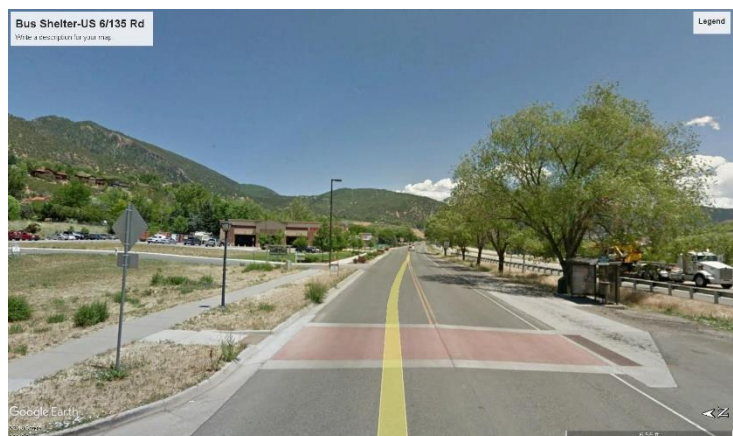
Sidewalk Fee in Lieu: During the review process, the applicant verbally indicated an interest in paying the sidewalk fee in lieu which can be considered where “the existing right of way adjacent to a development is substandard or insufficient for providing sidewalk according to the City Engineer.” The Code goes on to state: “the developer may, with approval by the City, pay a fee in lieu of providing all or a portion of the required sidewalk.” The fee is based on an engineer’s estimate of the cost of constructing the sidewalk.

Staff has not received a formal request for a fee in lieu. Consideration of the fee needs to be reviewed and analyzed as part of the application process and therefore cannot be considered at this August 27th hearing. If the Planning and Zoning Commission and Council approve the 13-unit development and if the owner wishes to pursue the fee in lieu rather than construct the sidewalk, the request can be considered at a later date. The request will be processed as an amendment to the approved site/architectural plan and may likely require the review of the Planning and Zoning Commission and City Council.

Bike Parking and Bike Lanes:

The project is required to provide a minimum of three bicycle parking spaces. A condition of approval has been added to require that plans be revised to depict at least three bicycle parking spaces.

Section 070.040.070 of the Code requires that this project provide an internal bicycle circulation system between the building and any adjacent bus stop. As shown in the aerial and GoogleEarth photo below, there is an existing bus shelter directly adjacent to this property. There is a crosswalk which connects the bus shelter to the public sidewalk along Highway 6. The Code however does not specify or have minimum requirements of the bicycle circulation system. Therefore, Staff recommends a condition of project approval that the applicant work with the City’s Transportation Manager to develop a bicycle circulation system. Plans for the circulation system shall be subject to Community Director review and approval.



Off-Street Parking

The Municipal Code requires that this project provide 23 parking spaces (1.5 spaces per dwelling unit plus 1 guest space per each 5 dwelling units). The development plans show 30 off-street spaces in three existing parking areas located on the east, south and west sides of the building.

The east and south parking areas are currently paved. Planned improvements consist of patching pavement where needed, reconfiguring and restriping the parking spaces. The east lot will be striped for 12 vehicles, including two handicapped spaces. Five of the spaces are pull-in directly from the private access road and all but one of these are for compact vehicles. Seven of the project's 13 dwelling units are accessed from the east side of the building. The owner will be required to install a sign identifying all compact spaces as such.

The south lot will be striped for 8 vehicles. Four of the project's thirteen dwelling units have doorways facing south.

Submitted plans call for the west parking area to be paved and striped for 10 pull-in spaces. Because only two of the dwelling units have access from the building's west side, the owner has agreed to reconfigure this parking area based two alternatives recommended by the City's Engineering Department. The owner's preferred design is to construct four parallel spaces adjacent to CR 135. The reconfigured parking will include a minimum 5-foot wide sidewalk and landscape buffer between the parking and the building. Even with reducing the number of parking spaces, the applicant/owner remains in compliance with the minimum number of spaces required by Code.

Prior to submitting Construction Plans, the owner will be required to submit a new site plan depicting this parking, sidewalk and landscaping for City Engineer and Community Development Director review and approval.

As noted, by reconfiguring this west parking lot, the owner no longer is required to seek a variance from the Engineering Design Standards. At issue was the 10 parking spaces which required vehicles to pull in to and back out from CR 135. The City's Engineering Standards (section 5.2.10(K)3) states: "Driveways shall be designed to contain all vehicle backing movements onsite, except for single family or duplex residential uses on local streets." The term "accesses", "access points" and "driveway" are used interchangeably throughout the Site Accesses and Driveways section (Standards p. 5-19).

Analysis – Condominiumization

The Municipal Code considers condominiumizations a minor subdivision. In reviewing Minor Subdivision applications, the Planning and Zoning Commission shall consider whether the proposed division -

- **Is consistent with the Comprehensive Plan**
 - The Comprehensive Plan's future land use map identifies this parcel as "mixed use" which is defined as a "...variety of uses including commercial, retail, office, restaurant, entertainment and multi-family housing co-existing through design either in a horizontal or vertical fashion."(p.29)
 - The Comprehensive Plan includes a goal to "Ensure Rental and Ownership Opportunities"(p.75)
- **Is consistent with the intent of the underlying zoning district**

- This parcel is located in the M-1-mixed use corridor zoning district which among other things is intended to accommodate "...a diverse mix of housing opportunities at varying densities."
- **Complies with applicable dimensional, development, and design standards in this code**
 - With certain modifications noted above, the existing building and site will be brought into compliance with the dimensional, development and design standards of Title 070-the Development Code.
- **Does not affect a recorded easement without approval from the easement holder**
 - The proposed condominiumization is not anticipated to affect a recorded easement. As discussed earlier in this report, for decades the former owner has used the private roadway along its eastern border as the only access two of its parking areas. It is the legal opinion that a Court would determine that the property has acquired the right to continue using the roadway easement through prescription.
- **Will not result in adverse impacts to surrounding property**
 - The building is located in an area with a mix of single family, multi-family and commercial uses. There is a 52-unit condominium located just northeast of this property. The conversion of this building to 13 individually owned units is consistent with existing surrounding land uses and therefore is not anticipated to negatively impact the neighborhood.
- **Will not limit the City's ability to effectively provide facilities or services**
 - Following modifications as required by the City's Public Works Department - Water/Wastewater, the proposed condominiumization will not limit the City's ability to provide facilities or services.

The condominiumization plat will be finalized prior to or shortly following issuance of the certificate of occupancy. The owner/applicant will create the individual demising walls of each unit based on final surveyed conditions. Providing a final plat based on surveyed condition, as well as finalizing all related condominium documents has been added as a condition of approval.

COMPLIANCE WITH COMPREHENSIVE PLAN GOALS

The Comprehensive Plan is the community's vision for how it would like to develop into the future and provides a framework for decision making. Following is information from the Comprehensive Plan which may provide helpful guidance:

The Comprehensive Plan's future land use map identifies this parcel as "mixed use" which is defined as a "...variety of uses including commercial, retail, office, restaurant, entertainment and multi-family housing co-existing through design either in a horizontal or vertical fashion."(p.29)

Community Goals

- Direct development to locations and forms that are cost-effective to serve.
- Provide housing opportunities for the entire community.
- Support social diversity.

The Hwy 6/24 corridor currently is comprised of many different uses – auto-oriented commercial and services uses along the highway and residential uses tucked behind. ...This area has potential for significant redevelopment in the future. As it does so, it is expected that the immediate Hwy 6/24 corridor will continue to be a mix of uses. New development is expected to include pedestrian interconnectivity, bicycle access. landscaping and building placement so that the corridor is an attractive,

accessible, community-oriented strip and not just focused on highway traffic. Multi-family housing is expected to continue to be developed north of the corridor.

Encourage Greater Variety in Housing Types and Price

To meet the diverse housing needs of Glenwood's current and future population, an increase in the range of housing types and price levels is needed. A greater range of housing types will enable the City to better meet the needs of young adults that wish to stay in the community....

Encourage Housing Variety and Affordability throughout the Community

...Like most future development, the majority of future housing opportunities in Glenwood Springs will likely occur through redevelopment and infill....[It] will be important to take advantage of every opportunity to increase the supply of housing...

Ensure Rental and Ownership Opportunities

REVIEWING AGENCY COMMENTS

Staff distributed the application to City departments and outside agencies for review and comment. We received comment from the Engineering and Public Works Departments which are attached for review. As of the writing of this report, Staff has not received comments from the Colorado Department of Transportation (CDOT). Because this project directly accesses US Highway 6, prior to the submission of Construction Plans, the applicant/owner will be required to provide evidence of CDOT review and approval.

ACTION ITEMS AND STAFF RECOMMENDATIONS

This project requires that the Planning and Zoning Commission consider 2 separate actions.

Section 070.060.030(g)(1)d outlines the review and decision procedures for applications being considered by the Planning and Zoning Commission and/or City Council. The Commission shall approve, approve with conditions, or deny the application based on the applicable approval criteria listed in the application-specific procedures. The Commission may also continue the hearing to with a request for specific additional information.

Action 1:

Consideration of a Major Site/Architectural Plan review allowing the conversion of an existing building into 13 multi-family units.

Staff Recommends **approval** with suggested findings on page 10 and recommended conditions on page 11 of this report.

Suggested Findings

1. The site/architectural plan is consistent with the general purpose and intent of this Code;
2. The site/architectural plan is consistent with the dimensional, design, development, and all other standards of this Code;
3. The site/architectural plan is not in conflict with precedent land use approvals; and
4. The site/architectural plan is substantially consistent with the Comprehensive Plan and other adopted City policies and plans.

Recommended Conditions

1. The applicant shall comply with all verbal representations made in the public hearings, as outlined in all application materials, and/or as revised per conditions herein and approved by the Community Development Director.
2. The applicant shall obtain all necessary access permits required for the project from the Colorado Department of Transportation.
3. Prior to submitting Construction Plans per Section 070.060.050(c), the applicant/owner shall:
 - a. Enter into a Development Agreement with the City which memorializes all actions and conditions of approval associated with the project.
 - b. Comply with/address all City staff comments.
 - c. Submit color samples of all proposed exterior materials for the review and approval of the Community Development Director.
 - d. Revise plans to depict four parallel parking spaces on the west side of the building. Plans shall include a sidewalk that is a minimum 5-feet in width and a code-compliant landscape screen.
 - e. Revise landscape plans to:
 - i. Provide landscaping in the area north of the building; and
 - ii. Add 1 additional tree; 52 additional shrubs; and the number of perennials that will be required by Code prior to certificate of occupancy.
 - f. Revise architectural plans to include dumpster enclosure construction details.
 - g. Revise plans to move the dumpster out of the pipeline easement at the north end of the property.
 - h. Consider adding a second dumpster, preferably located on the eastern side of the property to serve those units with eastern frontages.
 - i. Revise plans to include one or more bicycle racks that accommodate a minimum of three bicycles.
 - j. Work with the City's Transportation Manager to develop a bicycle circulation system. The intent is to provide convenient bicycle access from the building to the transit stop located on US Highway 6 immediately south of this property.
4. Prior to release of building permit, the applicant/owner shall:
 - a. Submit for review and approval an engineer's estimate.
 - b. Pay to the City of Glenwood Springs all improvement and development fees that are due, unless specific waivers have been granted by City Council. These fees include but may not be limited to water, sewer, school land, fire, building plan review, and building permit. An exact accounting of the fees due will be itemized on the building permit application.
5. Prior to certificate of occupancy, the applicant/owner shall install signs identifying all compact parking spaces as such.
6. Any modifications of the approved plans or condition of approval shall require review and approval of the Community Development Director for compliance with applicable Municipal Code requirements. Modifications may require a new application or amendment of the approved plans per Section 070.060.030(i)(4).

Action 2:

Consideration of an application to condominiumize 13 multi-family units.

Staff recommends **approval** with suggested findings and conditions on page 12 of this report.

Suggested Findings**The Condominiumization -**

1. Is consistent with the Comprehensive Plan
2. Is consistent with the intent of the underlying zoning district
3. Is in substantial compliance with applicable dimensional, development, and design standards in this code
4. Does not affect a recorded easement without approval from the easement holder
5. Will not result in adverse impacts to surrounding property
6. Will not limit the City's ability to effectively provide facilities or services

Recommended Conditions

1. Prior to recording Condominium Plat and related Declarations, the owner shall:
 - a. Comply with the comments made by the City of Glenwood Springs Water/Wastewater Department which are attached and made a part of this staff report.
 - b. Provide utility easements as necessary.
 - c. Revise the condominium map by replacing Director's certificate with that of the Planning & Zoning Commission.
 - d. Upon Council approval of the land dedication related to the subdivision of the property into two lots, revise the condominium map to depict said dedication.
 - e. Provide a plat of individual condominium units showing the demising walls.
2. After making the required revisions in condition #1 above, the owner shall -
 - a. Submit a revised draft of the condominium plat and condominium declarations for Community Development and Public Works departments review and approval.
 - b. Provide the Community Development Department with two signed copies of the Condominium Declarations.
 - c. Provide the Community Development Department with two copies of the final, approved Condominium plat on 24 x 36 inch mylar paper.
 - d. Pay a fee for recording the condominium documents made payable to the Garfield County Clerk and Recorder. Recording fees for an 8 x 11 inch document currently are \$13 for the first page, \$5 for every page thereafter, and for a 24 x 36 inch mylar are \$13 for the first page and \$10 for every page thereafter, or as otherwise established by the Garfield County Clerk and Recorder's office at the time of recording.
 - e. Following recording of the plat, the owner shall request that the City assign addresses to each of the 13 units.

PLANNING FILE #25-19
REVIEWING AGENCY COMMENTS

**Engineering
Department**

**Jessica Bowser
Asst. City
Engineer**

Date: August 8, 2019

**To: Gretchen Ricehill, Assistant Director for Economic and Community
Development**

Re: Planning File #25-19, TB & SC, LLC., Stanley Bart Church Condos

Please see the following comments from Engineering for Review of this Development Permit

1. The City will require a formal 15' Right of Way dedication for CR 135.
2. A minimum of a 5' Sidewalk is required along CR 135, along with an easement dedication for public use, as a portion of this sidewalk will be on the applicants' property.
3. Verify sight triangles/sight distances for accessed to CR 135.
4. Dumpster enclosure should be shifted out of the northern easement.
 - a. This access should have a minimum width and radii as specified by the COGS Engineering Standards.
5. The Engineering Department will not allow the back out movement along CR 135. We will consider one additional access to this property near the north property line to facilitate a drive, parallel parking, and dumpster access. A couple of ideas would include:
 - a. Parallel parking along CR 135, within the property.
 - i. The sidewalk could be placed adjacent to the road so that the drivers would have to drive over it with mountable curb and a thickened 6" sidewalk or it could be placed behind the parallel parking with the curb relocated behind the parallel parking with a 4" sidewalk section.
 - ii. This parking shall be on the subject property in its entirety and be maintained by the property, as the city will not plow private property.
 - iii. All accesses (including the one for the dumpster) must have the minimum width and radii for access.
 - b. A sidewalk buffer with a one way drive from the southern shared access point to the north with parallel parking along it, exiting to the north where the dumpster access is.
 - i. Minimum drive width would be 10'.

- ii. Parallel parking spaces to be 8' wide by 23' long, per the COGS Engineering Standards.

Information only:

1. A grading permit from engineering will be required when this project goes to construction.
 - a. Water Quality and Drainage will need to be addressed at that time per the City of Glenwood Springs Engineering Standards.
 - b. Disturbance over one (1) acre will require a CDPHE Construction Stormwater Discharges Permit.
 - c. This property will require a submittal to CDOT for an access permit (for both traffic and drainage). This may not require a modification, but many of the older properties along HWY 6 & 50 do not have a formalized access permit.
2. A Right of Way Permit will be required for any access modification or work within the right of way. Any work in CDOT Right of Way will require permitting through them. Access locations, widths, and design should meet the City of Glenwood Springs Engineering Standards.
3. No work equipment, dumpsters, etc. may be stored in the City or State Right of Way at any time.

Water/Wastewater (W/WW) Department Comments

Planning Items: 25-19, Stanley Bart Condos
Applicant: Jordan Architecture / Brad Jordan
Owner: TB & SB, LLC
Location: 62 County Road 135
Parcel: 218505300033
Date of Comments: 8/21/19

The following are W/WW Department comments based on a review of the application package and the Department Review meeting held on 8/5/19.

Project Understanding

- We understand that the applicant is proposing a development project that includes the conversion of the existing church building located at 62 County Road 135 into thirteen (13) one-bedroom condominium units.

W/WW Department Comments

General.

- All publically-owned or maintained water and sewer infrastructure must meet the requirements of the City's engineering standards. The current version can be found at the following link: <http://cogs.us/EngineeringStandards>.
- A right-of-way permit is required for this project. Please contact the City's engineering department to obtain the permit application.
- Per Colorado 811 and City requirements, tracer wire and utility warning tape shall be installed with all underground water and sewer infrastructure.

Water Service.

- We understand that a new water tap will be installed as part of this project. The tap will be made in the main line located in County Road 135. This tap will be 4" and will be used for combined potable and fire protection service.
- The plan shows the new tap will be made using a tapping sleeve. The City requests that a standard tee be installed rather than a using tapping sleeve. **Please revise the plans/specifications to show the requested change.**
- Since the new tap and service will be used for combined potable/fire, the service will need to be designed, installed, and tested to meet NFPA 24 requirements. Prior to construction, **an engineered detail of the service line must be submitted to the City for review and approval.** At a minimum, the detail must show the following: 1) a plan and profile view of the piping alignments extending from the tap location to the building interior penetration, 2) materials of construction, 3) thrust restraint locations and

specifications, 4) a comment indicating that the design conforms to all NFPA 24 requirements, 5) a note indicating that the service line must be pressure- and flow-tested in accordance with NFPA 24, and 6) the stamp and signature of the Professional Engineer (PE) certifying the design.

- The applicant is responsible for providing the City with a signed copy of the completed *“Contractor’s Material and Testing Certificate for Underground Piping”* form (attached) prior to issuance of a Certificate of Occupancy. This form certifies that the service line was designed, installed, and tested in accordance with all NFPA 24 requirements.
- The applicant is responsible for all costs required to install a new water tap, including applicable system improvements fees and tap fees. Please contact the City Community Development department regarding the improvement fees and the City W/WW Department regarding tap fees.
- Only City W/WW staff shall perform work on the water main. In certain circumstances, the City may allow a contractor to install a tap, but only when under the direct supervision of W/WW staff. Tap requests shall be scheduled with the W/WW department at least 48 hours in advance but we recommend that you begin coordinating with the department as soon as possible.

Irrigation Service.

- There is an existing potable water service installed for this property. We understand that the existing service will be re-purposed and used exclusively for irrigation. This service must have an approved backflow device installed on it to prevent cross-contamination (see section below regarding cross connection control requirements). This service must also have an approved water meter installed (see water meter requirements, below).

Sanitary Sewer.

- Sanitary sewer service for this property is provided by West Glenwood Sanitation District.
- There is a water/sewer crossing shown on the plans. Water/sewer main alignments and crossings must meet the separation requirements defined in the City’s rules and regulations and the CDPHE Design Criteria for water and sewer systems. When vertical and/or horizontal separation requirements are not met, encasement in a pipe sleeve is the preferred encasement approach (vs. concrete encasement). **Please note this requirement on the plans.**

Water Meters.

- All services must be metered.
- We understand that the applicant desires to install an individual meter for each condominium unit in a mechanical room. **Please submit a plan showing the meter installation configuration for City review and approval.**
- Meter accounts must be set up and the meter purchased through the City’s finance department before meters will be issued.
- Water meters must be installed per manufacturer’s requirements. They may be subjected to performance testing before being accepted by the City.

- Water meters must be installed in a location that can be accessed by the City for inspection and future maintenance. Refer to the attached schematic for meter installation instructions, including additional requirements for isolation valves, pressure reducing valves, and cross-connection devices (see attached water meter installation schematic). Note that if the water system pressure exceeds 80 psi, a pressure reducing valve must be installed downstream of the water meter.
- **A water meter inspection must be performed by City staff before a certificate of occupancy will be issued.** We recommend that you contact the W/WW department to discuss specific requirements as soon as possible to avoid an unforeseen installation issues.

Cross-connection Control.

- A City-approved cross-connection/ backflow device must be installed on water service lines if a hazard exists. **This project requires that a-cross connection/backflow prevention hazard survey be completed (by the City) before a certificate of occupancy will be issued.**
- At the customer's request, W/WW Department staff will perform an initial Cross Connection Hazard Survey and provided preliminary recommendations during the planning phases of the project. Upon completion of the project, a follow-up inspection of the property is required (per State law) to ensure that acceptable backflow devices have been properly installed and tested. We recommend that you contact the W/WW department to discuss specific requirements as soon as possible to avoid unforeseen installation issues during the construction phase.
- Please note that backflow prevention devices cannot be installed below grade per International Plumbing Code (IPC). In addition, certain backflow prevention devices require drainage requirements. We encourage the customer to consider these requirements and address them during the design phase of the project.

W/WW Department Contact Information:

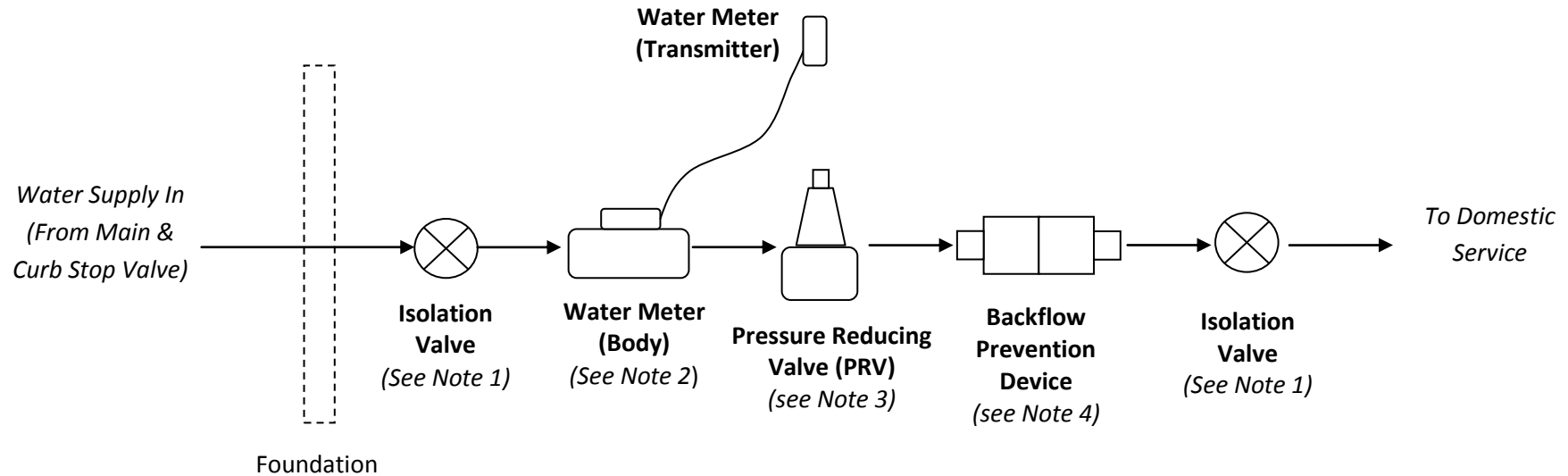
- o Horacio Diaz – 379-1974 (Sewer Services & Taps)
- o Mike Hoffman – 989-3902 (Water Services & Taps, Cross Connections, Water Meter Inspections)
- o Brad Zachman – 384-6388 (General Information)
- o Utility Billing – 384-6400 (Account setup; Water Meter Purchase)
- o Community Development Department – 384-6411 (Improvements Fees)

Attachments:

- o Water Meter Installation Schematic

Water Meter Installation Schematic

Glenwood Springs Water Department



Notes:

1. It is strongly recommended that isolation valves be installed at the locations shown. These valves allow for the water supply to be shut off during repairs or for replacement of the water meter equipment.
2. To assure accurate measurements, water meters must be installed per manufacturer's specific instructions. Contact the City's Water Department for a copy of these instructions or if you have any questions regarding the installation requirements.
3. A pressure reducing valve (PRV) regulates incoming pressure from the main. A PRV is recommended for all installations, but is required for all services that are fed off of water mains with static water pressure of 80 psi or greater. Contact the water department (**384-6344 or 989-3902**) for more information regarding the static water main pressure that serves your property.
4. A backflow prevention device protects the City's water supply from contamination or pollution due to backflow conditions. Please contact the City's cross connection technicians (**384-6345**) to discuss specific backflow prevention requirements and installation procedures.
5. Requests for water meters can be initiated by contacting the City's Utility Billing Office (**384-6400**). Once payment is made, water meters can be picked up from the Water Department at 401 7th St. (**384-6344 or 989-3902**).
6. Contact the Water Department to schedule a final inspection of the meter (**384-6344 or 989-3902**) and the backflow device (**384-6345**).

Updated June 2016

Contractor's Material and Test Certificate for Underground Piping			
PROCEDURE Upon completion of work, inspection and tests shall be made by the contractor's representative and witnessed by an owner's representative. All defects shall be corrected and system left in service before contractor's personnel finally leave the job. A certificate shall be filled out and signed by both representatives. Copies shall be prepared for approving authorities, owners, and contractor. It is understood the owner's representative's signature in no way prejudices any claim against contractor for faulty material, poor workmanship, or failure to comply with approving authority's requirements or local ordinances.			
Property name		Date	
Property address			
Plans	Accepted by approving authorities (names)		
	Address		
	Installation conforms to accepted plans ☐ Yes ☐ No		
	Equipment used is approved ☐ Yes ☐ No		
Instructions	If no, state deviations		
	Has person in charge of fire equipment been instructed as to location of control valves and care and maintenance of this new equipment? ☐ Yes ☐ No		
Instructions	If no, explain		
	Have copies of appropriate instructions and care and maintenance charts been left on premises? ☐ Yes ☐ No		
Instructions	If no, explain		
	Location		
Underground pipes and joints	Supplies buildings		
	Pipe types and class	Type joint	
	Pipe conforms to _____ standard	☐ Yes ☐ No	
	Fittings conform to _____ standard	☐ Yes ☐ No	
Underground pipes and joints	If no, explain		
	Joints needing anchorage clamped, strapped, or blocked in accordance with _____ standard ☐ Yes ☐ No		
Underground pipes and joints	If no, explain		
	Test description		
Test description	Flushing: Flow the required rate until water is clear as indicated by no collection of foreign material in burlap bags at outlets such as hydrants and blow-offs. Flush at one of the flow rates as specified in 10.10.2.1.3. Hydrostatic: All piping and attached appurtenances subjected to system working pressure shall be hydrostatically tested at 200 psi (13.8 bar) or 50 psi (3.5 bar) in excess of the system working pressure, whichever is greater, and shall maintain that pressure ± 5 psi (0.35 bar) for 2 hours. Hydrostatic Testing Allowance: Where additional water is added to the system to maintain the test pressures required by 10.10.2.2.1, the amount of water shall be measured and shall not exceed the limits of the following equation (for metric equation, see 10.10.2.2.6):		
	$L = \frac{SD\sqrt{P}}{148,000}$ L = testing allowance (makeup water), in gallons per hour S = length of pipe tested, in feet D = nominal diameter of the pipe, in inches P = average test pressure during the hydrostatic test, in pounds per square inch (gauge)		
Flushing tests	New underground piping flushed according to _____ standard by (company) ☐ Yes ☐ No		
	If no, explain		
	How flushing flow was obtained		Through what type opening
	☐ Public water ☐ Tank or reservoir ☐ Fire pump		☐ Hydrant butt ☐ Open pipe
Flushing tests	Lead-ins flushed according to _____ standard by (company) ☐ Yes ☐ No		
	If no, explain		
Flushing tests	How flushing flow was obtained		Through what type opening
	☐ Public water ☐ Tank or reservoir ☐ Fire pump		☐ Y connection to flange and spigot ☐ Open pipe

© 2012 National Fire Protection Association

NFPA 24 (p. 1 of 2)

FIGURE 10.10.1 Sample of Contractor's Material and Test Certificate for Underground Piping.

Hydrostatic test	All new underground piping hydrostatically tested at _____ psi for _____ hours		Joints covered ☐ Yes ☐ No	
Leakage test	Total amount of leakage measured _____ gallons _____ hours			
	Allowable leakage _____ gallons _____ hours			
Forward flow test of backflow preventer	Forward flow test performed in accordance with 10.10.2.5.2: ☐ Yes ☐ No			
Hydrants	Number installed	Type and make	All operate satisfactorily ☐ Yes ☐ No	
Control valves	Water control valves left wide open If no, state reason		☐ Yes ☐ No	
	Hose threads of fire department connections and hydrants interchangeable with those of fire department answering alarm		☐ Yes ☐ No	
Remarks	Date left in service			
Signatures	Name of installing contractor			
	Tests witnessed by			
	For property owner (signed)	Title	Date	
	For installing contractor (signed)	Title	Date	
Additional explanation and notes				
© 2012 National Fire Protection Association NFPA 24 (p. 2 of 2)				

FIGURE 10.10.1 Continued

Application for a Renovation/Change of Use Church Building
62 County Road 135, Glenwood Springs, CO Parcel #21850530003

Owner:

TB & SB LLC

PO Box 1931, Glenwood Springs, CO 81602

Architect/Representative:

Brad Jordan, Jordan Architecture Inc.

PO Box 1031, Glenwood Springs, CO 81602

970-618-6690

bradjordanarchitect@gmail.com

July 2019

PREPARED BY:

SGM

**118 W. 6TH STREET, SUITE 200
GLENWOOD SPRINGS, CO 81601**



APPLICATION CHECKLIST**Pages**

Submittal Request 1 – Planning Application.....	1
Submittal Request 2 - Ownership.....	2
Submittal Request 3 - Project Description.....	2
Submittal Request 4- Minor Modification Request	NOT APPLICABLE
Submittal Request 5 – Final Civil Plans.....	7
Submittal Request 6 – Final Engineering Reports.....	82
-Traffic Analysis	
- Drainage Report	
Submittal Request 7 – Final Engineer’s Estimate	1
Submittal Request 8 – CDOT Access Permit.....	NOT APPLICABLE
Submittal Request 9 – Final Architectural Plans	8
Submittal Request 10 – Final Landscaping Plan-included with Civil Plans	Above
Submittal Request 11 – Final Lighting Plan.....	TBD
Submittal Request 12 – Final Materials Board	Future Submittal
Submittal Request 13 – Fee	Check #1036
Submittal Request 14 – Other Materials.....	6
Submittal Request 15 – Administrative Adjustment Request—NOT APPLICABLE.....	
Submittal Request 16 – Complete Plan Set	See Above
Submittal Request 17- Plat.....	Friday
Submittal Request 18- Covenants & Declarations and HOA By-laws, Draft	48
Submittal Request 19 – Maintenance Agreements, Draft	TBD
Submittal Request 20 – Neighborhood Meeting.....	2

1. Planning Application



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LAND USE APPLICATION

City of Glenwood Springs
Economic and Community Development Dept.
101 West 8th Street
Glenwood Springs, CO 81601
970-384-6411

Ordinance Amendments		Development Permits	
Rezoning	☐	Site/Architectural Plan Review	☐
Rezoning to Planned Unit Development (PUD)	☐	Administrative	☐
Annexation	☐	Minor	☒
Condominiumization	☒	Major	☐
Annexation	☐	Master Plan	☐
Street Vacation	☐	Construction Plans	☐
		Location & Extent	☐
		Right of Way Encroachment License	☐
		Floodplain Development Permit	☐
			☐
Subdivisions		Flexibility and Relief Procedures	
Minor Subdivision	☒	Variance	☐
Preliminary Plat	☐	Administrative Adjustment	☐
Final Plat	☐	Appeal	☐
Vacation of Right-of-Way	☐		

Applicant/Property Owner Information:

Applicant	JORDAN ARCHITECTURE/BRAD JORDAN	Owner	TB & SB LLC
Relationship to Owner	REPRESENTATIVE	Owner	
Applicant Address	PO Box 1031 GLENWOOD SPRINGS CO	Owner Address	PO Box 1931 GLENWOOD SPGS CO 81602
Phone	970.618.6690	Email Address	BRAD.JORDAN@ARCHITECT.COM
		Phone	970.948.9232
		Email Address	THOMAS.BARTLOMIEJCZUK@gmail.com

Property Information:

Address	CO2 COUNTY ROAD 135	Parcel Number	2185 05300033
Subdivision	—	Lot and Block Number	SEC 5, TOWN 6, RANGE 89
Zone District	M 1	WARDEN DEED REC. #	853269
		Existing Land Use	CHURCH

General Project Description:

CONVERSION OF EXISTING CHURCH/BUILDING INTO 13-ONE BEDROOM CONDOMINIUM UNITS & SUBDIVISION OF EXISTING LOT AND CREATING ONE NEW LOT ALONG HIGHWAY 6 & 24

Signatures:

The owner or applicant must be present at the hearing. All public hearings must be properly noticed according to G.S.M.C. Section 070.010.030. Signatures of all owners of the property must appear before the application is accepted. Partnerships or corporations may have the authorized general partner or corporate officer sign the application. (Attach additional incorporation documents if necessary.) I declare under the penalty of perjury that the above information is true and correct to the best of my knowledge.		6/26/19
	Applicant	Date
		06/26/2019
	Owner	Date
		06-26-2019
	Owner	Date

2. Ownership



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SPECIAL WARRANTY DEED

THIS DEED, made on April 12, 2019

between **MCD Real Estate Interests Colorado LLC**

of the County of Dallas, and State of Texas, grantor(s), and

TB and SB LLC, a Colorado limited liability company

whose legal address is : PO Box 1931, Glenwood Springs, CO 81602

of the County of Garfield, and State of Colorado, grantee:

WITNESS, that the grantor(s), for and in consideration of the sum of ten dollars and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, have granted, bargained, sold and conveyed, and by these presents do grant, bargain, sell, convey and confirm unto the grantees, their heirs and assigns forever, all the real property, together with improvements, if any, situate, lying and being in the County of Garfield and State of Colorado described as follows:

A tract of land situated in the NW1/4SW1/4, Section 5, Township 6 South, Range 89 West of the Sixth Principal Meridian and more fully described as follows:

Beginning at the Northerly line of U.S. Highway No. 24 whence the recorded location of the corner of Sections 5, 6, 7 and 8, Township 6 South, Range 89 West of the 6th Principal Meridian bears South 23°22' East 2233.66 feet, (said corner sometimes shown previously on recorded documents as bearing South 11°38' East 2093.27);

thence North 1°44' East 324.86 feet;

thence North 86°17' West 134.09 feet;

thence South 1°44' West 324.86 feet to the Northerly line of said U.S. Highway No. 24;

thence South 86°17' East 134.09 feet along the North line of said U.S. Highway No. 24, to the Point of Beginning.

also known by street and number as: 62 County Road 135, Glenwood Springs, CO 81601

TOGETHER with all and singular the hereditaments and appurtenances thereunto belonging, or in anywise appertaining, the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim and demand whatsoever of the grantor(s), either in law or equity, of, in and to the above bargained premises, with the hereditaments and appurtenances;

TO HAVE AND TO HOLD the said premises above bargained and described, with the appurtenances, unto the grantees, their heirs and assigns forever. The grantor(s), for themselves, their heirs, and personal representatives, successors and assigns do covenant and agree that they shall and will WARRANT AND FOREVER DEFEND the above bargained premises in the quiet and peaceable possession of the grantees, their heirs and assigns, against all and every person or persons claiming the whole or any part thereof, by, through or under the grantor(s); excepting from the grantor's warranty, general taxes and assessments for the year 2019 and subsequent years; distribution utility easements (including, cable TV); those specifically described rights of third parties not shown by the public records of which Grantee(s) has actual knowledge and which were accepted by Grantee(s) in accordance with Section 8.3 (Off-Record Title Matters) and Section 9 (New ILC or New Survey Review) of the Contract to Buy and Sell Real Estate relating to the above described real property; Terms and conditions of Development Agreement recorded March 18, 2015 as Reception No. 860508; Possessory rights outside of fence, encroachment of fence and shed onto adjoining property and all matters shown on Improvement Survey Plat prepared by SGM dated April 3, 2014, Job No. 2011-509.003; inclusion of the Property within any special taxing district; and any special assessment if the improvements were not installed as of the date of the Buyer's signature on the Contract to Buy and Sell Real Estate relating to the above described real property, whether assessed prior to or after Closing;

CWT 1902072

SPECIAL WARRANTY DEED - PAGE 2

IN WITNESS WHEREOF, the grantor(s) have executed this deed on the date set forth above.

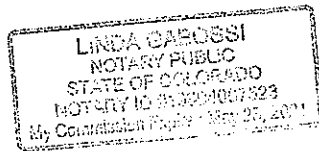
MCD Real Estate Interests Colorado LLC

By: David McDavid, Jr., Manager

STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

The foregoing instrument was acknowledged before me on April 12, 2019, by David McDavid, Jr., as Manager of MCD Real Estate Interests Colorado LLC.

WITNESS my hand and official seal



Linda Carossi
Notary Public

Commonwealth File No. 1902072-3

Return to:
TB and SB LLC, a Colorado limited liability company
PO Box 1931
Glenwood Springs, CO 81602

3. Project Description



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8 June 2019

City of Glenwood Springs
Community Development Department
101 W. 8th Street
Glenwood Springs, CO 81601

Attn: Gretchen Ricehill

Re: 62 County Road 135
Parcel #21850530003

Project Description:

1. We are requesting a Minor Site/Architectural Plan Review for conversion of an existing Church building into 13 one-bedroom units.
2. We are also requesting a Minor Subdivision Review to subdivide the existing lot, to create a two-lot subdivision.
3. We are also requesting Condominiumization Review to create 13 for-sale condominium units.

The current structure is sided with a synthetic/plywood siding (T-111 or similar), which will be re-sided with an elastomeric stucco system, wood trim and stone cladding where indicated on the exterior elevations. Colors are yet to be determined, however, they will be in Earth Tones. The current structure is Barn Red in color. The 3 tab asphalt roof shingles will be replaced with an Architectural Series asphalt composition roof shingle with a multi-year warranty, and self-weathering (Cor-Ten) corrugated metal roofing. The entire building is planned to be 'upgraded' from its current state in a tasteful manner that complies with the City's design standards.

On-site parking is being proposed as submitted by SGM, which complies with the City's regulations. No off-street parking is intended, nor required.

Pedestrian circulation throughout the structure/parcel has been reviewed and addressed by the use of individual accesses to the units wherever practical, as well as providing convenient and adequate parking for each of the units.

The landscape plan indicates landscape islands within the on-site parking to meet the City's regulations, and to provide a desirable place to reside.

Neighborhood Meeting:

A neighborhood meeting, as required by the City regulations was noticed and held at 3pm on Monday, June 24 at the project site. An agenda was prepared, proposed plans and exterior elevations were posted for presentation, and a sign-up sheet was prepared/displayed on-site. No one attended or participated at the said meeting.

4. Minor Modification Request
Not Applicable



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5. Final Civil Plans



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SGM
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com



Driveway, Parking, Landscaping and Drainage Improvements for 13 Condominium Units on Lot 1



David M. Kotz, P.E. 29961

TB and SB LLC.

62 CR. 135.
Glenwood Springs, CO

Thomas Bartłomiejczuk
Stanley Bartłomiejczuk

City of Glenwood Springs, CO

July 2019

Sheet Index

Sheet Number	Sheet Title
1	Cover
2	Legends Abbreviations and Notes
3	Existing Conditions and Demo Plan
4	Site Plan
5	Details
6	Driveway Plan and Profile
7	Landscape Plan

IB and SB LLC.
62 CR. 135. Glenwood Springs, CO

[illegible]

Job No.	2019-177.001
Drawn by:	TL
Date:	6.14.2019
C:	PE: DMK
e:	SB-Cover

le:

over

ing No.

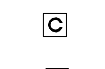
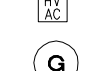
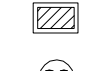
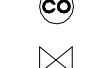
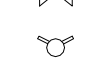
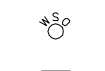
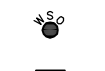
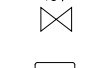
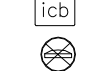
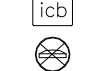
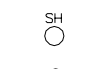
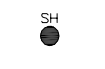
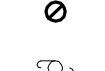
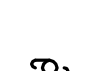
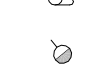
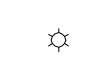
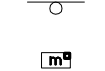
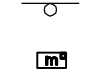
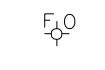
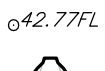
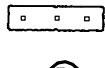
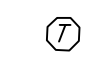
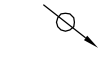
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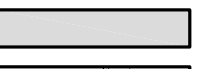
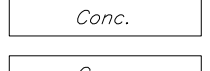
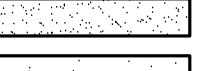
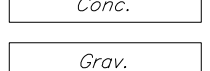
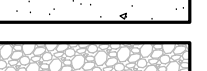
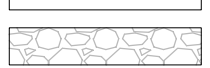
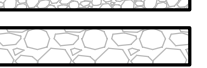


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Linetypes		Legend		Symbols	
EXISTING	PROPOSED	DESCRIPTION	EXISTING	PROPOSED	DESCRIPTION
---T---OH---	---T---OH---	OVERHEAD TELEPHONE LINE			DECIDUOUS TREE
---T---T---	---T---T---	UNDERGROUND TELEPHONE LINE			CONIFEROUS TREE
---G---G---	---G---G---	LOW PRESSURE GAS LINE			MONUMENT MARKER
---G---HP---	---G---HP---	HIGH PRESSURE GAS LINE			CONTROL POINT
---TV---TV---	---TV---TV---	UNDERGROUND CABLE TELEVISION LINE			TELEPHONE PEDESTAL
---TV---OH---	---TV---OH---	OVERHEAD CABLE TELEVISION LINE			CABLE PEDESTAL
---E---E---	---E---E---	UNDERGROUND ELECTRICAL LINE			ELECTRIC TRANSFORMER
---E---OH---	---E---OH---	OVERHEAD ELECTRICAL LINE			ELECTRIC PEDESTAL
---12"DR---	---12"DR---	STORM DRAIN LINE & SIZE			ELECTRIC VAULT
---8"W---8"W---	---8"W---8"W---	WATER LINE & SIZE			ELECTRIC SERVICE T-POST
---WS---WS---	---WS---WS---	WATER SERVICE LINE			ELECTRIC METER
---8"S---8"S---	---8"S---8"S---	SANITARY SEWER LINE & SIZE			HEATING/AIR CONDITIONING UNIT
---SS---SS---	---SS---SS---	SANITARY SEWER SERVICE LINE			GAS MARKER
---FO---FO---	---FO---FO---	FIBER OPTIC LINE			GAS METER
---IRR---IRR---	---IRR---IRR---	IRRIGATION LINE			GAS VALVE
--->--->---	--->--->---	DRAINAGE SWALE FLOWLINE			GAS WELL
---x-x-x-x---	---x-x-x-x---	BARBED-WIRE FENCE LINE			MANHOLES--TELE/DRAINAGE/SEWER/ WATER/ELEC PER PLAN REFERENCE
---ö---ö---	---ö---ö---	COMBINATION FENCE			CURB INLET
---o-o-o-o---	---o-o-o-o---	CHAIN LINK FENCE			STORM DRAIN INLET
---PF---PF---	---PF---PF---	PLASTIC FENCE			CLEAN-OUT
---SF---SF---	---SF---SF---	SILT FENCE			WATER VALVE
---18" CMP ---	---24" CMP ---	CULVERT, SIZE & FES			FIRE HYDRANT
-----	-----	EDGE OF PAVEMENT			WATER SHUT-OFF VALVE
-----	-----	EDGE OF WATER			WATER METER
-----	-----	CENTERLINE			WATER SPIGOT
		GUARDRAIL			WELL
	-----	CONTOURS			IRRIGATION VALVE
-----	-----	RIGHT-OF-WAY			IRRIGATION CONTROL VALVE
	-----	VEGETATION			IRRIGATION CONTROL BOX
-----	-----	LIMITS OF DISTURBED AREA			IRRIGATION HEADGATE
+++++	+++++	RAILROAD TRACKS			IRRIGATION MANHOLE
-----	-----	TOP OF CUT			IRRIGATION SPRINKLER HEAD
-----	-----	TOP OF FILL			PVC PIPE
-----	-----	EASEMENT			UTILITY POLE
-----	-----	BUILDING ENVELOPE			GUY WIRE
-----	-----				STREET LIGHT POLE
-----	-----				FLOOD LIGHT
-----	-----				SIGN
-----	-----				MAILBOX
-----	-----				BOLLARD
-----	-----				FIBER OPTIC LINE MARKER
-----	-----				FINISHED SPOT ELEV. W/ DESCRIPTION
-----	-----				NEW FLARED END SECTION (HDPE)
-----	-----				NEW FLARED END SECTION (CMP)
-----	-----				SOIL BORING LOCATION
-----	-----				TEST PIT LOCATION
-----	-----				EROSION CONTROL LOG
-----	-----				LARGE ROCK/BOULDER
-----	-----				T-T POST
-----	-----				SATELLITE DISH
-----	-----				TRANSITION FROM SPILL TO CATCH GUTTER
-----	-----				MINIMUM 4" TOP SOIL OR SPECIFIED ALTERNATIVE

Hatching		DESCRIPTION
EXISTING	PROPOSED	DESCRIPTION
		ASPHALT MILLING
		ASPHALT
		CONCRETE SURFACING (PLAN VIEW)
		CONCRETE SURFACING (SECTION VIEW)
		GRAVEL SURFACING
		RIPRAP/RIVER ROCK
		RE-ESTABLISH NATIVE VEGETATION
		WOOD DECK
		FLAGSTONE
		UNDISTURBED SOIL
		RECOMPACTED SOIL

Abbreviations		MAX	MAXIMUM
AT	DEGREE	MH	MANHOLE
#	DIAMETER	MIN	MINIMUM
#	NUMBER	MISC	MISCELLANEOUS
ABC	AGGREGATE BASE COURSE	ML	MEGALUG
ADA	AMERICANS W/ DISABILITIES ACT	MP	MILE POST
AP	ANGLE POINT	MPH	MILES PER HOUR
AS	ASPHALT	MSE	MECHANICALLY STABILIZE EARTH
ASPH	ASPHALT	N	NORTHING
BW	BENCHMARK	N/A	NOT APPLICABLE
BOW	BACK OF SIDEWALK	NAT	NATIVE GRASS AREA
BP	BEGIN PROJECT, BEGINNING POINT	NE	NORTHEAST
BVCE	BEGINNING VERTICAL CURVE ELEVATION	NO	NUMBER
BVCS	BEGINNING VERTICAL CURVE STATION	NTS	NOT TO SCALE
BW	BOTTOM OF WALL	NW	NORTHWEST
C	CURB	O/S	OFFSET
CC	CURB CUT	OC	ON CENTER
CDOT	COLORADO DEPARTMENT OF TRANSPORTATION	OD	OUTSIDE DIAMETER
CF	CUBIC FEET	PC	POINT OF CURVATURE
CG	CURB AND GUTTER	PCC	POINT OF COMPOUND CURVATURE
CIP	CAST IN PLACE	PCD	PEDESTRIAN
CL	CENTERLINE	PERM	PERMANENT
CMP	CORRUGATED METAL PIPE	PG	PAGE
CMPA	CORRUGATED METAL PIPE ARCH	PGL	PROFILE GRADE LINE
CMU	CONCRETE MASONRY UNIT	PI	POINT OF INTERSECTION
CO	CONCRETE	PL	PROPERTY LINE
CONC	CONCRETE	PNT	POINT
CONT	CONTINUOUS	POC	POINT ON CURVE
COR	CORNER	POT	POINT ON TANGENT
CRB	CONCRETE REACTION BLOCK	PRC	POINT OF REVERSE CURVE
CY	CUBIC YARD	PROP	PROPOSED
D	DEEP	PRV	PRESSURE REDUCING VALVE
DA	DIAMETER	PT	POINT OF TANGENCY
DIP	DUCTILE IRON PIPE	PVC	POLYVINYL CHLORIDE
DR	DRAIN	PVI	POINT OF VERTICAL INTERSECTION
DW	DRIVEWAY	PVMT	PAVEMENT
E	EXISTING	PVT	POINT OF VERTICAL TANGENCY
EG	EXISTING GRADE	Q	RIGHT
EL	ELEVATION	R-R	REMOVE AND REPLACE
ELEV	ELEVATION	RAD	RADIUS
EOA	EDGE OF ASPHALT	RCP	REINFORCED CONCRETE PIPE
EOD	EDGE OF DRIVEWAY	REF	REFERENCE
EOC	EDGE OF CONCRETE	REQ	REQUIRED
EOG	EDGE OF GRAVEL	REVEG	REVEGETATE
EDM	EDGE OF MILLINGS	ROW	RIGHT OF WAY
EOP	EDGE OF PAVEMENT	RP	RADIUS POINT
EP	END PROJECT, END POINT	RW	RETAINING WALL
ES	ELECTRIC SERVICE	SAN	SANITARY
ESMT	EASEMENT	SD	STORM DRAIN
EVCE	END VERTICAL CURVE ELEVATION	SE	SOUTHEAST
EVCS	END VERTICAL CURVE STATION	SF	SQUARE FEET
EX	EXISTING	SHLDR	SHOULDER
EXIST	EXISTING	SL	SANITARY SEWER LINE
FES	FLARED END SECTION	SMH	SANITARY SEWER MANHOLE
FF	FINISHED FLOOR	SOD	SOD GRASSSED AREA
FG	FINISHED GRADE	SS	SANITARY SEWER SERVICE
FL	FLOWLINE	SSD	STOPPING SIGHT DISTANCE
FT	FEET	STA	STATION
GA	GAS	STBK	SETBACK
GAL	GALLONS	SW	SIDEWALK OR SOUTHWEST
GALV	GALVANIZED	SY	SQUARE YARDS
GB	GRADE BREAK	TAN	TANGENT
GR	GRAVEL	TBC	TOP BACK OF CURB
GRAV	GRAVEL	TB	THRUST BLOCK
GS	GAS SERVICE	TC	TOP OF CURB
GWS	GLENWOOD SPRINGS	TCE	TEMPORARY CONSTRUCTION EASEMENT
GV	GATE VALVE	TELE	TELEPHONE
HC	HANDICAP RAMP	TEMP	TEMPORARY
HCL	HORIZONTAL CONTROL LINE	TOG	TOP OF GRATE
HDPE	HIGH DENSITY POLYETHYLENE	TP	TOP OF PIPE
HMA	HOT MIXED ASPHALT	TRANS	TRANSITION
HORIZ	HORIZONTAL	TRELG	TRAFFIC FLANGE OF FIRE HYDRANT
HOV	HIGH OCCUPANCY VEHICLE	TW	TOP OF WALL
HP	HIGH POINT	TYP	TYPICAL
HPG	HIGH PRESSURE GAS	VC	VERTICAL CURVE
HWL	HIGH WATER LINE	VP	VALLEY PAN
HWY	HIGHWAY	W	WIDE
HYD	HYDRANT	W/	WITH
ID	INSIDE DIAMETER	WL	WATER LINE
INTX	INTERSECTION	WS	WATER SERVICE
INV	INVERT	WWM	WELDED WIRE MESH
JB	JUNCTION BOX	X-S	CROSS SLOPE
L	LEFT		
LBS	POUNDS		
LF	LINEAR FOOT		
LPFM	LOW PRESSURE FORCE MAIN		
LP	LOW POINT		
LS	LUMP SUM		
LSA	LANDSCAPED AREA		
LT	LIGHT POLE		
MAT'L	MATERIAL		

CIVIL DEMOLITION NOTES:

- DEMOLITION CONTRACTOR AND ALL SUBCONTRACTORS SHALL VISIT THE SITE PRIOR TO SUBMITTING PROPOSAL TO BECOME FAMILIAR WITH ALL EXISTING FIELD CONDITIONS, AND REPORT AND DISCREPANCIES TO THE OWNER'S REPRESENTATIVE.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL EXISTING UNDERGROUND AND OVERHEAD UTILITIES TO SAFEGUARD AGAINST THE INTERRUPTION OF SERVICES.
- OWNER HAS FIRST RIGHT OF REFUSAL OF ALL SALVAGEABLE ITEMS.
- IT IS THE INTENT THAT ALL EXISTING WORK INTERFERING WITH THE INSTALLATION OF NEW WORK BE REMOVED AS REQUIRED.
- INFORMATION CONTAINED HERE IS A RESULT OF LIMITED FIELD VERIFICATION. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS INCLUDING THE LOCATIONS OF STRUCTURAL, MECHANICAL, ELECTRICAL, PIPING AND CONDUIT PRIOR TO PROCEEDING WITH THE DEMOLITION WORK.
- DEMOLITION CONTRACTOR SHALL NOT USE ANY CONSTRUCTION METHODS THAT WILL CAUSE DAMAGE TO WORK TO BE LEFT IN PLACE.
- DURING DEMOLITION AND CONSTRUCTION OPERATIONS PROVIDE ALL NECESSARY PROTECTION AND SAFE PASSAGE FOR THE PUBLIC, SUCH AS, BUT NOT LIMITED TO, BARRICADES, TEMPORARY PARTITIONS, DUST BARRIERS, SIGNS, ETC. ERECT AND MAINTAIN THESE BARRIERS TO THE SATISFACTION OF THE OWNER AND ALL APPLICABLE RULES AND REGULATIONS.
- IF ANY EXISTING CONSTRUCTION THAT IS TO BE LEFT IN PLACE OR NOT SPECIFICALLY NOTED FOR REMOVAL IS DAMAGED DURING DEMOLITION OR NEW CONSTRUCTION WORK, IT SHALL BE REPAIRED OR REPLACED TO MATCH EXISTING CONDITIONS AT NO ADDITIONAL COST TO THE OWNER.
- CONTRACTOR IS RESPONSIBLE FOR LEGALLY DISPOSING OF ALL MATERIALS AND ASSOCIATED COST OF INTERIM STORAGE FACILITIES (DUMPSTER/OTHER).
- PROVIDE PROTECTION FOR FACILITIES, SURFACES AND WALLS TO REMAIN.
- ONSITE BLASTING AND BURNING IS NOT ALLOWED. EMPLOY JACK HAMMERING AND OTHER LOUD NOISES AND METHODS SPARINGLY AND ONLY DURING TIME PERIODS APPROVED BY OWNER AND CITY.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF GLENWOOD SPRINGS.
- THE CONTRACTOR SHALL PROVIDE ALL SIGNS, BARRICADES, FLAG MEN, LIGHTS OR OTHER DEVICES NECESSARY FOR SAFE TRAFFIC CONTROL IN ACCORDANCE WITH THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AND AS MODIFIED BY THE COLORADO SUPPLEMENT TO THE MUTCO.
- EXISTING ASPHALT PAVEMENT SHALL BE SAW CUT STRAIGHT AND SMOOTH PROCESS WHEN ADJOINING WITH NEW ASPHALT PAVEMENT. TACK COAT SHALL BE APPLIED TO ALL EXPOSED SURFACES, INCLUDING SAW CUTS, POTHOLES, TRENCHES AND ASPHALT OVERLAY. REFER TO CHAPTER 5 GWS ENGINEERING STANDARDS.

GENERAL NOTES:

- TRAFFIC CONTROL REQUIREMENTS:
 - MAINTAIN ACCESS TO OTHER STRUCTURES AT ALL TIMES. TEMPORARY CLOSURE ALLOWED FOR UTILITY WORK --- PROVIDE FOR EMERGENCY ACCESS CONTINUOUSLY.
 - PROVIDE SAFETY CONES, FLAG PERSONS, VERTICAL PANELS WITH BEACONS, SIGNAGE AND BARRICADES AS NECESSARY TO PROTECT PUBLIC AND WORK SITE.
 - PROVIDE SIGNAGE AS REQUIRED BY OWNER AND LOCAL GOVERNMENT WITH JURISDICTION OVER ADJACENT ROADS.
- THE CONTRACTOR SHALL CERTIFY THAT ALL AGGREGATES USED ON THIS PROJECT ARE FREE FROM HAZARDOUS COMPONENTS IN EXCESS OF THE THRESHOLD CONCENTRATIONS ESTABLISHED BY THE E.P.A.
- SOURCE OF MAPPING: EXISTING FIELD CONDITIONS WERE GENERATED BY A SURVEY PERFORMED BY SGM, INC. LOCATIONS OF UNDERGROUND FACILITIES ARE APPROXIMATE AND OTHER FACILITIES/UTILITIES MAY EXIST.
- THROUGHOUT ALL PHASES OF CONSTRUCTION, UNTIL THE FINAL ACCEPTANCE OF THE PROJECT, THE CONTRACTOR SHALL KEEP THE WORK SITE CLEAN AND FREE FROM RUBBISH AND DEBRIS. THE CONTRACTOR SHALL ALSO ABATE DUST NUISANCE AS NECESSARY BY CLEANING, SWEEPING AND SPRINKLING WITH WATER OR OTHER MEANS AS NECESSARY. THE CONTRACTOR SHALL HAVE TWENTY-FOUR (24) HOURS AFTER THE DEPOSIT OF ANY EARTH, GRAVEL OR OTHER EXCAVATED MATERIAL TO REMOVE SUCH DEPOSIT. IN THE EVENT THAT THE EARTH, GRAVEL OR OTHER EXCAVATED MATERIAL IS NOT REMOVED, THE ENGINEER SHALL CAUSE SUCH REMOVAL AND THE COST INCURRED SHALL BE DEDUCTED FROM THE BOND. DUST CONTROL WILL ONLY BE REQUIRED IF ADJACENT PROPERTY OWNERS ARE ADVERSELY AFFECTED OR IF DUST ADVERSELY AFFECTS MAINTENANCE OF TRAFFIC DURING THE PROJECT SUCH THAT, IN THE OPINION OF ENGINEER, A WATERING PROGRAM IS APPROPRIATE. IT IS ANTICIPATED DUST CONTROL WILL BE REQUIRED ON THIS PROJECT.
- CONTRACTOR SHALL OBTAIN FROM THE OWNER'S REPRESENTATIVE A PLAN SET MARKED "FOR CONSTRUCTION" PRIOR TO COMMENCING ANY WORK.

GENERAL UTILITY NOTES:

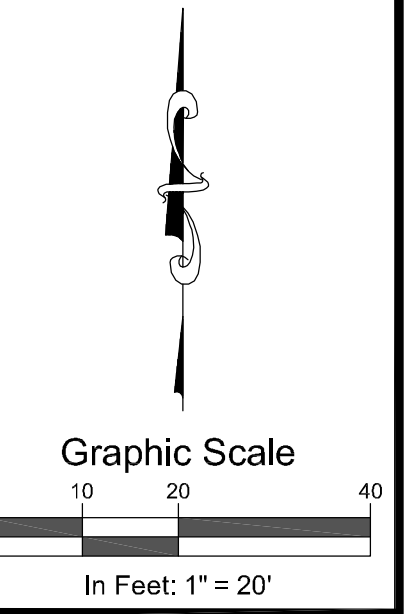
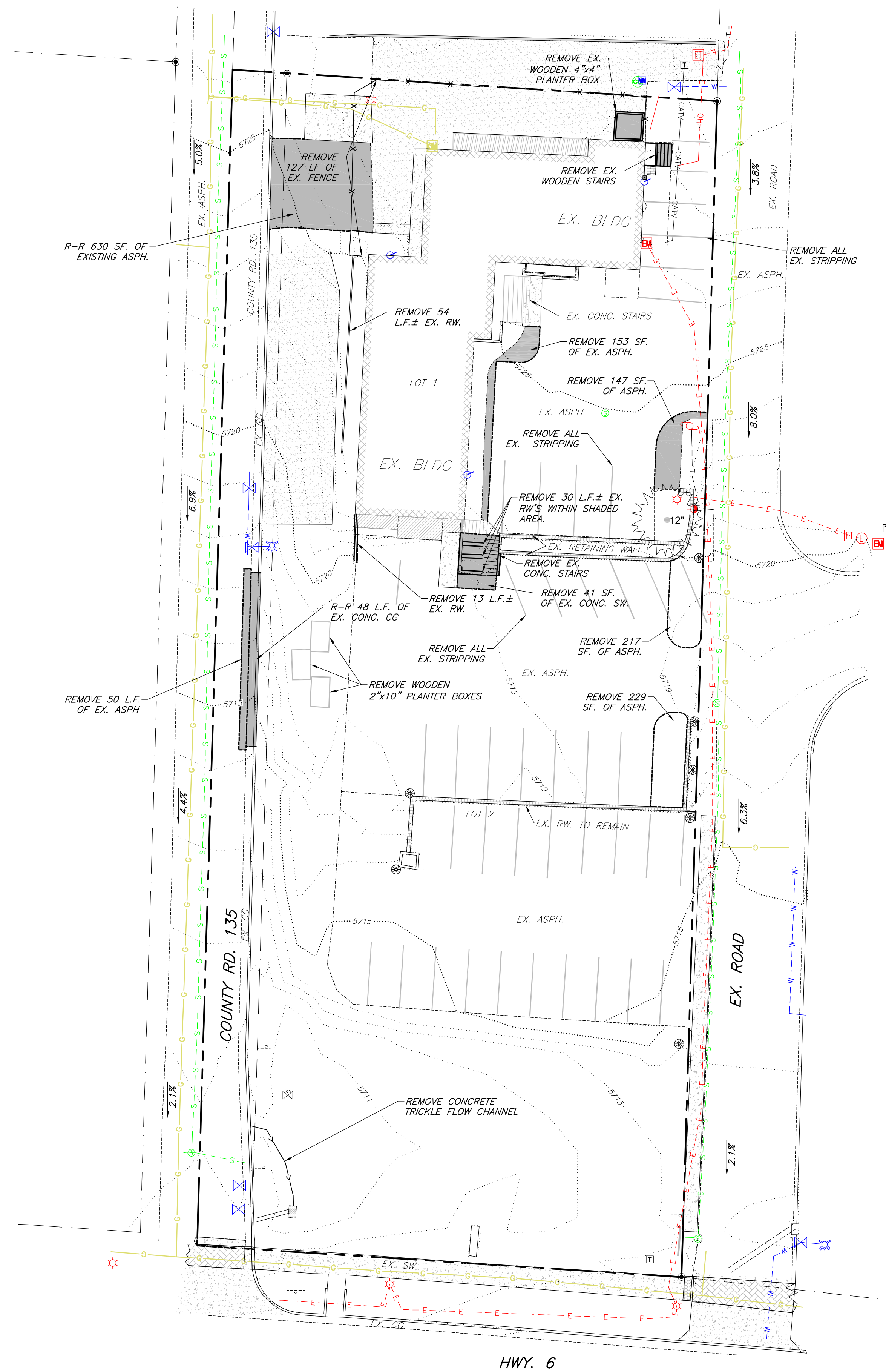
- THE APPROXIMATE LOCATION OF ALL KNOWN UTILITIES (WATER, SEWER, GAS, PHONE, ELECTRIC, CABLE, ETC.) MAY OR MAY NOT BE SHOWN ON THE DRAWINGS. THE CONTRACTOR SHALL CONTACT ALL UTILITY OWNERS TO VERIFY BOTH LOCATION AND DEPTH OF UTILITIES BEFORE ANY WORK BEGINS. CONTRACTOR SHALL BEAR THE RESPONSIBILITY FOR THE PROTECTION OF UTILITIES DURING CONSTRUCTION. NO ADDITIONAL PAYMENT WILL BE MADE FOR UTILITIES LOCATED BUT NOT SHOWN IN DRAWINGS.
- THE CONTRACTOR WILL BE RESPONSIBLE FOR RESTORING ANY DISTURBED AREAS IN ACCORDANCE WITH OWNER SPECIFICATIONS.
- FOLLOW ALL CDPHE (COLORADO DEPARTMENT OF PUBLIC HEALTH & ENVIRONMENT) REGULATIONS FOR WATER AND SEWER LINE CROSSINGS REQUIREMENTS.
- REPLACE ALL DISTURBED ASPHALT WITH 4" CDOT S MIX ASPHALT (2" BASE LIFT + 2" TOP LIFT) ON 8" LIFT OF COMPACTED CLASS 6 ROAD BASE OVER NON-EXPANSIVE SUB-BASE MATERIAL. ALL ASPHALT WORK SHALL BE PERFORMED WITH A LAYDOWN MACHINE.
- THE CONTRACTOR SHALL ENSURE PIPES ARE FREE OF GRAVEL AND DEBRIS PRIOR TO BEING INSTALLED IN THE TRENCH. IF THE PIPE IS DIRTY, HAS GRAVEL OR DEBRIS INSIDE, OR HAS SAT UNLUSED FOR A LONG PERIOD OF TIME, THE PIPE WILL REQUIRE CLEANING PRIOR TO INSTALLATION.
- ALL WATER MAINS SHALL BE INSTALLED WITH A 5 1/2 FOOT MINIMUM DEPTH OF COVER. IF GRADE CONFLICTS OCCUR WITH EXISTING UTILITIES OR OTHER OBSTRUCTIONS, THE PROPOSED WATER MAIN GRADE CAN BE VARIED PROVIDED THE 5 1/2 FOOT MINIMUM DEPTH OF COVER IS MAINTAINED.
- CONTRACTOR TO VERIFY THE GRADE OF ALL EXISTING SEWER LINES BEFORE INSTALLING ANY PIPE TO VERIFY I NVERT ELEVATIONS. CONTACT ENGINEER WITH ANY DIFFERENCES IN ELEVATIONS SO THAT GRADES CAN BE ADJUSTED.
- WATER SERVICE TO BE 8"x4" TAPPING SLEEVE AND VALVE AND CLASS S2 DIP WITH POLY WRAP. ALL MATERIALS IN ACCORDANCE WITH GWS ENGINEERING STANDARDS. MATERIALS SUBMITTAL TO SGM REQUIRED.
- SEWER SERVICE TO BE TAPPING SADDLE AND 6" SDR-26 PVC. ALL MATERIAL TO BE IN ACCORDANCE WITH WEST GLENWOOD SANITATION DISTRICT (WGSD) AND GWS STANDARDS. MATERIALS SUBMITTAL SGM REQUIRED.

UTILITY CONTACT INFORMATION:

ELECTRICAL UTILITY CONTACT: (GWS) DOUG HAZZARD (970) 384-6423
CABLE TV UTILITY CONTACT: COMCAST CABLE (970) 934-6489.
PHONE UTILITY CONTACT: CENTURYLINK (970) 328-8209.
WATER UTILITY CONTACT (GWS): BRAD ZACHMAN (970) 384-6388
GAS UTILITY: BLACK HILLS ENERGY: (970) 456-3117
WASTE WATER CONTACT: WGSD (970) 945-6069

Revision		Date	By:
#	1		
Project Milestones: Preliminary Not For Construction			

Job No.		2019-177.001	
Drawn by:		TL	
Date:		6.14.2019	
QC:		PE:	DMK
File:	SB-Cover		



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970.945.1004 www.sgm-inc.com

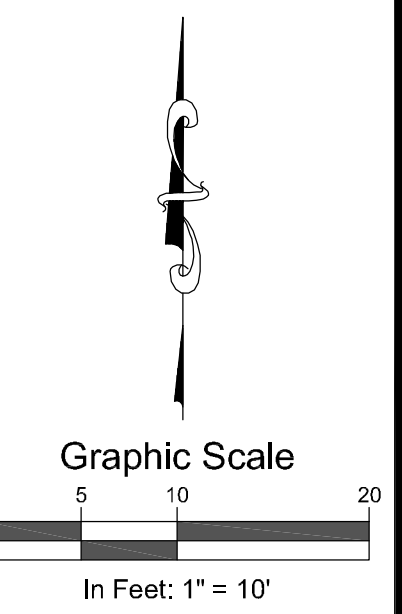
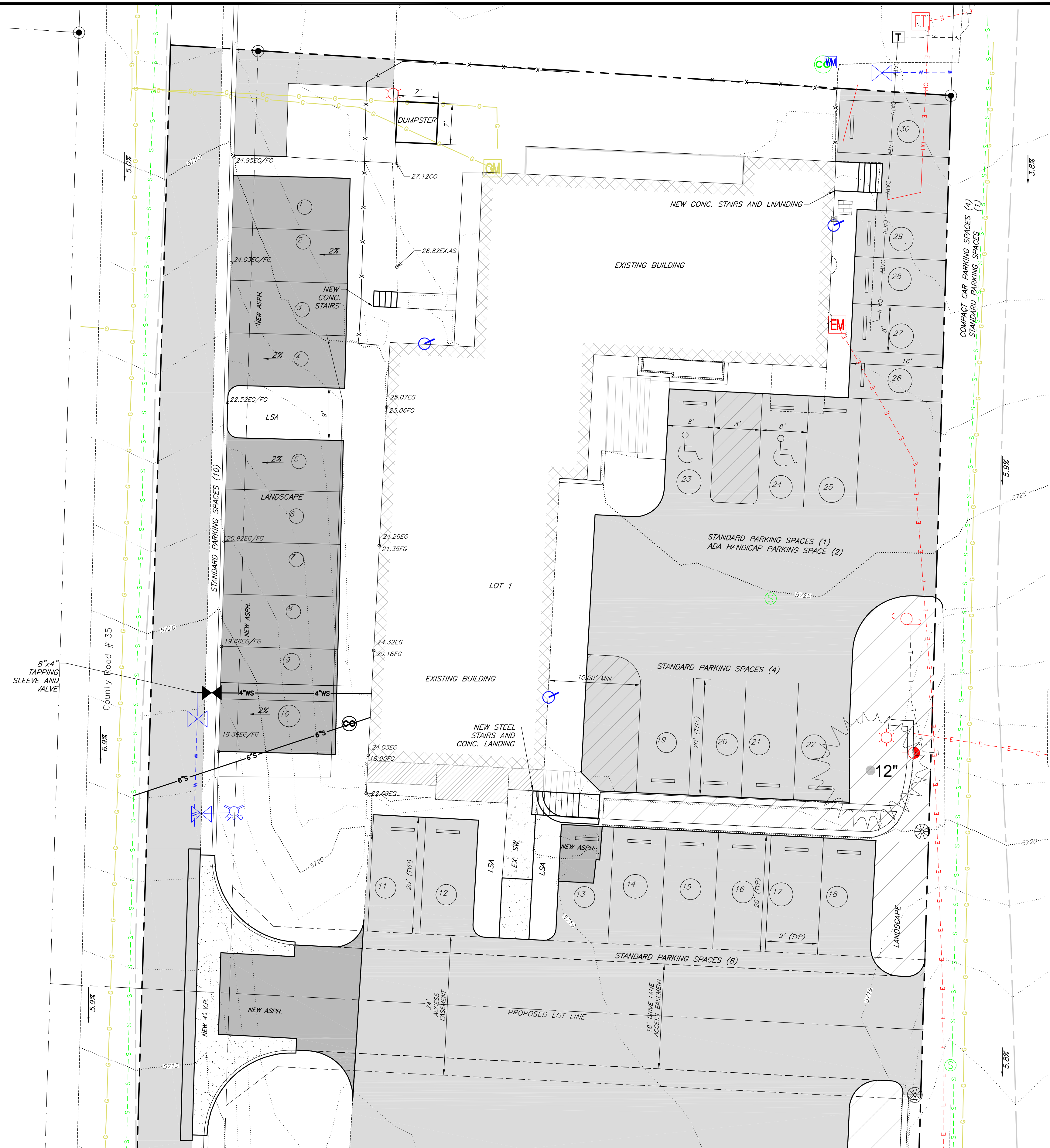
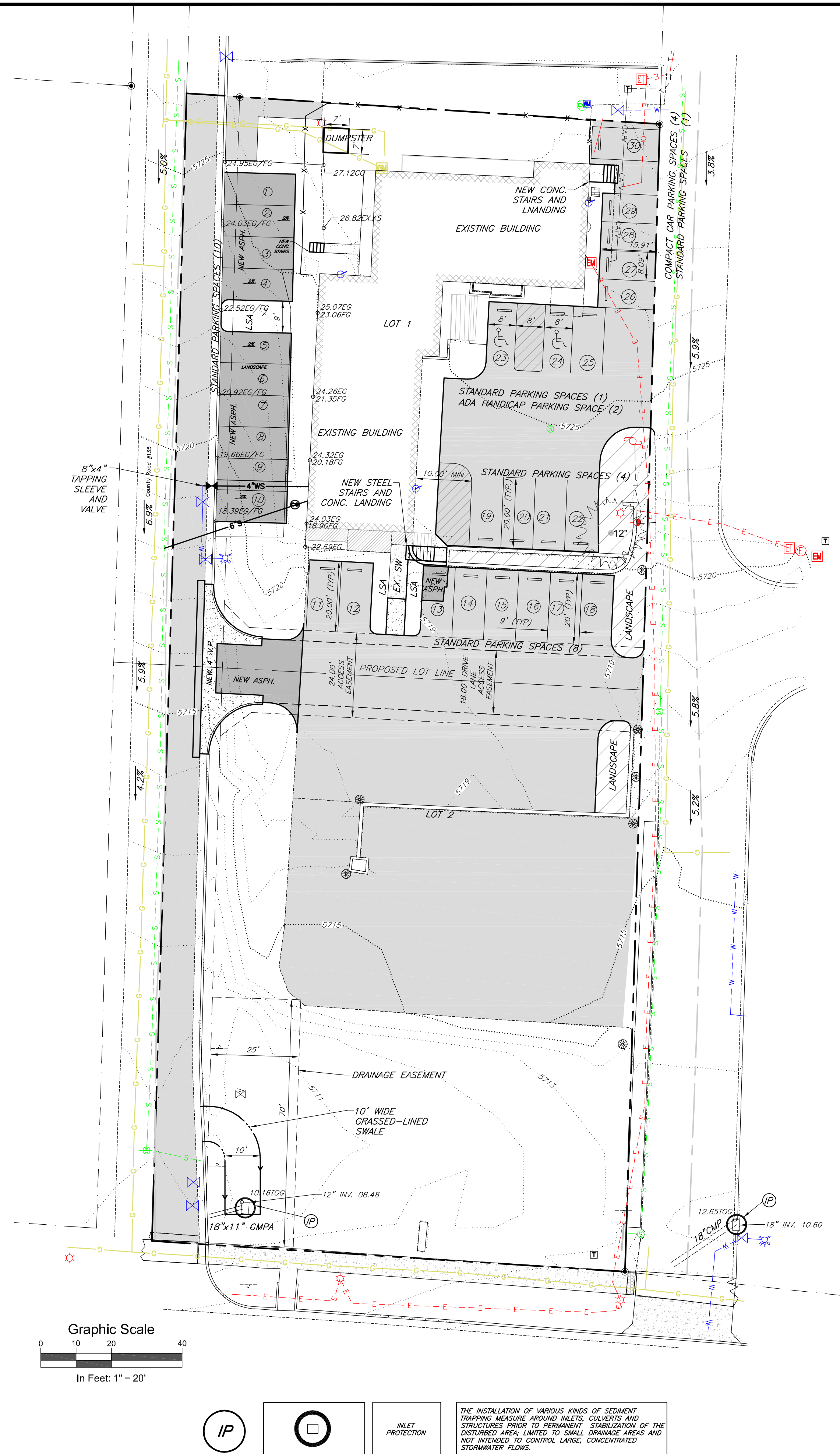
TB and SB LLC.
62 CR. 135. Glenwood Springs,
CO

Job No.	2019-177,001
Drawn by:	TJ
Date:	6.14.2019
C:	
e:	PE: DMK
	SB-ExCon&Demo
Project Milestone: Preliminary Not For Construction	

Existing Conditions and Demo Plan

3

1



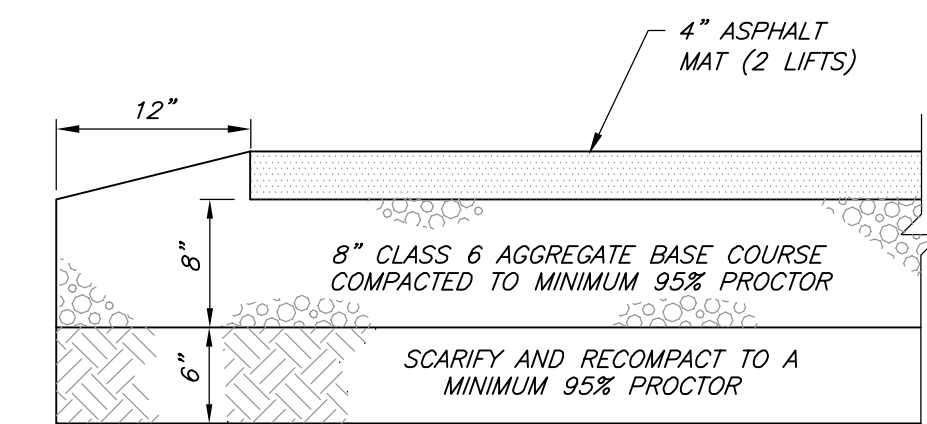
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TB and SB LLC.
62 CR. 135. Glenwood Springs,
CO

[illegible]

Site Plan

4



A technical drawing of a corner joint between two vertical surfaces. The left surface has a width of 2' and a height of 7 1/2". The right surface has a total height of 1'-0" and a thickness of 6". A horizontal gap of 6" exists between the top edges. The joint is filled with a material labeled 1/4" R. The corner itself is rounded with a radius of 1/2" R. On the right side, there are additional dimensions: 3/4" from the top edge to the start of the joint, 1/4" from the joint to the bottom edge, and 1/2" from the bottom edge to the centerline of the joint.

18" CURB & GUTTER TYPE 2

2' MIN. FULL DEPTH

1" MILL

4" HMA

2" HMA

6" AGGREGATE BASE COURSE CLASS 6

SAW CUT CLEAN EDGE, APPROX. PERPENDICULAR TO ROADWAY

- NOTES:
1. RIGHT OF WAY & EASEMENT AREAS SHALL BE GRADED (CUT & FILL) TO SUBGRADE (+/-0.5') AT UTILITY LOCATIONS INCLUDING SERVICES, PRIOR TO UTILITY INSTALLATION.
 2. BACKFILL TO BE COMPACTED TO 95% AND WITHIN TWO (2)X OF OPTIMUM MOISTURE CONTENT AS DETERMINED BY A.S.T.M. 0-69% DENSITY IN ALL AREAS UNLESS OTHERWISE NOTED.
 3. TRENCH EXCAVATION SHALL COMPLY WITH ALL OSHA STANDARDS.
 4. FILTER FABRIC IS REQUIRED IF STABILIZATION MATERIAL IS USED. THE FABRIC SHALL BE INSTALLED AS SHOWN IN THE DETAIL.
 5. IF NOT SPECIFIED BY APPLICABLE UTILITY, AN APPROVED GRADE OF SAND BEDDING SHALL BE INSTALLED TO SPRINGLINE.
 6. A ONE FOOT CUT BACK IS NOT REQUIRED IF FLOW FILL IS USED FOR BACKFILL.

Diagram illustrating a sewer service line connection. The diagram shows a horizontal sewer service line with a flow direction indicated by an arrow labeled "FLOW". A branch line connects to the main line at a 120-degree angle. The branch line has a 30-degree slope. The connection is labeled "SEWER SERVICE LINE".

Service Line - See Specifications Grade = 1/4" per foot min.

SEE ELEVATION VIEW FOR RESIDENTIAL CONNECTION INFORMATION

SECTION (A)

- NOTES:
1. BACKFILL UNDER WYE TO BE ROADBASE AGGREGATE BASE COURSE
95% COMPACTION DENSITY PER ASTM D-698.

Diagram illustrating the installation of a deep type valve box. The diagram shows a cross-section of the ground with a valve box and gate valve assembly. The gate valve is at the bottom, and the valve box lid is at the top. A wire is shown extending from the lid down to the gate valve. The wire is labeled "10 GAUGE INSULATED COPPER WIRE TO FOLLOW WATER MAIN". The wire is wrapped with "10 GAUGE INSULATED COPPER WIRE OVER VALVE BOXES, PROVIDE SLACK ON WIRE". The wire is labeled "WIRE SHALL EXIT PIPE 6\" BELOW GRADE". The valve box is labeled "DEEP TYPE VALVE BOX LID". The gate valve is labeled "GATE VALVE". The valve box bottom is labeled "VALVE BOX BOTTOM". The backfill is labeled "COMPACT BACK FILL TO 98% STANDARD PROCTOR TO SURFACE TO SUPPORT VALVE BOX".

- GENERAL NOTE
1. VALVE BOX IS TO BE INSTALLED PLUMB, LEVEL, AND CENTERED ON 2" NUT

- NOTES:
1. MUST BE TRAFFIC RATED IF INSTALLED IN TRAFFIC AREAS.

A cross-sectional diagram of a storm sewer curb inlet. A gravel bag sediment log is installed in the inlet. The log is a cylindrical mesh bag filled with gravel, positioned to catch sediment before it enters the sewer. Labels include: ANCHOR (pointing to the top and bottom of the log), FLOW (indicated by arrows showing water entering the inlet and moving past the log), GRAVEL BAG SEDIMENT LOG (pointing to the bag itself), and STORM SEWER CURB INLET (pointing to the opening). The diagram shows the log sitting on a concrete curb and being anchored into the sewer pipe below.

STORMWATER MANAGEMENT MANUAL

Residual Capacity for Larger Floods

2-year Flow

Depth (D) $\leq$ 2.0 feet
 $V_{2-yr} \leq 1.5$ fps

Bottom Width (W)

Note:
Underdrain
Arrangement is
Necessary For Type
C&D Soils, Not Type
A&B Soils

Sideslope:
 $Z > 4$ ($Z > 5$ Preferred)

4\" Perforated pipe in 9\"
CDOT Sect. 703,
AASHTO #8
Coarse Aggregate

6\" Sandy Loam Turf
6\" ASTM C-33 Sand
Underdrain

TRAPEZOIDAL GRASS-LINED SWALE SECTION
NOT TO SCALE

Slope = 0.2% to 1.0%
(drop toe to drop crest)

Extend Along Bank to 2-yr Flow
Depth Plus a Minimum of 0.5 Feet

Grade Control Checks

Underdrain

GRASS-LINED SWALE PROFILE
NOT TO SCALE

Residual Capacity

2-year Flow

Depth (D) $\leq$ 2.0 feet
 $V_{2-yr} \leq 1.5$ fps

2' Min.

Note:
Underdrain
Arrangement is
Necessary For Type
C&D Soils, Not Type
A&B Soils

Sideslope:
 $Z > 4$ ($Z > 5$ preferred)

4\" Perforated pipe in 9\"
CDOT Sect. 703,
AASHTO #8
Coarse Aggregate

6\" Sandy Loam Turf
6\" ASTM C-33 Sand
Underdrain

TRIANGULAR GRASS-LINED SWALE SECTION
NOT TO SCALE

WAC ENGINEERING PC

REFERENCE: UDFCD. URBAN DRAINAGE CRITERIA MANUAL
VOLUME 3 BEST MANAGEMENT PRACTICES

Revision	Date
ORIGINAL ISSUE	3/27/06

FIGURE 1607



TB and SB LLC.
662 CR. 135. Glenwood Springs,

Job No.	2019-177.0	Project Milestone:	Preliminary Not For Construction
Drawn by:			
Date:	6.14.20		
CC:	DM		
File:	SB-data		
Revision			
Date			
By:			

Job No.	2019-177.0
Drawn by:	1
Date:	6.14.20
QC:	PE: DM
File:	SB-Deta

Title:

Dwg No.

Of: 2

6. Final Engineering Reports



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MEMORANDUM

DATE: July 9, 2019
TO: Stanley Bartlomiejczuk
CC: Dave Kotz, PE, SGM
FROM: Dan Cokley, PE, PTOE, SGM
RE: Traffic Impact Study - 13-unit Multi-Family Housing



TB and SB, LLC is proposing to construct a 13-unit Multi-Family housing project along the I-70 frontage road (Highway 6 & 24), east of the West Glenwood interchange (Exit 114), at the former Holy Cross Lutheran Church property at 62 County Road 135. The housing project is planned to utilize the existing building located on the ~1-acre site. This Traffic Impact Study analyzes buildout of the site which will include 13 housing units in a renovated existing structure. The site location is shown on the vicinity map below.



GLENWOOD SPRINGS ZONING DISTRICT M-1 MIXED USE CORRIDOR (FORMERLY C/1)

Graphic Scale
In Feet: 1" = 40'

EXISTING ROAD (VALLEY VIEW WEST / DISCOUNT TIRE)

EXISTING BUILDING PROPOSED MULTI-FAMILY

CR 135

PARKING ACCESS

EX. BLDG

SGM
118 West York Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

TB And SB LLC.
62 CR 135 Glenwood Springs CO

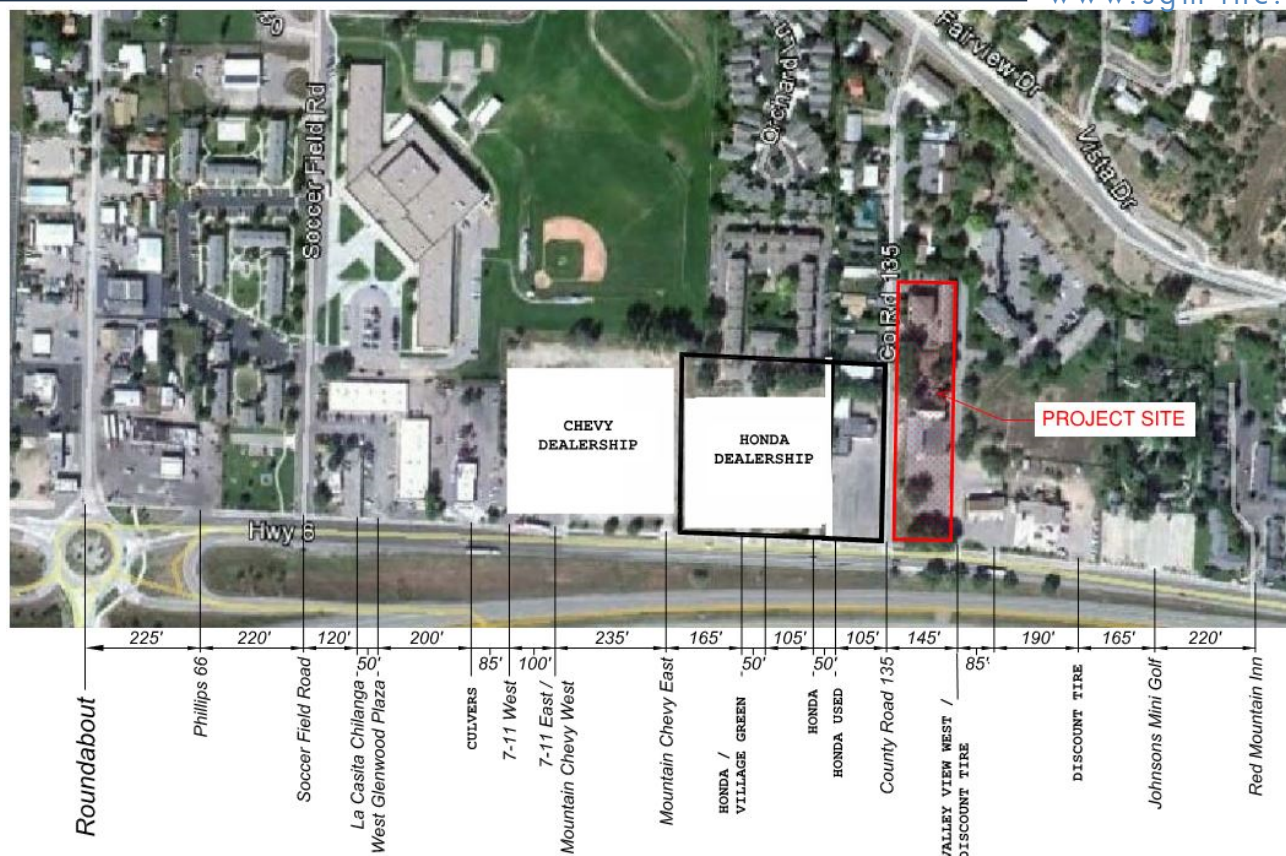
Zoning & Access

Shi. 1
Cl. 2

Job No. 2019-177-001
Drawn By TS
Date 07.08.2019
Scale 1" = 40' 1/2" = 80'

This site has been vacant since the church moved locations several years ago. Since then; the site has temporarily been occupied by a sports store and overflow for Honda vehicle inventory. Meanwhile, the corridor has seen the development of Mountain Chevy, Honda, Discount Tire, and Culver's. The traffic on CR 135 and the eastern access road has not changed significantly, except for the impact of Discount Tire on the eastern access road.

2



Traffic volume at the 6 & 24/CR 135 intersection was counted by the City of Glenwood Springs during October 2016. The total volumes accessing CR 135 were 19 in the AM peak and 40 in the PM peak.

The Moltea* apartment project approved by the City in 2017 projected an additional 3 *trips* in the AM peak and 4 *trips* in the PM peak. For this analysis, a total of 22 *PCE's* in the AM peak and 44 *PCE's* in the PM peak at the CR 135 intersection. This traffic is considered as existing for this analysis. The volumes have been added to the CR 135 intersection based upon ITE Code 220 trip distribution for AM (75% out / 25% in) and PM (40% out / 60% in) peak hour and 50% split east and west based on existing traffic pattern.

Traffic volume at the 6 & 24 eastern access road intersection was counted for the Discount Tire** submittal in 2013. The volumes accessing eastern access at that time were 26 in the AM peak and 49 in the PM peak. The intersection has not been counted since the Discount Tire opening. That projected traffic has been added to the intersection based upon the generated volumes presented in the traffic impact study associated with that approval. The total volumes accessing the eastern access are 39 in the AM peak and 60 in the PM peak.

Figure 1 provides the existing traffic volumes used for this study.

Background Traffic

CDOT's OTIS (Traffic Data) website is the source of the table provided below. The 2017 Average Daily Traffic (ADT) on US 6, west of the intersection with SH 82/Laurel Street was

approximately 10,000 vehicles per day (vpd) on an average weekday, including 6.4% truck traffic.

2017 AADT at CDOT Station #10039

Route	Ref Point	End Ref Point	Start Point Description	Annual Average Daily Traffic	AADT Year	AADT Single Trucks	AADT Comb. Trucks	Percent Trucks	20 Year Factor	Design Hour Vol (% of AADT)
006K	0	0.338	ON SH 6, WEST 6TH ST W/O SH 82, GLENWOOD	10,000	2017	520	120	6.4%	1.04	8

Background traffic on 6 & 24 was developed using this information factored to peak hour volumes and grown to 20-year traffic using a factor 1.04. The CR 135 and eastern access road were grown with the above factor, as individual development has been added to the existing traffic volumes.

Figure 2 provides the background traffic volumes used for this study.

Project Trip Generation

Trip generation was estimated using ITE Trip Generation Manual 10th Edition. Using the ITE Code 220 Multi Family Housing (low-rise) based on 13 units, the site is expected to generate 95 trips on an average weekday. This corresponds to the site generating 6 peak hour trips during the AM peak and 8 peak hour trips during the PM peak. The tables below summarize the trip generation estimates.

TB and SB - Trip Generation							
			Average	Design Hour Rates			
	Number	ITE	Daily	AM	AM	PM	PM
	of Units	Code	Rate	Entering	Exiting	Entering	Exiting
Condominium	13	220	7.32	0.11	0.35	0.35	0.21
ITE Trip Generation Manual, 10th Edition							
ITE Code 220; Multi-Family Housing (Low-rise)							

	Average	Design Hour Traffic			
	Daily	AM	AM	PM	PM
	Traffic	IN	OUT	IN	OUT
	95	1	5	5	3
TOTAL PCEs:	95	1	5	5	3

The projected trip generation estimates are conservative in the fact that they do not include reductions for multi-modal use. The proximity of a well-used RFTA bus stop directly across from CR 135 (within 350 feet), crosswalk at 6 & 24, and an 8 ft sidewalk available to downtown Glenwood Springs and the West Glenwood mall will enable and encourage multi-modal choices for the housing residents.

Trip Distribution

Traffic from the site will access CR 135 or the eastern access road from the parking areas to access the 6 & 24 corridor. Because the proposed parking layout generally has an equal distribution of parking availability between the two roads, it is assumed traffic to and from the site will be equally distributed between the access locations.

Figure 3 provides the projected site generated traffic volumes used for this study.

Total Traffic

The summation of Figure 2 and Figure 3 are presented in Figure 4, the total traffic volumes calculated for this study.

Intersection Analysis

The site intersections were not specifically analyzed due to the low traffic volumes. Based upon experience, the intersection movements will operate at a Level of Service (LOS) C or better, most likely all movements will operate at LOS A.

The access to 6 & 24 at CR 135 and the eastern access location each provide for clear sight lines to the east and west exceeding 600 feet. The entering sight distance required for a passenger car or pickup truck turning from this access for a level, 40 mph roadway is 400 feet, so sight distance is adequate from these accesses.

Both intersections are lighted and have colored concrete crosswalks for pedestrians.

Access Permit Calculation and Turn Lane Analysis

Section 2.6(3) of the State of Colorado State Highway Access Code requires an access permit when there is a 20% or more increase to the volumes on the highway approach affected by the proposed access.

For CR 135, the site-generated traffic results in 3 AM and 5 PM peak hour trips compared to a total of 25 AM and 49 PM peak hour trips, for a corresponding increase of 12.0% and 10.2%. For the eastern access, the site-generated traffic results in 3 AM and 3 PM peak hour trips compared to a total of 42 AM and 68 PM peak hour trips, for a corresponding increase of 7.1% and 4.4%. Overall, looking at both access points, the increase is 9.0% in the AM and 6.8% in the PM peak hour.

Both accesses result in increased traffic < 20%, therefore no access permit is required.

Left turn deceleration lanes are required along frontage roads when the peak hour left turning volume exceeds 25 vehicles per hour, while right turn deceleration lanes are required when the peak hour right turning volume exceeds 50 vehicles per hour.

Based upon projected total traffic volumes auxiliary turn lanes are not required at either intersection.

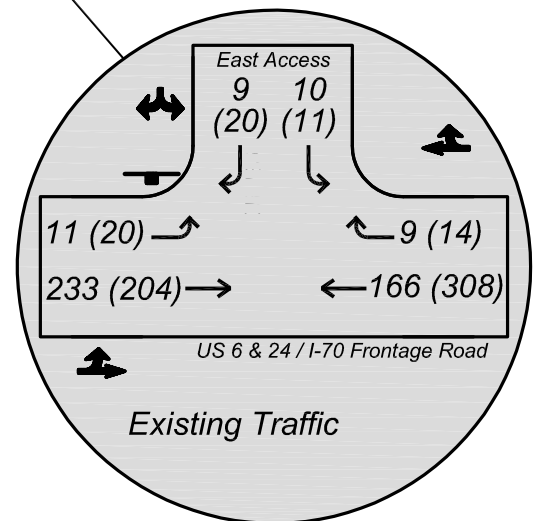
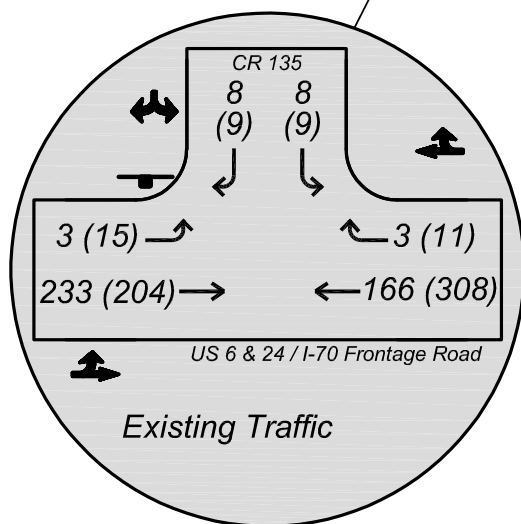
Conclusion

The proposed multi-family redevelopment will generate approximately 95 vehicle trips during a weekday. The existing intersection will operate at a LOS of C or better, and both currently have adequate sight distance for entering Highway 6 & 24. The site development does not require a State Highway Access Permit since an increase of < 20% of peak hour trips are anticipated. Based upon projected total traffic volumes auxiliary turn lanes are not required at either intersection.

References provided by the City of Glenwood Springs

*Moltea Apartments – May 16, 2017 letter by Boundaries Unlimited

**Discount Tire – January 30, 2014 letter by Kimley-Horn and Associates



LEGEND

←→ - PROPOSED LANEAGE

↔ - DRIVEWAY ACCESS

□ - PROJECT SITE

00 (00) - AM (PM) Peak Hour Traffic *

* Source - 6&24 - 2011 SGM data

CR 135 - October 2016 CoGS count

2017 Moltea data

East Access - 2013 Discount Tire data

Highway Information

HIGHWAY CLASSIFICATION: NR-B

POSTED SPEED: 35 MPH

GRADE: FLAT



SCHMUESER | GORDON | MEYER
ENGINEERS | SURVEYORS

SCHMUESER GORDON MEYER, INC.
118 W. 6TH STREET, SUITE 200
GLENWOOD SPRINGS, COLORADO 81601
(970) 945-1004 FAX (970) 945-5948
ASPEN, COLORADO (970) 925-6727
CRESTED BUTTE, CO (970) 349-5355

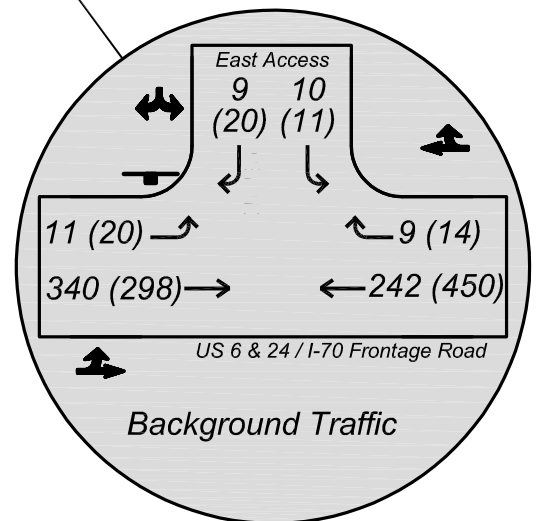
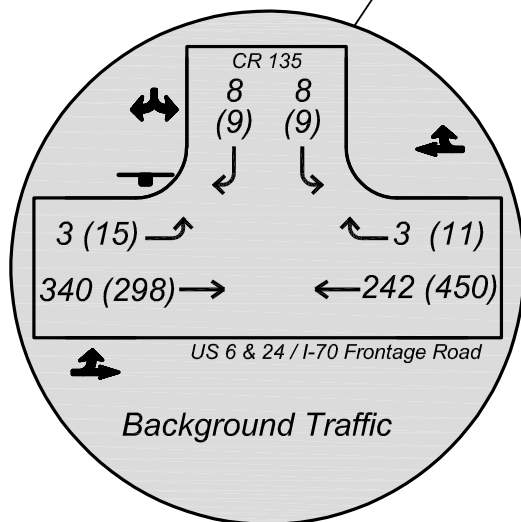
Figure 1 Existing PCE's

Job No. 2019-177

Date: 7/9/19

Drawn by: DJC

File: FIGS



LEGEND

↔ ↔ ↔ - PROPOSED LANEAGE

↔ ↔ - DRIVEWAY ACCESS

□ - PROJECT SITE

00 (00) - AM (PM) Peak Hour Traffic *

Highway Information

HIGHWAY CLASSIFICATION: NR-B

POSTED SPEED: 35 MPH

GRADE: FLAT

* Source - 6&24 - 2011 SGM data Factored to 2019
CDOT 20-year Growth Factor 1.04



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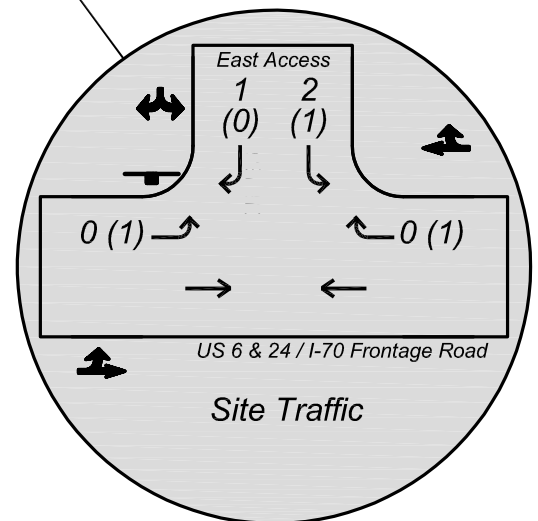
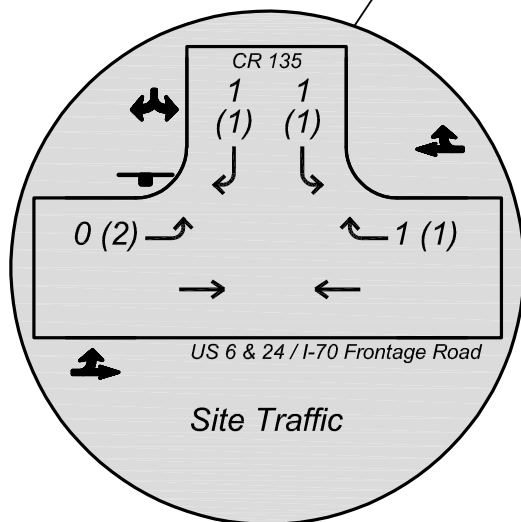
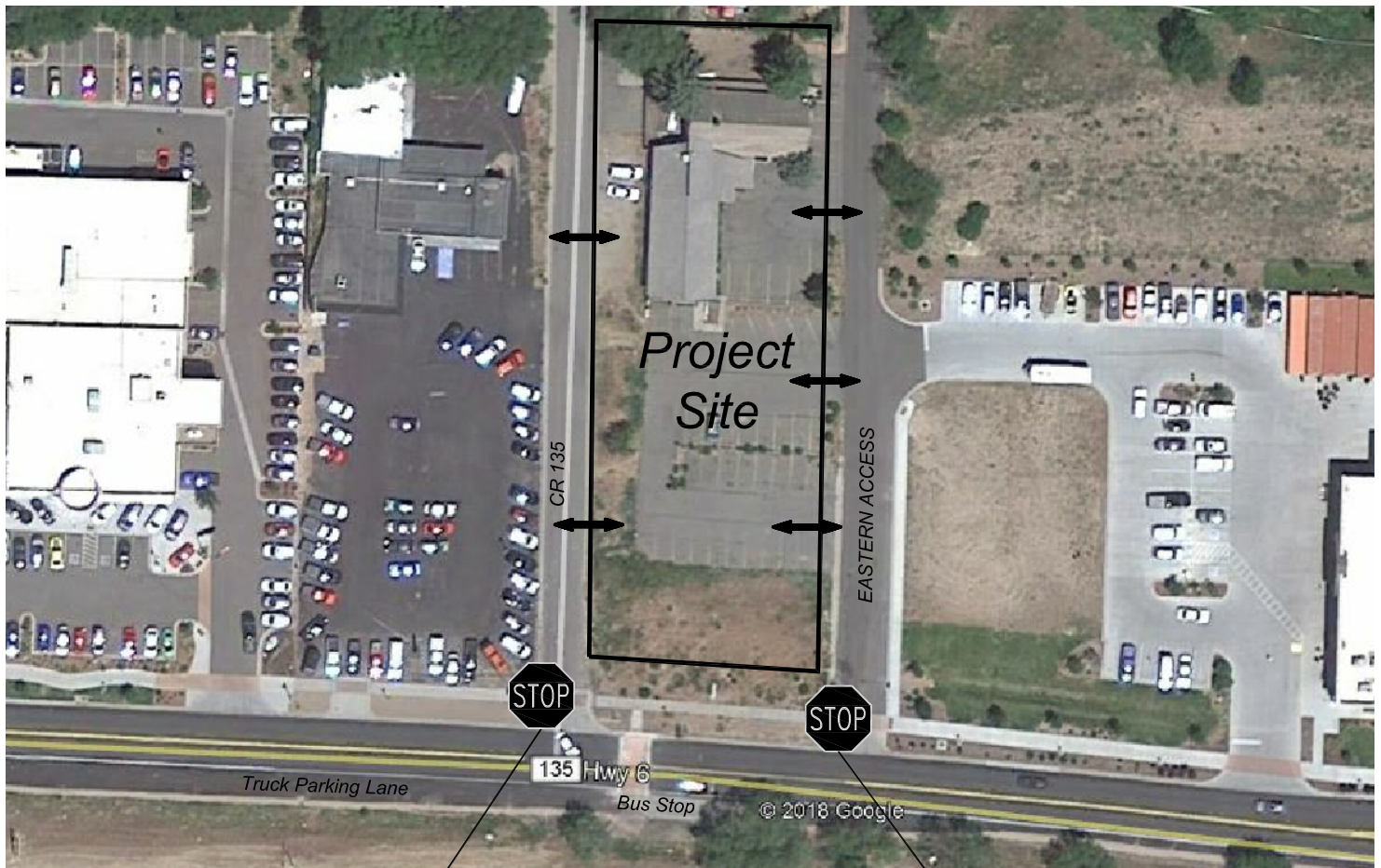
Figure 2 Background PCE's

Job No. 2019-177

Date: 7/9/19

Drawn by: DJC

File: FIGS



LEGEND

- PROPOSED LANEAGE

- DRIVEWAY ACCESS

- PROJECT SITE

00 (00) - AM (PM) Peak Hour Traffic *

Highway Information

HIGHWAY CLASSIFICATION: NR-B

POSTED SPEED: 35 MPH

GRADE: FLAT

* Source - ITE Trip Generation Manual 10th Ed.
Distribution based upon existing pattern

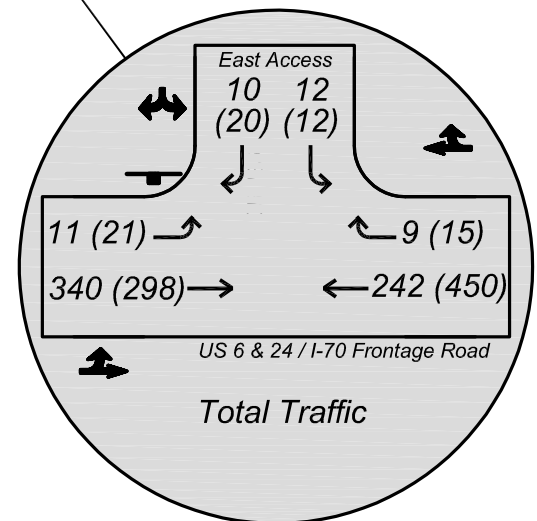
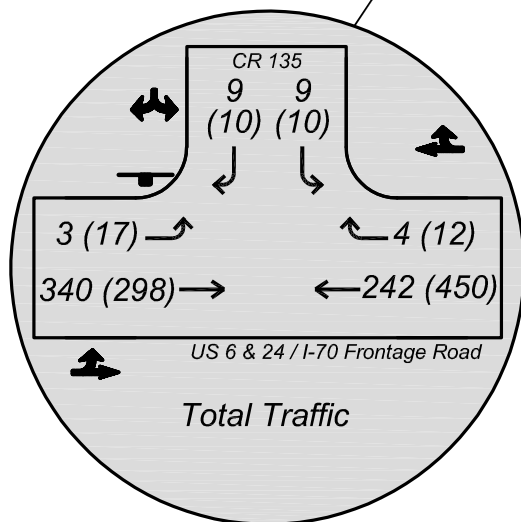
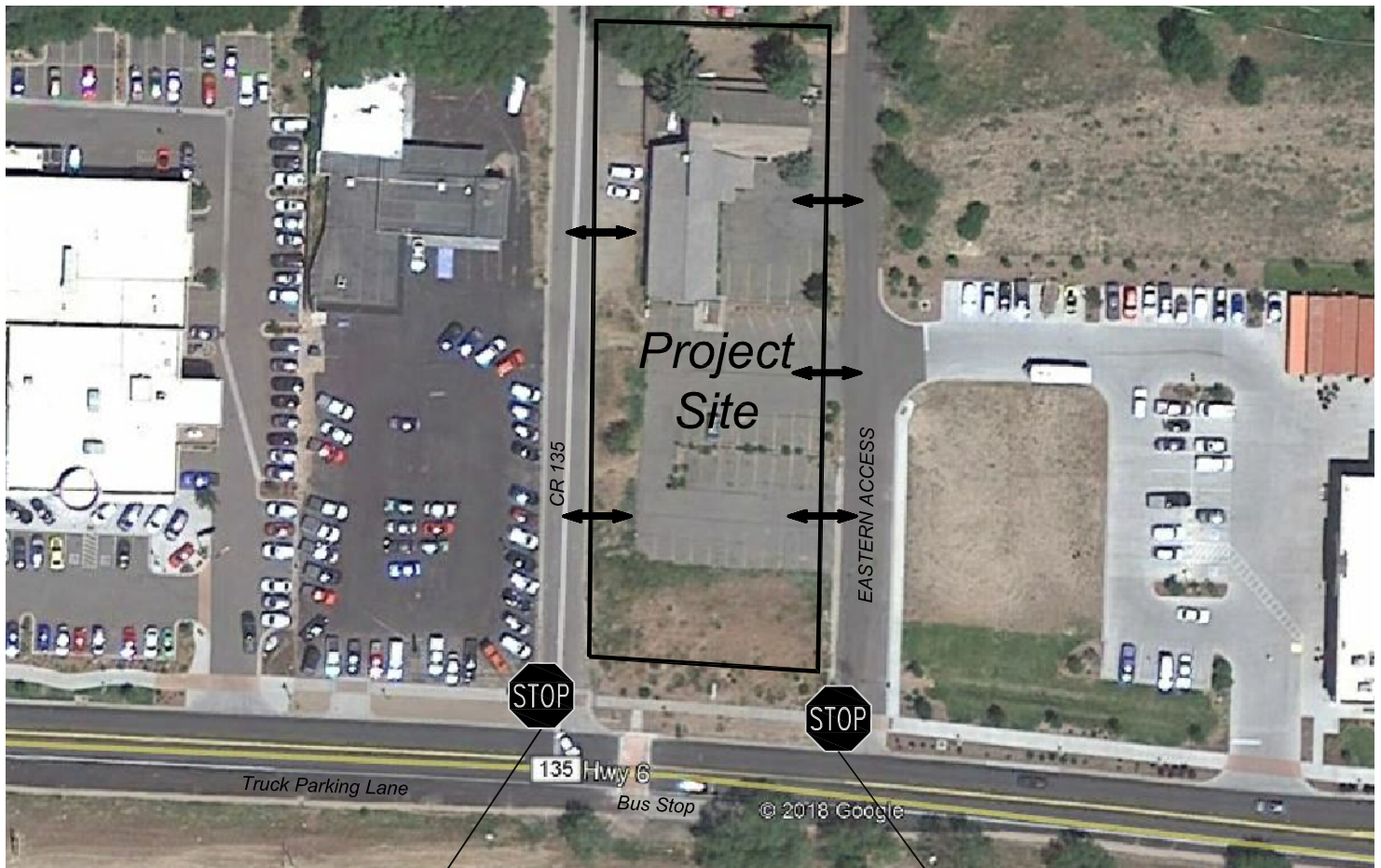


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Figure 3 Site Generated PCE's

Job No. 2019-177 Date: 7/9/19 Drawn by: DJC File: FIGS



LEGEND

- PROPOSED LANEAGE

- DRIVEWAY ACCESS

- PROJECT SITE

00 (00) - AM (PM) Peak Hour Traffic *

Highway Information

HIGHWAY CLASSIFICATION: NR-B

POSTED SPEED: 35 MPH

GRADE: FLAT

* Source - Summation of Figure 2 + 3



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Figure 4 Total PCE's

Job No. 2019-177

Date: 7/9/19

Drawn by: DJC

File: FIGS

MAJOR DRAINAGE REPORT

TB AND SB LLC
62 COUNTY ROAD 135
GLENWOOD SPRINGS, CO 81601



July 2019

Prepared by



118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004
970.945.5948 fax

MAJOR DRAINAGE REPORT

TB AND SB LLC
62 COUNTY ROAD 135
GLENWOOD SPRINGS, CO 81601

"I hereby affirm that this report and the accompanying plans for the TB and SB LLC Project at 62 County Road 135, Glenwood Springs, CO were prepared by me and those under my direct supervision for the owners thereof in accordance with the provisions of the City of Glenwood Springs Stormwater, Drainage, Water Quality and Erosion Control Chapter and approved variances and exceptions listed thereto. I understand that it is the policy of the City of Glenwood Springs that the City of Glenwood Springs does not and will not assume liability for drainage facilities designed by others."


License No. 29961
Licensed Professional Engineer, State of Colorado (Affix Seal)

This report responds directly to the pertinent requirements of the City of Glenwood Springs Engineering Standards CHAPTER 4 – STORMWATER, DRAINAGE, WATER QUALITY AND EROSION CONTROL approved by City Council on August 2, 2018.

This re-development project consists subdivision of a 1-acre lot into two ½ acre lots and driveway, parking and landscape modifications to accommodate 13 condominiums on the northerly Lot 1. The projected total disturbance area is very near 5000 sf and, as such, the Major Drainage Report requirements are addressed in this report. Future development on Lot 2 is undefined at this time and a future development application will be required. This report deals with the water quantity and quality concerns associated with the proposed immediate improvements.

4.5.4 MAJOR DRAINAGE REPORT

The following should be included in a bound, narrative report:

A. Description of the existing site, including common location, topography, land use, ground cover, soil type, drainage pattern, location of riparian areas and wetlands, upstream run on and receiving system (all downstream structures to outfall and riparian and wetland areas).

The existing 1-acre site was formerly used as church and as a retail sports store briefly afterward. The church building, parking lots, retaining walls and grassed areas remain from the prior land uses. Refer to the Appendix for an Existing Conditions Map.

The site is bordered by US Highway 6 & 24 on the south, County Road 135 on the west, a residential lot to the north and a private road on the east. Adjacent land use is substantially residential to the north and commercial to the west and east with I-70 and the Colorado River to the south.

Native soil type is classified by the USDA NRCS as Atencio – Azeltine complex, 1 to 3 % slopes. This soil is classified as Hydrologic Soil Group B with moderate infiltration and generally lower runoff. Refer to the Appendix for NRCS exhibits and info.

The site drains predominantly in a north to south direction with most of the site generated runoff combining with that of the CR 135 basin and flowing to an inlet in the southwest corner of proposed Lot 2 and then flowing westward in a closed storm sewer system. A relatively small portion of the site drains to the eastside private road to the low point inlet on the eastern gutter. Flow captured by this roadway inlet drains to the southwest in an 18" CMP that crosses Highway 6 & 24. There are no riparian areas or wetlands on onsite or affected by this project.

B. Description of the proposed project, including changes to land use, topography, ground cover, soil type, drainage pattern and receiving system.

The proposed project consists of redeveloping the church building into 13 condominium units, constructing a new driveway entrance and parking off CR 135, and associated landscaping.

The 1-acre lot will be subdivided with the condominiums on the northerly Lot 1 and southerly Lot 2 being reserved for future development. Except for the driveway and, landscaping at the lot line, and water quality improvements in the SW corner, Lot 2 surface conditions will be left substantially unchanged by this project. Drainage patterns for both lots will also remain the same as existing conditions.

Refer to the SGM Permit Plan Set dated July 2019 which details all proposed improvements.

C. Discussion of any previous drainage studies (i.e., project master plans) for the site that influence or are influenced by the drainage design and the mitigation plan for any negative impacts.

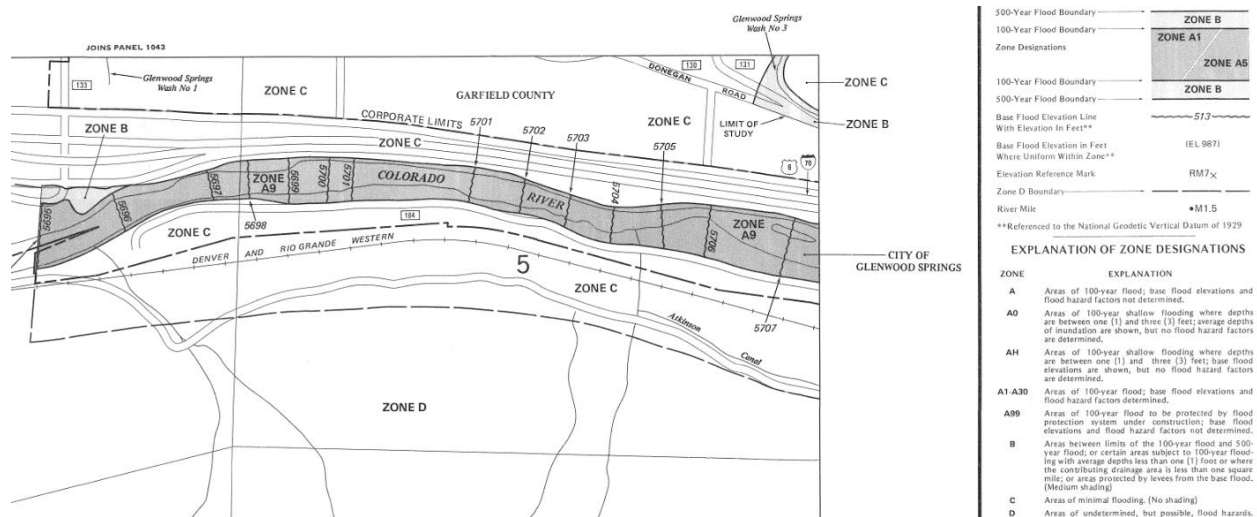
In October 2012, SGM completed a drainage report for Glenwood Honda which became High Country Honda and is now Phil Long Honda. That report is attached in the Appendix in it's entirety. It contains analysis and discussion of the CR 135 basin and tributary North Donegan basin as well as a synopsis of the system outfall across Highway 6 & 24 and I-70.

D. Discussion of the effects of adjacent drainage issues.

The site topography and drainage patterns are such that the proposed Lot 1 is unaffected by adjacent drainage. The inlet located in the southwest corner of Lot 2 does receive flow from the entire North Donegan and CR 135 basins. Future development on Lot 2 will have to consider these effects and properly elevate structures while maintaining satisfactory drainage.

E. Reference to major drainage way planning studies such as flood hazard delineation reports, master plans, and flood insurance rate maps.

The following clip is taken Panel 080071 1431 C of the Flood Insurance Rate Map for City of Glenwood Springs, Garfield County, Colorado dated October 15, 1985. It shows project site to be in Zone C (areas of minimal flooding).



F. Discuss potential drainage impact of site constraints such as streets, utilities, existing structures, riparian areas, wetlands, and development or site plan.

The site topography and drainage patterns are such that the proposed Lot 1 is unaffected by adjacent drainage. Lot 2 currently intercepts CR 135 drainage and will have to design around this constraint at the time of future development

G. Identification of all irrigation facilities and waterways within the watershed that will influence or be influenced by the site drainage.

There are no irrigation facilities or waterways that will influence site drainage. Site drainage has no influence on any irrigation facilities or waterways.

H. Discussion of easements and tracts for drainage purposes, including the conditions and limitations for use.

The gutters within the 30' wide CR 135 easement convey site drainage to the inlet on Lot 2. The plat for Lot 2 includes a drainage easement from the gutter to the inlet and a sufficient area beyond. There are no conditions or limitations pertaining to drainage.

I. Report must include printed copies of the input and output files for all computer models used for the analysis and design.

Calculations were completed using an Excel spreadsheet. Printouts are included in the Appendix.

J. Reference plan drawings as needed.

The SGM Permit Plan Set dated July 2019 accompanies this report, along with the Glenwood Honda report. Calculations are attached herein. Electronic files will be provided for City use if requested.

4.5.4.1. Drainage Basins and Sub-basins

A. Describe existing and proposed sub-basins, including ground cover, acreage, soil type, and location and method of discharge.

The Appendix contains detailed exhibits showing impervious, gravel and pervious area calcs under both existing and proposed conditions for Basin 1 (draining to CR 135) and Basin 2 draining east to the private road. Again, native soil type is Atencio – Azeltine complex classified as Hydrologic Soil Group B with moderate infiltration and generally lower runoff.

B. Delineate and reference sub-basins on a map with contours. Each drainage basin should be labeled with its area (in acres), runoff coefficient (C), and Q (cfs).

The Appendix contains detailed exhibits and calcs showing basin delineations, area calcs, composite runoff coefficients and flowrates under both existing and proposed conditions.

C. Discuss offsite drainage patterns and impact on site under existing basin conditions and fully-developed basin conditions.

The site drains predominantly in a north to south direction with most of the site generated runoff combining with that of the CR 135 basin and flowing to an inlet in the southwest corner of proposed Lot 2 and then flowing westward in a closed 18" x 11" storm sewer system. A relatively small portion of the site drains to the eastside private road to the low point inlet on the eastern gutter. Flow captured by this roadway inlet drains to the southwest in an 18" CMP that crosses Highway 6 & 24. Most of the adjacent basin areas are developed and, given City stormwater regulations, the drainage situation for this property will remain similar under fully-developed conditions

D. Discuss historic undeveloped and post-developed drainage flow rates at specified point locations (should match labeled locations on plan).

Refer to SGM Permit Plan Set Sheet 3 for existing conditions and Site Plan Sheet 4 for proposed conditions. The entire West Glenwood is developed with changed drainage and the historic flows to our two inlet points (shown on) are impossible to define. As for site generated flows, flows from historic pervious areas will be about 1/3 flows from developed impervious areas.

Limits of tributary sub-basins remain the same for existing and proposed conditions.

A Rational Method spreadsheet is attached that provides site-generated runoff calculations for Existing Conditions (Pre-development) Proposed (Post-development) and Undeveloped conditions. Refer to the Glenwood Honda report for the offsite basin info.

4.5.4.2. Low Impact Site Design

A. Describe what efforts have been made to reduce runoff and increase infiltration (e.g. reduce impervious area, disconnect impervious area, route runoff via landscape rather than hard infrastructure).

The currently proposed improvements result in minimal runoff increases. This runoff flows thru a grassed swale prior to reaching the inlet in the SW corner of Lot 2. Landscape areas have been added to replace extraneous pavement.

B. Percolation rates required for design of LID structures at design depths.

Per the NRCS soils report in the appendix, *K_{sat}* of most limiting layer is 0.6 to 6.0 in/hr.

4.5.4.3. Hydrologic Criteria

A. Identify design storm recurrence intervals.

Per Chapter 4, the 2-, 25-, and 100-year storms have been analyzed.

B. Identify design rainfall.

Design rainfall was taken from the IDF curves provided in Section 4.6.1 which are based upon data in the Precipitation-Frequency Atlas of the United States, Midwestern States, NOAA Atlas 14, Volume 8 (NOAA 2013).

C. Identify runoff calculation method.

The Rational Method was used to calculate runoff as outlined in section 4.6.2.

D. Identify detention discharge and storage calculation method.

The Rational Method and Modified Rational Method were used for detention and storage considerations. See section G. below.

E. Discussion and justification of other criteria or calculation methods used that are not presented in or referenced by the criteria.

Not applicable.

F. Identify the area, storm frequency, rainfall intensity, time of concentration, runoff coefficients, and adjustments for each sub-basin.

Refer to the attached Rational Method spreadsheets.

G. Calculate the post-development runoff flows for each sub-basin and compare these flows to pre-developed flows. Post-development flows must not exceed pre-developed flows. Determine post development flow prior to inclusion of detention. Flow should be calculated for each location that runoff leaves the site.

Refer to the Runoff Calculation spreadsheets in the appendix. Post-development Basin 1 discharge for the 25-yr storm is 2.86 cfs vs 2.77 cfs for existing conditions based on the Rational Method. This equates to a differential runoff volume of only 27 cf based on the triangular 5-minute TC hydrograph.

The Glenwood Honda report presents 25-yr flowrates for the North Donegan and CR 135 basins as 16.5 cfs and 10.2 cfs with TCs of 23 min. and 11 min., respectively. Given that our site generated flow increase is minimal and will likely drain out well in advance of offsite peaks, this project proposes no detention and only water quality treatment.

Basin 2 post-development runoff is less than existing conditions and no detention or water quality treatment is proposed.

H. Each drainage basin should be labeled with its area (in acres and square feet), runoff coefficient (C), and Q (cfs).

Refer to the attached 11" x 17" Drainage Quantity sheets 1 and 2 of 2 for Basin 1 and 2 delineations and differentiation of impervious and pervious areas. The Rational Method spreadsheets present the runoff coefficients and calculation flowrates.

I. Provide calculations of the WQCV, minor event (25-year for storm system and detention) and major storm runoff (100-year) at specific design points.

The appendix contains WQCV calcs based on UDFCD Vol. III Chapter 3 methodology. Per City Eng. Stds Chapter 4 section 4.2.1, the WQCV is determined based on the difference between the site's pre- and post-development impervious areas. For Basin 1, this equates to 453 cf – 435.6 cf = 17.4 cf. Basin 2 requires no WQCV. The Rational Method spreadsheets calc the 25- and 100-yr runoff.

J. Hydrographs at critical design points.

Not generally required with the Rational Method. Rational hydrographs are simple triangles peaking with the flow rate at the TC and declining to 0 cfs at two x TC.

4.5.4.4. Hydraulic Criteria

- A. Identify the hydraulic design point for closed systems tied to the City's existing collection system.

The design point for Basin 1 is the inlet in the SW corner of Lot 2. The design point for Basin 2 is the inlet on the eastside of the private roadway at Hwy 6 & 24.

- B. Identify flow capacity of drainage facilities, such as:

- a. Calculate culvert sizes with capacities and area of contribution.
- b. Calculate storm sewer capacity including capacity of next two downstream drainage structures (max velocity 20 ft/sec, HGL 12 inches below ground, EGL below ground, minimum velocity of 5 ft/sec at half full conduit flow).

The downstream facilities are part of CDOT's Hwy 6 & 24 system. Basin 1 drains to CR 135, thru a curb cut, grate inlet and the storm sewer system analyzed as part of the Glenwood Honda report. Based in inlet control and a headwater to depth ratio of 1.5, a reasonable maximum capacity is 5 cfs for the 18" x 11" CMPA leaving the inlet (refer to nomograph in Appendix). The calculated 25-yr flows far exceed capacity and the HGL and EGL criteria will not be met. This is an important consideration for the future development application on Lot 2. Lot 1 is elevated sufficiently above Hwy 6 & 24 and will not flood if the highway overtops during major events.

An 18" pipe exits the grate inlet receiving the reduced flows from Basin 2. Based in inlet control and a headwater to depth ratio of 1.5, a reasonable maximum capacity is 10 cfs for the 18" CMPA leaving the inlet (refer to nomograph in Appendix).

- c. Calculate gutter capacity (max velocity 10 ft/sec, allowable spread = 4 feet minor storm, 12-inch depth at flow line for major storm, $n=.016$ for street, $n=.025$ for grass)
- d. Calculate storm inlet capacity (clogging factor = 50%).
- e. Provide open channel design and calculations.

Above items are generally applicable to new construction and CR 135 is existing. The offsite basins are the controlling factor for the gutter flow analysis. The spread criterion is violated at the low point as flow must cross from west to the curb cut on the east. Hydraulic reference capacities for the inlets are included in the Appendix.

4.5.4.5. Proposed Facilities

- A. Describe proposed better site design practices (BMPs) used to treat the water quality capture volume, detention methods and outlet design with protection techniques.

SGM proposes a widened, improved turf, grassed swale from the CR 135 curb cut to the inlet to better treat stormwater.

- B. Provide sizing calculations and approximate locations, with drainage basins, of BMPs used to treat the water quality capture volume.

The grass-lined swale BMP proposed for Basin 1 will have a 10' min. bottom width and slope to meet the UDFCD Vol. II Chapter 3 T-2 BMP criteria and that of the detail shown on the plans.

C. Provide volumes and release rates for detention storage facilities and information on outlet works.

Not applicable.

D. Identify easements and tracts needed for drainage purposes.

The existing CDOT facilities are in place and have necessary easements and ROW. A new 25' x 70' drainage easement is proposed on Lot 2 for current and future needs. This easement may be altered with a future development application for Lot 2.

E. Discuss off-site drainage facilities needed for the conveyance of minor and major flows to the major drainage way.

All runoff will flow thru CDOT's closed system to the Colorado River. Highway 6 & 24 may overtop in major events.

F. Provide a separate section of the report that includes a narrative of the Operation and Maintenance requirements of the proposed on-site drainage improvements. Include a description of access for maintenance operations, maintenance schedule, and contact information for party responsible for maintenance.

The grassed-lined swale will require regular mowing during Spring, Summer and Fall.

The Civil Grading and Drainage plan sheet(s) shall include the following information for a proposed development provided on 24"x36":

The Chapter 4 graphic requirements are included in the TB and SB LLC July 2019 Permit Plan Set Sheets 1 – 7.

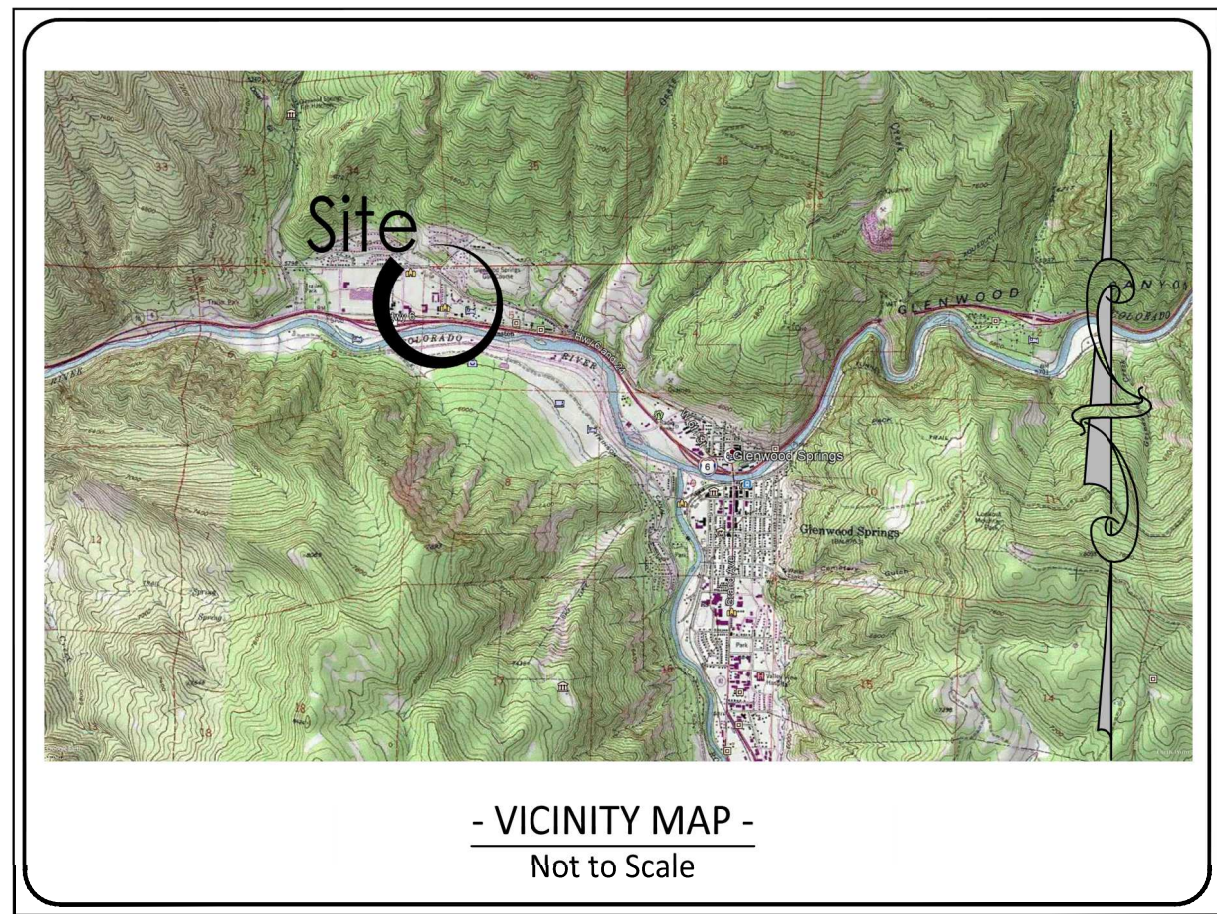
-----SGM-----

Appendix

Exhibits, Calculations and Attachments

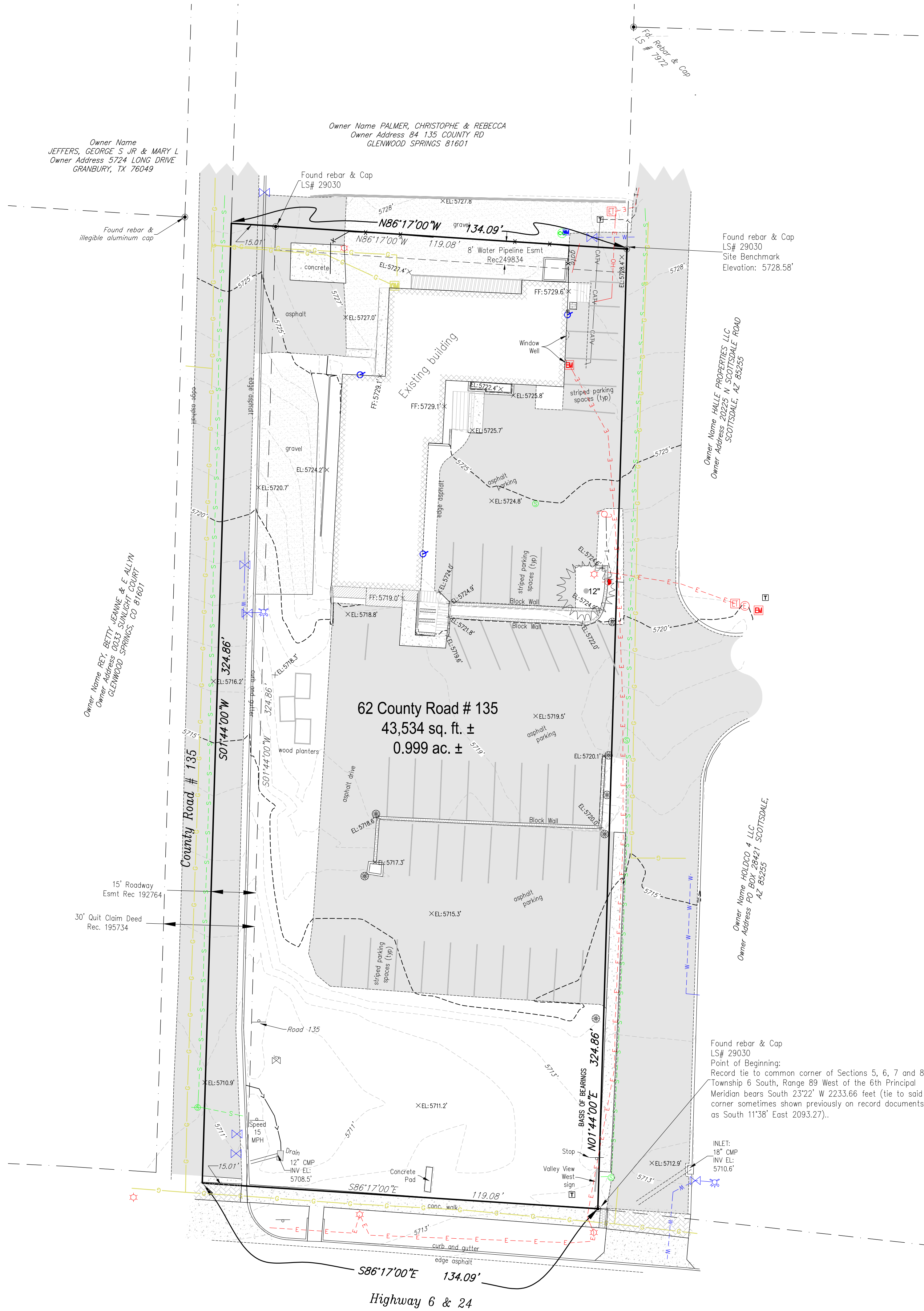
Existing Conditions Map

62 County Road 135, Glenwood Springs, Colorado
Section 5, T. 6 S., R. 89 W. of the 6th P.M.
Garfield County, Colorado



LEGEND

- Found Monument as Described
 - Electric Manhole
 - Electric Meter
 - Electric Transformer
 - Light Pole
 - Utility Pole
 - Telephone Ped
 - Water valve
 - Fire Hydrant
 - Water Shut-off
 - Water Spigot
 - Well
 - PVC pipe
 - Irrigation Cont. Valve
 - Sanitary Sewer Manhole
 - Cleanout
 - Gas Meter
 - CATV Pedestal
 - Sign - Single Pole
 - Water Meter
 - Air Vent
 - Guy Pole
 - Bollard
 - Overhead Electric Line
 - Underground Electric Line
 - Gas Line
 - Fence Line
 - Sanitary Sewer Line
 - Water Line
 - Overhead Telephone Line
 - Underground Telephone Line
 - CATV
 - Fiber Optic Line
 - Stone blocks
 - Concrete
 - Asphalt paving
 - Gravel
 - Tin Roof
 - Building
 - Typical Tree Size Labels
 - Indicates two trees, 10" trunk (DBH)
 - Evergreen Tree
- FF:1234.5' Indicates Finished Floor Elevation
EL:1234.5' Indicates Spot Elevation



PROPERTY DESCRIPTION:

A TRACT OF LAND SITUATED IN THE NW1/4SW1/4, SECTION 5, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE SIXTH PRINCIPAL MERIDIAN AND MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE NORTHERLY LINE OF U.S. HIGHWAY NO. 24 WHENCE THE RECORD LOCATION OF THE CORNER OF SECTIONS 5, 6, 7, AND 8, TOWNSHIP 6 SOUTH RANGE 89 WEST OF THE 6TH PRINCIPAL MERIDIAN BEARS SOUTH 23°22'E 2233.66 FEET, (SAID CORNER SOMETIMES SHOWN PREVIOUSLY ON RECORD DOCUMENTS AS BEARING SOUTH 11°38' EAST 2093.27 FEET);
THENCE NORTH 1°44' EAST 324.86 FEET;
THENCE NORTH 86°17' WEST 134.09 FEET;
THENCE SOUTH 1°44' WEST 324.86 FEET TO THE NORTHERLY LINE OF SAID U.S. HIGHWAY NO. 24;
THENCE SOUTH 86°17' EAST 134.09 FEET ALONG THE NORTH LINE OF SAID U.S. HIGHWAY NO. 24 TO THE POINT OF BEGINNING.
COUNTY OF GARFIELD, STATE OF COLORADO
ALSO KNOWN BY STREET ADDRESS AS: 62 COUNTY ROAD 135, GLENWOOD SPRINGS, CO 81601

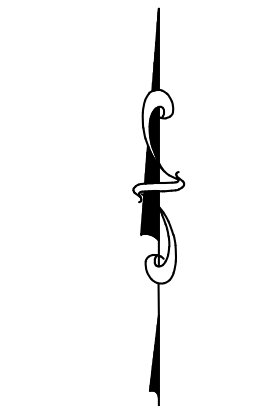
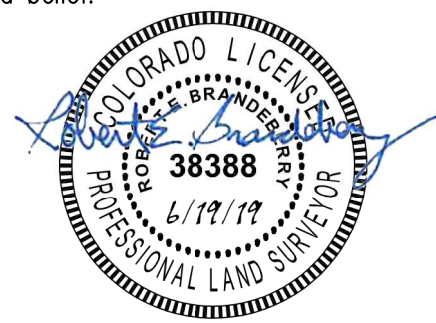
NOTES:

- Basis of Bearings: Bearings shown hereon are based on an assumed bearing of N01°44'00"E, between monuments found at the Northeast and Southeast corners of said parcel, both being 5/8" Rebar with 1.25" Plastic Caps LS# 29030, as shown hereon.
- This map has been prepared pursuant to client request for an Existing Conditions Map.
- Date of field survey : June 4, 2019
- Units of linear measurements are displayed in US Survey Feet.
- Vertical Information:
Datum: Elevation information shown hereon is based upon NAVD88 Datum, and relative to a benchmark elevation of 5728.58' at the top of Plastic Cap of monument, as shown hereon.
Contour Interval: 1 Feet.
- SGM will not be responsible for any changes made to this document after it leaves our possession. Any copy, facsimile, etc., of this document must be compared to the original signed, sealed and dated document to insure the accuracy of the information shown on any such copy, and to insure that no such changes have been made.
- Any subsurface utilities not shown, were not marked by appropriate utility companies at the time of this survey and therefore may not be shown hereon. Underground utilities locates have been marked by 811 Utility call by the owner. Only point marks and utility pin flags on the ground surface were surveyed by SGM as part of this survey. Client/contractor must contact specific utility companies to verify both the location and depth of respective utilities. Additional surveying work may be required to show any such subsurface utility locations on this drawing. SGM will not be responsible for protection of subsurface utilities.
- Property descriptions shown hereon are based on a tract of land in the nw1/4sw1/4, containing 1.0 ac. +/-, said parcel being more particularly described per warranty deed reception number 853269.
- Fences shown hereon, if any, have been shown for general reference and do not necessarily depict limits of ownership.
- The property shown hereon is subject to all easements, rights-of-way, building setbacks or other restrictions of record, as such items may affect this property. This survey does not represent a title search by this surveyor to determine ownership or to discover easements or other encumbrances of record. No title commitment was ordered to accompany this survey.

SURVEYOR'S CERTIFICATE:

I, Robert E. Brandeberry, being a Registered Professional Land Surveyor, licensed in the State of Colorado, do hereby certify that this map of existing conditions was prepared on June 6, 2019, from a survey performed on June 4, 2019, under my direct supervision and checking, and that both the survey and map are true and accurate to the best of my knowledge and belief.

Robert E. Brandeberry
Colorado PLS # 38388
For, and on behalf of SGM



Graphic Scale

In U.S. Survey Feet : 1" = 20'

SGM
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

62 County Road 135
Glenwood Springs, Colorado

Revision	Date	By
1		
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10		

Job No. 2019-177.001
Drawn by: JEB
Date: June 5, 2019
Approved: PLS: REB
File: Church-EX

Title:
Existing
Conditions
Map

Sheet No.

1

Of: 1



United States
Department of
Agriculture

NRCS

Natural
Resources
Conservation
Service

A product of the National
Cooperative Soil Survey,
a joint effort of the United
States Department of
Agriculture and other
Federal agencies, State
agencies including the
Agricultural Experiment
Stations, and local
participants

Custom Soil Resource Report for Rifle Area, Colorado, Parts of Garfield and Mesa Counties

62 County Road 135



July 9, 2019

Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (<http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/>) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (<https://offices.sc.egov.usda.gov/locator/app?agency=nrcs>) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil

scientists classified and named the soils in the survey area, they compared the individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and

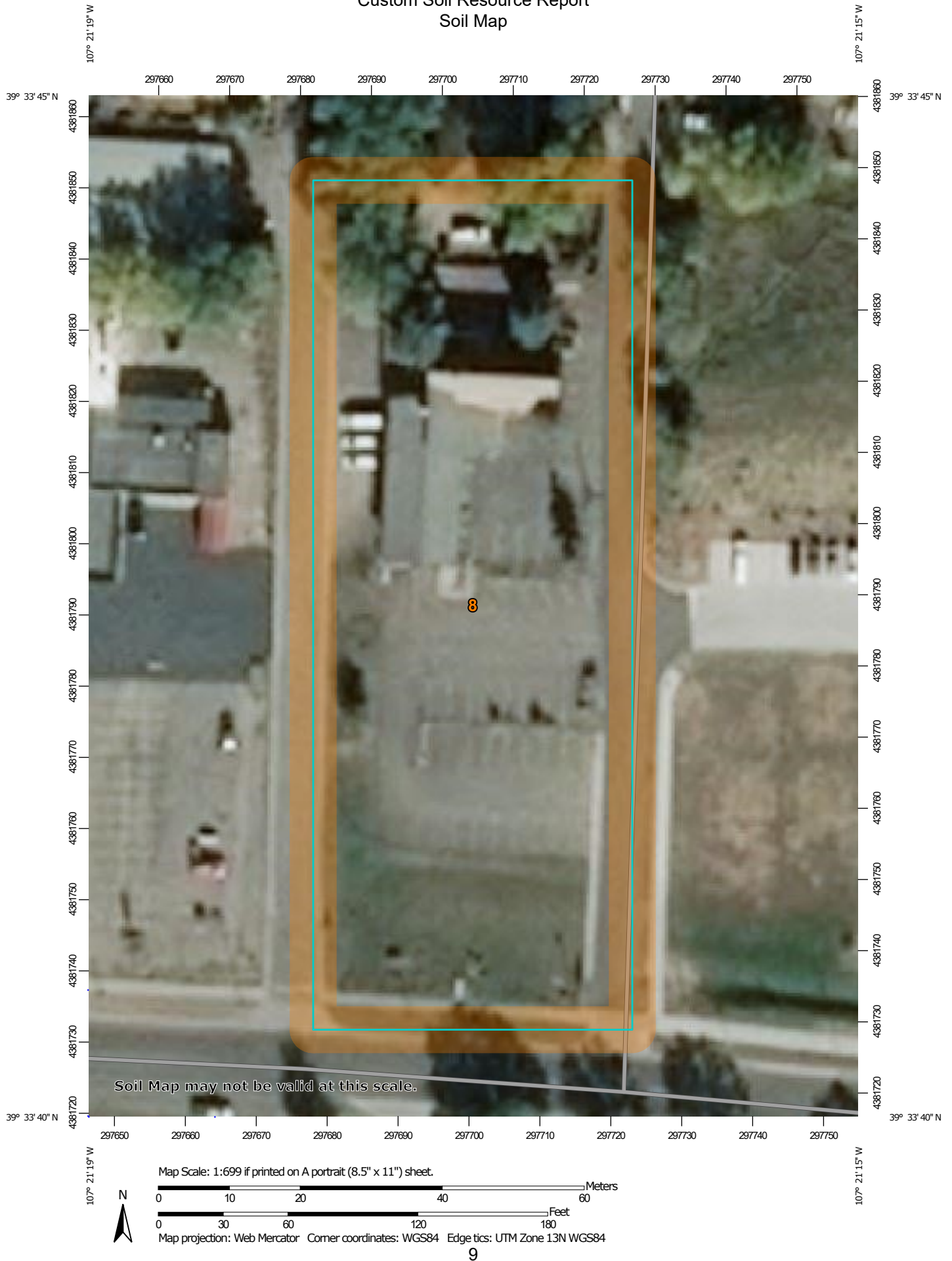
Custom Soil Resource Report

identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report Soil Map



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features

 Blowout

 Borrow Pit

 Clay Spot

 Closed Depression

 Gravel Pit

 Gravelly Spot

 Landfill

 Lava Flow

 Marsh or swamp

 Mine or Quarry

 Miscellaneous Water

 Perennial Water

 Rock Outcrop

 Saline Spot

 Sandy Spot

 Severely Eroded Spot

 Sinkhole

 Slide or Slip

 Sodic Spot

 Spoil Area

 Stony Spot

 Very Stony Spot

 Wet Spot

 Other

 Special Line Features

Water Features

 Streams and Canals

Transportation

 Rails

 Interstate Highways

 US Routes

 Major Roads

 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL:
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Rifle Area, Colorado, Parts of Garfield and Mesa Counties
Survey Area Data: Version 11, Sep 10, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Sep 24, 2015—Nov 2, 2015

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background

MAP LEGEND

MAP INFORMATION

imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
8	Atencio-Azeltine complex, 1 to 3 percent slopes	1.3	100.0%
Totals for Area of Interest		1.3	100.0%

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Rifle Area, Colorado, Parts of Garfield and Mesa Counties

8—Atencio-Azeltine complex, 1 to 3 percent slopes

Map Unit Setting

National map unit symbol: jnzd

Elevation: 5,000 to 7,000 feet

Farmland classification: Farmland of statewide importance

Map Unit Composition

Atencio and similar soils: 45 percent

Azeltine and similar soils: 45 percent

Minor components: 10 percent

Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Atencio

Setting

Landform: Alluvial fans, terraces

Landform position (three-dimensional): Tread

Down-slope shape: Convex

Across-slope shape: Convex

Parent material: Mixed alluvium derived from sandstone and shale

Typical profile

H1 - 0 to 11 inches: sandy loam

H2 - 11 to 23 inches: gravelly sandy clay loam

H3 - 23 to 28 inches: gravelly sandy loam

H4 - 28 to 60 inches: extremely cobbly sand

Properties and qualities

Slope: 1 to 3 percent

Depth to restrictive feature: More than 80 inches

Natural drainage class: Well drained

Runoff class: Low

Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.20 to 2.00 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Calcium carbonate, maximum in profile: 10 percent

Salinity, maximum in profile: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)

Available water storage in profile: Low (about 3.8 inches)

Interpretive groups

Land capability classification (irrigated): 4s

Land capability classification (nonirrigated): 4s

Hydrologic Soil Group: B

Ecological site: Rolling Loam (R048AY298CO)

Hydric soil rating: No

Description of Azeltine

Setting

Landform: Terraces, alluvial fans

Custom Soil Resource Report

Landform position (three-dimensional): Tread

Down-slope shape: Convex, linear

Across-slope shape: Convex, linear

Parent material: Mixed alluvium derived from sandstone and shale

Typical profile

H1 - 0 to 18 inches: gravelly sandy loam

H2 - 18 to 60 inches: extremely gravelly sand

Properties and qualities

Slope: 1 to 3 percent

Depth to restrictive feature: More than 80 inches

Natural drainage class: Well drained

Runoff class: Very low

Capacity of the most limiting layer to transmit water (Ksat): Moderately high to high (0.60 to 6.00 in/hr)

Depth to water table: More than 80 inches

Frequency of flooding: None

Frequency of ponding: None

Calcium carbonate, maximum in profile: 10 percent

Salinity, maximum in profile: Nonsaline to very slightly saline (0.0 to 2.0 mmhos/cm)

Available water storage in profile: Very low (about 2.5 inches)

Interpretive groups

Land capability classification (irrigated): 4s

Land capability classification (nonirrigated): 4s

Hydrologic Soil Group: A

Ecological site: Rolling Loam (R048AY298CO)

Hydric soil rating: No

Minor Components

Gravel pits

Percent of map unit: 10 percent

Landform: Alluvial fans, terraces

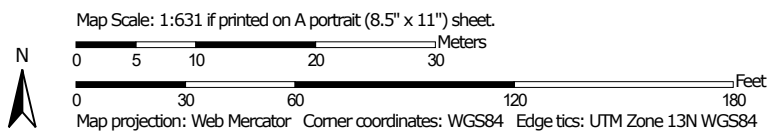
Landform position (three-dimensional): Tread

Hydric soil rating: No

Hydrologic Soil Group—Rifle Area, Colorado, Parts of Garfield and Mesa Counties
(62 County Road 135)



Soil Map may not be valid at this scale.



MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

Soil Rating Polygons

 A
 A/D
 B
 B/D
 C
 C/D
 D
 Not rated or not available

Soil Rating Lines

 A
 A/D
 B
 B/D
 C
 C/D
 D
 Not rated or not available

Soil Rating Points

 A
 A/D
 B
 B/D

 C
 C/D
 D
 Not rated or not available

Water Features

 Streams and Canals

Transportation

 Rails
 Interstate Highways
 US Routes
 Major Roads
 Local Roads

Background

 Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
 Web Soil Survey URL:
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Rifle Area, Colorado, Parts of Garfield and Mesa Counties
 Survey Area Data: Version 11, Sep 10, 2018

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Sep 24, 2015—Nov 2, 2015

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Hydrologic Soil Group

Map unit symbol	Map unit name	Rating	Acres in AOI	Percent of AOI
8	Atencio-Azeltine complex, 1 to 3 percent slopes	B	1.2	100.0%
Totals for Area of Interest			1.2	100.0%

Description

Hydrologic soil groups are based on estimates of runoff potential. Soils are assigned to one of four groups according to the rate of water infiltration when the soils are not protected by vegetation, are thoroughly wet, and receive precipitation from long-duration storms.

The soils in the United States are assigned to four groups (A, B, C, and D) and three dual classes (A/D, B/D, and C/D). The groups are defined as follows:

Group A. Soils having a high infiltration rate (low runoff potential) when thoroughly wet. These consist mainly of deep, well drained to excessively drained sands or gravelly sands. These soils have a high rate of water transmission.

Group B. Soils having a moderate infiltration rate when thoroughly wet. These consist chiefly of moderately deep or deep, moderately well drained or well drained soils that have moderately fine texture to moderately coarse texture. These soils have a moderate rate of water transmission.

Group C. Soils having a slow infiltration rate when thoroughly wet. These consist chiefly of soils having a layer that impedes the downward movement of water or soils of moderately fine texture or fine texture. These soils have a slow rate of water transmission.

Group D. Soils having a very slow infiltration rate (high runoff potential) when thoroughly wet. These consist chiefly of clays that have a high shrink-swell potential, soils that have a high water table, soils that have a claypan or clay layer at or near the surface, and soils that are shallow over nearly impervious material. These soils have a very slow rate of water transmission.

If a soil is assigned to a dual hydrologic group (A/D, B/D, or C/D), the first letter is for drained areas and the second is for undrained areas. Only the soils that in their natural condition are in group D are assigned to dual classes.

Rating Options

Aggregation Method: Dominant Condition

Component Percent Cutoff: None Specified

Tie-break Rule: Higher

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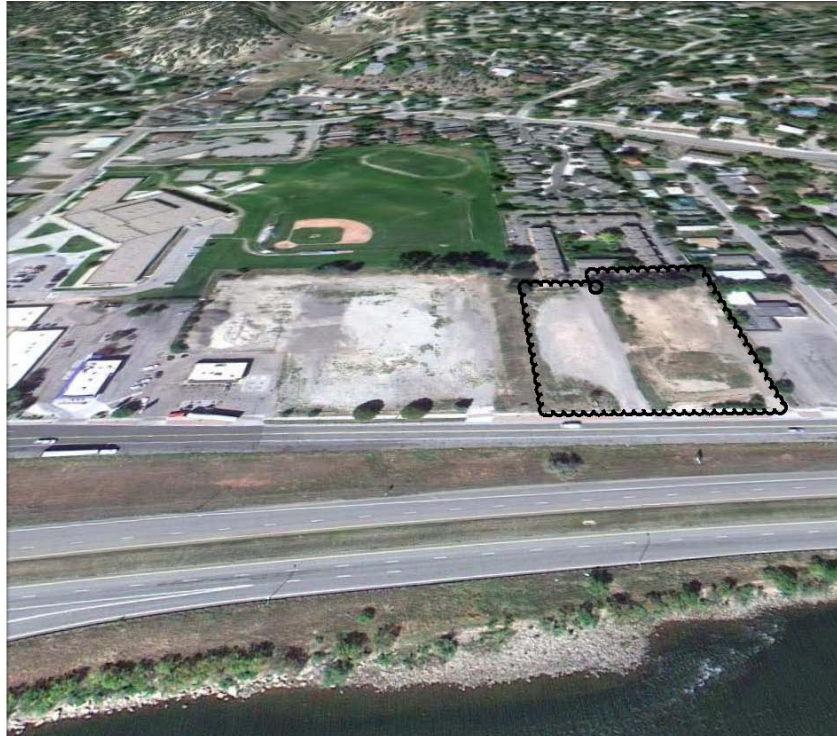
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**GLENWOOD HONDA
DRAINAGE REPORT
Glenwood Springs, Colorado**



Prepared for

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McD Real Estate Interests, CO, LLC
Glenwood Springs, Colorado**

Prepared by

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Glenwood Springs, Colorado**

**July 2012
*Updated October 2012***

**GLENWOOD HONDA
DRAINAGE REPORT
Glenwood Springs, Colorado**

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DRAINAGE

A. INTRODUCTION

This report addresses the requirements of Article 070.030, "DRAINAGE" of the City of Glenwood Springs Municipal Code as well as Chapter 12.1.1 of the Colorado Department of Transportation State Highway Access Code. The project drawings contain a Master Drainage Plan intended to depict the overall storm drainage system conveyed through the site.

This report contains a discussion of both off-site and on-site drainage features and the methodology used to design various drainage elements to ensure that the development will not negatively impact historic conditions or flooding of Glenwood Honda or adjacent property. An additional section describes the stormwater quality management measures incorporated into the plan and describes the measures that will be taken to ensure that the quality of the Colorado River is not compromised.

The Rational Method was used to produce a conservative set of hydrologic flood peak calculations for sizing particular drainage elements (i.e., the Rational Method would predict higher flood peaks than alternative methods). The Rational Method uses the equation below:

$$Q = CiA \quad \text{Equation 1}$$

where:

Q = flow rate (cfs)

C = runoff coefficient based on soil type and cover

i = rainfall intensity corresponding to the time of concentration

A = basin area (acres).

The time of concentration is based on the Federal Aviation Administration (FAA), shown below:

$$t_c = 1.8(1.1 - C)L^{0.50}/S^{0.333} \quad \text{Equation 2}$$

where:

t_c = time of concentration (min)

C = rational method runoff coefficient

L = length of overland flow (ft)

S = surface slope (%).

The report has been updated to reflect distinct travel times and times of concentration for each basin. The Rational Method analysis was completed using the Urban Storm Drainage Criteria Manual (USDCM) methodology outlined in Chapter 5, Runoff. Hydrologic Soil Group C is predominate were used to determine the runoff for the area.

B. HISTORIC CONDITIONS

1. Orchard Townhome Basin

The Orchard Townhomes are located north of the proposed project location. They consist of approximately 1.81 acres of ¼ acre lots, with a road network of approximately 0.54 acres of pavement, a total area 2.35 acres. Drainage across the property is generally sheet flow intercepted by the roadway and is collected on site through a storm sewer and discharges to a system of detention ponds. The ultimate outlet of the detention ponds discharges to an 18" CMP and travels south on the east side of the property to a drainage manhole just north of State Highway 6&24.

2. CR 135 Basin

There is an existing storm drainage system that runs adjacent to and north of Highway 6&24 that was constructed as a part of the "Highway 6 Improvements" in 1990. This drainage system intercepts concentrated street flow from the CR 135 Basin prior to reaching Highway 6&24 and is conveyed through an 18" culvert west to the confluence point. The basin is 6.24 acres, bisected by CR 135, which conveys the flow through existing curb and gutter system.

3. North Donegan Basin

The North Donegan basin consists of approximately 10 acres north of Donegan Road between Cedar Crest and Vista Drives. The area generally consists of ¼ acre lots. Drainage for this area is collected within Donegan Road with a storm sewer recently constructed as part of the Donegan Road improvements. The 12" storm sewer discharges to CR 135 and is conveyed to storm inlets on Highway 6&24 by the roadway and curb and gutter system of CR 135. The storm system is routed westerly in the 6&24 corridor and south to the Colorado River.

4. Village Green Apartments

The Village Green Apartments are located north of the proposed project location. The site consists of approximately 1.73 acres of roof area and pavement and 0.31 acres of landscape. Drainage from this site sheet flows to the south, and on to Highway 6&24. Drainage then flows to CDOT Type 13 inlets located about 10' and 65' east of the existing driveway north of the Highway 6&24 sidewalk.

5. Honda Basin (Budget Host)

The proposed project area is approximately 2.08 acres and is predominantly situated over the former location of the Budget Host. The Budget Host site was developed in the early 1970's and consisted of approximately 1.26 acres of roof area and pavement and 0.72 acre gravel parking lot, and 0.1 acres of green space on the property. The existing 6&24 drainage system was improved in the early 1990's when streetscape and the existing storm drain system was formalized. The current site consists of crushed concrete and asphalt product from the former development. Drainage from the Budget Host site sheet flows to the south, then flows to CDOT Type 13 inlets located about 10' and 65' east of the existing driveway north of the Highway 6&24 sidewalk. There has been no detention or storm water quality treatment in place at the site previously.

The historic flows for the Budget Host site are provided below.

Budget Host	2 year (cfs)	25 year (cfs)	100 year (cfs)
Historic Flow	3.4	7.1	9.5

The undeveloped site was modeled as 2% impervious per the USDCM and the flows for the undeveloped site are provided below.

Honda	2 year (cfs)	25 year (cfs)	100 year (cfs)
Undeveloped Flow	1.6	3.1	4.2

C. DEVELOPED CONDITIONS

The developed condition will consist of 2.69 acres of roof and pavement and 1.16 acres of grass and landscaping.

Compared to the historic condition, construction of the proposed project would produce a minor change in pre-existing ground cover, resulting in a minor change to the weighted runoff coefficient from 0.88 to 0.84, and a 25 year peak discharge decrease of 0.6 cfs.

A central storm drain collection system with storm inlets and 12" culverts will be installed to collect on site runoff and route it to the underground detention located at the south side of the property. The stormwater will be discharged into a storm drain manhole with an 18" culvert outlet. There is currently no detention or storm water quality treatment in place at the site.

The developed flows for the Glenwood Honda site are provided below.

	2 year (cfs)	25 year (cfs)	100 year (cfs)
Developed Flow	3.0	6.5	8.2

The redevelopment of the Honda parcel and the current landscaping requirements from the City of Glenwood Springs has served to decrease the runoff associated with this parcel. A

comparison of Undeveloped, Historic and Developed flows is provided below

	2 year (cfs)	25 year (cfs)	100 year (cfs)
Undeveloped Flow	1.6	3.1	4.2
Historic Flow	3.4	7.1	9.5
Developed Flow	3.0	6.5	8.2

D. 25 YEAR DETENTION

The City of Glenwood Springs, by code, requires detention of the 25 year runoff “to no greater than the historic rate, before development...”. The City has left this requirement up to interpretation, requiring detention where increased runoff had the possibility to impact developed downstream properties. Where downstream properties are not impacted and developing properties are located adjacent to or near the river corridor, water quality treatment has been an acceptable alternative to detention for several projects.

Per the SHAC, CDOT requires that “Drainage to the state highway right-of-way shall not exceed the undeveloped historical rate of flow “. Detention of the 25 year storm based upon Undeveloped versus Developed flow was calculated using the Modified Rational Method and is shown in the following table.

VOLUME OF STORAGE REQUIRED (25 yr)

Time Calcs		Function Calcs		Drainage Calcs		Flow Calcs		Vol. Calcs
Ttravel	Tduration	CA	I-25	Qmax-runoff	Qallow	Vtotal	Vallow	Vstore
0	5.00	1.75	4.14	7.23	3.12	2188	1205	983
0	10.00	1.75	3.30	5.77	3.12	3488	1673	1815
0	15.00	1.75	2.77	4.83	3.12	4387	2141	2246
0	20.00	1.75	2.39	4.19	3.12	5066	2609	2457
0	25.00	1.75	2.12	3.71	3.12	5607	3077	2530
0	30.00	1.75	1.91	3.34	3.12	6056	3545	2511
0	35.00	1.75	1.74	3.04	3.12	6438	4013	2425
0	40.00	1.75	1.60	2.80	3.12	6771	4481	2290
0	45.00	1.75	1.48	2.60	3.12	7066	4949	2117
0	50.00	1.75	1.39	2.42	3.12	7330	5417	1913
0	55.00	1.75	1.30	2.27	3.12	7570	5885	1684
0	60.00	1.75	1.23	2.15	3.12	7789	6353	1436

The maximum calculated detention necessary occurs at the 25 minute duration and equals 2530 cubic feet with an allowable maximum outflow of 3.12 cfs.

E. DESIGN POINT

For the purposes of this study the Design point was determined to be the last drainage

manhole before storm drainage crosses Highway 6&24 Right-of-Way via a 24" CMP. This manhole currently conveys the flow of the 18" culvert from Mountain Chevy and the Orchard Townhomes. The Design point collects drainage from the 18" culvert that collects storm flow from and adjacent to 6&24, including the Village Green, the Honda site, the CR 135 and the North Donegan basins (see Exhibit A).

The developed flows at the Design point of the Mountain Chevrolet / Orchard Townhomes system with the Highway 6&24 system (Village Green, Honda, CR 135 Basin, and North Donegan Basin) are shown below

Confluence Point	25 year (cfs)	100 year (cfs)
Undeveloped Flow	44.1	63.8
Developed Flow	47.5	67.9

From the Design point, the drainage is conveyed across 6&24 in a 24" culvert to a CDOT Type C inlet located in the grassed swale between Highway 6&24 and Westbound I-70, and ultimately to the Colorado River.

F. CAPACITY OF THE STORM SYSTEM

Existing System At the design point of the Honda / Village Green Apartments system with Mountain Chevrolet / Orchard Townhomes and the Highway 6&24 systems, the capacity of the 24" culvert outlet crossing Highway 6&24 is 25 cfs based upon a headwater depth of 4.0 ft. The 25 year developed flow is 47.5 cfs; the 100 year developed flow is 67.9 cfs.

The existing system does not have the capacity to convey flows within the culvert for the 25 and 100 year storm based upon undeveloped and developed flows. The system has been analyzed to ensure overtopping of the existing storm system does not adversely affect adjacent properties. During the 25 and 100 year events, overtopping would occur at Highway 6&24, with shallow weir flow across 6&24 and into the grassy median area that contains the Type C inlet between 6&24 and Westbound I-70.

There is an existing CDOT Type R inlet located in the north curb and gutter of 6&24 approximately 150' east of the 24" culvert crossing (Confluence point) that is the low point of the curb and gutter and roadway (flowline elevation=5709.7). Overtopping of the roadway may occur at this location at an approximate peak instantaneous depth of 3" for a duration of about 10 minutes during the 25 year storm. The existing Type C inlet located between Highway 6&24 and I-70 has a 24" outlet with a headwater depth of about 8 ft that will convey 40 cfs with tens of thousands of cubic feet of storage capacity between 6&24 and I-70. The proposed structures (Finish Floor=5715) planned for Glenwood Honda will not be affected by the roadway flooding.

On-site System The on-site system has been sized for the 25-year flow and checked to ensure flooding does not impact property during the 100 year event. The northeastern inlet placed in a low point is sized to convey 4.8 cfs during the 100 year event; the inlet will convey the 100 year flow at a headwater depth of less than 8" (5716.56), with the NE inlet at 5715.96, adjacent finish floor is 5717.00. The calculation considers a 25% clogging factor. The 25 year storm passes through the inlet and storm system with no headwater. Other inlets on-site have much less tributary area and therefore less flow, and will adequately convey runoff for the 100 year storm. The 12" culverts are sized to convey the 25 and 100 year flows.

G. STORMWATER QUALITY PLAN

In addition to storage, the detention system will infiltrate stormwater back to the ground and allow particles to settle providing basic stormwater treatment prior to discharge from the proposed site. In any storm event, the initial portion of the storm will be treated. This "first flush" of storm water typically conveys a vast majority of pollutants that may have collected on pavement surfaces since the previous storm event.

The area south of the proposed building between the east and west driveways, approximately 0.31 ac, is not treated by the water quality control device, but instead uses a low impact development filtration practice BMP to treat the stormwater. The stormwater is filtered through a bioretention swale at the south end of the property before entering the stormwater system. This reduces the volume of runoff transported offsite, as well as the amount of pollutants entering the Colorado River. The existing type 13 inlets will be raised up above new grade to be reused.

The bioretention swale was designed according to the Denver Urban Storm Drainage Criteria Manual. The design volume of the swale was determined to be 405 ft³ using the equation:

$$V = [WQCV/12]*A \quad \text{Equation 3}$$

where:

V = design volume (ft³)

WQCV = watershed inches of runoff (in)

A = area of watershed tributary to the swale (ft²).

The WQCV was determined to be 0.36 in. using Fig. 3-2 in Vol. 3 of the Urban Storm Drainage Criteria Manual, based on impermeability, I, of 95%. The impermeability was determined using Table RO-3 in Vol. 1.

The minimum filter area was then calculated using the equation:

$$A \geq 2/3(V/1 \text{ ft})$$

where:

A = minimum filter area (flat surface area) (ft²)

V = design volume (ft³)

The 1 ft dimension represents the recommended WQCV depth of the swale. The actual design depth may vary, but the 1 ft dimension is still appropriate to use when calculating the minimum filter area. The minimum filter area was calculated to be 270 ft². The swale was designed for an area of 280 ft².

Temporary erosion control measures will be required during construction. A CDPHE Stormwater Permit for Construction activities will likely be required. Best Management Practices will be utilized during construction to control the stormwater runoff during construction. In general, the contractor will be required to comply with the Colorado Department of Transportation Design Bulletin dated June 29, 2007-Revision to Stormwater Plan. Key temporary erosion control measures include installation and maintenance of silt fence, straw waddles, drop inlet protection, lined fuel storage in addition to other acceptable best management practices.



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 ASPEN, COLORADO (970) 925-6727
 CRESTED BUTTE, CO (970) 349-5355

SCHMUESER | **GORDON** | **MEYER**
 ENGINEERS \$URVEYORS

1	DRAINAGE BASINS EXHIBIT	Job #	2011-509
SCALE: 1"=300'	Revision:	Drawn by:	DJC
		Date:	1/17/13
		File:	APPENDIX A

DRAINAGE CALCULATIONS for: High Country Honda **SGM, Inc.**

Drainage Area Designation: *HISTORIC CONDITIONS*
 Surface description: *Native vegetation, sparse trees, pasture,relatively steep*

D.A.: 2.08 acres
 Weighted C: 0.5000

"C" VALUE CALCULATION		C		
DEVELOPMENT TYPE	acres	factors	TIME OF CONCENTRATION	
Res SF Homes	0	0.60	**** OVERLAND ****	
Paved/Roof	0	0.93	Upstream Elevation	5720.00
Landscaped	0	0.44	Dnstream Elevation	5710.00
Rocky/Bare Soil	0	0.00		
Native	0	0.42		
Pasture, Steep >7%	2.08	0.50		
TOTAL SITE ACERAGE	2.08			

	Length	Slope	k	Tc
Overland	300	3.33%		12.53
		Velocity		
Sheet Flow	0	(fps)	3	0.00
		Velocity		
Concentrated	0	(fps)	5	0.00
Total				12.53 min

RUNOFF		GLENWOOD SPRINGS IDF CURVE		
	Intensity (in/hr)	Q=CiA (cfs)		
i2=	1.50	Q2=	1.56	HISTORIC FLOW RATES
i25=	3.00	Q25=	3.12	
i100=	4.00	Q100=	4.16	

DRAINAGE CALCULATIONS for: High Country Honda SGM, Inc.

Drainage Area Designation: *PROPOSED CONDITIONS*
Flow surface type *Auto Dealership*
DETERMINE RUNOFF TO OPEN SPACE

D.A.: 2.08 acres

Weighted C: 0.8405

"C" VALUE CALCULATION

DEVELOPMENT TYPE	acres	C factors	TIME OF CONCENTRATION	
Residential Single-Fam	0	0.60	**** OVERLAND ****	
Paved/Roof	1.7	0.93	Upstream Elevation	5715.00
Landscaped	0.38	0.44	Dnstream Elevation	5713.00
Rocky/Bare Soil	0	0.00		
Native	0	0.42		
Avg. Pasture	0	0.50		
TOTAL SITE ACERAGE	2.08			

	Length	Slope	k	Tc
Overland	100	2.00%		3.71
		Velocity		
	Length	(fps)		
Channel Flow	500		2	4.17
		Velocity		
	Length	(fps)		
Street Flow			5	0.00
Total				7.88 min
				**use 10 min Tc

GLENWOOD SPRINGS IDF CURVE

RUNOFF	Intensity (in/hr)	Q=CiA (cfs)
i2=	1.70	Q2= 2.97
i25=	3.70	Q25= 6.47
i100=	4.70	Q100= 8.22

DRAINAGE CALCULATIONS for:

High Country Honda

SGM Inc.

Drainage Area Designation:

OFFSITE BASINS ANALYSIS per USDCM

Basin	Area (Ac)	%IMP	Runoff Coefficient (yr)			Rainfall Intensity (yr, in/hr)			Runoff (yr, cfs)		
			2	25	100	i2	i25	i100	Q2	Q25	Q100
Donegan North	12.00	50	0.34	0.53	0.60	1.1	2.6	3.5	4.5	16.5	25.2
CR 135	6.24	45	0.31	0.51	0.59	1.7	3.2	4.3	3.3	10.2	15.8
Budget Host	2.08	45	0.31	0.51	0.59	3.0	3.1	4.2	1.9	3.3	5.2
Village Green	2.04	80	0.60	0.70	0.74	2.0	4.2	5.6	2.4	6.0	8.5
Orchard Townhomes	2.35	75	0.54	0.66	0.71	1.5	3.3	4.4	1.9	5.1	7.3

TIME OF CONCENTRATION using FAA Equation (minutes)											
Basin	Sheet Flow component			Overland Flow component			Curb/Gutter/Pipe comp			Basin	
	L (ft)	S	t (s)	L (ft)	S	t (ol)	L (ft)	S	t (cg/p)	T (c)	T (t)
Donegan North	400	13%	11	1100	12%	4	500	1%	2	17	6
CR 135	100	10%	6	1000	3%	2				8	3
Budget Host	300	3%	7							7	
Village Green	350	4%	5							5	2
Orchard Townhomes	300	8%	8				600	6%	2	10	2
											2
											12

APPENDIX C

Worksheet for Grate Inlet In Sag

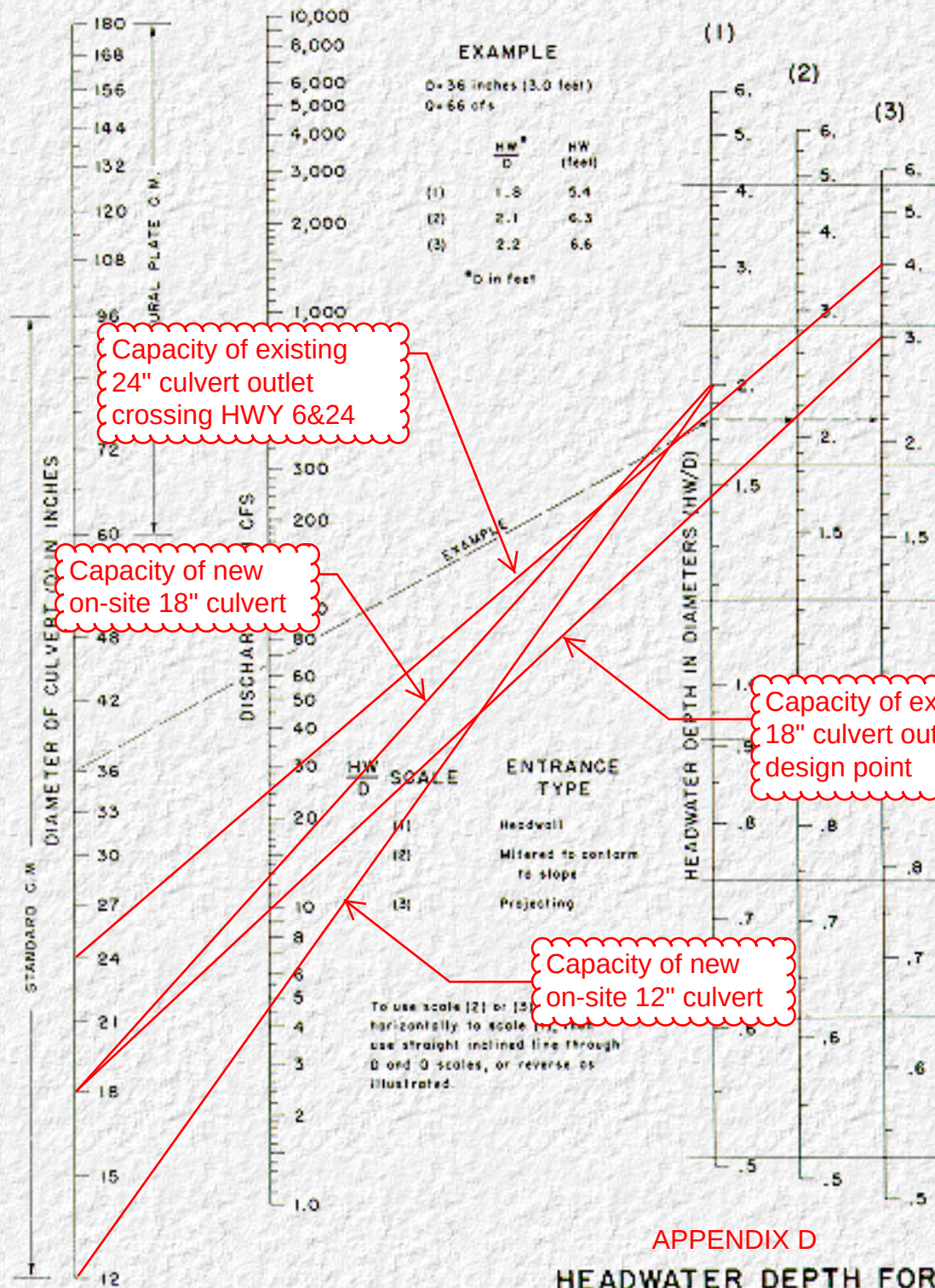
Project Description	
Worksheet	Grate Inlet - 1
Type	Grate Inlet In Sag
Solve For	Spread

Input Data	
Discharge	4.80 cfs
Gutter Width	30.00 ft
Gutter Cross Slope	0.026 ft/ft
Road Cross Slope	0.026 ft/ft
Grate Width	1.00 ft
Grate Length	2.50 ft
Local Depression	1.0 in
Local Depression \	0.50 ft
Grate Type	3 mm (P-1-1/8")
Clogging	25.0 %

Results	
Spread	23.14 ft
Depth	0.60 ft
Gutter Depression	0.0 in
Total Depression	1.0 in
Open Grate Area	1.1 ft²
Active Grate Weir Length	4.00 ft

Northeastern inlet capacity -
Headwater depth of < 8"
required to convey 100 yr
storm flow of 4.8 cfs. Inlet rim
is 12" below FF of building.

CHART 5

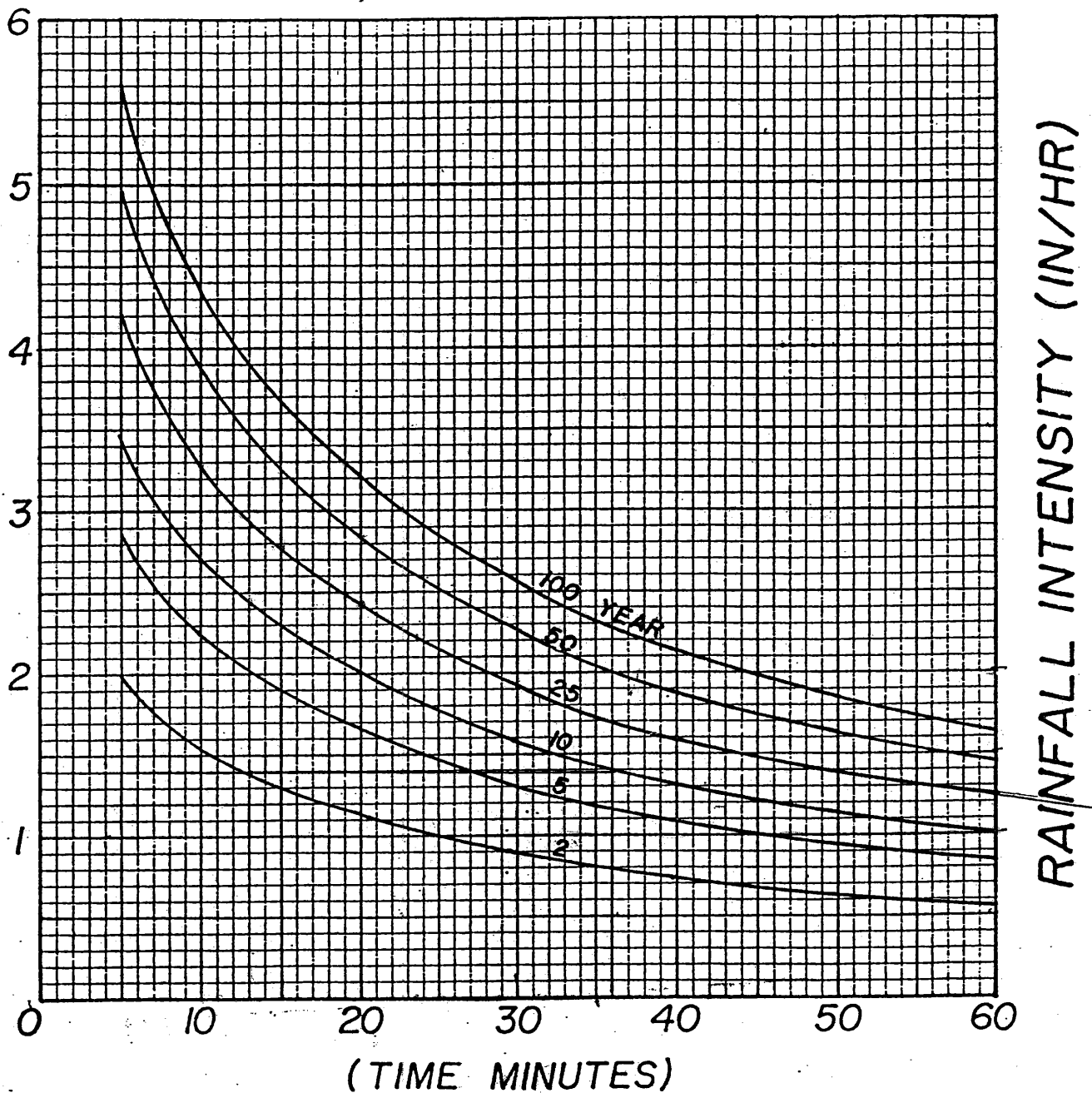


APPENDIX D

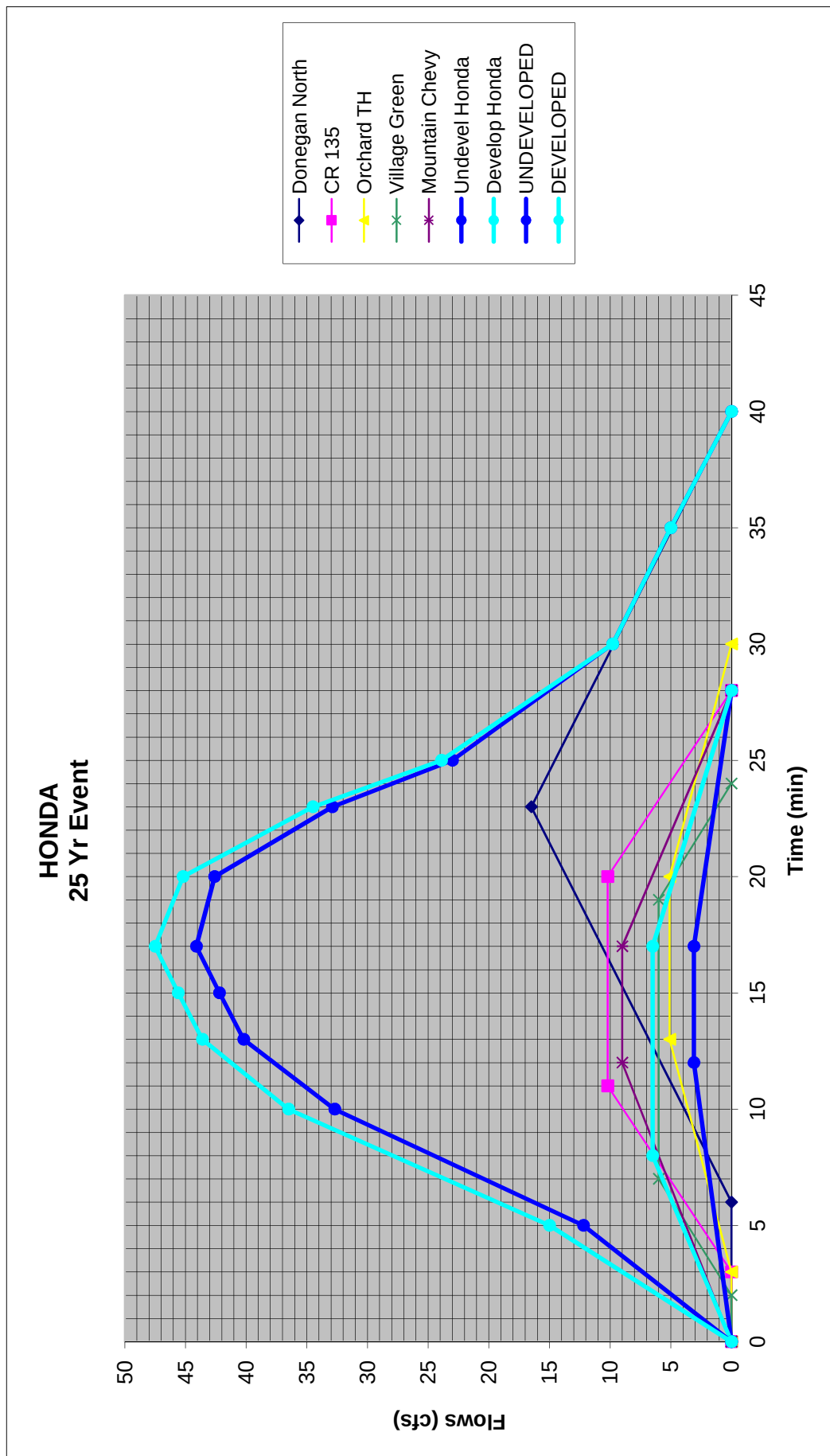
HEADWATER DEPTH FOR C. M. PIPE CULVERTS WITH INLET CONTROL

BUREAU OF PUBLIC ROADS, JAN. 1963

APPENDIX E
INTENSITY - DURATION -
FREQUENCY CURVES



GLENWOOD SPRINGS, COLORADO



x: 2019\2019-177-stanley\001-civil\MiscDwgs\drainagequantities\Church-EXDrainageQuantities.dwg Plotted: 7/8/2019 4:28 PM By: Frances Blackwelder

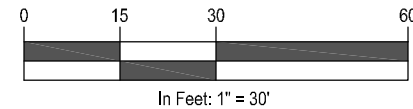
LEGEND

 *PERVIOUS SURFACE*
 *IMPERVIOUS SURFACE*
 *GRAVEL SURFACE*

SURFACE AREA QUANTITIES

<i>BASIN</i>	<i>PERVIOUS (SF)</i>	<i>IMPERVIOUS (SF)</i>	<i>GRAVEL (SF)</i>	<i>TOTAL</i>
<i>1</i>	<i>14,076.67</i>	<i>22,664.33</i>	<i>1470.43</i>	<i>38,211.43</i>
<i>2</i>	<i>426.27</i>	<i>4896.68</i>	<i>0</i>	<i>5322.95</i>

Graphic Scale



Owner Name
JEFFERS, GEORGE S
JR & MARY L
Owner Address 5724
LONG DRIVE
GRANBURY, TX 76049



118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

Owner Name REY, BETTY JEANNE & E ALLYN
Owner Address 0033 SUNLIGHT COURT
GLENWOOD SPRINGS, CO 81601

Owner Name PALMER, CHRISTOPHE & REBECCA
Owner Address 84 135 COUNTY RD
GLENWOOD SPRINGS 81601

TB and SB LLC.
62 CR. 135. Glenwood Springs, CO

HIGHWAY 6 & 24
asphalt

COUNTY ROAD # 135

asphalt

This site plan illustrates the layout of a wastewater treatment facility. At the top, 'COUNTY ROAD # 135' is labeled. The plan features two main treatment areas: 'BASIN 1' on the left, filled with a green dotted pattern, and 'BASIN 2' in the center and bottom right, filled with a red cross-hatch pattern. An 'EXISTING BUILDING' is located in the center-right. Various materials are designated: 'gravel' (blue diagonal lines), 'asphalt' (horizontal lines), and 'concrete' (green dotted pattern). Key infrastructure includes a 'Drain' in the top left, a 'Concrete Pad' on the left, 'wood planters' near the top center, and two 'Block Wall' sections. A 'gate' is marked on the right side. The plan also shows 'asphalt' and 'gravel' areas along the right boundary and a 'conc. walk' on the far left. Symbols for manholes and other utilities are scattered throughout the site.

Owner Name *HOLDCO 4 LLC*
Owner Address *PO BOX 28421 SCOTTSDALE,
AZ 85255*

Owner Name HALLE PROPERTIES LLC
Owner Address 20225 N SCOTTSDALE ROAD
SCOTTSDALE, AZ 85255

#	Revision	Date	By:
1			

Project Milestone:

Preliminary Not For Construction

Job No.	2019-177.001		
Drawn by:	FJB		
Date:	7.08.19		
QC:	PE:	DMK	
File:	Church-EXDrainageQuantities		

Title:

Existing Conditions
Drainage Quantities

Dwg No.

—

Of: 2

HIGHWAY 6 & 24

asphalt

LEGEND

PERVIOUS SURFACE

IMPERVIOUS SURFACE

GRAVEL SURFACE

SURFACE AREA QUANTITIES

<i>BASIN</i>	<i>PERVIOUS (SF)</i>	<i>IMPERVIOUS (SF)</i>	<i>GRAVEL (SF)</i>	<i>TOTAL</i>
<i>1</i>	<i>14,150.33</i>	<i>23,966.95</i>	<i>0</i>	<i>38,117.28</i>
<i>2</i>	<i>1099.15</i>	<i>4317.95</i>	<i>0</i>	<i>5417.10</i>

Owner Name REY, BETTY JEANNE & E ALLYN
Owner Address 0033 SUNLIGHT COURT
GLENWOOD SPRINGS, CO 81601

Owner Name
JEFFERS, GEORGE S
JR & MARY L
Owner Address 5724
LONG DRIVE
GRANBURY, TX 76049



118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

TB and SB LLC.
62 CR. 135. Glenwood Springs,
CO

Project Milestone: Preliminary Not For Construction

Job No.	2019-177.001
Drawn by:	FJB
Date:	7.08.19
QC:	PE: DMK
File:	SB-PropDrainageQuantities

Proposed Drainage Quantities

Dwg No.

2

Of: 2

Packet Page 135



Major Drainage Report Calculations
2019-177
Tuesday, July 9, 2019
Reviewed By: DMK

TB and SB LLC
62 CR 135 Glenwood Springs, CO

Rational Method, $Q = CIA$

	Units	Description
Area	ft ²	Total Area
A_pervious	ft ²	Pervious Area
A_impervious	ft ²	Impervious Area
Soil Type	A,B,C/D	NRCS Soil Type
% Imp	Unitless	$i = A_{imp}/Area$
Runoff Coefficient Based on NRCS Soil Group		
C2	Unitless	2-year Runoff Coeff
C25	Unitless	25-year Runoff Coeff
C100	Unitless	100-year Runoff Coeff
Tc (design)	min	Design Time of Conc.
Intensity from Figure 4-1 (Duration = Time of Concentration)		
I_2	in/hr	2-year storm Intens.
I_25	in/hr	25-year storm Intens.
I_100	in/hr	100-year storm Intens.
$Q = CIA$		
Area	acres	Total Area
Q_2	cfs	2-year Runoff Flow
Q_25	cfs	25-year Runoff Flow
Q_100	cfs	100-year Runoff Flow

Legend:
Input
Calculation

Basin 1 Existing*	Basin 1 Proposed	Basin 1 Undeveloped
38211.43	38117.28	38211.43
14076.67	14150.33	14076.67
22664.33	23966.95	732.59
B	B	B
0.59	0.63	0.02
0.46	0.49	0.01
0.62	0.65	0.26
0.71	0.72	0.44
5	5	5
2.11	2.11	2.11
5.06	5.06	5.06
6.56	6.56	6.56
0.877	0.875	0.877
0.85	0.90	0.02
2.77	2.86	1.16
4.06	4.14	2.51

From Figure 4-1 from Glenwood Urban Storm water Management

IDF for Glenwood

Storm Duration (D=Tc)

Return Period	I (5-min) in/hr	I (10-min) in/hr	I (1-hr) in/hr
2-year	2.11	1.55	0.51
25-year	5.06	3.71	1.05
100-year	6.56	4.81	1.32



Major Drainage Report Calculations
2019-177
Tuesday, July 9, 2019
Reviewed By: DMK

TB and SB LLC
62 CR 135 Glenwood Springs, CO

Rational Method, $Q = CIA$		
	Units	Description
Area	ft ²	Total Area
A_pervious	ft ²	Pervious Area
A_impervious	ft ²	Impervious Area
Soil Type	A,B,C/D	NRCS Soil Type
% Imp	Unitless	$i = A_{imp}/Area$
Runoff Coefficient Based on NRCS Soil Group		
C2	Unitless	2-year Runoff Coeff
C25	Unitless	25-year Runoff Coeff
C100	Unitless	100-year Runoff Coeff
Tc (design)	min	Design Time of Conc.
Intensity from Figure 4-1 (Duration = Time of Concentration)		
I_2	in/hr	2-year storm Intens.
I_25	in/hr	25-year storm Intens.
I_100	in/hr	100-year storm Intens.
$Q = CIA$		
Area	acres	Total Area
Q_2	cfs	2-year Runoff Flow
Q_25	cfs	25-year Runoff Flow
Q_100	cfs	100-year Runoff Flow

Legend:
Input
Calculation

Basin 2 Existing*	Basin 2 Proposed	Basin 2 Undeveloped
5322.95	5417.10	5322.95
426.27	1099.15	426.27
4896.68	4317.95	103.53
B	B	B
0.92	0.80	0.02
0.76	0.65	0.01
0.83	0.75	0.26
0.86	0.80	0.44
5	5	5
2.11	2.11	2.11
5.06	5.06	5.06
6.56	6.56	6.56
0.122	0.124	0.122
0.20	0.17	0.00
0.51	0.47	0.16
0.69	0.65	0.35

From Figure 4-1 from Glenwood Urban Storm water Management

IDF for Glenwood			
Storm Duration (D=Tc)			
Return Period	I (5-min)	I (10-min)	I (1-hr)
	in/hr	in/hr	in/hr
2-year	2.11	1.55	0.51
25-year	5.06	3.71	1.05
100-year	6.56	4.81	1.32

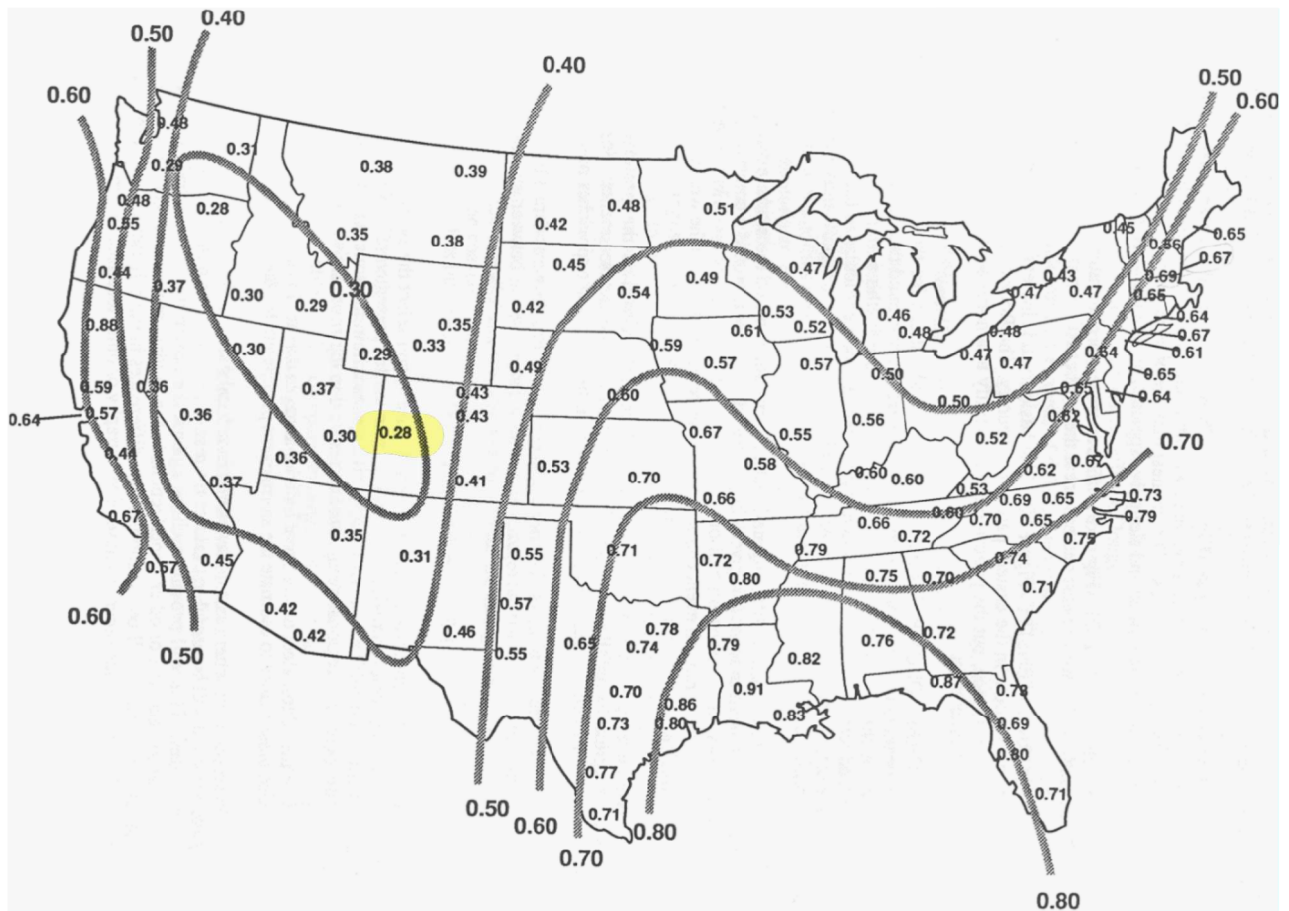


Figure 3-1. Map of the Average Runoff Producing Storm's Precipitation Depth in the United States In Inches

(Source: Driscoll et.al., 1989)

2.2 Optimizing the Capture Volume

Optimizing the capture volume is critical. If the capture volume is too small, the effectiveness of the BMP will be reduced due to the frequency of storms exceeding the capacity of the facility and allowing some volume of runoff to bypass treatment. On the other hand, if the capture volume for a BMP that provides treatment through sedimentation is too large, the smaller runoff events may pass too quickly through the facility, without the residence time needed to provide treatment.

Small, frequently occurring storms account for the predominant number of events that result in stormwater runoff from urban catchments. Consequently, these frequent storms also account for a significant portion of the annual pollutant loads. Capture and treatment of the stormwater from these small and frequently occurring storms is the recommended design approach for water quality enhancement, as opposed to flood control facility designs that focus on less frequent, larger events.

The analysis of precipitation data at the Denver Stapleton Rain Gage revealed a relationship between the percent imperviousness of a watershed and the capture volume needed to significantly reduce stormwater pollutants (Urbonas, Guo, and Tucker, 1990). Subsequent studies (Guo and Urbonas, 1996 and Urbonas, Roesner, and Guo, 1996) of precipitation resulted in a recommendation by the Water Environment

Federation and American Society of Civil Engineers (1998) that stormwater quality treatment facilities (i.e., post-construction BMPs) be based on the capture and treatment of runoff from storms ranging in size from "mean" to "maximized"¹ storms. The "mean" and "maximized" storm events represent the 70th and 90th percentile storms, respectively. As a result of these studies, water quality facilities for the Colorado Front Range are recommended to capture and treat the 80th percentile runoff event. Capturing and properly treating this volume should remove between 80 and 90% of the annual TSS load, while doubling the capture volume was estimated to increase the removal rate by only 1 to 2%.

2.3 Attenuation of the WQCV (BMP Drain Time)

The WQCV must be released over an extended period to provide effective pollutant removal for post-construction BMPs that use sedimentation (i.e., extended detention basin, retention ponds and constructed wetland ponds). A field study of basins with extended detention in the Washington, D.C. area identified an average drain time of 24 hours to be effective for extended detention basins. This generally equates to a 40-hour drain time for the brim-full basin. Retention ponds and constructed wetland basins have reduced drain times (12 hours and 24 hours, respectively) because the hydraulic residence time of the effluent is essentially increased due to the mixing of the inflow with the permanent pool.

When pollutant removal is achieved primarily through filtration such as in a sand filter or rain garden BMP, an extended drain time is still recommended to promote stability of downstream drainageways, but it can be reduced because it is not needed for effective pollutant removal. In addition to counteracting hydromodification, attenuation in filtering BMPs can also improve pollutant removal by increasing contact time, which can aid adsorption/absorption processes depending on the media. The minimum recommended drain time for a post-construction BMP is 12 hours; however, this minimum value should only be used for BMPs that do not rely fully or partially on sedimentation for pollutant removal.

2.4 Excess Urban Runoff Volume (EURV) and Full Spectrum Detention

The EURV represents the difference between the developed and pre-developed runoff volume for the range of storms that produce runoff from pervious land surfaces (generally greater than the 2-year event). The EURV is relatively constant for a given imperviousness over a wide range of storm events. This is a companion concept to the WQCV. The EURV is a greater volume than the WQCV and is detained over a longer time. It typically allows for the recommended drain time of the WQCV and is used to better replicate peak discharge in receiving waters for runoff events exceeding the WQCV. The EURV is associated with Full Spectrum Detention, a simplified sizing method for both water quality and flood control detention. Designing a detention basin to capture the EURV and release it slowly (at a rate similar to WQCV release) results in storms smaller than the 2-year event being reduced to flow rates much less than the threshold value for erosion in most drainageways. In addition, by incorporating an outlet structure designed per the criteria in this manual including an orifice or weir that limits 100-year runoff to the allowable release rate, the storms greater than the 2-year event will be reduced to discharge rates and hydrograph shapes that approximate pre-developed conditions. This reduces the likelihood that runoff hydrographs from multiple basins will combine to produce greater discharges than pre-developed conditions.

For additional information on the EURV and Full Spectrum Detention, including calculation procedures, please refer to the *Storage* chapter of Volume 2.

¹ The term "maximized storm" refers to the optimization of the storage volume of a BMP. The WQCV for the "maximized" storm represents the point of diminishing returns in terms of the number of storm events and volume of runoff fully treated versus the storage volume provided.

3.0 Calculation of the WQCV

The first step in estimating the magnitude of runoff from a site is to estimate the site's total imperviousness. The total imperviousness of a site is the weighted average of individual areas of like imperviousness. For instance, according to Table RO-3 in the *Runoff* chapter of Volume 1 of this manual, paved streets (and parking lots) have an imperviousness of 100%; drives, walks and roofs have an imperviousness of 90%; and lawn areas have an imperviousness of 0%. The total imperviousness of a site can be determined taking an area-weighted average of all of the impervious and pervious areas. When measures are implemented minimize directly connected impervious area (MDCIA), the imperviousness used to calculate the WQCV is the "effective imperviousness." Sections 4 and 5 of this chapter provide guidance and examples for calculating effective imperviousness and adjusting the WQCV to reflect decreases in effective imperviousness.

The WQCV is calculated as a function of imperviousness and BMP drain time using Equation 3-1, and as shown in Figure 3-2:

$$\text{WQCV} = a(0.91I^3 - 1.19I^2 + 0.78I) \quad \text{Equation 3-1}$$

Where: $\text{WQCV}_{\text{ex}} = 0.9(0.91 \cdot 0.59^3 - 1.19 \cdot 0.59^2 + 0.78 \cdot 0.59) = 0.21$ Watershed Inches
 $\text{WQCV}_{\text{pr}} = 0.9(0.91 \cdot 0.63^3 - 1.19 \cdot 0.63^2 + 0.78 \cdot 0.63) = 0.22$ Watershed Inches

WQCV = Water Quality Capture Volume (watershed inches)

a = Coefficient corresponding to WQCV drain time (Table 3-2)

I = Imperviousness (%/100) (see Figures 3-3 through 3-5 [single family land use] and /or the *Runoff* chapter of Volume 1 [other typical land uses])

Table 3-2. Drain Time Coefficients for WQCV Calculations

Drain Time (hrs)	Coefficient, a
12 hours	0.8
24 hours	0.9
40 hours	1.0

Figure 3-2, which illustrates the relationship between imperviousness and WQCV for various drain times, is appropriate for use in Colorado's high plains near the foothills. For other portions of Colorado or United States, the WQCV obtained from this figure can be adjusted using the following relationships:

$$\text{WQCV}_{\text{other}} = d_6 \left(\frac{\text{WQCV}}{0.43} \right) \quad \text{Equation 3-2}$$

$\text{WQCV}_{\text{ex}} = 0.28 \cdot (0.21 / 0.43) = 0.137$ Watershed Inches
 $\text{WQCV}_{\text{pr}} = 0.28 \cdot (0.22 / 0.43) = 0.143$ Watershed Inches

Where:

WQCV = WQCV calculated using Equation 3-1 or Figure 3-2 (watershed inches)

$\text{WQCV}_{\text{other}}$ = WQCV outside of Denver region (watershed inches)

d_6 = depth of average runoff producing storm from Figure 3-1 (watershed inches)

Once the WQCV in watershed inches is found from Figure 3-2 or using Equation 3-1 and/or 3-2, the required BMP storage volume in acre-feet can be calculated as follows:

$$V = \left(\frac{\text{WQCV}}{12} \right) A \quad \text{Equation 3-3}$$

Where:

V = required storage volume (acre-ft)

A = tributary catchment area upstream (acres)

WQCV = Water Quality Capture Volume (watershed inches)

$$V_{ex} = (0.137/12) * 0.8772 = 0.0100 \text{ Acre-Feet} = 435.6 \text{ Cubic Feet}$$

$$V_{pr} = (0.143/12) * 0.8751 = 0.0104 \text{ Acre-Feet} = 453.0 \text{ Cubic Feet}$$

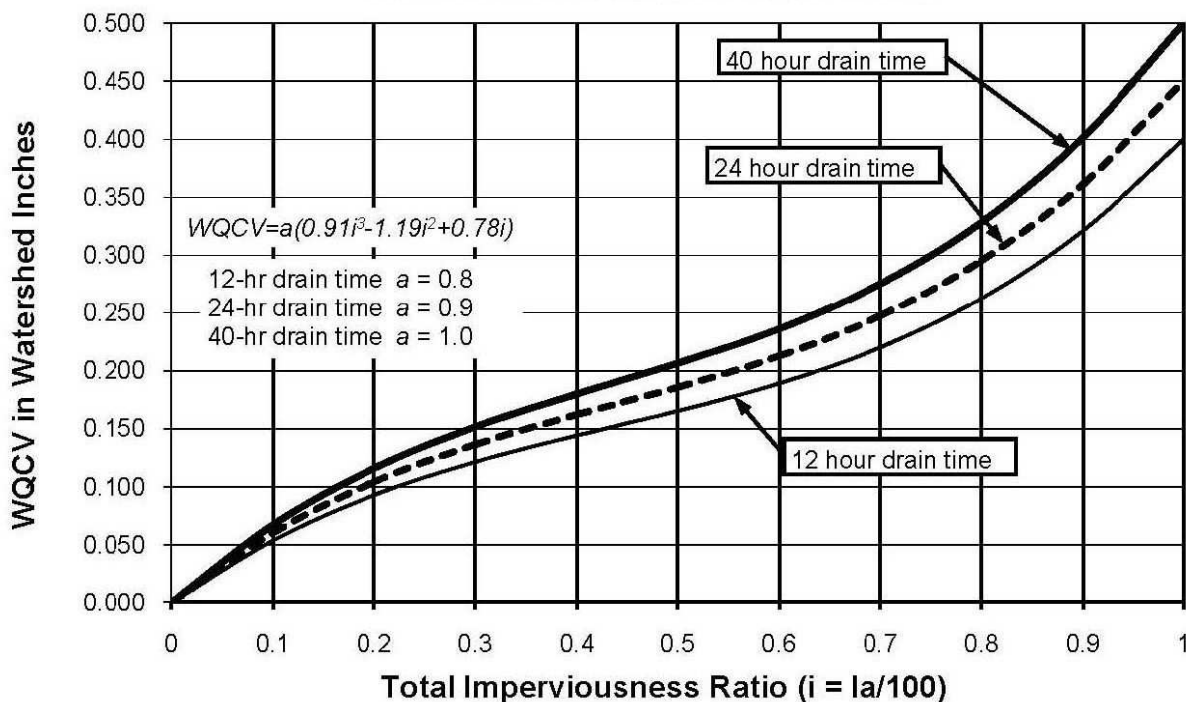
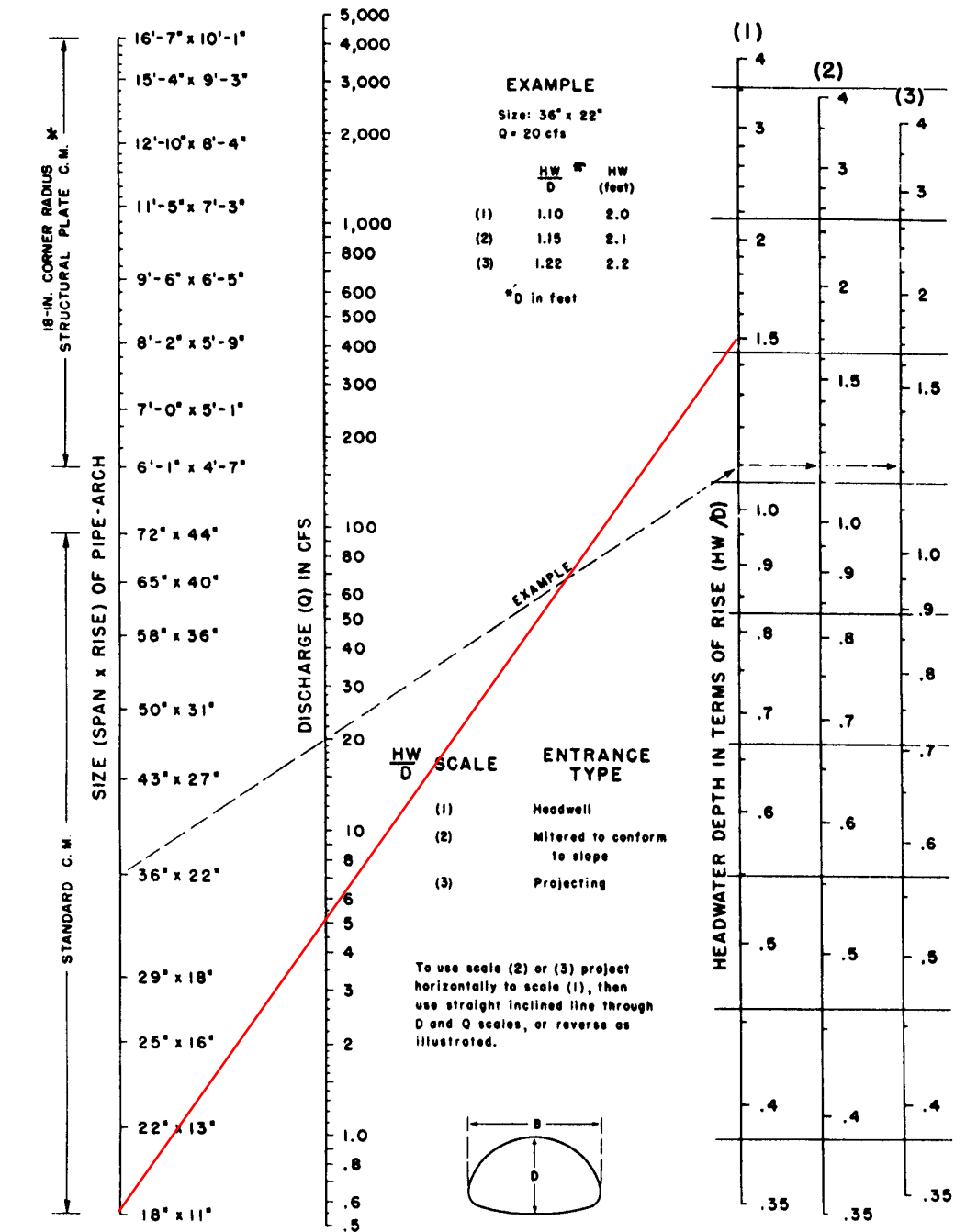


Figure 3-2. Water Quality Capture Volume (WQCV) Based on BMP Drain Time

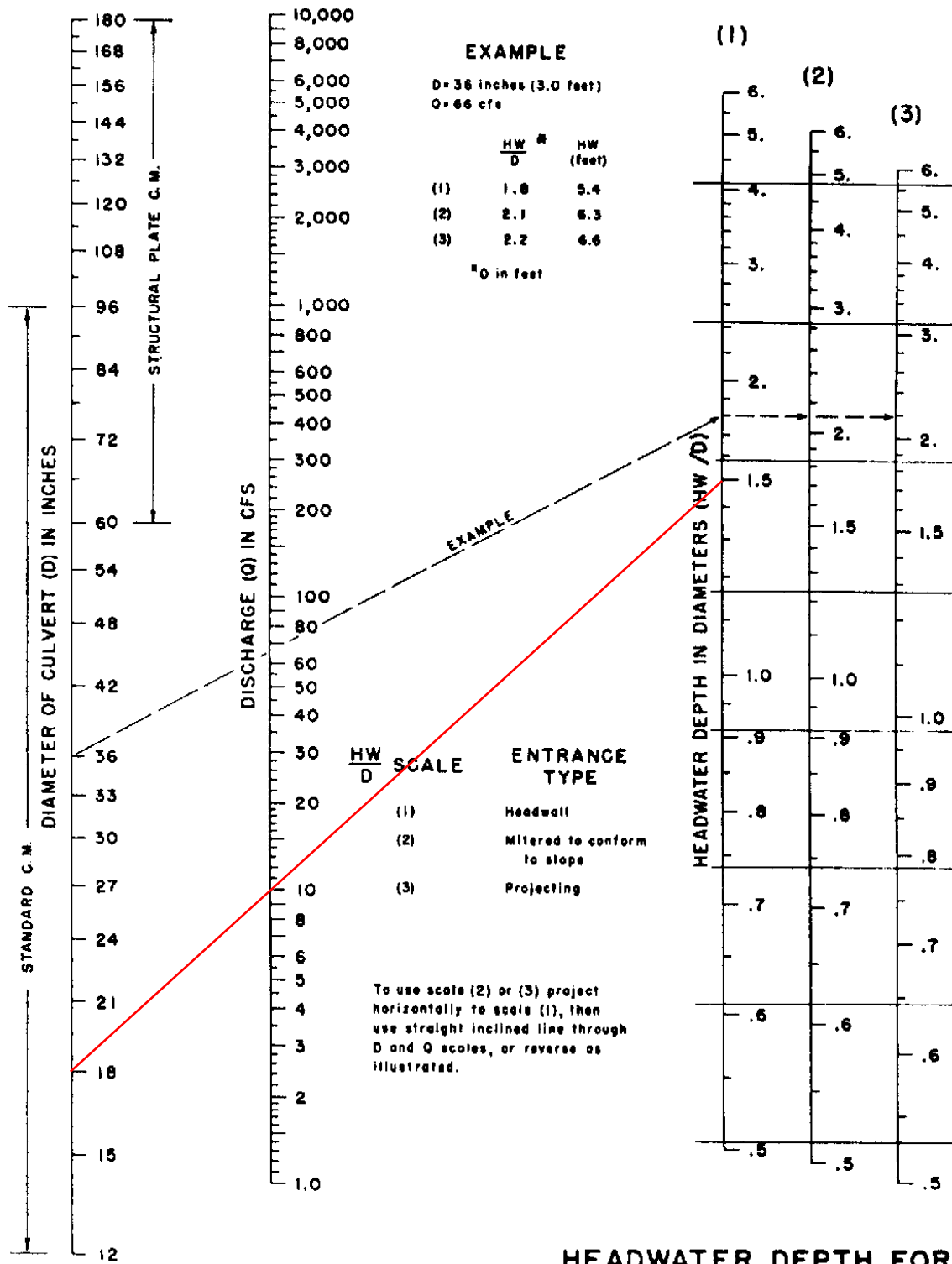
CHART 34B



*ADDITIONAL SIZES NOT DIMENSIONED ARE LISTED IN FABRICATOR'S CATALOG

BUREAU OF PUBLIC ROADS JAN. 1963

CHART 2B



TB and SB LLC
Worksheet for Grate Inlet In Sag

Project Description	
Worksheet	CR 135 Grate In
Type	Grate Inlet In Sag
Solve For	Spread

Input Data	
Discharge	26.70 cfs
Gutter Width	2.00 ft
Gutter Cross Slope	0.100 ft/ft
Road Cross Slope	0.100 ft/ft
Grate Width	2.00 ft
Grate Length	3.00 ft
Local Depression	0.0 in
Local Depression \	0.00 ft
Grate Type	3 mm (P-1-1/8")
Clogging	50.0 %

Results	
Spread	77.17 ft
Depth	7.72 ft
Gutter Depression	0.0 in
Total Depression	0.0 in
Open Grate Area	1.8 ft²
Active Grate Weir Length	5.00 ft

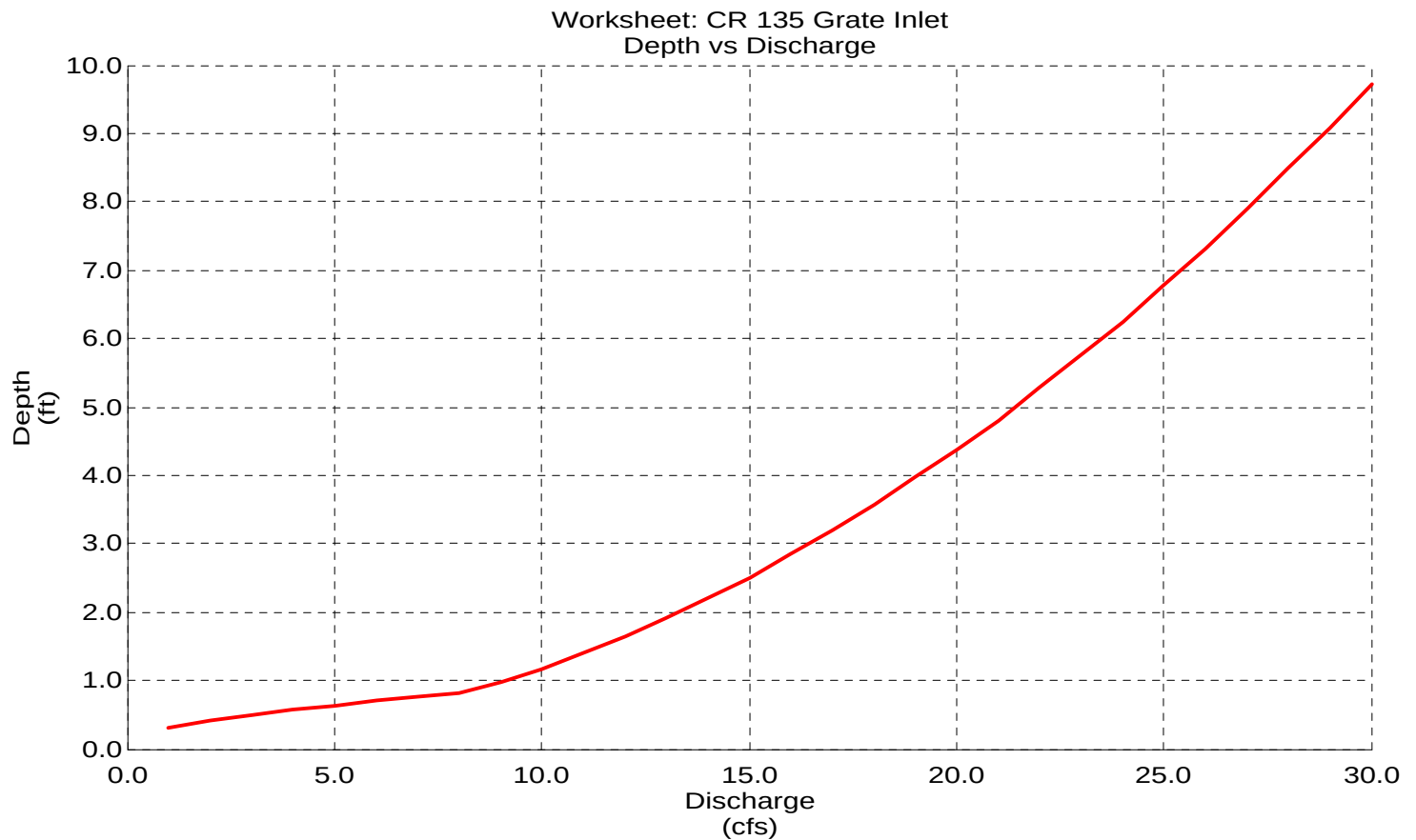
Notes: 26.70 cfs = Combined North Donegan and
CR 135 25-yr Runoff

Curve Plotted Curves for Grate Inlet In Sag

Project Description	
Worksheet	CR 135 Grate In
Type	Grate Inlet In Sag
Solve For	Spread

Input Data	
Gutter Width	2.00 ft
Gutter Cross Slope	0.100 ft/ft
Road Cross Slope	0.100 ft/ft
Grate Width	2.00 ft
Grate Length	3.00 ft
Local Depression	0.0 in
Local Depression \	0.00 ft
Grate Type	3 mm (P-1-1/8")
Clogging	50.0 %

Attribute	Minimum	Maximum	Increment
Discharge (cfs)	1.00	30.00	1.00



7. Final Engineer's Estimate



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Exhibit ____

TB and SB LLC
62 County Road 135

City of Glenwood Springs
Minor Site Plan Review
Public Improvements Engineering Cost Estimate
(includes only work within CR 135 ROW/entry, water, sewer & drainage)



Prepared: July 10, 2019

<u>No.</u>	<u>Description</u>	<u>Qty.</u>	<u>Unit</u>	<u>Price / Unit</u>	<u>Estimate</u>
1	Mobilization	1	LS	\$1,500.00	\$1,500.00
2	Demolition (sawcut, remove and dispose of C & G and asphalt)	1	LS	\$1,500.00	\$1,500.00
3	Concrete Paving (Curb & Gutter, Valley Pan (8" thick), Fillets)	46	SY	\$75.00	\$3,450.00
4	Erosion Control (Inlet Protection, Erosion Logs, Straw Mulch,etc.)	1	LS	\$500.00	\$500.00
5	4" DIP Waterline Service	30	LF	\$50.00	\$1,500.00
6	8" x 4" Tapping Sleeve & Valve	1	EA	\$6,500.00	\$6,500.00
7	6" PVC Sanitary Sewer Service (inc. saddle and cleanout)	40	LF	\$65.00	\$2,600.00
8	Traffic Control	1	LS	\$1,850.00	\$1,850.00
9	Construction Testing and Observation	1	LS	\$1,000.00	\$1,000.00
10	Asphalt Patching (4")	6	Ton	\$200.00	\$1,200.00
11	Class 6 Aggregate (base course & full depth trench backfill)	80	Ton	\$38.00	\$3,040.00
12	Grass-lined Swale (Complete)	1	LS	\$1,200.00	\$1,200.00
				TOTAL	\$25,840.00

Note:

This cost estimate is an engineer's opinion of probable cost and not based on a quotation or bid.

As with any estimate, actual costs may vary due to unforeseen circumstances and market conditions.



8. CDOT Access Permit
Not Applicable

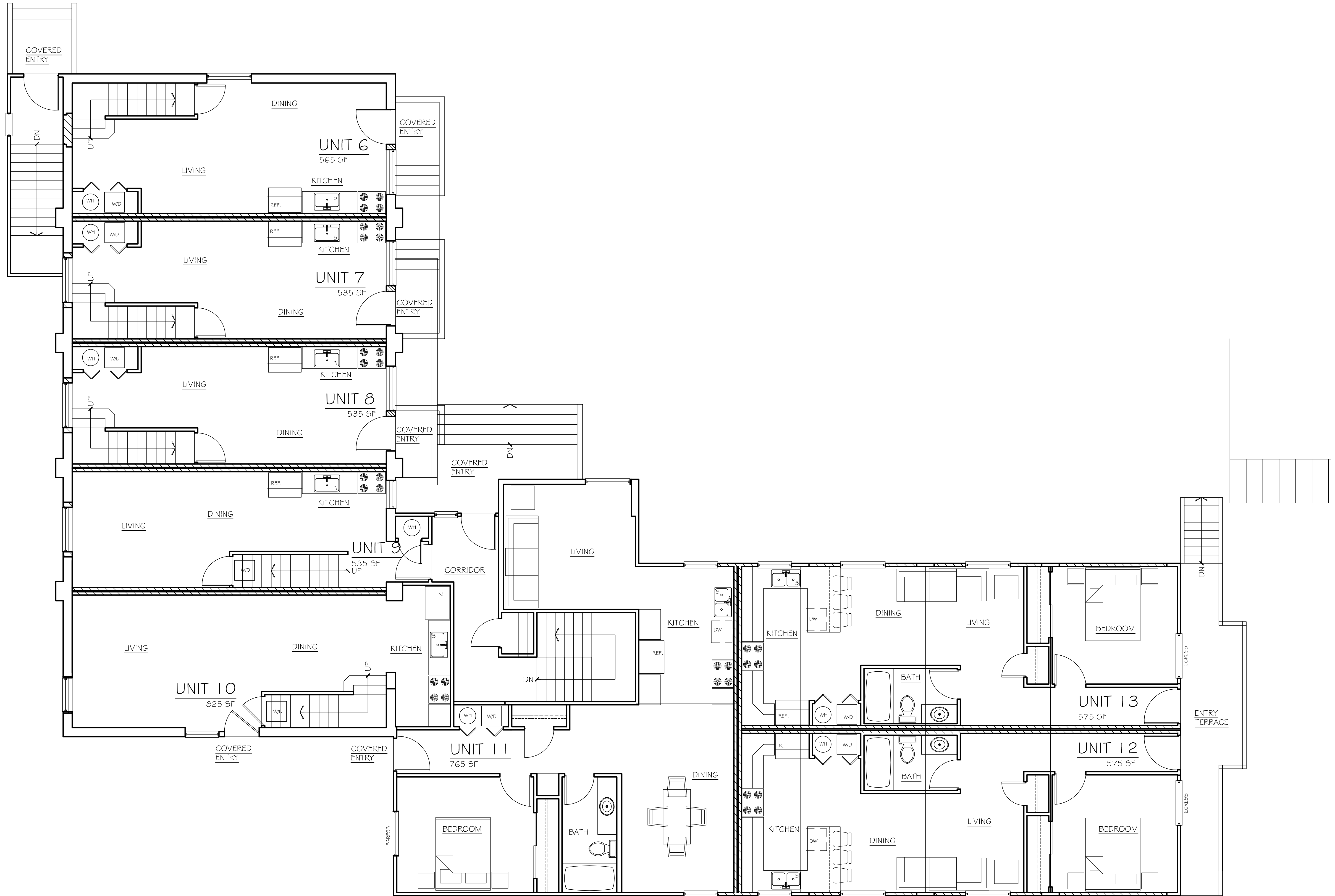


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9. Final Architectural Plans

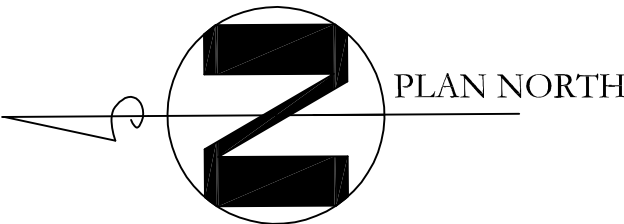


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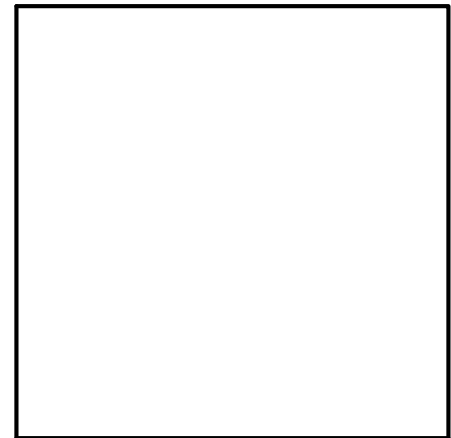


Main Level Floor Plan

1/4" = 1'-0"



□ □ □ □ □ □



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970-948-9232

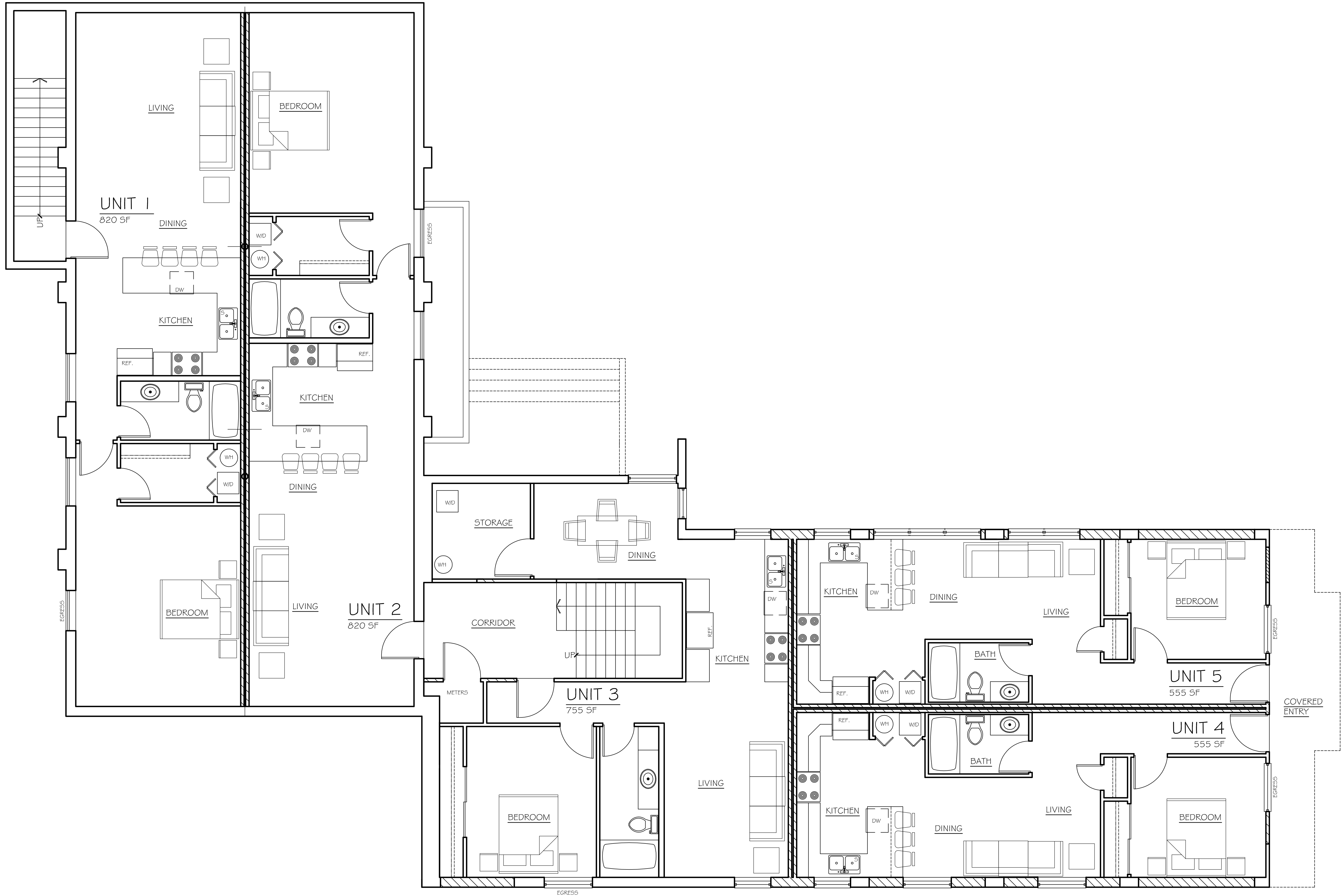
A Condominium Project for:
TB & SB LLC
62 County Road 135
Parcel #218505300033
Glenwood Springs, Colorado

Date
06-19-19 N'hood. mtg.

Revisions

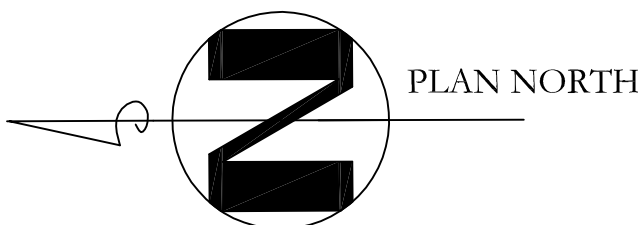
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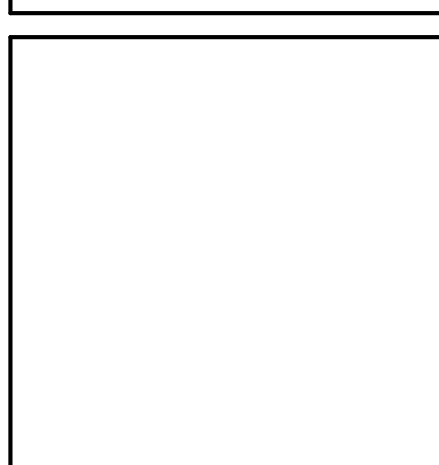


Lower Level Floor Plan

1/4" = 1'-0"



□ □ □ □ □ □



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Parcel #218505300033
Glenwood Springs, Colorado

Date
06-20-19 N'hood. mtg.

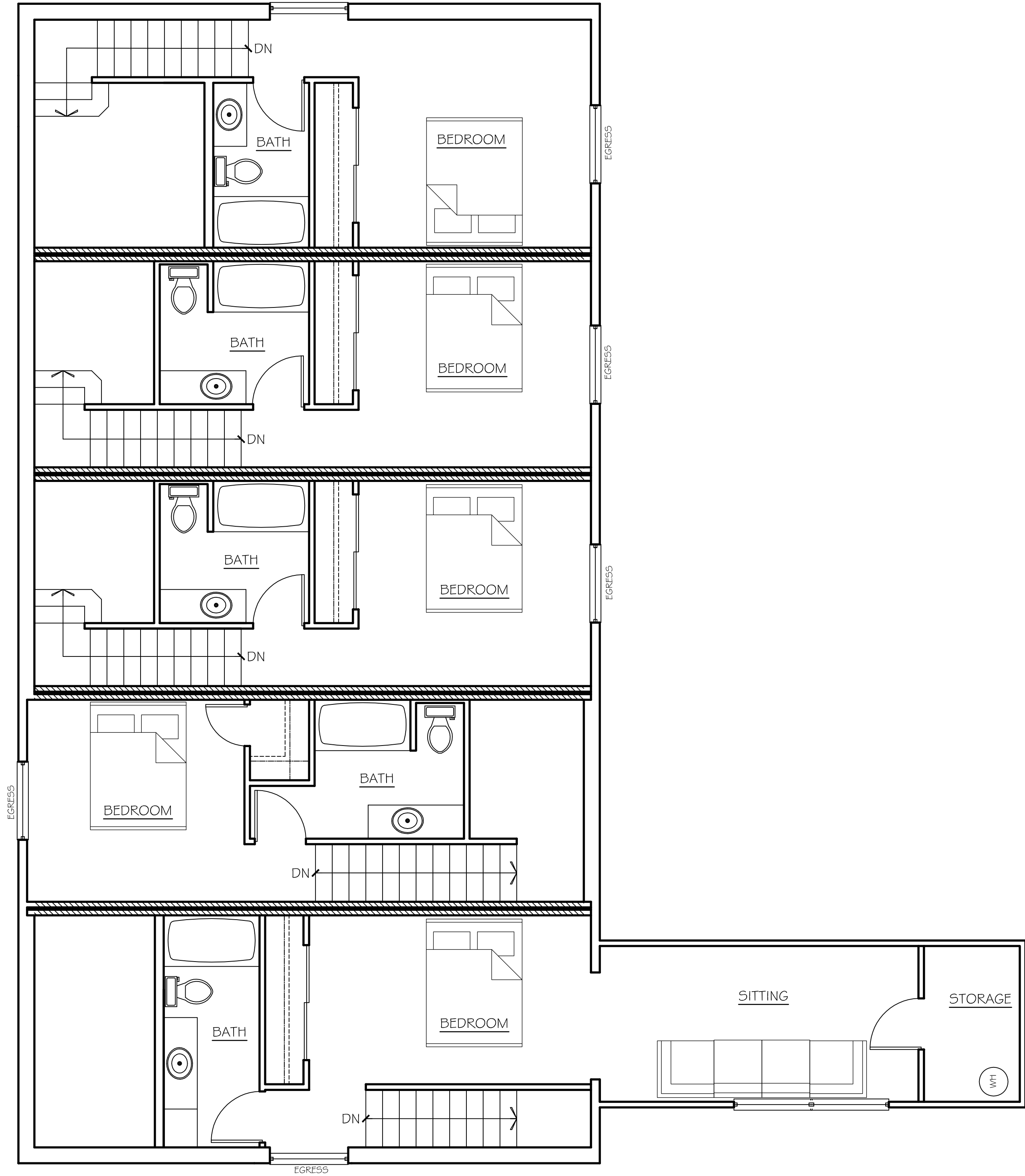
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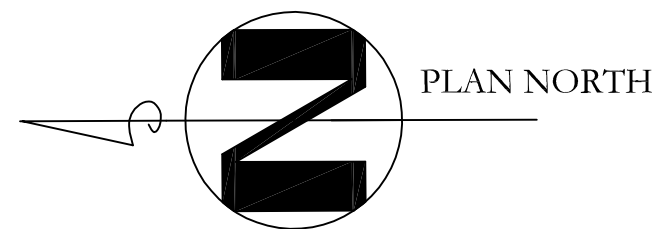
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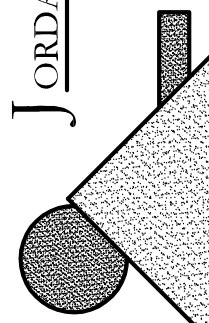


Upper Level Floor Plan
1/4" = 1'-0"



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Glenwood Springs, Colorado

Date	
06-19-19	N'hood. mtg.
Revisions	

Sheet

A3.4

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MATERIAL SUMMARY:
STONE - 428 SF
GLAZING - 155 SF
WOOD - 45 SF
STUCCO - 734 SF

TOTAL AREA - 1362 SF

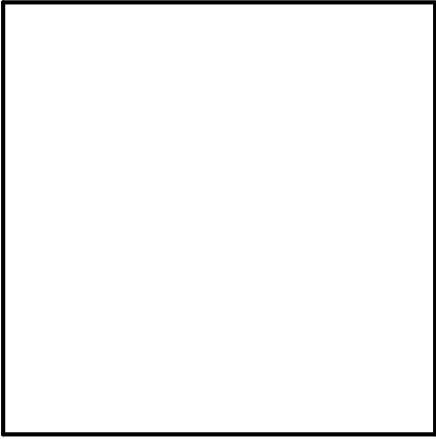
East (Private Road/Drive)

TOTAL MATERIAL SUMMARY:
(ALL ELEVATIONS IN TOTAL)
STONE - 1232 SF (23.6%)
GLAZING - 562 SF (10.8%)
WOOD - 257 SF (4.9%)
STUCCO - 3137 SF (60.7%)

TOTAL AREA - 5224 SF (100%)

Exterior Elevations

1/4" = 1'-0"



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A Condominium Project for:
TB & SB LLC
62 County Road 135
Parcel #218505300033
Glenwood Springs, Colorado

Date	
06-19-19	N'hood. mtg.
Revisions	

Sheet

A4.1



MATERIAL SUMMARY:
STONE - 512 SF
GLAZING - 172 SF
WOOD - 22 SF
STUCCO - 940 SF

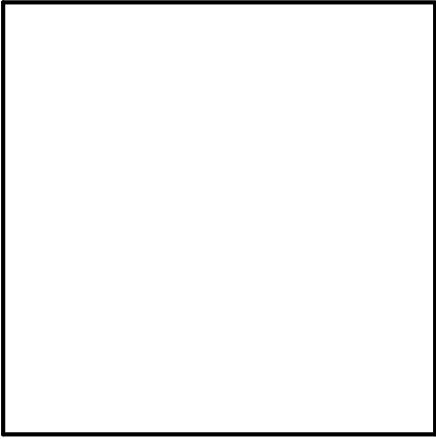
TOTAL AREA - 1646 SF

West (County Road 135)

Exterior Elevations

1/4" = 1'-0"

☐	☐	☐	☐	☐	☐
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A Condominium Project for:
TB & SB LLC
62 County Road 135
Parcel #218505300033
Glenwood Springs, Colorado

Date	
06-19-19	N'hood. mtg.
Revisions	

Sheet

A4.2



MATERIAL SUMMARY:
STONE - 240 SF
GLAZING - 165 SF
WOOD - 160 SF
STUCCO - 837 SF

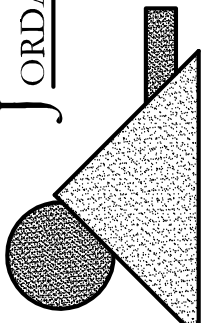
TOTAL AREA - 1402 SF

South (Front/Hwy. 6 & 24)

Exterior Elevations

1/4" = 1'-0"

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A Condominium Project for:
TB & SB LLC
62 County Road 135
Parcel #218505300033
Glenwood Springs, Colorado

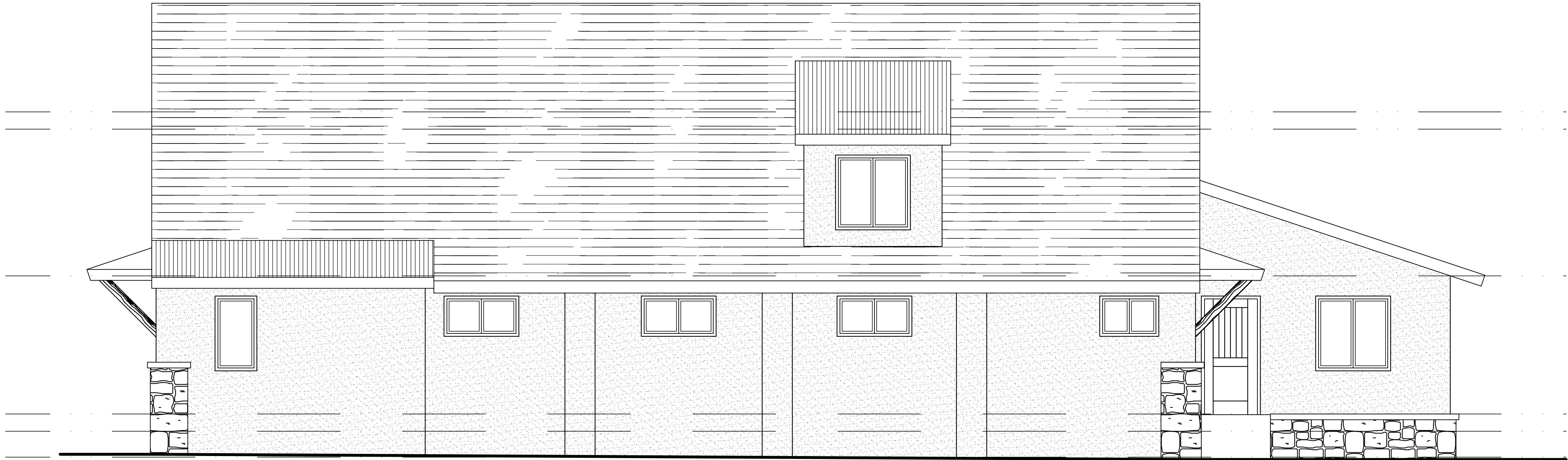
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06-19-19	N'hood. mtg.
Revisions	

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MATERIAL SUMMARY:
STONE - 52 SF
GLAZING - 70 SF
WOOD - 30 SF
STUCCO - 662 SF

TOTAL AREA - 814 SF

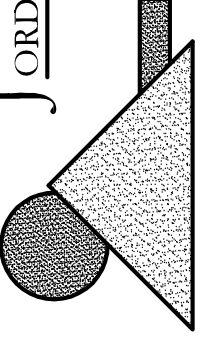
North (Rear)

Exterior Elevations

$\frac{1}{4}" = 1'-0"$

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Glenwood Springs,
Colorado
970-948-9232

A Condominium Project for:

TB & SB LLC

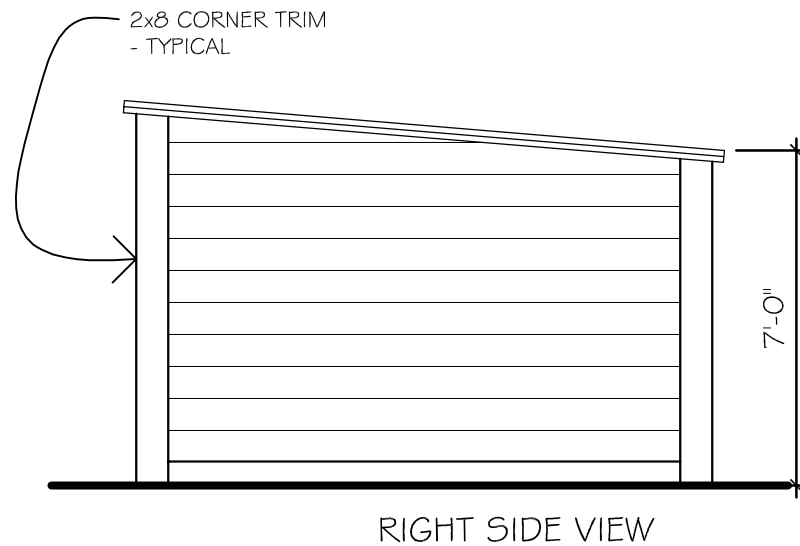
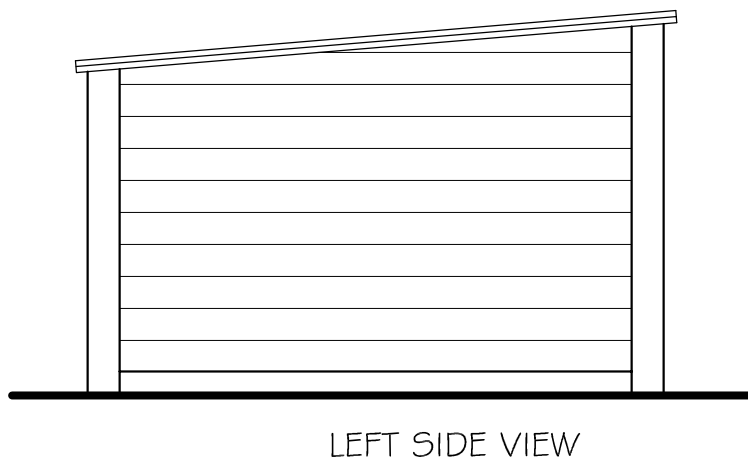
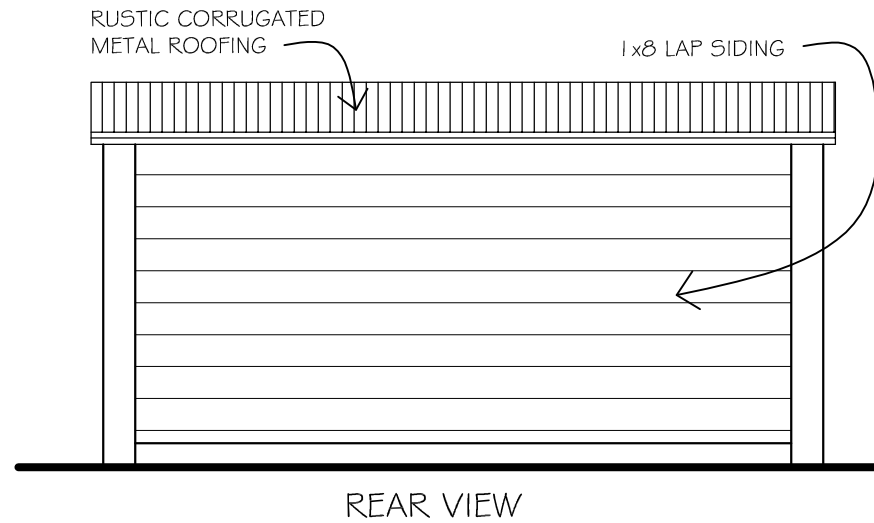
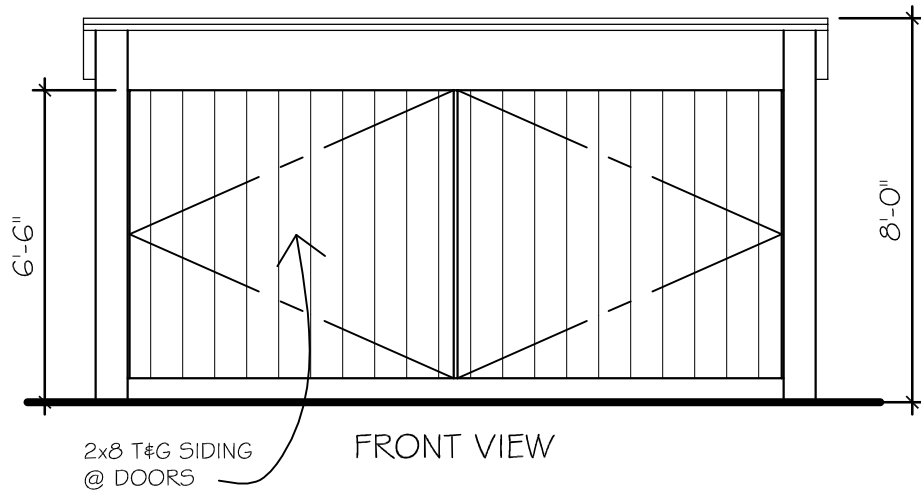
62 County Road 135
Parcel #218505300033
Glenwood Springs, Colorado

Date	
06-19-19	N'hood. mtg.
Revisions	

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Trash Enclosure

10. Final Landscaping Plan -Included with Civil Plans



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11. Lighting Plan



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12. Final Materials Board

**-Future Submittal
Prior to Public Hearing**



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13. Fee

Check #1036-Delivered 7-11-2019



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14. Other Materials



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Garfield County Land Explorer

Parcel	Physical Address	Owner	Account Num	Mailing Address
218505200035	128 135 COUNTY RD GLENWOOD SPRINGS	BARBER, RUTH E	R020024	PO BOX 1035 GLENWOOD SPRINGS, CO 81602
218505300033	62 135 COUNTY RD GLENWOOD SPRINGS	TB AND SB LLC	R020409	PO BOX 1931 GLENWOOD SPRINGS, CO 81602
218505300040	129 135 COUNTY RD GLENWOOD SPRINGS	ARBANEY, LOUISE L REVOCABLE TRUST	R020178	2585 MIDLAND AVENUE GLENWOOD SPRINGS, CO 81601-4066
218505300041	119 135 COUNTY RD GLENWOOD SPRINGS	MUHME, CLARENCE A	R020076	119 COUNTY ROAD 135 GLENWOOD SPRINGS, CO 81601
218505300042	105 135 COUNTY RD GLENWOOD SPRINGS	MULLINS, KEVIN & GURULE, RENA	R020065	0105 COUNTY ROAD 135 GLENWOOD SPRINGS, CO 81601
218505300043	91 135 COUNTY RD GLENWOOD SPRINGS	MAGUIRE, JAMES DANIEL	R020063	PO BOX 275 CARBONDALE, CO 81623
218505300044	75 135 COUNTY RD GLENWOOD SPRINGS	JEFFERS, GEORGE S JR & MARY L	R020143	500 N COIT ROAD SUITE 2094 RICHARDSON, TX 75080
218505300045	51457 6 & 24 HWY GLENWOOD SPRINGS	REY, BETTY JEANNE & E ALLYN	R020397	0033 SUNLIGHT COURT GLENWOOD SPRINGS, CO 81601
218505300069	84 135 COUNTY RD GLENWOOD SPRINGS	PALMER, CHRISTOPHE & REBECCA	R020059	PO BOX 1398 GLENWOOD SPRINGS, CO 81602
218505300108	51413 6 & 24 HWY GLENWOOD SPRINGS	VILLAGE GREEN, LLC	R530034	550 LAZY CHAIR RANCH ROAD ASPEN, CO 81611-3550
218505300126	51429 6 & 24 HWY GLENWOOD SPRINGS	KIP HAMPDEN LLLP	R042088	51429 HIGHWAY 6 & 24 GLENWOOD SPRINGS, CO 81601
218505309004	51519 6 & 24 HWY #A4 GLENWOOD SPRINGS	KOVELESKI, ANN	R020338	PO BOX 2543 BASALT, CO 81621
218505309005	51519 6 & 24 HWY #A5 GLENWOOD SPRINGS	TAYLOR, JULISSA O	R020241	1605 GRAND AVENUE SILT, CO 81652
218505309006	51519 6 & 24 HWY #A6 GLENWOOD SPRINGS	STONE, KAREN E & JOSHUA	R020339	51519 HIGHWAY 6 & 24 #A6 GLENWOOD SPRINGS, CO 81601
218505309007	51519 6 & 24 HWY #A7 GLENWOOD SPRINGS	CAZARES, JOSE LUIS	R020361	51519 HIGHWAY 6 & 24 #7A GLENWOOD SPRINGS, CO 81601
218505309008	51519 6 & 24 HWY #A8 GLENWOOD SPRINGS	GORMAN, DONALD J & LESLEY	R020340	1021 PARK WEST DRIVE GLENWOOD SPRINGS, CO 81601-4504
218505309009	51519 6 & 24 HWY #A9 GLENWOOD SPRINGS	GREMILLION, REBECCA L	R020341	PO BOX 1916 CARBONDALE, CO 81623
218505309015	51519 6 & 24 HWY #A15 GLENWOOD	WISNIEWSKA, IRENA	R020345	162 W 6TH STREET GLENWOOD SPRINGS, CO

Parcel	Physical Address	Owner	Account Num	Mailing Address
	SPRINGS			81601
218505309016	51519 6 & 24 HWY #A16 GLENWOOD SPRINGS	VIERHELLER, BRAD	R020346	PO BOX 904 GLENWOOD SPRINGS, CO 81602-0904
218505309017	51519 6 & 24 HWY #A17 GLENWOOD SPRINGS	KENNEDY, ROBERT & DEBRA & ROARING FORK PROPERTY MANAGEMENT, INC	R020347	0489 COUNTY ROAD 112 CARBONDALE, CO 81623
218505309018	51519 6 & 24 HWY #A18 GLENWOOD SPRINGS	EATON, JOHN K REVOCABLE TRUST & EATON, SUSAN REVOCABLE TRUST &	R020001	
218505309019	51519 6 & 24 HWY #A19 GLENWOOD SPRINGS	CARY, LYNN B	R020311	2405 PALMER AVENUE GLENWOOD SPRINGS, CO 81601
218505309020	51519 6 & 24 HWY #B20 GLENWOOD SPRINGS	COX, MATTHEW S & SETH B	R020271	51519 HIGHWAY 6 & 24 #B20 GLENWOOD SPRINGS, CO 81601
218505309021	51519 6 & 24 HWY #B21 GLENWOOD SPRINGS	HOHL, MILDRED A	R020100	PO BOX 2701 BASALT, CO 81621
218505309022	51519 6 & 24 HWY #B22 GLENWOOD SPRINGS	STONE, JAMES T	R020242	51519 6 & 24 HIGHWAY B22 GLENWOOD SPRINGS, CO 81601
218505309023	51519 6 & 24 HWY #B23 GLENWOOD SPRINGS	KENNEDY, DEBRA & ROBERT J	R020310	0489 COUNTY ROAD 112 CARBONDALE, CO 81623
218505309024	51519 6 & 24 HWY #B24 GLENWOOD SPRINGS	GARCIA, FARIA, ARCELIA	R020014	PO BOX 9453 ASPEN, CO 81623
218505309025	51519 6 & 24 HWY #B25 GLENWOOD SPRINGS	RAMEIL, LARRY & LESLEY	R020255	217 CABALLO STREET CARBONDALE, CO 81623- 9799
218505309026	51519 6 & 24 HWY #B26 GLENWOOD SPRINGS	MUELLER, WOLFGANG F & SIBLEY, SUSZANNE	R020046	PO BOX 506 VAIL, CO 81658-0506
218505309027	51519 6 & 24 HWY #B27 GLENWOOD SPRINGS	PEREZ, JESUS	R020270	PO BOX 1668 GLENWOOD SPRINGS, CO 81602
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218505309029	51519 6 & 24 HWY #B29 GLENWOOD SPRINGS	MOUNT SOPRIS INVESTMENTS, LLC	R020365	PO BOX 2116 EAGLE, CO 81631
218505309030	51519 6 & 24 HWY #B30 GLENWOOD SPRINGS	GLENWOOD 22ND LLC	R020016	1005 COOPER AVENUE GLENWOOD SPRINGS, CO 81601
218505309031	51519 6 & 24 HWY #B31 GLENWOOD SPRINGS	HARPER, LYNN AS TRUSTEE OF THE LYNN HARPER FAMILY TRUST	R020187	141 SUBURBIA AVENUE SANTA CRUZ, CA 95062- 1249
218505309032	51519 6 & 24 HWY #B32 GLENWOOD SPRINGS	VEGA, NOEL	R020117	98 GARFIELD AVE #11 CARBONDALE, CO 81623
218505309033	51519 6 & 24 HWY #B33 GLENWOOD SPRINGS	LOYA, ILDEFONSO & GILBERTO	R020124	PO BOX 906 GLENWOOD SPRINGS, CO 81602-0906

Parcel	Physical Address	Owner	Account Num	Mailing Address	
218505309034	51519 6 & 24 HWY #B34 GLENWOOD SPRINGS	GLENWOOD 22ND LLC	R020280	1005 COOPER AVENUE GLENWOOD SPRINGS, CO 81601	DUPLICATE
218505309035	51519 6 & 24 HWY #B35 GLENWOOD SPRINGS	GARCIA, JOSE CELIO & GARCIA VELETA, MARIA I & EDGAR MISAEI	R020313	51519 HIGHWAY 6 & 24 #35B GLENWOOD SPRINGS, CO 81601	
218505309036	51519 6 & 24 HWY #B36 GLENWOOD SPRINGS	STANLEY, DARRELL DEE & MYRTLE EILEEN	R020122	213 PINE GLENWOOD SPRINGS, CO 81601	
218505309037	51519 6 & 24 HWY #B37 GLENWOOD SPRINGS	37 VALLEY VIEW WEST LLC	R020126	129 MAPLE LANE ASPEN, CO 81611	
218505309041	51519 6 & 24 HWY #C41 GLENWOOD SPRINGS	COLANERI, JUDITH LUCIA	R020184	PO BOX 8653 ASPEN, CO 81612	
218505309042	51519 6 & 24 HWY #C42 GLENWOOD SPRINGS	MENENDEZ, WILMER BILIS & IVE B	R020314	165 MIDLAND AVENUE, APT B BASALT, CO 81623	
218505309043	51519 6 & 24 HWY #C43 GLENWOOD SPRINGS	GLENWOOD 22ND LLC	R020229	1005 COOPER AVENUE GLENWOOD SPRINGS, CO 81601	DUPLICATE
218505309044	51519 6 & 24 HWY #C44 GLENWOOD SPRINGS	JSE VENTURES LLC	R020237	48 HOPI CARBONDALE, CO 81623	
218505309045	51519 6 & 24 HWY #C45 GLENWOOD SPRINGS	ADLER, MARC A & ARNOLD B	R020329	1512 GRAND AVENUE, SUITE 109 GLENWOOD SPRINGS, CO 81601	
218505309049	51519 6 & 24 HWY #C49 GLENWOOD SPRINGS	LODGEPOLE GROUP, LLC, THE	R020191	1015 E HYMAN AVENUE #3 ASPEN, CO 81611	
218505309050	51519 6 & 24 HWY #C50 GLENWOOD SPRINGS	JJWALSH 51519 V V LLC	R020128	5532 LA PLATA CIRCLE BOULDER, CO 80301	
218505309051	51519 6 & 24 HWY #C51 GLENWOOD SPRINGS	GLENWOOD 22ND LLC	R020058	1005 COOPER AVENUE GLENWOOD SPRINGS, CO 81601	DUPLICATE
218505309052	51519 6 & 24 HWY #C52 GLENWOOD SPRINGS	HUNTER, RAE ANN & PATRICK J	R020084	1131 COUNTY ROAD 106 CARBONDALE, CO 81623- 2391	
218505309053	51519 6 & 24 HWY #C53 GLENWOOD SPRINGS	GREMILLION, REBECCA L	R020047	PO BOX 639 CARBONDALE, CO 81623	DUPLICATE
218505309054	51519 6 & 24 HWY GLENWOOD SPRINGS	VALLEY VIEW WEST CONDOMINIUMS, INC	R020441	51519 HIGHWAY 6 & 24 #48 GLENWOOD SPRINGS, CO 81601	
218505339001	110 135 COUNTY RD #A GLENWOOD SPRINGS	STARKEY, JEREMIAH	R041536	110 COUNTY ROAD 135 UNIT A GLENWOOD SPRINGS, CO 81601	
218505339003	110 135 COUNTY RD #C GLENWOOD SPRINGS	SCHADE, VINCENT	R041538	110 COUNTY ROAD 135 GLENWOOD SPRINGS, CO 81601	
218505339004	110 135 COUNTY RD #D GLENWOOD SPRINGS	KELLER, DOUGLAS W & MARY J	R041539	110 COUNTY ROAD 135 #D GLENWOOD SPRINGS, CO 81601	
218505339005	110 135 COUNTY RD #E GLENWOOD	THOMPSON, ANDREA J	R041540	0110 COUNTY ROAD 135 UNIT E GLENWOOD	

Parcel	Physical Address	Owner	Account Num	Mailing Address	
	SPRINGS			SPRINGS, CO 81601	
218505339006	110 135 COUNTY RD #F GLENWOOD SPRINGS	BARTEK, JOHN LOGAN	R041541	110 COUNTY ROAD 135 #F GLENWOOD SPRINGS, CO 81601	
218505339007	110 135 COUNTY RD GLENWOOD SPRINGS	RICHARDS, TY C	R041542	0110 COUNTY ROAD 135 GLENWOOD SPRINGS, CO 81601	
218505339009	110 135 COUNTY RD #I GLENWOOD SPRINGS	WILLIAMS, LARRY & SCHWICHTENBERG, WENDY	R041544	0110 COUNTY ROAD 135 UNIT I GLENWOOD SPRINGS, CO 81601	
218505339010	Not available GLENWOOD SPRINGS	WEST GLEN TOWNHOMES ASSOCIATION, INC	R041545	110 COUNTY ROAD 135 UNIT J GLENWOOD SPRINGS, CO 81601	
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218505339010	Not available GLENWOOD SPRINGS	WEST GLEN TOWNHOMES ASSOCIATION, INC	R041545	110 COUNTY ROAD 135 UNIT J GLENWOOD SPRINGS, CO 81601	DUPLICATE
218505341001	51537 6 & 24 HWY GLENWOOD SPRINGS	HOLDCO 4 LLC	R083660	PO BOX 28421 SCOTTSDALE, AZ 85255	
218505341002	51537 6 & 24 HWY GLENWOOD SPRINGS	HALLE PROPERTIES LLC	R083661	20225 N SCOTTSDALE ROAD SCOTTSDALE, AZ 85255	
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NMR

MATTHEW & SETH COX
51519 Hwy 6 & 24, #B20
GS

NIXIE

808 CE 1

8606/13/19

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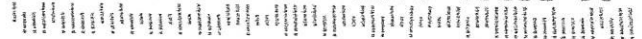
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NMR

VALLEY VIEW WEST CONDOS.
51519 Hwy 6 & 24, #48
GS CO 81601

NIXIE

808 CE 1

8606/13/19

RETURN TO SENDER

VACANT

UNABLE TO FORWARD

81601-2703VAC
81602>1031

BC: 81602103131

*1979-08405-06-42



M.1

KAREN & JOSHUA STONE
51519 Hwy 6 & 24, #A6
GS

NIXIE

808 CE 1

8606/13/19

RETURN TO SENDER

VACANT

UNABLE TO FORWARD

81601-2703VAC
81602>1031

BC: 81602103131

*1979-09071-06-42



GARCIA
Box 9453
ASPEN

NIXIE

808 CE 1

8606/18/19

RETURN TO SENDER

ATTEMPTED - NOT KNOWN

UNABLE TO FORWARD

8161200453ANK
81602>1031

BC: 81602103131

*1979-08814-06-42



NI

JOHN E DUSAN EATON
51519 Hwy 6 & 24, #A18
GS Co 81601

NIXIE 808 CE 1 8606/13/19
RETURN TO SENDER
VACANT
UNABLE TO FORWARD.
81601-270VAC BC: 81602103131 *1979-08906-06-42
81602-1031

JAMES STONE
51519 Hwy 6 & 24, B22
GS Co

NIXIE 808 CE 1 8606/13/19
RETURN TO SENDER
VACANT
UNABLE TO FORWARD
81601-270VAC BC: 81602103131 *1979-08705-06-42
81602-1031

MM

GARCIA
51519 Hwy 6 & 24, #35B
GS Co 81601

NIXIE 808 CE 1 8606/13/19
RETURN TO SENDER
VACANT
UNABLE TO FORWARD
81601-270VAC BC: 81602103131 *1979-14601-06-42
81602-1031

MM

JOSE CAZARES
51519 Hwy 6 & 24, #7A
GS

NIXIE 808 CE 1 8606/13/19
RETURN TO SENDER
VACANT
UNABLE TO FORWARD
81601-270VAC BC: 81602103131 *1279-07993-06-44
81602-1031

WILMER & IVE MENENDEZ
165 MIDLAND AVE, APT. B
BOSTON

NIXIE 808 CE 1 8606/14/19

15. Administrative Adjustment Request

Not Applicable



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**16. Complete Plan Set
See Above**



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17. Plat



Situated in Section 5
Township 6 South, Range 89 West of the 6th P.M.
Garfield County, Colorado



1. Legal Description per that Special Warranty Deed recorded as Reception No. 919148 of the Garfield County records.
2. Basis of Bearings: All bearings shown hereon are relative to a bearing of N01°44'00"E between monuments found at the Southeast and Northeast corners of the subject parcel, both being 5/8" rebar topped with 1.25" plastic caps stamped LSF 29030, as shown hereon.
3. Units of linear measurements are displayed in US Survey Feet.
4. SGM will not be responsible for any changes made to this document after it leaves our possession. Any copy facsimile, etc., of this document must be compared to the original signed, sealed and dated document, to insure the accuracy of the information shown on any such copy, and to insure that no such changes have been made.
5. The property shown hereon is subject to all easements, rights-of-way, building setbacks or other restrictions of record, such as items may affect this property. This survey does not represent a title search by this surveyor to determine ownership or to discover easements or other encumbrances of record. All information pertaining to ownership, easement and other encumbrances of record has been taken from the title insurance commitment issued by GStewart Title of Glenwood Springs, File No. 01330-37645, having an effective date of February 21, 2014. Every attempt has been made to show all easements, rights-of-way, and restrictions in the Schedule B2 Exceptions recited in said title insurance policy, such items may not be shown if they are standard title commitment exceptions, or if not sufficiently described in recorded documents to be shown graphically, or if they are situated on adjacent properties, or if they affect the property in general, etc.

1. The Access Easement for the benefit of Lots 1 and 2 depicted hereon is a nonexclusive access easement for the benefit of Lots 1 and 2, TB and SB Minor Subdivision.



I, Robert E. Branderberry, do hereby certify that I am a registered land surveyor licensed under the laws of the State of Colorado, that this plot is a true, correct and complete plot of the TB AND SB LLC MINOR SUBDIVISION as laid out, platted, dedicated and shown herein, that such plot was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements and streets of said subdivision as the same are staked upon the ground in compliance with the City of Glenwood Springs regulations governing the subdivision of land

In witness whereof I have set my hand and seal this ____ day of _____, 2019.

Robert E. Brandeberry
Colorado P.L.S. # 29030
For, and on
behalf of SGM

Know all by these presents that TB and SB LLC, being sole owners in fee simple of all that real property described as follows:

A TRACT OF LAND SITUATED IN THE NW1/4SW1/4, SECTION 5, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE SIXTH PRINCIPAL MERIDIAN AND MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE NORTHERLY LINE OF U.S. HIGHWAY NO. 24 WHENCE THE RECORD LOCATION OF THE CORNER OF SECTIONS 5, 6, 7, AND 8, TOWNSHIP 6 SOUTH RANGE 89 WEST OF THE 6TH PRINCIPAL; MERIDIAN BEARS SOUTH 22°22'E 2233.66 FEET, (SAID CORNER SOMETIMES SHOWN PREVIOUSLY ON RECORD DOCUMENTS AS BEARING SOUTH 11°38'E EAST 2093.27 FEET);
THENCE NORTH 1°44' EAST 324.86 FEET;
THENCE NORTH 86°17' WEST 134.09 FEET;
THENCE SOUTH 1°44' WEST 324.86 FEET TO THE NORTHERLY LINE OF SAID U.S. HIGHWAY NO. 24;
THENCE SOUTH 86°17' EAST 134.09 FEET ALONG THE NORTH LINE OF SAID U.S. HIGHWAY NO. 24 TO THE POINT OF BEGINNING.
COUNTY OF GARFIELD, STATE OF COLORADO

Containing 0.999 acres, more or less; have by these presents laid out, platted and subdivided the same into the lots as shown herein and designate the same as TB AND SB LLC MINOR SUBDIVISION in the City of Glenwood Springs, County of Garfield, Colorado; and so further state that this subdivision shall be subject to the protective covenants filed and recorded for this subdivision in the office of the Clerk and Recorder of Garfield County, Colorado as Reception No. _____, and subject to the Subdivision Agreement filed and recorded for this subdivision in the office of the Clerk and Recorder of Garfield County, Colorado as Reception No. _____.

EXECUTED this _____ date of _____, 2019.

By: _____

As: _____

State of _____
) ss.
 County of _____

The foregoing dedication was acknowledged before me this ____day of _____, 2019.
by _____.

My commission expires _____

WITNESS MY HAND AND SEAL,

Notary Public

By: _____

As: _____

State of _____
) ss.
 County of _____

The foregoing dedication was acknowledged before me this ____day of _____, 2019.
by _____*

My commission expires _____

WITNESS MY HAND AND SEAL,

Notary Public

This plat was approved by the City of Glenwood Springs Director of Community Development this ____day of _____, 2019.

Director

This plat was filed for record in the office of the Clerk and Recorder of Garfield County at _____ o'clock ____M on the ____ day of _____ 20____, as Reception No. _____

Clerk and Recorder

By _____
Deputy



TB and SB LLC Minor Subdivision
 City of Glenwood Springs
 Garfield County, Colorado

#	Revision	Date	By
1			
2			
3			
4			
5			
6			
7			
8			
9			

Notice: According to Colorado Law, you must complete any legal action based upon any defect in this survey within three years after you first discover such defect. In no event shall the time for completion of any legal action be extended beyond three (3) years from the date of the certification shown herein.

Job No. 2019-177

Drawn by: reb

Date: 7/15/19

Approved: - PLS: reb

File: reb

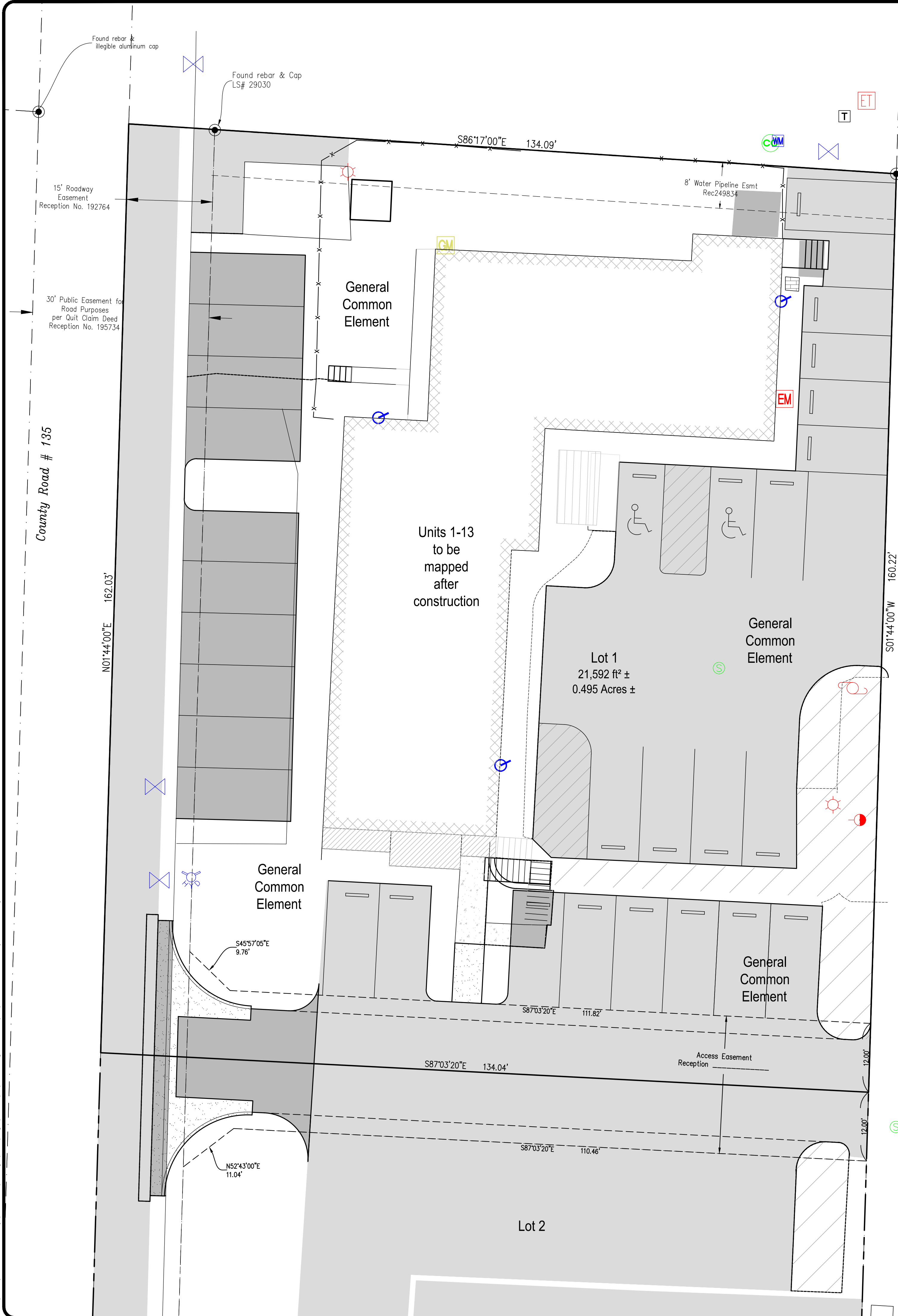
Plot

Title:

Minor
Subdivision
Plat

Sheet No. 1

I: 1/20/19 2019-177-Stanley 1001-Civil H-Draft [Surv] [Deps] [Base Maps] [Condo Map] [Plotted: 7/16/2019 12:24 PM] By: Helen Studen



PLAT NOTES:

1. This Condominium is subject to the Condominium Declaration recorded as Reception No. _____.
2. All areas outside of the individual units 1-13 are General Common Element.
3. Location of existing buildings is per field survey. Other improvements shown hereon are proposed.

COMMUNITY DEVELOPMENT DIRECTOR CERTIFICATE:

This plat was approved by the City of Glenwood Springs Director of Community Development this ____ day of _____, 2019.

Director _____

SURVEYOR'S CERTIFICATE

I, Robert E. Brandeberry, do hereby certify that I am a registered land surveyor licensed under the laws of the State of Colorado, that this plat is a true, correct and complete plat of the TB AND SB LLC CONDOMINIUMS as laid out, platted, dedicated and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements and streets of said subdivision as the same are staked upon the ground in compliance with the City of Glenwood Springs regulations governing the subdivision of land.

In witness whereof I have set my hand and seal this ____ day of _____, 2019.

Robert E. Brandeberry
Colorado P.L.S. # 29030
For, and on
behalf of SGM

TB and SB LLC Condominiums

Situated in Section 5
Township 6 South, Range 89 West of the 6th P.M.
Garfield County, Colorado

CERTIFICATE OF DEDICATION AND OWNERSHIP

Know all by these presents that TB and SB LLC, being sole owners in fee simple of all that real property described as follows:

LOT 1, TB AND SB LLC MINOR SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED AS RECEPTION NO. _____

COUNTY OF GARFIELD, STATE OF COLORADO

Containing 0.495 acres, more or less; have by these presents laid out, platted and subdivided the same into the lots as shown hereon and designate the same as TB AND SB LLC CONDOMINIUMS in the City of Glenwood Springs, County of Garfield, Colorado; so further state that this condominiumization shall be subject to the protective covenants filed and recorded for this condominiumization in the office of the Clerk and Recorder of Garfield County, Colorado as Reception No. _____ and subject to the Agreement filed and recorded for this condominiumization in the office of the Clerk and Recorder of Garfield County, Colorado as Reception no. _____

EXECUTED this ____ date of _____, 2019.

By: _____

As: _____

State of _____
) ss.
County of _____

The foregoing dedication was acknowledged before me this ____ day of _____, 2019.
by _____

My commission expires _____

WITNESS MY HAND AND SEAL,

Notary Public _____

By: _____

As: _____

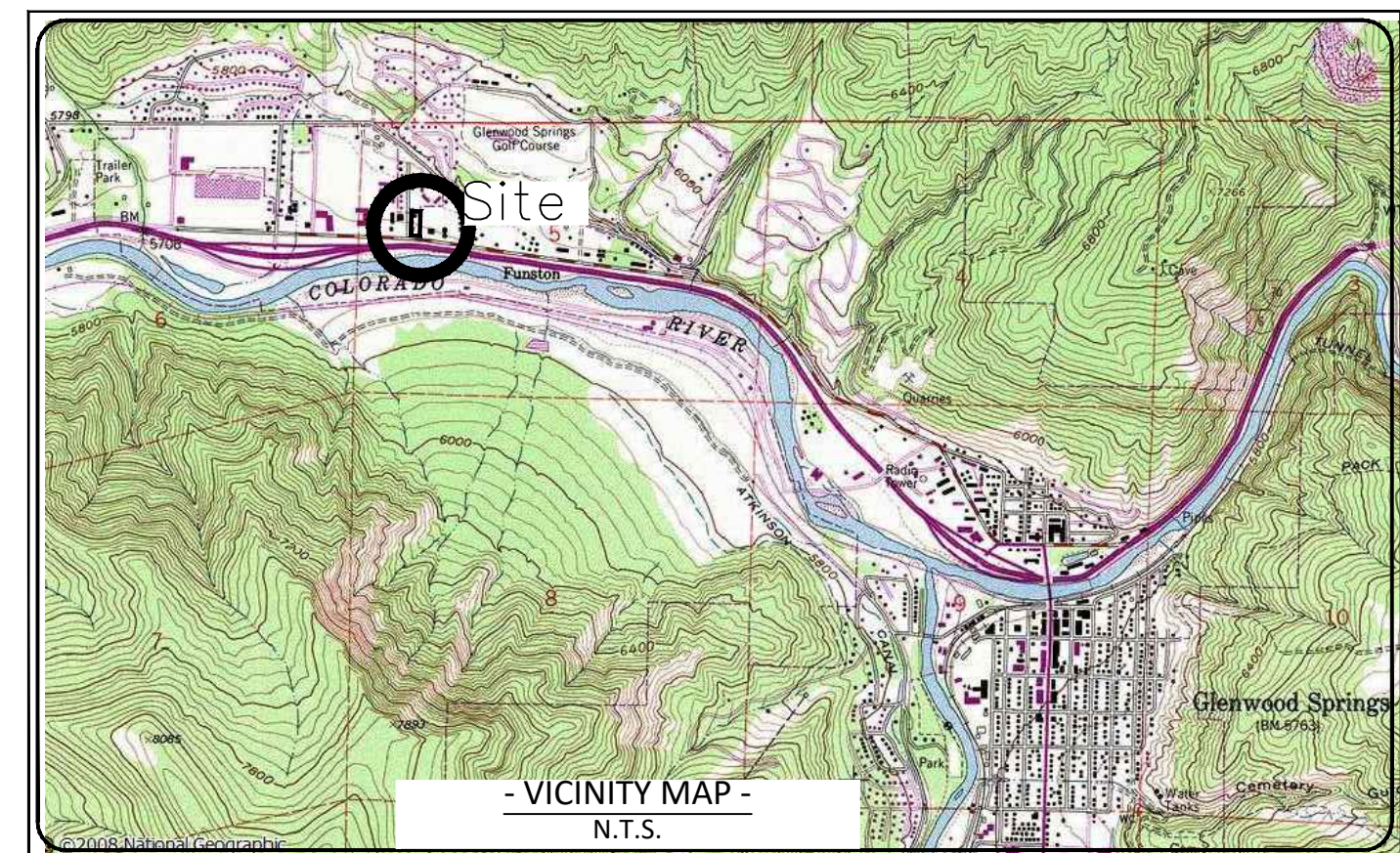
State of _____
) ss.
County of _____

The foregoing dedication was acknowledged before me this ____ day of _____, 2019.
by _____

My commission expires _____

WITNESS MY HAND AND SEAL,

Notary Public _____

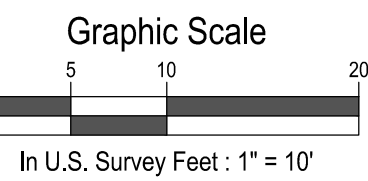
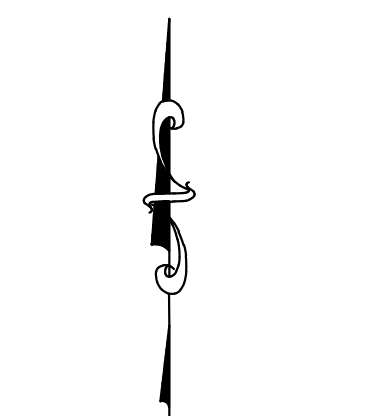


CLERK AND RECORDER'S CERTIFICATE:

This plat was filed for record in the office of the Clerk and Recorder of Garfield County at ____ o'clock ____ M on the ____ day of _____, 20____, as Reception No. _____

Clerk and Recorder _____

By _____
Deputy



SGM
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

TB and SB LLC Condominiums
City of Glenwood Springs
Garfield County, Colorado

Revision	Date	By
1		
2		
3		
4		
5		
6		
7		
8		
9		

Job No. 2018-177
Drawn by: red
Date: 7/15/19
Approved: - PLS: red
File: Condo

Title:
Condominium
Plat

Sheet No.
1

Of: 1

[This page was left blank intentionally.]

18. Covenants & Declarations and HOA By-Laws Draft



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**BYLAWS
OF
[INSERT NAME HERE] CONDOMINIUM ASSOCIATION
(a Colorado nonprofit corporation)**

ARTICLE I

Purpose; Association Offices

Section 1.1 Purpose. The name of the corporation is [INSERT NAME HERE] Condominium Association, hereinafter referred to as the “Association.” The Association is a nonprofit corporation formed under the laws of the state of Colorado. The Association is a property owners’ association formed to administer, enforce and exercise the authority granted to the Association under that certain “Condominium Declaration of [INSERT NAME HERE] Condominiums” recorded in the real estate records of the office of the Clerk and Recorder for Garfield County, Colorado, on _____, as Reception No. _____, as the same may be amended from time to time (hereinafter, the “Declaration”). Pursuant to Section 38-33.3-101 *et seq.*, Colorado Revised Statutes (“C.R.S.”), Colorado’s Common Interest Ownership Act (hereinafter, “the Act”), [INSERT NAME HERE] Condominiums is intended as a condominium common interest community.

Section 1.2 Conformity with Law. These Bylaws shall be construed consistently with the Declaration and all applicable Colorado law, including but not limited to the Act and to the Colorado Revised Nonprofit Corporation Act, as the same may be amended from time to time (hereinafter, “Nonprofit Corporation Act”).

Section 1.3 Business Offices. The principal office of the Association shall be determined by the Executive Board from time to time.

Section 1.4 Registered Office. The registered office of the Association may but need not be the same as the principal office. The registered office address and the principal office address for the Association may be changed from time to time by the Executive Board.

ARTICLE II

Definitions

Section 2.1 Articles. “Articles” shall mean the Articles of Incorporation for the Association duly filed with and accepted by the office of the Secretary of State for the state of Colorado, as such Articles may be duly amended from time to time.

Section 2.2 Definitions Incorporated by Reference. Except as otherwise provided in these Bylaws, all terms defined in the Declaration are incorporated herein by this reference and made applicable to these Bylaws.

ARTICLE III

Members

Section 3.1 Membership. Every person and entity holding a fee simple ownership interest in a Unit and appurtenant undivided interest in the Common Elements located within the [INSERT NAME HERE] Condominium Property shall be a Member of the Association. Membership shall be appurtenant to, and may not be separated from, ownership of a Unit. Ownership of a Unit shall be the sole qualification for membership in the Association. When more than one person or entity holds an ownership interest in a Unit, all such persons shall be Members subject to the provisions regarding allocation of voting interests set forth in the Act and the Declaration.

Section 3.2 Voting Powers. Allocation of voting interests shall be as set forth in the Declaration. The total number of votes that may be cast in connection with any matter shall be no greater than the total number of Units.

Section 3.3 Suspension of Voting Rights. During any period in which a Member is in default of the obligation for payment of any assessment or other sum(s) required under the Declaration and duly levied by the Association, and such default continues for a period of ninety (90) calendar days subsequent to the first due date applicable to the amount past due, all voting interests appurtenant to such Member's Unit may be suspended by the Board, after written notice thereof to the Member in default and giving such Member an opportunity to be heard by the Board prior to suspension. Suspension, if imposed, shall continue until all past due amounts have been paid in full. Voting rights may also be suspended, after notice and a hearing before the Board, for violation of any other provisions of the Declaration, these Bylaws, the Articles, or any rules and regulations of the Association.

Section 3.4. Transfer of Memberships on Association Books. Transfers of memberships shall be made on the books of the Association only upon presentation of evidence satisfactory to the Association of the transfer of ownership of the Unit to which the membership is appurtenant. Recordation of an instrument of conveyance with the county clerk and recorder shall constitute satisfactory evidence, and such other instrument(s) as the Executive Board may deem satisfactory. Prior to presentation of such evidence, the Association may treat the previous Owner of the Unit as the Member entitled to all rights in connection therewith, including the right to vote and to receive notices.

Section 3.5 Annual Meetings. The annual meeting of the Members shall be held at a time, date and place during the month of January, or as otherwise determined by the Executive Board. Each annual meeting shall be held at a place within the City of Glenwood Springs, County of Garfield, State of Colorado, as determined by the Board, for the transaction of such business as may come before the meeting. Annual meetings shall be conducted in compliance with the provisions of the Act.

Section 3.6 Special Meetings. Special meetings of the Members may be called by the President of the Association, by the Executive Board, or upon written demand (stating the purpose or purposes for which it is to be held) signed and dated by Members constituting at least twenty percent (20%) of the votes in the Association entitled to be cast on matters coming before the Members. Notice of such meetings shall be given in accordance with the Act and shall be held at a time and place, within the City of Glenwood Springs, County of Garfield, State of Colorado, as determined by the Executive Board.

Section 3.7 Notice. Written notice of each meeting of the Members stating the place, day and hour of the meeting shall be given to each Member in accordance with the provisions of the Act. Notice

given by mail shall be sent postage prepaid, addressed to the Member's mailing address designated in writing by the Unit Owner, or to the street address of such Member's Unit if the Unit Owner has not made such designation or the designation is incorrect or expired. Notice by mail shall be deemed given, if not actually received earlier, at 5:00 p.m. on the third business day after the date it is deposited with the United States Postal Service. Any Member may waive any notice required by these Bylaws, whether before or after the date or time stated in the notice as the date or time when any action will occur or has occurred. The waiver shall be in writing, signed by the Member entitled to the notice, and delivered to the secretary of the Association for inclusion in the minutes or filing with the Association's records (although such delivery and filing shall not be conditions of the effectiveness of the waiver). The attendance of a Member at a meeting shall constitute a waiver of any claim for lack of notice or defective notice of such meeting, unless the Member at the commencement of the meeting objects to holding the meeting or transacting business at the meeting because of lack of notice or defective notice. The attendance of a Member at a meeting also waives objection to consideration of a particular matter at the meeting that is not within the purpose or purposes described in the notice of meeting, unless the Member objects to consideration of the matter when it is presented. The business to be transacted at, and the purpose of, any special meeting of the Members shall be specified in notice of such meeting.

Section 3.8 Quorum; Manner of Acting. The presence in person or by proxy of Unit Owners sufficient to cast twenty percent (20%) of the total number of votes in the Association entitled to be cast on matters coming before the Members shall constitute a quorum for a meeting of the Members except as may be provided otherwise in the Articles, the Declaration, these Bylaws, the Act, or the Nonprofit Corporations Act. If such quorum shall not be established at any meeting, the Members entitled to vote at such meeting shall have the power to adjourn the meeting to a date and time no later than sixty (60) days later without notice other than announcement at the meeting and posting of notice in a conspicuous place, until a quorum shall be present or be represented. Once a quorum is established at a meeting of the Members, action on a matter coming before the Members shall be deemed approved if the votes cast favoring the action exceed the votes cast opposing the action, unless a greater number of affirmative votes is required to approve a matter as provided under the Declaration, these Bylaws, the Articles, the Act, the Nonprofit Corporations Act or otherwise by law.

Section 3.9 Voting; Proxies. At meetings of Members, each Member may vote in person or by proxy in compliance with the provisions of the Act. Each proxy shall be revocable and shall automatically terminate upon a Member's conveyance of such Member's ownership interest in the Unit. A proxy may be revoked only by actual notice of revocation to the person presiding over a meeting of the Association. A proxy is void if it is not dated or purports to be revocable without notice.

Section 3.10. Record Date. For the purpose of determining Members entitled to notice of, or to vote at, any meeting of Members or in order to make a determination of such Members for any other proper purpose, the Board may fix, in advance, a date as the record date for any such determination of Members. The record date shall be not more than 50 days prior to the meeting of Members or the event requiring a determination of Members.

Section 3.11. Cumulative Voting Not Permitted. Cumulative voting by Members is not permitted.

Section 3.12. Order of Business. The order of business at any meeting of Members shall be as

follows: (a) roll call to determine the voting interests represented at the meeting and establishment of a quorum; (b) proof of notice of meeting or waiver of notice; (c) reading and request for approval of minutes of preceding Members' meeting; (d) election of directors (at annual meetings or at special meetings held for such purpose); and (e) other business.

Section 3.13. Expenses of Meetings. The Association shall bear the expenses of all meetings of Members and of special meetings of Members.

Section 3.14 Action Without Meeting or By Written Ballot. Any action required or permitted to be taken at a meeting of the Members may be taken without a meeting, in a manner permitted by the Nonprofit Corporation Act, as the same may be amended from time to time, whether by written consent, by written ballot or other authorized method.

ARTICLE IV Executive Board

Section 4.1 General Powers. The business and affairs of the Association shall be managed by its Executive Board, which may also be referred to as the Association's Board of Directors ("Executive Board" or "Board"). The Board shall not exercise any authority specifically and expressly reserved for approval by the Members under the Declaration, the Articles, these Bylaws, the Act or the Nonprofit Corporations Act.

Section 4.2 Powers and Duties. To the fullest extent permitted by law and the Declaration, the Executive Board shall have all powers and duties necessary for administration and management of the affairs of the Association in furtherance of its purposes. Such powers and duties shall include but shall not be limited to the following, all of which shall be done for and in the interest of the Members:

a. To administer and enforce the covenants, conditions, restrictions, reservations, easements, uses, limitations, obligations and all other provisions set forth in the Declaration.

b. To establish, make, adopt and enforce compliance with such rules and regulations as may be necessary pertaining to the Property, with the right of amendment, from time to time. Except under emergency circumstances, rules and regulations shall be adopted by the Board only after reasonable written notice to the Members and an opportunity for Member participation at a hearing on proposed rules by the Board before adoption; a copy of all rules and regulations shall be delivered or mailed to each Member promptly after adoption and prior to the effective date of such rule(s) and regulation(s) or amendments thereto.

c. To incur such costs and expenses as may be necessary to keep in good order, condition and repair the Common Elements, landscaping, and all other Improvements and areas within the Association's responsibility pursuant to the Declaration.

d. To insure and keep insured the Common Elements against risk of loss by hazard as required by the Declaration; to obtain and maintain comprehensive general liability insurance for the Common Elements and such other insurable risks of the Association as the Declaration may require or as the Board deems necessary.

e. To prepare a budget in conformity with the Act and the Declaration, and to levy annual assessments, special assessments, and other assessments, late charges, and other charges as authorized under the Declaration or by law.

f. To collect delinquent assessments and other sum(s) by suit or otherwise and to enjoin or seek damages from a Member or any other person as provided in the Declaration and these Bylaws.

g. To protect and defend in the name of the Association any part or all of the Common Elements from loss and damage by suit or otherwise.

h. To borrow funds in order to pay for any expenditure, capital improvement or outlay required pursuant to the authority granted by the provisions of the Declaration or these Bylaws or by law, and to execute all such instruments evidencing such indebtedness as the Board may deem necessary and give security therefor. Such indebtedness shall be the joint and several obligation of all Members of the Association in the same proportion as their liability for annual assessments. The persons who shall be authorized to execute promissory notes, security instruments and related loan documentation shall be the President and Secretary of the Association.

i. To enter into contracts to carry out their duties and powers and to hire and fire all personnel necessary for the operation, maintenance, repair and replacement of Improvements and Common Elements within the Association's responsibility.

j. To establish a bank account or accounts for the common treasury of the Association and for all separate funds which are required or as may be deemed advisable.

k. To make repairs, additions, alterations and improvements to the Common Elements consistent with the powers and purposes of the Association in a superior quality and manner and consistent with the best interests of the Unit Owners.

l. To keep and maintain full and accurate books of account and records recording all receipts, expenses and disbursements of the Association, and to permit examination thereof at such reasonable times as the Board or applicable law requires, and to cause a complete audit of the books and accounts as may be appropriate or required by law.

m. To prepare and deliver annually to each Member a consolidated statement showing receipts, expenses and disbursements since the last such statement.

n. To meet at least annually.

o. In general and without limitation, to carry on the administration and management of the Association and to do all of the things necessary and reasonable in order to carry out the management and operation of the Property as a condominium community in accordance with the Declaration and applicable law.

p. To control and manage the use of the Common Elements.

q. To retain for the Association a managing agent who shall have and exercise those duties and powers delegated by the Board but not powers which the Board, by law, may not delegate or which are otherwise reserved for action by the members.

Section 4.3 Number, Election, Tenure and Qualifications. The number of directors of the Association shall be no less than three and no more than five (except during the period of Declarant Control as defined in the Declaration, when such number may be less than three as determined by the Declarant). Within such range, the Members may increase or decrease the number of directors no more often than annually, by affirmative vote at an annual meeting of Members. Directors shall be elected by vote of the Members at each annual meeting and each elected director shall hold office for one year or until such director's successor shall have been elected and qualified, or, if earlier, until such director's death, resignation or removal. Directors may be elected for successive terms and shall be members in good standing of the Association. Directors must be at least eighteen years of age but need not be residents of Colorado.

Section 4.4 Removal of Directors. When notice of the meeting indicates such purpose, any one or more directors may be removed by vote of the Members at any regular or special meeting of the Members in accordance with the provisions of the Act and the Nonprofit Corporation Act, but the Declarant or the Declarant's authorized designee shall not be subject to removal during the period of Declarant Control. If the entire Board is removed, the Members shall concurrently elect new directors. Any director whose removal has been proposed shall be given a fair opportunity to be heard at the meeting of the Members prior to voting thereon.

Section 4.5 Vacancies. Any director may resign at any time by giving written notice to the chairman of the Board, to the President or to the Secretary of the Association. A director's resignation shall take effect at the time specified in such notice and unless otherwise specified therein acceptance of such resignation shall not be necessary to make it effective. Any vacancy occurring on the Executive Board (except a removal of the entire Board) may be filled as provided under the Nonprofit Corporation Act. A director elected to fill a vacancy shall be elected for the unexpired term of such director's predecessor.

Section 4.6 Annual and Regular Meetings. An annual meeting of the Executive Board shall be held immediately following each annual meeting of the Members, for the purpose of electing officers and for the transaction of such other business as may come before the meeting. The Board may hold such additional regular meetings within the City of Glenwood Springs, County of Garfield, State of Colorado, as it determines reasonable and necessary. Meetings shall be held in accordance with the provisions of the Act.

Section 4.7 Special Meetings. Special meetings of the Board may be called by or at the request of the chairman of the Board, the president of the Association, or any two directors of the Association. The person or persons authorized to call special meetings of the Board may fix any place as the place, within the City of Glenwood Springs, County of Garfield, State of Colorado, for holding any special meeting of the Board called by them.

Section 4.8 Notice. Except as otherwise required in the Declaration, by the Act, under these Bylaws, or by the Nonprofit Corporation Act, and subject to the requirements of the Act, regular meetings of the Board may be held without notice of the date, time, place or purpose of the meeting to

the Association at large. To the extent notice of meetings of the Executive Board is required, notice stating the date, place, and time of the meeting shall be given to each director no less than two (2) calendar days prior thereto by personal delivery, by first class mail, by electronic mail or by fax (the method of notice need not be the same to each director), and as otherwise required under the Act. If given by mail, such notice shall be sent postage prepaid to such director's mailing address by first class mail, and shall be deemed given, if not actually received earlier, at 5:00 p.m. on the third business day after the date it is deposited in the United States mail. A director may waive notice of a meeting before or after the time and date of the meeting stated in the notice. Except as set forth below, the waiver shall be in writing and signed by the director entitled to the notice, and be delivered to the Association for inclusion in the minutes or filing with the Association's records (although such delivery and filing shall not be conditions of the effectiveness of the waiver). The attendance of a director at or participation in a meeting of the Executive Board waives any required notice to such director of the meeting unless, at the commencement of the meeting, such director objects to holding the meeting or transacting business at the meeting because of lack of notice or defective notice and does not thereafter vote for or assent to action taken at the meeting. The attendance of a director at or participation in a meeting also waives any required notice to that director of the meeting unless, if a special notice was required of a particular purpose, the director objects to transacting business with respect to the purpose for which such special notice was required and does not thereafter vote for or assent to action taken at the meeting with respect to such purpose.

Section 4.9 Presumption of Assent. A director who is present at a meeting of the Executive Board at which action on any matter is taken shall be presumed to have assented to the action taken unless such director's dissent shall be made by the director and entered in the minutes of the meeting or unless the director shall file a written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent in writing to the secretary of the Association no less than twenty-four hours after the adjournment of the meeting. Such right to dissent shall not apply to a director who actually voted in favor of such action.

Section 4.10 Quorum and Voting. A majority of the directors shall constitute a quorum for the transaction of business at any meeting of the Board, and the affirmative vote of a majority of the directors present in person at a meeting at which a quorum is established shall be the act of the Board, unless a greater number of votes is required by the Declaration, the Act, these bylaws, or the Nonprofit Corporation Act. If less than a quorum is present at a meeting, a majority of the directors present may adjourn the meeting from time to time without further notice other than an announcement at the meeting, until a quorum shall be present. No director may vote or act by proxy at any meeting of directors unless permitted by law.

Section 4.11 Compensation. Directors shall not receive compensation for their services as such, although the reasonable expenses of attendance at Board meetings may be paid or reimbursed by the Association. Directors shall not be disqualified from receiving reasonable compensation for services rendered to or for the benefit of the Association in any other capacity.

Section 4.12 Executive and Other Committees. By one or more resolutions, the Board may designate from among the directors an executive committee, and from among the Members of the Association one or more other committees, each of which, to the extent provided in the resolution establishing such committee, shall have and may exercise authority of the Board except as prohibited by the Act, by the Declaration or by the Nonprofit Corporations Act. The Board may delegate its

responsibility for design review (see Section 6.2 of the Declaration) only to the extent expressly permitted under the Declaration. The Board may delegate the responsibility for investigating violations of the Governing Documents by Unit Owners to a qualified, disinterested person or entity. The Board may delegate the function of collection of assessments and keeping books of account for the Association to a qualified person or entity. The delegation of authority to any committee shall not operate to relieve the Board or any director from duties and responsibilities imposed by the Declaration, under these bylaws or by law. Rules governing procedures for meetings of any committee of the Board shall be as established by the Board in conformity with the Act, or in the absence thereof, by the committee itself in accordance with the Nonprofit Corporation Act.

Section 4.13 Meetings by Telephone. Members of the Executive Board may participate in a meeting of the Executive Board by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other at the same time. Such participation shall constitute presence in person at the meeting.

Section 4.14 Action Without a Meeting. Any action required or permitted to be taken at a meeting of the Executive Board, or any committee thereof, may be taken without a meeting in accordance with applicable provisions of the Act, the Declaration and the Nonprofit Corporations Act.

ARTICLE V

Officers and Agents

Section 5.1 Numbers and Qualifications. The officers of the Association shall be a president, a vice-president, a secretary and a treasurer. The Executive Board may also elect such other officers, assistant officers and agents, including chairman of the Board and assistant officers, as the Board may determine necessary or appropriate from time to time. The same individual may simultaneously hold more than one office in the Association. The president and vice-president must be elected from the directors of the Association but the other officers need not be directors of the Association. All officers except secretary and treasurer must be Members of the Association and must be natural persons at least eighteen years of age. The duties of secretary and treasurer may be delegated to a managing agent approved by the Board.

Section 5.2 Election and Term of Office. The officers of the Association shall be elected by the Executive Board each year at its annual meeting following the annual meeting of the Members and election of directors. If the election of officers is not held at such meeting of the Executive Board, such election shall be held as soon thereafter as practicable. Each officer shall hold office for one year or until such officer's successor shall have been duly elected and shall have qualified, or until such officer's earlier death, resignation or removal.

Section 5.3 Removal. Any officer or agent may be removed by the Executive Board at any time whenever, in the Board's judgment, the best interests of the Association will be served thereby.

Section 5.4 Vacancies. Any officer may resign at any time by giving written notice to the president or to the Board. An officer's resignation is effective when the notice is received by the Association unless the notice specifies a later effective date. If a resignation is made effective at a later date, the Board may permit the officer to remain in office until the effective date and may fill the pending vacancy before the effective date with the provision that the successor does not take office until the

effective date, or the Board may remove the officer at any time before the effective date and may fill the resulting vacancy. A vacancy in any office, however occurring, may be filled by the Board for the unexpired portion of the term. An officer who resigns or is removed or whose appointment has expired may deliver to the secretary of state for filing a statement to that effect pursuant to the Nonprofit Corporation Act.

Section 5.5 Authority and Duties of Officers. The officers of the Association shall have the authority and shall exercise the powers and perform the duties specified below and as may be additionally specified by the president, the Executive Board, the Declaration, the Act, these bylaws, or otherwise by law, except that in any event each officer shall exercise such powers and perform such duties in accordance with applicable law.

a. President. The president shall, subject to the direction and supervision of the Executive Board: (i) be the chief executive officer of the Association and have general and active control of its affairs and business and general supervision of its officers, agents and employees; (ii) preside at all meetings of the Members and of the Executive Board; (iii) see that all orders and resolutions of the Board are carried into effect; (iv) appoint such committees as permitted and as he or she may deem appropriate to assist in the conduct of the Association's affairs; (iv) execute, certify and record duly-adopted amendments to the Declaration, rules and regulations of the Association, these bylaws, and the Articles of Incorporation, but only as duly approved and adopted by the Association; and (v) perform all other duties incident to the office of president and as from time to time may be assigned to such office by the Board.

b. Vice-President. The vice-president shall perform or cause to be performed all duties assigned by the Board or the President of the Association, and shall at all times be prepared to assume the duties and obligations of the President in the event the President is incapacitated, removed or unable to fulfill his or her functions as President.

b. Secretary. The secretary shall perform or cause to be performed the following: (i) keeping the minutes of the meetings and proceedings of the Members, the Executive Board and any committees of the members or the Board; (ii) seeing that all notices are duly given in accordance with the provisions of these bylaws, the Declaration, the Act or otherwise as required by law; (iii) serving as custodian of Association records; (iv) keeping at the Association's registered office or principal place of business within Garfield County, Colorado a record containing the names and addresses of all Members and First Mortgagees; and (v) in general, performing all duties incident to the office of secretary and such other duties as from time to time may be assigned to such office by the president or by the Board. Assistant secretaries, if any, shall have the same duties and powers, subject to supervision by the secretary. With the Board's approval, the powers and duties of secretary may be delegated in full or in part to a managing agent.

c. Treasurer. As the principal financial officer of the Association, the treasurer shall perform or cause to be performed the following: (i) retaining care and custody of all Association funds, securities, evidences of indebtedness and other personal property and managing the same in accordance with the instructions of the Board; (ii) receiving and giving receipts and acquittances for moneys paid on account to the Association, and paying out of the funds on hand all bills, payrolls and other just debts of the Association of whatever nature upon maturity;

(iii) being the principal accounting officer of the Association and as such prescribing and maintaining the methods and systems of accounting to be followed, keeping complete books and records of account, preparing and filing all local, state and federal tax returns and related documents, prescribing and maintaining an adequate system of internal audit, and preparing and furnishing to the president and the Board statements of account showing the financial position of the Association and the results of its operations; (iv) upon request of the Board, making such reports to it as may be required at any time; and (v) performing all other duties incident to the office of treasurer and such other duties as from time to time may be assigned to such office by the president or the Board. Assistant treasurers, if any, shall have the same powers and duties, subject to the supervision by treasurer. With the Board's approval, the powers and duties of treasurer may be delegated in full or in part to a managing agent.

Section 5.6 Managing Agent. The Board shall require any managing agent for the Association to maintain fidelity insurance or to execute to the Association a bond in an amount as required by law or as set by the Executive Board, with such sureties as shall be satisfactory to the Board, conditioned upon the faithful performance of such managing agent's duties and for the restoration to the Association of all books, papers, vouchers, money and other property of whatever kind in such agent's possession or under such agent's control belonging to the Association. Any managing agent or other delegatee of functions from the Executive Board or an officer shall maintain all funds and accounts of the Association separate from the funds and accounts of other associations, if any, managed by the agent and shall maintain all reserve accounts of the Association so managed separate from operational accounts of the Association, and shall prepare and present to the Association an annual accounting for Association funds and a financial statement for the Association.

ARTICLE VI Indemnification

Section 6.1 Indemnification of Directors, Officers, Etc. The Association shall indemnify to the fullest extent permitted by law any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, and whether formal or informal (other than an action by or in the right of the Association), because the person is or was a director, officer, committee member, employee, fiduciary, or other agent of the Association. The Association shall indemnify the person to the fullest extent permitted by law against expenses (including attorney's fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by the person in connection with such action, suit, or proceeding if the person's conduct was in good faith and the person reasonably believed his/her conduct was in the best interests of the Association (in the case of conduct in an official capacity with the Association) or not opposed to the best interests of the Association (in all other cases) and if the person had no reasonable cause to believe his or her conduct was unlawful (in the case of any criminal proceeding). The termination of a proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent is not, of itself, determinative that the person did not meet the standard of conduct set forth above. Notwithstanding any other provisions set forth above, no person shall be indemnified under this section in connection with a court proceeding by or in the right of the Association in which the person was found and adjudged to be liable to the Association on the basis that he or she derived an improper personal benefit.

Section 6.2 Mandatory Indemnification. The Association shall indemnify any person who was

wholly successful, on the merits or otherwise, in the defense of any proceeding to which the person was a party because the person is or was a director, officer, committee member, employee, fiduciary, or other agent of the Association, for the reasonable expenses incurred by him or her in connection with the proceeding, including but not limited to attorneys' fees and costs.

Section 6.3 Advance of Expenses. The Association shall pay for or reimburse the reasonable expenses incurred by any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative, and whether formal or informal (other than an action by or in the right of the Association), because the person is or was a director, officer, committee member, employee, fiduciary, or other agent of the Association in advance of final disposition of the proceeding if the person furnishes to the Association a written affirmation of the person's good faith belief that the person has met the standard of conduct described in Section 6.1, the person furnishes to the Association a written undertaking, executed personally or on the person's behalf, to repay the advance if it is ultimately determined the person did not meet the standard of conduct (which undertaking need not be secured and may be accepted without reference to financial ability to make repayment), and a determination is made that the facts then known to those making the determination would not preclude indemnification under this Article VI. Determinations and authorizations of payments under this Section 6.3 shall be made in the manner specified in Section 6.4, below.

Section 6.4 Determination and Authorization of Indemnification. The Association may not indemnify a person under Section 6.1 unless authorized in the specific case after a determination has been made that indemnification of the person is permissible in the circumstances because the person has met the standard of conduct set forth in that section. The Association shall not advance expenses to a person under Section 6.3 unless authorized in the specific case after the written affirmation and undertaking required by that section are received and the determination required by that section has been made. The determinations required by this Section 6.4 shall be made by the Board by a majority vote of those present at a meeting at which a quorum is present, and only the vote of those directors not parties to the proceeding shall be counted in satisfying the quorum; or, if a quorum cannot be obtained, by a majority vote of a committee of the Board designated by the Board, which committee shall consist of two or more directors not parties to the proceeding (except that directors who are parties to the proceeding may participate in the designation of directors for the committee). If a quorum cannot be obtained as set forth above and a committee cannot be established as set forth above, or, even if a quorum is obtained or a committee is designated, if a majority of the directors constituting such quorum or such committee so directs, the determination required to be made regarding the standard of conduct shall be made by independent legal counsel selected by a vote of the Board or the committee in the manner specified above, or, if a quorum of the full Board cannot be obtained and a committee cannot be established, by independent legal counsel selected by a majority vote of the full Board, or by the members, but members who are also directors and who are at the time seeking indemnification may not vote on the determination. Authorization of indemnification and advance of expenses shall be made in the same manner as the determination that indemnification or advance of expenses is permissible, except that, if the determination that indemnification or advance of expenses is permissible is made by independent legal counsel, authorization of indemnification and advance of expenses shall be made by the body that selected such counsel.

Section 6.5 Insurance. The Association may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, fiduciary, or other agent of the Association against

liability asserted against or incurred by the person in that capacity or arising from his or her status as a director, officer, employee, fiduciary, or agent, whether or not the Association would have power to indemnify the person against the same liability under sections 6.1 and 6.2 above.

Section 6.6 Other Indemnification. The indemnification provided by this Article shall not be deemed exclusive of any other rights to which any person may be entitled under the Articles of Incorporation, any agreement, any other provision of these Bylaws, vote of the members or disinterested directors or otherwise, and any procedure provided for by any of the foregoing, both as to action in such person's official capacity and as to action in another capacity while holding such office.

Section 6.7 Right to Impose Conditions to Indemnification. The Association shall have the right to impose, as conditions to any indemnification provided or permitted in this Article, such reasonable requirements and conditions as the Board or members may deem appropriate in each specific case, including but not limited to any one or more of the following: (a) that any counsel representing the person to be indemnified in connection with the defense or settlement of any action shall be counsel that is mutually agreeable to the person to be indemnified and to the Association; (b) that the Association by counsel shall have the right, at its option, to participate in the defense or settlement of any claim or proceeding made, initiated or threatened against the person to be indemnified; and (c) that the Association shall be subrogated, to the extent of any payments made by way of indemnification, to all of the indemnified person's right of recovery, and that the person to be indemnified shall execute all writings and do everything necessary to assure such rights of subrogation to the Association.

Section 6.8 Notice to Members of Indemnification. If the Association indemnifies or advances expenses to a person under this Article VI in connection with a proceeding by or in the right of the Association, the Association shall give written notice of the indemnification or advance to the Members with or before the notice of the next Members' meeting. If the next Member action is taken without a meeting at the behest of the Board, such notice shall be given to the Members at or before the time for such action.

ARTICLE VII

Evidence of Ownership; Mailing Address

Section 7.1 Proof of Ownership. Every Unit Owner, upon acquiring title to a Unit, shall furnish to the Association's managing agent or to the Secretary of the Association, evidence of ownership of the Unit (e.g., a copy of the Unit Owner's vesting deed), and the Owner's principal mailing address (if different from the street address of the Unit), which information shall remain of record with the Association and which the Owner shall update promptly upon any change in information.

Section 7.2 Registration of Mailing Address. The Association shall maintain a principal mailing address for each Unit as furnished by the Owner(s) thereof, regardless of the number of Owners of such Unit, with such principal mailing address to be used by the Association for mailing of assessment account statements, notices, demands and all other communications from or on behalf of the Association. If a Unit Owner fails, refuses or neglects to furnish or update a principal mailing address, the Association is authorized to use the street address of the Owner's Unit for sending assessment account statements, notices, demands and all other communications from or on behalf of the Association.

ARTICLE VIII
Books and Records

Section 8.1. The Association shall make available to Owners current copies of the Declaration, Articles of Incorporation, these Bylaws, the rules and regulations of the Association, books, records and financial statements of the Association, except that: the Board may at any time(s) determine that items or parts of items are confidential and shall not be made available – e.g., to protect the privacy or confidentiality of Owners, complainants or applicants, or the attorney-client privilege; and the Owners conducting inspection(s) of any such documents shall pay all costs associated therewith. "Available" shall mean available for inspection, upon advance request of no less than seven (7) business days, during normal weekday business hours or under other reasonable circumstances.

ARTICLE IX
Authenticated Electronic Representation

Section 9.1. Notwithstanding anything to the contrary contained in these Bylaws, to the extent permitted or not otherwise prohibited by applicable law, the Association may use technology or electronic representation in completing its duties and responsibilities. In this regard, any reference in these Bylaws to action, attendance, representation, notice, quorum, voting or acknowledgement, as well as any and all other matters, may be conducted by authenticated electronic activity and, to the extent permitted by applicable law, the provisions of these Bylaws shall be deemed to include provisions which permit such authenticated electronic activity.

ARTICLE X
Notice and Hearing

Section 10.1. Notice and Hearing. In all instances where the Act, the Nonprofit Corporation Act, the Declaration, these Bylaws, any rules and regulations of the Association, or circumstances otherwise require notice and hearing before the Executive Board prior to the action of the Board, including but not limited to the imposition of a monetary fine or other sanction by the Association, the Board shall substantially comply with the following:

- (a) Demand. Written demand to cease and desist from the alleged violation, and/or to comply with the applicable covenant or restriction, shall be mailed via prepaid certified mail of the U.S. Postal System, return receipt requested, upon the alleged violator at such Person's mailing address of record with the Association, specifying:
 - (i) the alleged violation;
 - (ii) the action required to abate the violation, and
 - (iii) a time period of not less than five (5) calendar days, during which the violation may be abated without further sanction, if such violation is a continuing one, or a statement that any additional similar violation may result in the imposition of a sanction after notice and an opportunity for hearing, if the violation is not continuing.

If the alleged violator or noncompliant person is not a Unit Owner, then a duplicate copy of the demand shall be mailed in the same manner to all Owner(s) of the Unit occupied by the violator or at which such person is or was a guest, tenant, invitee or licensee as the time of the incident giving rise to the demand. Service by personal delivery or by private courier providing for written proof

of delivery shall also be an acceptable method of delivery.

(b) Notice. At any time within twelve (12) months of such demand, if the violation or noncompliance continues past the period allowed in the demand for abatement without penalty or if the same or a substantially similar violation subsequently occurs, the Board, or its delegate, shall serve the violator (and the Owner(s) of the related Unit, if the violator is not a Unit Owner) with written notice of a hearing to be held by the Board (the "Notice"). The Notice shall contain:

- (i) a description of the nature of the alleged violation;
- (ii) the time and place of the hearing, which time shall not be less than fifteen (15) days from the date of the Notice;
- (iii) an invitation to attend the hearing and produce any statement, evidence, and witness on his or her behalf; and
- (iv) a description of the proposed sanction that may be imposed by the Board.

Service of the Notice may be accomplished in the same manner(s) as provided above for the written demand.

(c) Hearing. The Hearing shall be held pursuant to the Notice affording the violator a reasonable opportunity to be heard by the Board. Prior to the effectiveness of any sanction, proof of Notice shall be placed in the minutes of the meeting. Such proof shall be deemed adequate if a copy of the Notice, together with a statement of the date and manner of delivery, is entered by the officer, director, or agent who arranged for delivery of such Notice. The Notice requirement shall be deemed satisfied if the alleged violator appears at the meeting. If the Notice requirements have been met, and the alleged violator does not appear at the meeting (or if a Notice served by certified mail, return receipt requested, is returned by the postal service as unclaimed or refused), the alleged violator shall be deemed to have waived any objection to action taken at the hearing in his/her absence, so long as such action is not inconsistent with the Notice.

(d) The minutes of the meeting shall contain a written statement of the results of the hearing and the sanction, if any, imposed. The decision of the Board shall be the final decision of the Association. However, in no event shall the Board suspend a Member's right to use the Common Elements or voting rights for infraction of the Association's rules and/or regulations for a period in excess of sixty (60) days, unless such infraction is a continuing infraction, in which case such suspension may continue for so long as such infraction continues and for up to sixty (60) days thereafter.

(e) These procedures shall not be necessary or required prior to, or in connection with, any demand by the Association for payment of past due assessments, or any action by or in the name of the Association to collect unpaid Assessments, including the collection of the Association's costs and attorneys' fees incurred therewith.

Section 10.3. Hearing Committee. In any instance that requires a hearing, a quorum of the Board of Directors may serve as the Hearing Committee ("Hearing Committee") or the President may appoint a Hearing Committee of three individuals, at least two of whom are Members of the Association. In appointing the Hearing Committee, the President shall make a good faith effort to avoid appointing next-door neighbors of the alleged violator (or affiliated Unit Owner(s)) or any Members of the Association who are essential witnesses to the alleged violation giving rise to the demand and notice.

The decision of the President shall be final, except that the violator may challenge any member of the Hearing Committee for cause, where a fair and impartial hearing cannot be afforded, at any time prior to the taking of evidence at the hearing. In the event of such a challenge, the Board may continue the hearing if necessary, and shall meet as soon as reasonably practical to determine the sufficiency of the challenge, without the President voting. If such a challenge is sustained, the President shall appoint an alternative member to replace the challenged member of the Hearing Committee. All decisions of the Board in this regard shall be final. The Hearing Committee may delegate to an individual the responsibility of recording the hearing by any reasonable means, including but not limited to written notes, audio- or videotape recording, digital recording, or any other reasonable method to ensure that a reasonable record of the proceedings is maintained.

ARTICLE XI Miscellaneous

Section 11.1 Account Books, Minutes. The Association shall keep books of account and records for its operations and shall also keep minutes of the proceedings of its Members, Board of Directors and Committees. Minutes or any similar records of the meetings of Members or of the Board of Directors or of any Committee, when signed by the Secretary or the person designated as acting secretary of the meeting, shall be presumed to truthfully evidence the matters set forth therein. A recitation in any such minutes that notice of the meeting was properly given shall be prima facie evidence that the notice was given.

Section 11.2 Fiscal Year. The fiscal year of the Association shall be as established by the Executive Board.

Section 11.3 Conveyances and Encumbrances. Property of the Association may be assigned, conveyed or encumbered by such officers of the Association as may be authorized to do so by the Board and by law, and such authorized persons shall have power to execute and deliver any and all instruments of assignment, conveyance and encumbrance as permitted by law; however, the sale, exchange, lease or other disposition of all or substantially all of the property and assets of the Association shall be authorized only in the manner prescribed by the Declaration, by the Articles of Incorporation and/or by applicable law.

Section 11.4 Conflicts of Interest. If any person who is a director, officer or agent of the Association becomes aware that the Association intends to enter into any business transaction directly or indirectly with such person, any member of such person's family, or any entity in which such person has any legal, equitable or fiduciary interest or position, including without limitation as a director, officer, shareholder, partner, beneficiary or trustee (but as to ownership only in the event of ownership exceeding ten percent), such person shall: (a) immediately inform those charged with approving the transaction on behalf of the Association of such person's interest or position; (b) assist the persons charged with making the decision by disclosing all material facts within such person's knowledge that bear on the advisability of such transaction from the standpoint of the Association; and (c) abstain from voting on the decision to enter into such transaction.

Section 11.5 Loans to Directors and Officers Prohibited. No loans shall be made by the Association to any of its directors, officers, employees or agents. Any director or officer who assents to or participates in the making of any such loan shall be personally liable to the Association for the amount

of such loan until it is repaid.

Section 11.6 Amendments. The Board of Directors shall have the power to alter, amend or restate these Bylaws or any provision herein, or to adopt new Bylaws, without Member consent. Notwithstanding the foregoing, no alteration or amendment shall result in a change that is inconsistent with or conflicts with the terms and provisions of the Act, the Declaration or the Nonprofit Corporations Act, or change the rights, privileges, preferences, restrictions, conditions, or allocation of interests pertaining to membership in the Association. Further, the Members, at a meeting called for that purpose, shall also have the power to alter, amend or restate these Bylaws or any provision herein, or to adopt new Bylaws. If, however, the Members shall make, amend or repeal any provision of the bylaws, the Executive Board shall not thereafter amend the same in such manner as to defeat or impair the object of the Members in taking such action, without further vote of the Members. The Bylaws may contain any provision for the regulation or management of the affairs of the Association not inconsistent with the Declaration, the Act, the Articles of Incorporation, the Nonprofit Corporations Act or other applicable law. Notwithstanding anything to the contrary contained in this Section, the written approval of the U.S. Department of Housing and Urban Development ("HUD") or the U.S. Veterans Administration ("VA") shall be required for any amendments adopted during the period of Declarant Control if, at the time such amendment is adopted, HUD has insurance or VA has a guarantee(s) on one or more loans secured by a Unit and HUD or VA require such approval.

Section 11.7. Share of Stock and Dividends Prohibited. The Association shall not have or issue shares of stock and no dividend shall be paid, and no part of the income of the Association shall be distributed to its Members, Directors or Officers. Notwithstanding the foregoing, upon dissolution or final liquidation thereof, the Association, may make distributions as permitted by the Declaration, the Articles of Incorporation or by law; but no such payment, benefit or distribution shall be deemed to be a dividend or distribution of income or profit.

Section 11.8. Limited Liability. Except as may otherwise be provided by law or as provided in the Declaration and/or the Articles of Incorporation, the Association, the Executive Board, and any officer, director, member, agent or employee of any of the same, shall not be liable to any Person for any actions taken or omissions made in the performance of such person's duties.

Section 11.9. Execution of Documents. The Executive Board, except as the Declaration, the Act, these Bylaws or the Articles of Incorporation may otherwise provide, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name and on behalf of the Association, and such authority may be general or confined to specific instance. Unless so authorized by the Board, no director, officer, agent, member or employee shall have any power or authority to bind the Association by any contract or engagement or to pledge its credit or to render it liable for any purpose or in any amount.

Section 11.10. Severability. The invalidity of any provision of these Bylaws shall not affect the other provisions hereof, and in such event these Bylaws shall be construed in all respects as if such invalid provision were omitted.

CERTIFICATION

The undersigned hereby state that they, in their below-described capacities, are authorized to certify the foregoing Bylaws as constituting the Bylaws of the Association, as duly approved and adopted on the ____ day of _____, 201__.

[INSERT NAME HERE] CONDOMINIUM
ASSOCIATION

_____, Director and
President

Date: _____

Attest:

_____, Secretary

Date: _____

*****THIS IS A REVIEW DRAFT ONLY. THE READER IS CAUTIONED THAT THIS DRAFT MAY UNDERGO REVISIONS AND IS NOT SUITABLE FOR RECORDATION.*****

DRAFT 6/26/19

CONDOMINIUM DECLARATION FOR [INSERT NAME HERE] CONDOMINIUMS

WHEREAS, TB AND SB, LLC, a Colorado limited liability company (hereinafter, "Declarant"), is the owner and developer of certain real property and improvements situate in the City of Glenwood Springs, County of Garfield, State of Colorado, which real property is described as set forth on **Exhibit A** attached hereto and incorporated herein by this reference; and

WHEREAS, the real property described on **Exhibit A** shall be referred to hereinafter as "[INSERT NAME HERE] Condominiums" or the [INSERT NAME HERE] Condominium Community" or "the Property"; and

WHEREAS, Declarant desires to create a condominium common interest community to be known as [INSERT NAME HERE] Condominiums in which portions of the real property described above shall be designated for separate ownership as condominium units, with ownership of the remainder of the real property as common elements vested in the condominium owners as undivided interests (as defined below) and managed by [INSERT NAME HERE] Condominium Association, a Colorado nonprofit corporation, its successors and assigns (the "Association"); and

WHEREAS, Declarant, as owner and developer of the Property wishes to preserve, protect and enhance the value and desirability of ownership and occupancy of the Property; to provide for the orderly management and operation of the Property; to promote and safeguard the health, comfort, safety, convenience and welfare of the Property for the Association and its members as owners of condominium units within the [INSERT NAME HERE] Condominiums;

NOW, THEREFORE, in addition to the foregoing recitals, Declarant hereby declares, establishes, makes and grants the following covenants, conditions, restrictions, reservations, agreements and easements:

ARTICLE I STATEMENT OF PURPOSE AND IMPOSITION OF SERVITUDES

1.1 Imposition of Servitudes. Declarant hereby makes, declares and establishes the covenants, conditions, restrictions, reservations and easements contained in this Declaration for the benefit of the Property, including all improvements, amenities and facilities appurtenant to or located within the boundaries of the Property now and constructed or installed in the future. From this day forward, the real property and improvements that comprise the [INSERT NAME HERE] Condominiums, and any portion thereof, shall be held, sold, conveyed, encumbered, leased, rented, occupied, improved, and dealt with in any manner whatsoever subject to this Declaration. All covenants, conditions, restrictions, reservations, agreements, easements and other terms and provisions whatsoever established under this Declaration shall: (i) run with the land comprising the [INSERT NAME HERE] Condominium community or as equitable servitudes as the case may be, and (ii) shall inure to the benefit of and bind all persons or entities having any right, title or interest in all or any part of [INSERT NAME HERE] Condominium community, including the Declarant, all Unit Owners and their respective heirs, executors, administrators, personal representatives, successors, assigns, grantees, tenants, guests, employees, families, contractors, agents, licensees and invitees; and (iii) create specific rights and privileges which may be shared and enjoyed by all Unit Owners and lawful occupants of any part of the Property. Declarant hereby submits the

[INSERT NAME HERE] Condominiums to the provisions of Colorado's Common Interest Ownership Act, Sections 38-33.3-101, et seq., Colorado Revised Statutes ("C.R.S."), as it may be amended from time to time (the "Act"). In the event the Act is repealed, the Act on the effective date of this Declaration shall remain applicable.

1.2 Declarant's Intent. Declarant intends to preserve and protect the attractiveness of the Property, to restrain and minimize future impairment or deterioration of the Property, and to preserve, protect and enhance the value and desirability of the Property and to promote and safeguard the health, comfort, safety, convenience and welfare of the Unit Owners of the Property. Declarant intends to encourage the construction and maintenance of attractive permanent improvements, appropriately located to preserve the harmonious development of the Property and to promote and safeguard the health, comfort, safety, convenience and welfare of the Unit Owners.

ARTICLE II

DESCRIPTION OF COMMON INTEREST COMMUNITY AND DEFINITIONS

For the purposes of this Declaration, the following terms shall be defined as set forth hereinbelow.

2.1 Act means Colorado's Common Interest Ownership Act, C.R.S. §38.33.3-101, et seq., as amended. Except as modified in this Declaration (and as this Declaration may be amended from time to time), the definitions set forth in the Act are incorporated herein.

2.2 Allocated Interests. "Allocated Interests" means the undivided interests in the Common Elements, the Common Expense Liability and the voting interests in the Association. The undivided interest in the Common Elements appurtenant to ownership of a Unit is determined by a fraction, the numerator of which is one (1) and the denominator of which is the total number of Units in the [INSERT NAME HERE] Condominiums. If for any reason the maximum number of Units approved are not built, then the ratio shall be adjusted accordingly. Each Unit's Common Expense Liability is determined in accordance with Article V of this Declaration. For the purpose of determining voting interests in the Association, each Unit is allocated one vote.

2.3 Assessments. "Assessment" means annual assessments, special assessments and default assessments, as described in Article V of this Declaration. "Assessment" also includes late charges, fines, fees, interest, costs, expenses, reasonable attorneys' fees, and any other amounts authorized to be collected by the Association pursuant to the Act or the Governing Documents.

2.4 Association. "Association" shall mean and refer to the [INSERT NAME HERE] Condominium Association, its successors and assigns. The Association shall be incorporated as a nonprofit corporation under the laws of the State of Colorado for the purpose of serving and operating as the condominium owners' association of [INSERT NAME HERE] Condominiums. The Association shall have the power and authority, and shall operate in accordance with the provisions of the following: this Declaration, as it may be amended from time to time; the Act (except as modified by this Declaration and to the extent any such modification is permitted by law); the Association's articles of incorporation; the Association's duly-adopted bylaws; the Plat (as defined below) as it may be amended and/or supplemented from time to time; conditions of approval for development of [INSERT NAME HERE] Condominiums established by the City of Glenwood Springs, Colorado, together with applicable provisions of the City's municipal code; applicable provisions of Colorado law; such resolutions, rules and regulations as the Association acting through its Executive Board may duly adopt from time to time (hereinafter collectively referred to as "Governing Documents"). Administrative delinquency of the Association under Article 90 of Title 7, C.R.S., for reasons unintended by the Executive Board of the Association (e.g., due to inadvertence or oversight), shall not affect the Association's authority under this Declaration or the protections from liability afforded to officers, directors, and other authorized agents acting in good faith on behalf of the Association.

2.5 City. “City” means the City of Glenwood Springs, Colorado.

2.6 Common Elements. The Common Elements are all portions of the Property other than the Units. The Common Elements are owned by the Unit Owners as undivided interests pursuant to the definition of Allocated Interests set forth above. Common Elements are for the common use and enjoyment of Unit Owners and their families, tenants, and guests and not for the public. Common Elements includes easements designated on the Plat and/or reserved or granted in this Declaration or other Governing Documents for the benefit of the Declarant or the Association. The Association, subject to the rights and obligations of the Unit Owners as set forth in this Declaration and other applicable provisions of the Governing Documents, shall be responsible for the management and control of the Common Elements.

2.7 Common Expenses. “Common Expenses” means expenditures made or liabilities incurred by or on behalf of the Association, together with any allocations to reserves. Common Expenses include, without limitation: (a) expenditures in the nature of capital improvements; (ii) expenses of administering, servicing, conserving, managing, improving, maintaining, repairing, restoring or replacing the Common Elements or any portion thereof; (iii) expenses incurred by the Association in fulfilling its purposes, obligations, responsibilities and functions under the Governing Documents (and any functions incidental thereto); (iv) insurance premiums for insurance policies carried by and for the Association; and (v) all expenses incurred by the Association to promote or protect the health, safety and welfare of the Unit Owners. “Common Expenses” does not include expenses incurred with respect to Limited Common Elements except such expenses as the Board determines for good cause.

2.8 Common Expense Liability. “Common Expense Liability” means the liability for Common Expenses allocated to each Unit.

2.9 Declaration. “Declaration” means and refers to this Condominium Declaration for [INSERT NAME HERE] Condominiums, as it may be amended or supplemented from time to time. This Declaration is one of the Governing Documents.

2.10 Development Rights. “Development Rights” means the following rights or combination of rights hereby reserved by the Declarant, as provided in this Declaration:

- (a) add real estate to the [INSERT NAME HERE] Condominium Community;
- (b) create Units, Common Elements or Limited Common Elements;
- (c) subdivide or replat Units; and
- (d) withdraw real estate from the [INSERT NAME HERE] Condominium Community.

The Declarant may exercise its Development Rights in all or any portion of the Property, and no assurances are made as to the boundaries or order of exercise of any Development Rights. The Declarant's rights to exercise Development Rights shall terminate automatically as provided in Section XI of this Declaration (Special Declarant Rights).

2.11 Executive Board. “Executive Board” or “Board” shall mean the Board of Directors of the Association.

2.12 First Mortgage/Mortgagee. “First Mortgage” shall mean any recorded deed of trust or mortgage encumbering a Unit and the Unit Owner’s appurtenant undivided interest in the Common Elements which is not subject to any lien or encumbrance except liens for taxes or other liens which are given priority by statute or by this Declaration, and the term “First Mortgagee” shall mean the holder of record of a First Mortgage.

2.13 Governing Documents. “Governing Documents” has the meaning set forth in Section 2.4 above.

2.14. Improvements. “Improvements” shall mean, without limitation: all buildings, structures and portions thereof; parking areas; loading and storage areas; fences; walls; decks; patios; balconies; hedges; plants; poles; antennae; driveways; sidewalks; signs; swamp coolers, air-conditioning units and other improvements that are not contained entirely within the interior of an approved structure; changes, alterations or additions to any exterior color, material appearance or shape of a structure (including fences, decks, sidewalks, patios and balconies); exterior lighting or illumination; excavation and all other site work, including, without limitation, grading, roads, utility improvements (lines, connections, valves, fixtures and other apparatus), infiltrators, irrigation systems; and the addition, removal or pruning of trees, shrubs or plants rooted in the ground. The term “Improvements” includes both original Improvements as built and all subsequent changes, alterations, additions, replacements or further Improvements. The term “Improvements” does not include turf, shrub or tree repair or replacement of a magnitude that does not change exterior colors or exterior appearances.

2.15 Limited Common Elements. “Limited Common Element” means a portion of the Common Elements as defined in the Act or in this Declaration or otherwise in the Governing Documents for the exclusive use of one or more but fewer than all of the Units. The following portions of the Property, in addition to the portions described in Sections 38-33.3-202(1)(b) and (d), C.R.S., of the Act, are designated as Limited Common Elements, to wit: (a) garages as indicated on the Plat; (b) assigned storage units as indicated on the Plat; (c) a solar collection system (including but not limited to fixtures and equipment) serving one or more Units but fewer than all Units.

2.16 Member. “Member” shall mean a member of the Association by virtue of being a Unit Owner. The Association shall be entitled to rely on the records of the Clerk and Recorder for Garfield County, Colorado, for the purposes of determining who is a Unit Owner, in the absence of evidence otherwise satisfactory to the Executive Board.

2.17 Period of Declarant Control. “Period of Declarant Control” means the maximum length of time allowed under the provision of the Act by which the Declarant, or persons designated by the Declarant, its successors or assigns, may appoint and remove the officers and members of the Executive Board.

2.18 Plat. The term “Plat” means, collectively, the Condominium Plat of [INSERT NAME HERE] Condominiums approved by the City, and filed of record with the Clerk & Recorder for Garfield County, Colorado, under Reception No. _____, as the same may be amended and/or supplemented from time to time. The term “Plat” as used in this Declaration or any other Governing Document specifically includes all duly-approved and recorded amendments and supplements to the Plat as first recorded, including but not limited to “as built” or boundary adjustment plats. The term Plat includes the term “Map” within the meaning set forth in the Act. The Plat and all duly approved amendments and supplements thereto, and all terms, provisions, notes, covenants, conditions, restrictions, reservations, easements, legal descriptions and certifications noted thereon are incorporated into this Declaration as if set forth verbatim.

2.19 Property. The term “Property” refers to all of the real property described in Exhibit A and Improvements thereon comprising the [INSERT NAME HERE] Condominium Community.

2.20 Residential Purpose. The term “Residential Purpose” shall mean the use of a Unit as a single family dwelling for purposes customarily incidental thereto. Rental of any Unit shall be permissible but any and all leasehold rights in a Unit, or in any portion of the Property, granted to any person(s) or entity shall be subject to the terms and conditions of this Declaration and the Governing Documents.

2.21 Special Declarant Rights. “Special Declarant Rights” means the following rights, which rights

are hereby reserved for the benefit of the Declarant, and which rights may be further described in this Declaration: to build and complete Improvements in the Property; to exercise any Development Right; to maintain sales offices, construction offices, management offices, and signs advertising the [INSERT NAME HERE] Condominiums, and models; to use easements through the Common Elements for the purpose of making Improvements within the [INSERT NAME HERE] Condominium Community or within real estate which may be added to the [INSERT NAME HERE] Condominiums; to make the [INSERT NAME HERE] Condominiums subject to a master association; to merge or consolidate a common interest community of the same form of ownership; or to appoint or remove any officer of the Association or any Executive Board member during any Period of Declarant Control. All of the Special Declarant Rights may be exercised by the Declarant with respect to any portion of the property now or hereafter within the Community. Declarant may exercise any or all of these Special Declarant Rights at any time and from time to time. Such rights shall terminate automatically at such time as the Declarant no longer owns any portion of the Property.

2.22 Unit. “Unit” means a physical portion of the [INSERT NAME HERE] Condominiums designated for separate ownership and the boundaries of which are described in or determined from this Declaration, the Plat and the other Governing Documents. Ownership of a Unit includes ownership of an undivided interest in the Common Elements appurtenant to such Unit. Ownership of an undivided interest in the Common Elements is appurtenant to, and not severable from, ownership of the Unit. The maximum number of Units to be constructed in [INSERT NAME HERE] Condominiums are [INSERT NUMBER HERE]. Identification numbers and boundaries of each Unit shall be shown on the Plat (which term includes amendments or supplements thereto) which shall specifically depict each Unit as constructed. The boundary lines depicted on the Plat are designated as boundaries of a Unit, which lines shall conform to the walls, floors and ceilings of each Unit. Each Unit shall include any utility line or heating, cooling, hot water or other apparatus exclusively serving such Unit whether located within the boundaries of the Unit or not. The wall, floor, ceiling and any structural extension that forms the division between any two (2) Units is declared to be a party wall. Subsequent to recording of this Declaration, any contract of sale, deed, mortgage, deed of trust, lien or other instrument affecting title to a Unit shall describe a Unit in the following manner or substantially similar thereto subject to such modifications or other provisions as may be required by any law, practice or usage:

Condominium Unit _____, Building _____, Lot _____, [INSERT NAME HERE] Condominiums, according to the Plat thereof recorded on _____, 201____, as Reception No. _____, and the Condominium Declaration for [INSERT NAME HERE] Condominiums recorded on _____, 200____, in Book _____ at Page _____, as the same may be amended, with the Clerk and Recorder of Garfield County, Colorado (**with the appropriate information inserted as necessary to complete the description including references to supplemental plats or maps, if any**), City of Glenwood Springs, County of Garfield, State of Colorado.

2.23 Unit Owner. The terms “Owner” and “Unit Owner” are synonymous and means a person or entity who owns a Unit but excludes those persons or entities having an interest in a Unit merely as security for the performance of an obligation, unless and until acquisition of fee title to the Unit pursuant to foreclosure or other proceedings. The Declarant is the owner of a Unit created by the Governing Documents until that Unit is conveyed to another person.

ARTICLE III

THE ASSOCIATION

3.1 Membership; Allocation of Voting Interests. Every Unit Owner is a Member of the Association for the duration of ownership. Membership is appurtenant to and is not severable from ownership of a Unit. Whether a Unit is owned by one or more persons or entities, there shall be one vote per Unit on Association

matters, exercisable in accordance with the provisions of the Act. Membership in the Association shall be of a single class only.

3.2 Authority. The business and affairs of the [INSERT NAME HERE] Condominiums shall be managed by the Association acting through its Executive Board except for such matters as are expressly reserved to action by the Members of the Association pursuant to the Act, this Declaration or other Governing Documents.

3.3 Powers. The Association shall have all of the powers, authority and duties reasonably necessary and proper to carry out its functions, including but not limited to: (a) all powers and authority granted to an Association under the Act as it may be amended from time to time; (b) all powers and authority granted to the Association under this Declaration and the other Governing Documents; (c) all powers and authority granted to a nonprofit corporation under the Revised Colorado Nonprofit Corporations Act, Sections 7-121-101, *et seq.*, C.R.S. ("Nonprofit Act"), as it may be amended from time to time; (d) the authority to retain a managing agent for the Association on such terms and conditions as the Executive Board may determine and as governed by applicable law; (e) such other lawful power and authority as necessary or reasonable to carry out the functions and fulfill the purposes of the Association.

3.4 Declarant Control. The Declarant shall have all the powers reserved in Article XI below to appoint and remove the officers and members of the Executive Board of the Association during the Period of Declarant Control.

3.5 Annual and Special Meetings of the Members. An annual meeting of the Members shall be held in accordance with the provisions for annual meetings under the Act and as set forth in the bylaws of the Association. Special meetings of the Members may be called and held in accordance with the Act and the provisions for special meetings of the Members set forth in the bylaws of the Association.

3.6 Voting by Members. Voting by Members on Association matters reserved for action by the Members or otherwise coming before the Members shall be conducted as provided in the Act.

3.7 Quorum. For the purposes of action at a meeting of the Members, a quorum is deemed present throughout any meeting of the Association if persons entitled to cast fifty percent of the votes which may be cast for election of the Executive Board are present in person or by proxy at the beginning of the meeting.

3.8 Action By Members. A simple majority of the votes cast at a meeting at which a quorum is present shall constitute approval of the Members and shall be binding upon the Association, except for matters or actions requiring a higher percentage of votes for approval under the Act or the Governing Documents. Action by consent undertaken in accordance with the bylaws of the Association may be authorized by the written consent of the Members in lieu of a meeting. Action by written ballot may be undertaken as permitted by law.

3.9 Executive Board. Until the expiration of the Period of Declarant Control, the number of members of the Executive Board may be one (1) person appointed and designated in writing by the Declarant. After expiration of the Period of Declarant Control, the Executive Board shall consist of no less than three (3) and no more than five (5) members of the Association, as determined at the annual meeting of the Members of the Association, all of which directors shall be natural persons over the age of eighteen (18) years and Unit Owners. Co-Owners of the same Unit shall not serve as directors concurrently.

3.10 Election of Executive Board. Members of the Executive Board (also referred to as "directors") shall be elected at the annual meeting of the Members of the Association. Each director shall serve a one-year term but nothing herein shall prohibit a director from serving successive terms if duly elected by the Members.

3.11 Purpose and Powers of Board. The Executive Board shall be the governing body of the Association with all authority necessary to exercise the powers of the Association except any matters expressly reserved to the Members by law or under the Governing Documents.

3.12. Annual, Regular and Special Meetings of the Executive Board. An annual meeting of the Executive Board shall be held immediately after each annual meeting of the Members of the Association in accordance with provisions set forth in the bylaws of the Association. Regular and special meetings of the Executive Board may be called and held in accordance with the provisions for regular and special meetings of the Executive Board as set forth in the Act and the bylaws of the Association.

3.13. Quorum. A quorum for the purposes of action at a meeting of the Executive Board shall require the presence of a majority of directors in person or by telephonic means under which all persons present are able to hear and be heard by the person(s) participating in the meeting.

3.14. Action By Executive Board. The vote of no less than a majority of directors at a meeting of the Executive Board at which a quorum is present shall be required to approve any matter coming before the Board and shall be binding except where a higher percentage of votes is required for approval under the Act, other applicable law or under the Governing Documents. Action by consent undertaken in accordance with the bylaws of the Association may be authorized by the directors in lieu of a meeting.

3.15. Governing Documents. To the fullest extent permitted by law, and by the terms and conditions of recorded instruments setting forth the City's conditions for approval for development of the Property as [INSERT NAME HERE] Condominiums, if a conflict or inconsistency arises between or amongst the terms and provisions of any Governing Documents, then this Declaration shall take precedence, followed in order of importance by the Plat (including supplement(s) or amendment thereto(s)), the articles of incorporation of the Association, the bylaws of the Association, resolutions adopted by the Members at a lawful meeting of the Association, and resolutions duly-adopted by the Executive Board (including any rules and regulations adopted by the Executive Board).

ARTICLE IV

EASEMENTS

In addition to all easements reserved or granted or otherwise created elsewhere in the Governing Documents, the following easements are hereby reserved and or granted by the Declarant (as applicable):

4.1 Platted Easements; Utility Distribution Easements.

(a) *Access.* Every Unit Owner shall have a perpetual and nonexclusive easement for access over, across and upon such Common Elements as are designated on the Plat for the purpose of pedestrian access to and from such Owner's Unit and vehicular access to and from such Owner's designated parking garage or spot, which easement shall be appurtenant to and pass with transfer of title to the Unit; provided, however, that such easement shall be subject to: (a) all provisions of the Governing Documents; and (b) the right of the Association to adopt, from time to time, rules and regulations for vehicular traffic, parking, pedestrian travel, and travel by any other motorized or non-motorized means upon and across Common Elements.

(b) *Platted Easements.* Nonexclusive easements and rights of way in perpetuity are hereby reserved by the Declarant for the benefit of the Association and the Unit Owners across, upon and through easements shown on the Plat for the purposes designated thereon.

(c) Utility Distribution Easements. Nonexclusive easements and rights of way in perpetuity are hereby reserved across, upon, through and under the Common Elements and Units as reasonably required for distribution of utility services serving the Property. Such easements are reserved and granted for the benefit of the City, the Association and authorized utility service providers, for the purposes of construction, installation, distribution, maintenance, repair, improvement and operation of wires, cables, pipes, fixtures, equipment, conduits and apparatus for the transmission of electrical current, telephone, telecommunications, television, radio and digital communication lines, water, natural gas, and other utility services, together with a reasonable right of entry for the purpose of installing, maintaining, repairing, replacing and improving utility services.

4.2 Easement for Emergency Services. A perpetual and nonexclusive access easement is hereby reserved for the benefit of the City and any special district serving the Property, for the purpose of police, sheriff, fire protection, ambulance and similar emergency response services, and shall include all roadways, driveways, parking areas, Common Elements, Limited Common Elements and any portion of the Property or Units for the specific purpose of providing and performing emergency services.

4.3 Maintenance & Repair Easement by Association. A perpetual and nonexclusive easement is hereby reserved by and for the Declarant and for the Association (and the Association's officers, directors, managers, employees, contractors and authorized agents) upon, across, over, in and under all Units (excluding the interior of any Unit) and Common Elements (including Limited Common Elements), and a right to make such use of the Property or any portion thereof as may be necessary, to make repairs or improvements, or perform maintenance, or to perform the duties and functions for which the Association is responsible pursuant to the Governing Documents, including the right to enter upon any Unit for the purpose of performing maintenance or repairs that are reasonably within the scope of the Association's responsibility. Unit Owners shall permit the Association reasonable access to the interior of such Owner's Unit as reasonable and necessary.

4.4. Easements for Encroachments. The Property, and all portions thereof, is subject to an easement of up to three (3) feet from any Unit boundary line or Common Element boundaries (including Limited Common Elements) for the actual extent of encroachments created by construction as designed or constructed by the Declarant and for settling, shifting and movement of any portion of the Property. Such encroachments shall not be considered to be encumbrances upon any part of the Property. Encroachments referred to include, but are not limited to, encroachments caused by error in the original construction by Declarant of Improvements on any Unit, or by settling, rising, or shifting of the ground.

ARTICLE V

ASSESSMENTS

5.1 Creation of Association Lien and Personal Obligation to Pay Assessments. Declarant, for each Unit, hereby covenants, and each Owner by acceptance of a deed for a Unit (or a partial interest therein), whether it shall be so expressed in any such deed or not, is deemed to covenant and agree to pay assessments levied by the Association in accordance with this Declaration and all Governing Documents.

5.2 Allocated Interests in Common Expense Liabilities.

(a) To each Unit is allocated Common Expense Liability, meaning the obligation for payment of a proportionate share of the Common Expenses duly levied and assessed against all Units by the Executive Board. The proportionate share of each Unit for Common Expenses shall be computed by using a fraction,

the numerator of which is the square foot area of the Unit as set forth on Exhibit B attached hereto and incorporated herein by this reference, and the denominator of which is the aggregate sum of the square foot area of all Units in the [INSERT NAME HERE] Condominiums as set forth on Exhibit B. If the fraction described above is expressed for any purpose as a percentage, the percentage shall be represented to the fourth decimal point.

(b) The area of Common Elements or Limited Common Elements shall not be included in the computation of square foot area of Units. Exhibit B, as it may be amended or supplemented from time to time, sets forth the area measured in square feet of each Unit deemed applicable for this purpose by the City, pursuant to measurements and calculations determined by the Chief Building Official for the City as of the date of issuance of each original certificate of occupancy (or temporary certificate of occupancy) for each Unit upon substantial completion of construction by the Declarant.

(c) For the purposes of section 38-33.3-208(5), C.R.S., of the Act in effect on the date of adoption of this Declaration (as the same may be amended from time to time), to the extent any Municipal Code provisions affect the aggregate total of allocated interests for the purpose of Common Expense Liabilities and the requirement that such interests in the aggregate total one (1) or one hundred percent (100%), any difference in the aggregate of such allocated interests and a total of one (1) or one hundred percent (100%), if any, shall be allocated pro rata amongst the Units as necessary, if possible, to avoid irreconcilable conflict with the requirements of the Act.

5.3 Purpose of Assessments. Assessments may be levied for Common Expenses and any other lawful purpose provided under the Act and in the Governing Documents. In general, the purpose of assessments is to provide revenue to pay Association expenses, including but not limited to those incurred to maintain, repair, replace, improve and otherwise affect the Common Elements; maintaining and replacing improvements, landscaping and/or vegetation; taxes; utility service charges and surcharges; insurance premiums; management fees; snow removal; surface repair and replacement for parking areas, driveways and walkways; capital improvements; reserves; and all other costs and expenses incurred to perform the functions of the Association.

5.4. Annual Assessments; Budget. Assessments for Common Expenses shall be made on an annual basis against all Units and shall be based upon the Executive Board's advance estimate of revenue requirements for the Association to provide for the payment of Common Expenses arising from, or connected with, the purposes and functions of the Association as set forth in the Governing Documents, and any other expenses or liabilities which may be incurred by the Association for the benefit of the [INSERT NAME HERE] Condominiums, together with projections for a reasonable capital reserve fund. Adoption of an annual budget shall comply with the Act. Annual assessments based on the annual budget shall be levied each year in advance and shall be due on the first day of January of each calendar year and payable in twelve equal installments on the first day of each calendar month commencing January 1 of each year, or as otherwise determined by the Executive Board in its reasonable discretion based on the estimated annual budget. No Assessments shall be chargeable on a Unit prior to the issuance of a certificate of occupancy for such Unit. The omission or failure of the Association to fix the annual assessments for any assessment period or to furnish periodic billing statements for assessments to any Unit Owner shall not be deemed a waiver, modification or release of any Unit Owner from the obligation to pay assessments. If the Executive Board fails or neglects to adopt an estimated annual budget for any calendar year in advance, the amount of assessments for such year shall be deemed the same as the immediately preceding year; nothing, however, shall prohibit the Executive Board from adopting a budget for the remainder of any such calendar year. The Association, acting through the Executive Board, shall have the right, but not the obligation, to make prorated refunds of any annual assessment revenue collected in excess of actual expenses incurred in any fiscal year. The Executive Board may earmark all or part of excess assessment revenue from year to year for reserve purposes for the Association.

5.5. Special Assessments; Assessments for Limited Common Elements. In addition to annual assessments authorized by this Article, the Executive Board may levy special assessments, payable over such a period as the Board may determine, for the purpose of defraying, in whole or in part, Common Expenses not otherwise anticipated at the time of adoption of the annual budget, or for the purpose of assessing a specific Unit or Units for expenses incurred or to be incurred (including capital improvements) with respect to Limited Common Elements appurtenant to the Unit or Units so assessed, or as otherwise provided by the Act. The proportionate share of a Unit for expenses or capital improvements for one or more Limited Common Elements shall be computed by using a fraction, the numerator of which is the square foot area of the Unit to be assessed as shown on the Plat and the denominator of which is the sum total of the square foot area of all Units to which such Limited Common Element(s) is/are appurtenant. Special assessments made for the benefit of all Units in the Property shall be assessed in the same allocation as annual assessments under Section 5.4 above. Special assessments shall be due and payable by the responsible Unit Owner(s) on such reasonable terms and conditions as the Board determines.

5.6. Default Assessments; Monetary Fines. The Association, acting through the Executive Board, is entitled to reimbursement for any and all expenses incurred by the Association as a consequence of a Unit Owner's violation of, or failure to comply with, any of the provisions of the Governing Documents, or for damage or loss caused to the Association by or through the negligent, willful or reckless act or omission of a Unit Owner or such Owner's family member, guest, invitee, licensee, lessee, employee or agent. Pursuant to responsible governance policies or rules adopted by the Executive Board, the Board is further authorized to assess monetary fines against a Unit Owner for acts or omissions constituting a violation of, or failure to comply with, any of the provisions of the Governing Documents by a Unit Owner or such Owner's family member, guest, invitee, licensee, lessee, employee or agent. Responsible governance policies or rules shall provide that prior to the assessment of a default assessment in the nature of a monetary fine or otherwise, the Executive Board shall provide the Unit Owner(s) with no less than thirty (30) days advance written notice of the proposed default assessment or fine, the amount and reasons therefore, and a reasonable opportunity to be heard by the Executive Board at a regular or special meeting of the Board before any fine is actually assessed. An amount determined due to the Association by a Unit Owner pursuant to this Section, after notice and hearing, constitutes a "default" assessment. Default assessments may be assessed against the Unit(s) owned by the responsible Unit Owner(s) by the Executive Board and shall become a lien against such Unit(s) which may be foreclosed or otherwise collected as provided in this Declaration and in the Act for other assessments. Written notice of the amount and the due date for payment of default assessments shall be mailed via U.S. Mail or personally delivered to the responsible Unit Owner(s) no less than thirty (30) days prior to the date due.

5.7. Notice of Assessments. The Association shall give written notice to each Unit Owner, mailed to said Owner's mailing address as it appears on the records of the Association, identifying the amount of each annual assessment on or before the date upon which the assessment shall be due and payable. It shall be the responsibility of each Unit Owner to notify the Association in writing of such Owner's mailing address and any change(s) in mailing address; in the absence of written notice from the Owner, the Association shall be entitled to rely on the mailing address of record with the county assessor. Successive monthly or quarterly notices of assessments due shall not be required. Failure of the Association to give timely notice of the annual assessment amount shall not release any Owner from liability to pay such assessment. Except as otherwise determined by the Executive Board, notice of special assessments shall be given in accordance with the procedures set forth herein for annual assessments or in accordance with such other reasonable procedures as may be determined by the Board. All unpaid assessments shall bear interest at the rate of eighteen percent (18%) per annum from the date due until paid, together with such reasonable and uniform late charges as the Executive Board adopts.

5.8. Enforcement of Assessments. Any assessment or portion thereof, whether an annual, special or default assessment, that is not paid within ten (10) days after the date due is delinquent and as a consequence thereof the Unit Owner(s) shall be deemed in default of this Declaration. If an assessment or any portion thereof

(including any installment payment) is delinquent, the Executive Board, in its discretion, may take any or all or lawful enforcement actions permitted by the Act, as well as any or all lawful actions set forth in a responsible governance policy or rule adopted by the Association pursuant to the Act. Such lawful enforcement action shall include bringing an action at law or equity personally against any or all Unit Owner(s) obligated to pay the delinquent assessments. The pursuit of any course of action as a means of collecting or enforcing payment of assessments shall not be deemed to waive the right of the Association to pursue any other method, either at the same time or subsequently. The pursuit of any lawful course of action as a means of collecting or enforcing payment of assessments shall not be deemed to waive the right of the Association to pursue any other method, either at the same time or subsequently.

5.9 Lien for Assessments. Assessments chargeable to any Unit shall constitute a lien on such Unit from the date due to the fullest extent permitted under the Act. In any proceeding to collect delinquent assessments and/or to foreclose the Association's lien, the Owner(s) shall be liable for all costs expenses permitted under the Act, including but not limited to: the amount of all delinquent or past due assessments; late charges; interest; the Association's costs and expenses of collection; the Association's cost and expenses of recording any notice(s) of lien; the Association's reasonable attorneys' fees incurred in connection with filing notice(s) of lien, with collection of unpaid assessments and other amounts, and with enforcement of the Association's lien and other remedies. Multiple co-Owners of a Unit shall be jointly and severally liable for the full amount of assessments, charges and all other amounts due.

5.10. Personal Obligation of Unit Owner and Purchaser. All amounts assessed by the Association against a Unit, together with interest, late charges, reasonable attorney's fees and costs, if any, shall be the personal obligation of each Owner of the Unit (jointly and severally as to multiple Owners of a Unit).

5.11. Owner's Liability. In the event that the need for maintenance, repair, restoration or replacement of all or any portion of the Property or Improvements thereon is caused through or by the negligent, reckless or willful act or omission of one or more Unit Owner(s) or such Owner's family member, tenant, guest, invitee, licensee, employee, contractor or other agent, then all cost and expenses incurred by the Association for such maintenance, repair, restoration or replacement shall be the personal obligation of such responsible Unit Owner(s) (jointly and severally for multiple responsible Owners); and, if such Unit Owner(s) fails to reimburse the Association for all expenses incurred (including attorneys' fees) within thirty (30) days after written notice and demand to the Unit Owner(s) of the amount owed, then such failure shall constitute a default by all Owner(s) of such Unit under the provisions of this Declaration, and such expenses (together with reasonable attorneys' fees and costs incurred in seeking reimbursement) shall automatically become a default assessment determined and levied against the Unit or Units owned by such responsible Unit Owner(s), enforceable by the Association in accordance with this Declaration.

5.12. Statement of Unpaid Assessments. The Association shall furnish to a Unit Owner or such Unit Owner's designated authorized agent, or to a holder of a security interest or its designee, upon written request, a statement setting forth the balance of unpaid assessments due and levied against such Owner's Unit. The statement shall be furnished as may be required by the Act.

5.13. Working Capital Funds. The Declarant shall require the initial purchaser of a Unit from the Declarant as seller to make a nonrefundable working capital payment to the Association in the amount of Three Hundred and No/100ths Dollars, U.S. (\$300.00). All of such working capital shall be held by the Association and maintained for the use and benefit of the Association including but not limited to payment of unforeseen expenses of the Association. Such payment shall not be deemed prepayment of any assessment but shall be a payment to the working capital fund of the Association and shall not relieve any Owner from making payment of annual, special or default assessments as the same become due. Payment to the working capital fund shall be due at closing on the initial conveyance of a Unit to an Owner other than the Declarant. No Owner making a payment

to the working capital fund under this section shall be entitled to a credit or refund from the Association or the Declarant for the payment to the working capital fund upon subsequent conveyance of said Owner's Unit.

ARTICLE VI

GENERAL RESTRICTIONS

6.1 No Partition of Common Elements. No Unit Owner shall bring any action for partition or division of the Common Elements or any portion thereof. By acceptance of a deed or other instrument of conveyance or assignment, each Unit Owner shall be deemed to have specifically waived such Owner's rights to commence or maintain a partition action or any other action designed to cause a division of the Common Elements. This Declaration may be pleaded as a bar to any such action. Any Unit Owner who commences or maintains any such action shall be liable to the Association and shall reimburse the Association for its costs, expenses and reasonable attorneys' fees in defending any such action. The Association may adopt rules and regulations governing the use of the Common Elements which rules and regulations may be amended and/or supplemented from time to time to provide for such changes in use and operation as the Board deems necessary and appropriate. The Executive Board may designate parts of the Common Elements from time to time for temporary use by less than all of the Unit Owners for specified periods of time, and any such designation shall not constitute a sale or disposition of such portions of the Common Elements.

6.2 General Residential Restriction. The Units shall be occupied and used for Residential Purposes only, except as otherwise provided in this Declaration. A home-based business operated by the Owner or occupant of a Unit is permitted if the business is otherwise permitted by the City Code and such business has no significant adverse effect on other Unit Owners and occupants of the Property. The phrase "no significant adverse effect," for the purpose of this section 6.2 shall mean that the activity generated by the home-based business is not visible or otherwise detectable from the exterior of the Unit upon which the business is conducted and shall not generate noise, vehicular traffic or other evidence of business or trade that is unreasonably intrusive to other Unit Owners. Whether such business or trade activity has a significant adverse effect within the meaning of this Section may be determined by the Executive Board of its own accord or upon the written request of any Unit Owner but only after written notice thereof to the Unit Owner and occupant whose home-based business is the subject of the request, providing such Unit Owner and occupant with the opportunity to be heard by the Executive Board. No Unit or Common Element shall be used for a purpose contrary to applicable zoning regulations or insurance coverage.

6.3 Construction and Alteration of Improvements; Design Review.

(a) After original construction of a Unit and any other Improvement located on the Property is completed by the Declarant or its assignee, no Unit Owner or other person or entity shall replace, repair, reconstruct, refinish or alter any part of the exterior of any Unit or other Improvement upon, under or above any part of a Unit, or any portion of the Common Elements or Limited Common Elements, without the advance written approval of the Executive Board after compliance with the provisions of this Declaration, the other Governing Documents and all applicable City requirements. Improvements and alterations that are entirely within the interior of a Unit may be undertaken without such approval except no alteration or replacement of fire suppression sprinkler equipment and fixtures within a Unit may be altered or replaced without written approval of the Executive Board. Without limiting the foregoing, no towers, exterior radio, television or communication antennae or satellite dish receivers larger than one meter in diameter, and no exterior lighting or illumination equipment, shall be permitted without the advance written approval of the Executive Board. In the event of any requested addition or alteration of an Improvement in whole or in part, the Executive Board may require that the applicant submit plans and specifications showing the nature, kind, shape, height, color, construction materials, specifications and location of the proposed addition or alteration in sufficient detail for the Executive Board to properly review the same and to reimburse the Association for the Board's processing and review costs, which may include reasonable professional fees

incurred by the Board in retaining architects or engineers to review the plans and specifications. The Executive Board shall specifically consider the impact of the addition or alteration on the harmony of external design, location and other relevant features (such as exterior lighting impacts) in relation to surrounding structures and topography. Any approval may impose such terms and conditions as the Board deems appropriate. Approval of the installation of any exterior lighting fixture shall require a written agreement between by the Association and the Unit Owner determining whether such fixture shall constitute a Common Element or private property of the Unit Owner. Each application submitted to the Executive Board pursuant to this Article shall be acted upon by the Executive Board or appointed committee thereof at a regular or special meeting of the Board or such committee held within sixty (60) days after the President or managing agent of the Association has received the application, which application shall consist of a written request for approval providing a detailed narrative description of the proposed addition or alteration together with copies of all detailed plans and specifications.

(b) The Declarant reserves the right, throughout the Period of Declarant Control, to adopt, amend, supplement and repeal additional design review standards, requirements and guidelines applicable to any and all Improvements on the Property or any portion thereof, and are specifically incorporated into this Declaration as if set forth verbatim. Additional design review standards, requirements and guidelines established by the Declarant shall constitute rules and regulations of the Association and shall be enforceable as such. Any Unit Owner's failure to comply with design review standards, requirements and guidelines shall constitute a violation of this Declaration. The Declarant during the Period of Declarant Control, and the Executive Board after expiration thereof, are specifically authorized to order suspension of any and all activity conducted on a Lot that is in violation of, or otherwise not authorized pursuant to, design review standards, requirements and guidelines. To the fullest extent permitted by law, the Declarant reserves the right to coordinate enforcement of any and all design review standards, requirements and guidelines with City building and permitting requirements, procedures and officials. All design review standards, requirements and guidelines shall be made available to Unit Owners upon request. After the Period of Declarant Control, the authority to adopt design review standards, requirements and guidelines shall automatically vest with the Executive Board.

6.4 Vehicle Parking: Prohibition Against Parking and Storage of Recreational Vehicles.

(a) For the purpose of this subsection (a), the term "vehicle" shall include automobiles, trucks, SUVs, pick-ups, motorcycles, other motorized means of transportation and bicycles. The portion of the Common Elements designated for vehicle parking, in accordance with the Plat and signs posted by the Association, are for the exclusive use of temporary guests and visitors to the Property. The Unit Owner(s) and/or occupant(s), including family members and tenants, shall park all vehicles in the garage appurtenant to such Owner's or occupant's Unit and/or on that portion of a driveway specifically serving the Unit (if any); moreover, no Owner shall park a vehicle in a fashion that encroaches in whole or in part on a pedestrian area. That portion of any structure originally constructed as a garage shall not be converted to an alternative use, including storage, to the exclusion of vehicle parking. A garage assigned to a Unit shall be maintained and used as the principal vehicle parking area for such Unit. No vehicle repair or other work on vehicles shall be performed in any visible or exposed portion of the Property, except in emergencies or to the extent such repairs are commenced and completed within one calendar day. Inoperable vehicles, abandoned vehicles, or vehicles without current license plates, shall not be stored or parked on the Common Elements or any portion of the Property. An abandoned or inoperable vehicle is a vehicle that has not been driven under its own propulsion for three (3) weeks or longer and that appears incapable of operation. The Board may post a written notice on any vehicle parked in violation of this Declaration ordering its removal. If such vehicle has not been removed within seventy-two (72) hours after notice is posted (or immediately in case of an emergency), the Executive Board may arrange for removal of the vehicle and the expense of removal and liability for any damage caused

thereby shall be charged against the Unit Owner determined by the Executive Board to be responsible for the presence of the vehicle (or whose family member, guest, tenant, licensee or invitee is determined to be responsible for the vehicle). Neither the Association nor any representative thereof nor the towing company shall be liable for action taken pursuant to this Section or pursuant to reasonable regulations adopted pursuant to this Section.

(b) To the fullest extent permitted by law, motor homes, ATVs, recreational vehicles, camping trailers, fifth wheel trailers, travel trailers, truck campers, boats, snowmobiles, wave-riders, trucks with a capacity of one ton or more, and similar recreational vehicles or equipment (other than passenger automobiles, passenger sport utility vehicles, pickups or utility trucks with a capacity of one ton or less) shall not be stored or parked on Common Elements or any portion of the Property whatsoever at any time. Nothing in this paragraph shall be construed to prohibit commercial and construction vehicles, in the ordinary course of business, from making deliveries or otherwise providing service to a Unit or for the Association.

(c) The Executive Board may adopt reasonable written rules and regulations, including monetary fines for violation and/or noncompliance, as necessary to regulate and enforce parking restrictions. Such rules and regulations shall not be inconsistent with this Declaration.

6.5 Signs. No signs of any kind shall be displayed to the public view on or from any portion of the Property except such signs as are approved by the Board, signs for the sale or rental of a Unit that are no larger than the customary dimensions for such signs, and signs required by law.

6.6 Pets. Only dogs, cats and other nonexotic, domestic household pets are permitted. All pets permitted outside a Unit shall be properly vaccinated, neutered or spayed, leashed and under the control of the Unit Owner(s) or occupant(s) at all times. The number of pets permitted per dwelling unit may be limited by rule or regulation as recommended by the Board and approved by the Members but such regulations shall not limit the number of domestic pets per Unit to one (1) domestic pet. This reservation to the Members of the right to approve such regulation shall not affect the Executive Board's authority to adopt regulations without Member approval on other topics. The Executive Board shall have the right to approve variances from regulatory limitations on pets in specific instances based upon criteria such as size, age or nature of the pet(s) or unusual hardship, but only after notice to all Members and a hearing before the Board. Nothing in this Declaration or in regulations adopted pursuant hereto shall conflict with (or be construed or applied to conflict with) any federal or state law or regulation pertaining to service or assistance animals. Unit Owners shall be responsible for their pets and those of their family members, guests, invitees, licensees, tenants, contractors and other agents, and Unit Owner(s) shall be directly responsible for any damage caused by such pet(s), whether damage to a Unit or any other part of the Property, or injury to persons or other animals and pets, including wildlife. Pets shall not be permitted to run at large and shall not be permitted to cause nuisance or unreasonable noise. Unit Owners and occupants (and their family members, guests, tenants, invitees and licensees) shall be responsible for immediately removing and properly disposing of animal waste deposited on any portion of a Unit, Common Elements or Limited Common Elements by their pet(s). No livestock, poultry or dangerous animal of any kind may be kept, raised or bred on the Property.

6.7 Drainage. No Unit Owner shall do or allow any work, construct any Improvements, place any landscaping, or allow any condition that alters or interferes with the drainage pattern across the Property unless approved in writing by the Board.

6.8 Sanitation.

(a) No trash, ashes, garbage, rubbish, debris or other refuse shall be thrown, dumped or otherwise permitted to accumulate on the Property. There shall be no burning of refuse. The Association

shall provide adequate exterior trash receptacles for the temporary storage and collection of solid waste, and all such receptacles shall be stored in a manner and in locations designated by the Executive Board, away from public view and protected from wind, animals and other potential disturbances. The Association shall arrange and pay for regular trash collection from designated and approved exterior trash collection receptacles. No exterior trash receptacle or collection shall be permitted for the private use of any specific Unit Owner unless authorized in writing advance by the Executive Board. Each Unit and all Improvements thereon shall be kept in a sanitary condition, free of offensive odors, rodent and insect infestations.

(b) Unit Owners and their family members, guests, tenants, invitees and others shall not deposit any material into a drain, toilet, water line or sewer system line that is not appropriate according to the nature of the line. No materials shall be deposited into the sewer system other than water, human waste and toilet paper. No materials shall be deposited down a sink, shower or bathtub drain that are not customarily intended for disposal in a drain used for residential purposes.

6.9 Outside Burning. No exterior fires shall be permitted on the Property except barbecue and/or brazier units specifically manufactured and approved for use on balconies and used in the manner intended by the manufacturer. No Unit Owner shall permit any condition which creates a fire hazard or violates local fire prevention regulations.

6.10 Noise. No exterior horns, whistles, bells or other sound devices, except security devices, shall be utilized for any Unit or Common Elements. Unit Owners and occupants shall not permit any noise or disturbance in or around their Unit that is offensive, disturbing or intrusive to other Unit Owners and occupants, or occupants of neighboring properties. The Executive Board shall have the authority to determine whether a sound device, including that generated by a security device, is offensive, disturbing or otherwise intrusive.

6.11 Lighting. Any exterior lighting whatsoever, other than that originally installed upon construction by the Declarant, shall constitute an alteration subject to approval by the Executive Board pursuant to this Article and shall, at a minimum, comply with applicable provisions of the City's exterior lighting standards.

6.12 Compliance With Laws. Subject to the rights of reasonable contest, each Unit Owner shall promptly comply with the provisions of all laws, regulations and ordinances applicable to the Property, including, without limitation, all applicable environmental laws and regulations.

6.13 Prohibition of Increases in Insurable Risks. Nothing shall be done or kept in any Unit, or on any portion of the Common Elements or Limited Common Elements, that would result in the cancellation of insurance on all or any part of the Property or the increase in the cost of the insurance on all or any part of the Property over the cost the Association would pay but for such activity.

6.14 Prohibition Against Damage or Waste. No damage to the Common Elements shall be committed by any Unit Owner or occupant (or their family member, pets, guests, tenants, invitees or licensees), and each Unit Owner hereby indemnifies and holds the Association harmless against and shall be liable to the Association for any and all such damage or loss.

6.15 Obstructions. No obstruction of any Common Element (including Limited Common Elements) is permitted, or interference with the free use of the private roadway, the sidewalks and walkways, and other Common Elements. No Unit Owner shall cause or permit the interference or obstruction of a shared Limited Common Element. The Executive Board may take such action as may be necessary to abate or enjoin any interference with or obstruction of Common Elements (including Limited Common Elements). The Association shall have a right of entry on any part of a Unit for the purpose of enforcing this Section. Any costs incurred by

the Association in enforcement hereof shall constitute a default assessment against the Owner responsible for such interference and assessable against their Unit.

6.16 Unit Addresses. The identifying address number assigned to each Unit shall be maintained by the Association and visible from the exterior of the Unit.

6.17 Discharge of Firearms. The discharge of firearms within any part of the Property is strictly prohibited.

6.18 Underground Utility Lines. All utility pipes and lines within the limits of the Property shall be buried underground and shall be located within easement areas designated on the Plat for utilities. Utilities lines may not be carried on overhead poles nor above the surface of the ground.

6.19 No Mining or Drilling. No portion of the Property shall be used for the purpose of mining, quarrying, drilling, boring or exploring for oil, gas or other hydrocarbons, minerals, rocks, stones, gravel or earth. The Declarant, its assigns, successors or designees, the Association and the Association's assigns and designees may remove rock, stone, gravel and earth from any portion of the Property in connection with the construction, installation, repair and maintenance of Common Elements.

6.20 Excavation or Fill. No excavation or fill shall be made except for Improvements approved as provided in this Declaration. For purposes of this Section, "excavation" shall mean any disturbance of the surface of the land (except to the extent reasonably necessary for approved landscape installation) which results in the removal of soil, rock or other substance to a depth of more than eighteen (18) inches below the natural surface of the Property. For the purposes of this Section, "fill" shall mean any importation and placement of soil, rock or other substance to a height of more than eighteen (18) inches above the normal surface of the Property.

6.21 Wells; Water Features. No well from which water, oil or gas is produced shall be dug, nor shall storage tanks, reservoirs, ponds, outdoor water features or any installation of power, telephone or utility lines (wire, pipe or conduit) be made or operated within the Property except those operated by public agencies or duly certified public utility company.

6.22 No Outside Clotheslines. No laundry shall be dried or hung outside any Unit.

6.23 Fire Suppression Equipment & Inspections; Defensible Perimeter. The Association shall be responsible for arranging and paying for maintenance, repair and replacement necessary to keep the fire suppression equipment (sprinklers, lines, and other appurtenant apparatus) serving such Owner's Unit fully operational, except repairs necessitated by act or omission of the Unit Owner or occupants. The Association shall also hire a qualified inspector to perform inspections and testing of the fire suppression equipment in each Unit as often as necessary, and the expense of inspection and testing shall constitute a Common Expense. The Association shall notify Unit Owners in writing no less than thirty (30) days prior to the date of inspection and shall include the name, address and telephone number of the inspection contractor and the name, address and telephone number of a contact person for the Association. Each Unit Owner (and their family members, tenants, guests, invitees and licensees) shall cooperate with the Association to make access to their Unit available for the purpose of inspection and testing of the fire suppression equipment. Each Unit Owner is entitled to participate in the inspection of their Unit fire suppression equipment.

6.24 Leasing; Occupancy by Other(s) than Owner(s). A Unit may not be subject to a time-sharing arrangement as described in Sections 38-33-110 to 113, Colorado Revised Statutes. A Unit Owner may lease their Unit for residential purposes subject to the provisions of this Declaration and all other Governing Documents, and specifically subject to the conditions and restrictions set forth below in this Section. If a provision set forth in this

Section is determined to conflict with any other provision of this Declaration or the other Governing Documents, the provisions of this Section shall control. For the purpose of this Declaration, "lease" shall mean any arrangement under which the right of possession and occupancy of a Unit is granted by the Unit Owner(s) to one or more persons, none of which persons is an owner of record of the Unit (hereinafter such persons shall be referred to collectively as, "Tenant"). In addition to all other terms and conditions of this Declaration and the Governing Documents, the Unit Owner and the Tenant (and the Tenant's family members, guests, invitees and licensees) shall comply with, and be subject to, all of the following conditions and restrictions:

- (a) All leases (or other instrument(s) under which the Tenant acquires the right of possession and occupancy) shall be in writing and shall be subject to this Declaration and all Governing Documents whether stated in the lease or not. No Unit shall be leased for occupancy by more than two persons per bedroom. No lease shall provide for a term of less than six months. A garage may not be leased independent of or separately from the Unit to which it is appurtenant.
- (b) A photocopy of the fully signed lease shall be furnished to the Executive Board (or the managing agent of the Association as designated by the Executive Board) concurrently with transfer of possession of the Unit to the Tenant. The Unit Owner shall promptly furnish the Association with copies of all subsequent lease amendments, supplements, superseding leases, or other instruments relating to occupancy and possession of the Unit.
- (c) The Unit Owner shall require the Tenant to maintain contents insurance coverage for all Tenant's property in the Unit (including garage) and general liability insurance for the duration of Tenant's occupancy. No later than thirty (30) days after the Tenant takes possession of the Unit the Unit Owner shall obtain from the Tenant and furnish to the Board proof of Tenant's insurance.
- (d) The lease shall identify the name, mailing address (if different from the Unit), and telephone number of the Tenant, and shall specifically identify all persons authorized to reside on the premises.
- (e) The lease may permit pets if authorized by the Unit Owner and only under conditions that comply with the Governing Documents; the lease shall describe the pets, including names, and no later than thirty (30) days after the Tenant takes possession of the Unit the Unit Owner shall obtain from the Tenant and furnish to the Board certification from a local veterinarian that all pet(s) have been spayed or neutered and all vaccinations are current.
- (f) Concurrent with furnishing a copy of the lease, the Unit Owner shall furnish to the Board written information identifying all of the Tenant's vehicle(s), specifying make, model, color, vehicle identification number, license tag number and state of issuance.
- (g) The Unit Owner shall be responsible for furnishing the Tenant with copies of all Governing Documents if requested. If either the Unit Owner or Tenant requests copies from the Association, the Association's cost of furnishing such copies shall be charged to the Unit Owner.
- (h) The Unit Owner shall notify the Board in writing of any person or entity retained by the Unit Owner as a property manager or authorized agent with respect to management of a leased Unit; designation of such agency, however, shall not prohibit the Board from communicating directly with the Unit Owner;
- (i) A Unit Owner shall be personally liable for any and all violations of the Declaration or other Governing Documents by such Unit Owner's Tenant or such Tenant's family members, guests, invitees,

licensees or other occupants (including any failure to comply with the Declaration and Governing Documents); if the Unit is owned by multiple Owners, each Owner shall be jointly and severally liable.

(j) If a Tenant or a Tenant's family member, guest, invitee, or licensee violates or fails to comply with any provision of the Governing Documents, the Board is authorized to assess a monetary fine against the Unit Owner for each violation (or failure to comply), after written notice to the Unit Owner and an opportunity to be heard by the Board, which fine(s) shall constitute a default assessment against the Unit. Additionally, the Association may pursue all other remedies available at law or equity directly against the Unit Owner(s) or against the Tenant or both, and shall be entitled to an award of its reasonable attorneys' fees and costs incurred in doing so, regardless of whether court proceedings are instituted.

(k) The Board's authority to adopt rules and regulations specifically includes the authority to adopt reasonable and lawful rules and regulations pertaining to leasing but does not include the authority to prohibit leasing altogether.

ARTICLE VII

MAINTENANCE

7.1 Association's Maintenance Responsibility.

(a) The Association shall maintain and keep the Common Elements including the roofs and exterior surfaces of the Improvements in good, clean, attractive and sanitary condition and repair consistent with the requirements for an upscale residential development. Without limiting the foregoing, the Association shall keep the private roadway and driveways serving the Property, all common recreation equipment or facilities on the Property, all parking areas, the irrigation system and other Common Elements in good repair and condition, and shall keep all driveways, parking areas, sidewalks and access ways free of snow, ice, debris and other obstructions. The costs and expenses of such responsibilities are Common Expenses.

(b) The cost of repairing, restoring or replacing any portion of, or appurtenance to, a Common Element, a Limited Common Element, or other area for which the Association is responsible for repair and maintenance, and which repair, restoration or replacement is necessitated by the negligent, willful or reckless act or omission of a Unit Owner (or occupant, family member, guest, tenant, invitee or licensee thereof) shall be fully reimbursed by such Owner to the Association upon written demand, including but not limited to insurance deductibles and reasonable attorneys' fees and costs. Such costs may be assessed as a default assessment against the Unit Owner's Unit if not paid upon demand.

7.2 Unit Owner's Maintenance Responsibility. Except as provided otherwise in this Declaration or by written agreement with the Association, all maintenance of individual Units including, without limitation, all interior surfaces, structural and nonstructural members, utility systems, utility lines from the point of departure from a shared usage, glazing, doors, patios, decks, balconies and other fixtures designed to serve a single Unit, shall be the sole responsibility of the respective Unit Owners. Each Unit shall be maintained in a good, clean, attractive and sanitary condition and repair consistent with the requirements of an upscale residential development. Additionally, a Unit Owner shall be fully responsible for all damage and the cost of repair and restoration of service for utility lines or connections outside the boundaries of such Owner's Unit if the Owner or his family members, tenants, guests, invitees, licensees or agents caused such damage or the necessity of repair.

7.3. Maintenance of Limited Common Elements. The Owner of a Unit to which any doorstep, stoop, porch, balcony and driveway is allocated shall be responsible for removal of snow, ice, leaves and debris from

same. Any Common Expense associated with the maintenance, repair or replacement of a Limited Common Element shall be assessed equally against the Units to which the Limited Common Element is assigned.

ARTICLE VIII

INSURANCE

8.1 General Insurance Provisions. The Association shall maintain all insurance coverage required by the provisions of the Act, as the same may be amended from time to time, together with such other and further insurance as the Executive Board considers necessary, appropriate or advisable.

8.2. Insurance Obligation of Unit Owners. Insurance issued to the Association does not obviate the need for Unit Owners to obtain insurance for their own benefit. Each Unit Owner shall be responsible to obtain at their own expense property insurance coverage for all interior finishes of their Unit, including but not limited to: interior finishes of walls, ceilings and floors; upgrades or changes thereto; cabinets; upgrades or changes from initial construction in plumbing and electrical fixtures; as well as coverage of all appliances and all other Improvements not required to be covered by the Association pursuant to this Declaration, for full replacement coverage. Unit Owners shall also carry insurance coverage on the contents and personal property of the Owner(s) or occupant, and general liability insurance coverage for such Unit. Unit Owners shall require tenants to carry contents and liability insurance.

8.3 Notice to First Mortgagee. The Association shall notify all affected First Mortgagees in the event of condemnation or casualty loss that affects either a material portion of the [INSERT NAME HERE] Condominiums or the Unit securing a specific First Mortgage.

ARTICLE IX

ENFORCEMENT

9.1 Violation Deemed Nuisance. Every instance of violation and/or failure to comply with the terms and provisions of this Declaration or any other Governing Document is declared and deemed to be a nuisance. All public and private remedies available at law and equity against a person violating or failing to comply with this Declaration, or any provision hereof, shall be available. Each day that a violation or failure to comply continues shall be deemed a separate violation.

9.2 Compliance. Each Unit Owner, every member of a Unit Owner's family, and every guest, licensee, tenant, invitee, employee, contractor, and agent of a Unit Owner shall comply with the provisions of this Declaration and the Governing Documents (including but not limited to all rules and regulations adopted pursuant thereto), as the same may be amended or supplemented from time to time. Failure to comply with any provisions of the Governing Documents shall be grounds for the imposition of such remedies as permitted under the Act, in addition to an action to recover damages or for injunctive relief, or both. Each Unit Owner shall be responsible for the conduct of the Unit Owner's family, guests, invitees, tenants, employees, contractors, agents and licensees, regardless of whether the Unit Owner resides in their Unit or elsewhere.

9.3 Who May Enforce. Any action to enforce any provision of this Declaration, or the Governing Documents or duly adopted rules and regulations may be brought by the Declarant during the period of Declarant Control, or by the Association in the name of the Association on behalf of the Unit Owners as Members of the Association. If, after a written request from an aggrieved Unit Owner, the Association fails to commence an action to enforce any provision of this Declaration, then the aggrieved Unit Owner may bring such an action.

9.4 Cumulative Remedies. Subject to the provisions for alternative dispute resolution set forth in Article X, all remedies set forth in the Governing Documents are cumulative and not exclusive.

9.5 Nonliability. Neither the Declarant, nor any Unit Owner, nor any Member, officer, director, employee or agent of the Association shall be liable to any Unit Owner or other person or entity for failure to enforce any provision of this Declaration or other portion of the Governing Documents or rules and regulations of the Association at any time.

9.6 Recovery of Costs and Fees. If legal counsel is obtained by the Association to enforce any provision of the Governing Documents, for damages or for the enforcement of this Declaration or duly adopted rules and regulations, or for the restraint of violations hereof, whether suit is filed or not, the Association shall be entitled to reimbursement of its reasonable attorneys' fees and costs. The Association need not file suit as a precondition to demand and recovery thereof. In the event of litigation in court, the prevailing party shall be entitled to an award of all costs incurred, including reasonable attorneys' fees.

ARTICLE X

DISPUTE RESOLUTION

10.1 Alternative Dispute Resolution. For the purposes of this Declaration, alternative dispute resolution ("ADR") means dispute resolution alternative to litigation in court. For the purposes of this Declaration, ADR encompasses negotiation and mediation, and acknowledges those approaches as an alternative to the settling of claims and disputes through litigation or other traditional judicial system procedures. Arbitration may be pursued as an available ADR option only upon the written consent of all alleged parties. Nothing in this Declaration or any Governing Document shall be construed to mandate arbitration.

10.2 Claims Subject to ADR. ADR shall be a condition precedent to the filing of any lawsuit for resolution of a claim or claims arising in connection with this Declaration and any other Governing Document, and shall include any demand, grievance or dispute relating to any of the following:

- (a) the interpretation, application or enforcement of the Association's Governing Documents;
- (b) the rights obligations, and duties of any officer, Executive Board member or Association Member under the Association's Governing Documents;
- (c) the design or construction of improvements within the [INSERT NAME HERE] Condominiums, other than matters reserved to the Declarant or matters of aesthetic judgment reserved to the Declarant or the Executive Board as set forth in the Association's Governing Documents, which shall not be subject to review.

10.3 Claim Excluded from ADR Requirement. The following shall not be considered claims subject to the ADR requirement imposed above:

- (a) Any suit by the Association to collect Assessments or other amounts due from any Member of the Association.
- (b) Any suit by the Association to obtain a temporary restraining order or other emergency equitable relief and such ancillary relief as the court may deem necessary to maintain the status quo and preserve the Association's ability to enforce the provisions of the Declaration concerning use restrictions or property rights of Owners;

(c) Any suit between Members of the Association, which suit does not include Declarant or the Association as a party, if such suit asserts a claim which would constitute a cause of action independent of the Association's Governing Documents;

(d) Any suit in which any indispensable party is not a Member of the Association, a Member of the Executive Board or an officer of the Association.

(e) Any suit as to which any applicable statute of limitations would expire within 180 days after giving the notice required to initiate ADR proceedings, as set forth in this Article, unless the party or parties against whom the claim is made agree to toll the statute of limitations as to such claim for such period as may reasonably be necessary to comply with these ADR procedures.

10.4. Dispute Resolution Procedures.

(a) Requirement for Notice. The party asserting a claim (the claimant) against another party (the respondent) shall give written notice to each respondent and to the Executive Board stating plainly and concisely:

(I) the nature of the claim, including the persons involved and the respondent's alleged role in the claim;

(II) the basis of the claim (that is, specific authority from which the claim has arisen);

(III) the claimant's proposed resolution or remedy; and

(IV) the claimant's desire to meet with the respondent(s) to discuss in good faith ways to resolve the claim.

(b) Requirement for Negotiation. The claimant and the respondent(s) shall make every reasonable effort to meet in person and confer for the purpose of resolving the claim by good faith negotiation. If required in a writing (supplemented by a copy of the notice), the Executive Board or an ADR Committee established by the Board may appoint a representative to assist the parties in negotiating a resolution of the claim.

(c) Requirement for Mediation. If the parties have not resolved the claim through negotiation within thirty (30) calendar days after the date of the notice of claim (or within such other period as the parties may agree in writing), the claimant shall have thirty (30) additional calendar days to submit the claim to mediation with an entity designated by the Association (if the Association is not a party to the claim) or to an independent agency or professional mediator providing dispute resolution services in Colorado.

(d) Consequences of Not Appearing in Mediation. If the claimant does not submit the claim to mediation within the time required by the procedures set forth in this Article, or does not appear in person for the mediation when scheduled, the claimant shall be deemed to have waived the claim, and the respondent(s) shall be relieved of any and all liability to the claimant (but not third parties) on account of the claim.

(e) Costs. Each party shall bear its own costs of the mediation, including attorneys' fees, and each party shall share equally all fees charged by the mediator.

(f) Settlement. Any settlement of the claim through negotiation or mediation shall be documented in writing and signed by the parties. If any party subsequently fails to abide by the terms of the settlement agreement, then any other party may file suit or initiate administrative proceedings (as applicable) to enforce the settlement agreement without the need to again comply with the procedures set forth in this Article. In such event, the party taking action to enforce the agreement or award shall, upon prevailing, be entitled to recover from the non-complying party (or if more than one non-complying party then from all such parties in equal proportions) all costs incurred in enforcing such agreement or award, including, without limitation, reasonable attorneys' fees and court costs.

ARTICLE XI

DEVELOPMENT RIGHTS AND SPECIAL DECLARANT RIGHTS

11.1 Development Rights and Special Declarant Rights. The Declarant reserves the following Development Rights and Special Declarant Rights for the maximum period allowed by law, which rights shall be fully transferable by the Declarant to any successor-in-interest as such:

(a) The right to complete or make improvements for the construction of the [INSERT NAME HERE] Condominiums, Common Elements and Limited Common Elements as indicated on the Plat and as otherwise approved by the City, including the right to prepare and record amended, supplemental or "as built" plats approved by the City;

(b) The right to allocate and designate additional areas of the Common Elements as Limited Common Elements for the exclusive use of individual Unit Owners. No such use of the Common Elements, however, shall be made which reduces the size or number of parking spaces or other facilities required by the City pursuant to its development approval for the Property. In the event any parking space or other required facility is located on an easement and the surface occupied by such space or facility is hereafter required for permanent use by the public authority holding the easement and such use precludes further use as a parking space or other facility, then any such parking space or other facility shall be located elsewhere on the Common Area without diminution of number or size. The Declarant may assign such Common Elements as Limited Common Element areas pursuant to the provisions of C.R.S. 38-33.3-208 of the Act: (I) by making such an allocation in a recorded instrument; or (II) in the deed to the Unit to which such Limited Common Element shall be appurtenant; or (III) by recording an appropriate amendment or supplement to this Declaration. Such allocations by the Declarant may be to Units owned by the Declarant. After the Period of Declarant Control has expired, the right of allocation pursuant to this Section shall pass automatically from Declarant to the Executive Board and Declarant may not thereafter exercise any such right.

(c) The right to maintain a temporary sales and management office and models in a single Unit until all Units have been conveyed to purchasers by the Declarant.

(d) The right to maintain signs on the Common Elements and Units to advertise the [INSERT NAME HERE] Condominiums;

(e) The right to use, and permit others to use, easements through the Common Elements and as reserved to the Declarant and/or established for the Association under this Declaration and the Governing Documents as may be reasonably necessary to discharge the Declarant's rights and obligations under the Act, under the Governing Documents, under the City Code, and under any development agreement or instrument relating to subdivision approval for [INSERT NAME HERE] Condominiums by the City;

(f) The right to appoint or remove the officers and members of the Executive Board for the maximum time allowed under the Act, or to delegate such right to persons designated by the Declarant;

(g) The right to adopt, amend, supplement and repeal design review standards, requirements and guidelines as described above in section 6.3.

(h) The right to amend this Declaration and/or the Plat and/or any other Governing Document to correct any clerical, typographical or technical errors;

(i) The right to amend or supplement this Declaration and/or the Plat and/or any other Governing Document for the purpose of implementing any reserved Development Rights or Special Declarant Rights, or otherwise as necessary to fulfill Declarant's obligations with regard to development under this Declaration;

(j) The right to amend or supplement this Declaration and any other Governing Document to comply with the requirements, standards or guidelines of recognized secondary mortgage markets, the Department of Housing and Urban Development, the Federal Housing Administration, the Veterans Administration, the Federal Home Loan Mortgage Corporation, the Governmental National Mortgage Association, the Federal National Mortgage Association, or any other governmental or quasi-governmental agency or any other public, quasi-public or private entity which performs (or may in the future perform) functions similar to those currently performed by any of such entities;

(k) The right to construct Improvements in a phased building plan.

(l) Nothing contained in this Declaration shall limit the rights of the Declarant or its designated agents to conduct all construction activities necessary to complete construction of the [INSERT NAME HERE] Condominiums and to use all easements established in this Declaration and the Governing Documents for such purpose, nor to obtain the approval of the Association for such activities.

ARTICLE XII

RIGHTS OF FIRST MORTGAGEES

12.1 Mortgagee Requirements. Unless at least fifty-one (51) percent of the First Mortgagees (based on one vote per Unit for the First Mortgage owned) have given their prior written approval to the Association, the Association shall not be entitled to:

(a) Adopt any amendments to this Declaration of a material adverse nature to First Mortgagees;

(b) By act or omission seek to abandon, partition, subdivide, encumber, sell, or transfer all or part of the Common Elements (provided that boundary line adjustments or the granting of easements for public utilities or for other public purposes consistent with this Declaration or the intended use of such Common Elements shall not be deemed a transfer within the meaning of this clause);

- (c) Reduce or eliminate the Association's authority to levy assessments and other charges against the Units as provided in this Declaration, in other Governing Documents, or by law, or reduce or eliminate the obligation of the Unit Owners to pay such assessments and other charges;
- (d) Fail to maintain fire and extended coverage on the Units and Common Elements in an amount not less than one hundred (100) percent of current replacement cost; or
- (e) Use hazard insurance proceeds for losses to Common Elements or Units, as applicable, for other than the repair, replacement, or reconstruction of such Common Elements or Units; or
- (f) Terminate this Declaration in its entirety.

Unless a First Mortgagee provides the Association with written notice of its objection, if any, to any proposed action outlined above within sixty (60) days following such First Mortgagee's receipt of notice of a proposed amendment or action within the scope of this Article, the First Mortgagee shall be deemed conclusively to have approved the proposed amendment or action and waived any objection thereto.

12.2 Rights to Cure Defaults. A First Mortgagee of a Unit may pay taxes or other charges which are in default and which may or have become a charge against any of the Common Elements or Improvements thereon, and may pay overdue premiums on hazard insurance policies, or secure new hazard insurance coverage on the lapse of a policy. Any and all First Mortgagees proposing to advance payment on behalf of the Association as contemplated in this paragraph shall furnish the Association with written notice of such intent no less than fifteen (15) days prior to advancing any payment. First Mortgagees making such payments after proper written notice to the Association shall be entitled to immediate reimbursement from the Association.

ARTICLE XIII

GENERAL PROVISIONS

13.1 Servitudes to Run with Land. To the fullest extent permitted by law, the benefits, burdens and all other provisions contained in this Declaration and all other Governing Documents shall be covenants (servitudes) running with and binding upon the Property and any portion thereof, including all real property and Improvements which are now or hereafter become a part thereof. The benefits, burdens and all other provisions contained in this Declaration and the Governing Documents shall be binding upon, and inure to the benefit of the Declarant, the Association and all Unit Owners, and upon and to their respective grantees, heirs, personal representatives, successors and assigns. This Declaration shall continue to be binding upon all Unit Owners and the Association until terminated in accordance with the Act and this Declaration.

13.2 Benefit of All. The provisions contained in this Declaration are for the benefit of and shall be binding upon the Declarant and its successors and assigns as such, and the purchasers, grantees and subsequent Owners of each Unit. Each purchaser of a Unit, by acceptance of a deed, shall be subject to each and all of the restrictions, conditions, covenants, reservations, easements and agreements contained herein and all Governing Documents, and to the jurisdiction, right and power of the Declarant and the Association. By acceptance hereof by each Owner, such Owner shall, for himself, his heirs, personal representatives, successors and assigns, covenant and agree and consent to and with the grantees and subsequent Owners of each Unit, to keep, observe, comply with and perform said restrictions, covenants, conditions, reservations, easements and agreements contained herein.

13.3 Certificate of Completion. Certificate(s) of completion as required pursuant to section 38-33.3-201(2), C.R.S., are attached hereto. Certificates for Improvements completed after the recordation of this

Declaration shall be recorded with a duly-adopted supplement hereto and incorporated herein as if set forth verbatim.

13.4 City as Limited Third Party Beneficiary. The City is hereby designated as a third party beneficiary of the specific terms, covenants, conditions and restrictions set forth in this Declaration pertaining to vehicle parking and enforcement of parking restrictions. Specifically, officials of the City acting in such capacity and at the direction of the appropriate City official shall have the reasonable right but not the obligation to enter upon the Property (whether at the request of the Association, a Unit Owner, or at the City's own behest) and fulfill the Association's enforcement responsibilities for vehicles and for those areas of the Common Elements designated for parking. The Association shall reimburse the City for the reasonable and necessary expenses incurred by the City in performing such functions. Nothing herein shall be construed to deprive the Association of its authority to take action with respect to vehicles parked in violation of the Governing Documents.

13.5 Indemnification. The Association shall be obligated to and shall indemnify and defend Declarant and hold it harmless from all liability, loss, cost, damage and expense, including without limitation attorneys' fees and disbursements, arising with respect to any operations of the Association or the Association's obligations. To the fullest extent permitted by law, the Association shall indemnify, defend and hold harmless all past and present officers, directors, employees and authorized agents of the Association as may be provided in the bylaws and/or other Governing Documents.

13.6 No Representations, Warranties, Guarantees. No representations, warranties or guarantees of any kind, express or implied, shall be deemed to have been given or made by Declarant, the Association, the Executive Board, or by any of their officers, directors, members, partners, agents or employees, in connection with any portion of the Property, or any Improvement, its or their physical condition, structural integrity, freedom from defects, zoning, compliance with applicable laws, fitness for intended use, or view, or in connection with the subdivision, sale, operation, maintenance, cost of maintenance, taxes or regulation thereof, unless and except as shall be specifically set forth in writing. The release and waiver set forth in Section 13.9 (Waiver) shall apply to this Section.

13.7 Limitation of Liability of Association. NOTWITHSTANDING THE DUTY OF THE ASSOCIATION TO MAINTAIN AND REPAIR THE COMMON ELEMENTS AND TO CARRY INSURANCE AS SET FORTH IN THIS DECLARATION, AND EXCEPT TO THE EXTENT COVERED BY ASSOCIATION INSURANCE AS DESCRIBED IN ARTICLE VII, THE ASSOCIATION SHALL NOT BE LIABLE TO UNIT OWNERS OR THEIR FAMILY MEMBERS, GUESTS, TENANTS, LICENSEES, INVITEES, EMPLOYEES, AGENTS, GRANTEEES, SUCCESSORS OR ASSIGNS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGE CAUSED BY ANY LATENT CONDITION ON THE PROPERTY OR CAUSED BY THE ELEMENTS OR OTHER OWNERS OR PERSONS. THE ASSOCIATION, THE EXECUTIVE BOARD, THE DECLARANT, AND THE OFFICERS, DIRECTORS, MEMBERS, PARTNERS, AGENTS AND EMPLOYEES OF THE SAME, SHALL NOT BE LIABLE TO ANY PERSON FOR ANY ACTION OR FOR ANY OMISSION TO ACT UNLESS THE ACTION OR OMISSION TO ACT WAS NOT IN GOOD FAITH AND WAS DONE OR WITHHELD WITH MALICE. THE RELEASE AND WAIVER SET FORTH IN SECTION 13.9 (WAIVER) SHALL APPLY TO THIS SECTION.

13.8 Disclaimer Regarding Safety. DECLARANT, THE ASSOCIATION, AND THE EXECUTIVE BOARD, AND THEIR OFFICERS, DIRECTORS, MEMBERS, PARTNERS, AGENTS AND EMPLOYEES, HEREBY DISCLAIM ANY OBLIGATION REGARDING THE SECURITY OF ANY PERSONS OR PROPERTY WITHIN THE [INSERT NAME HERE] CONDOMINIUMS. BY ACCEPTING A DEED TO PROPERTY WITHIN THE SUBDIVISION, EACH OWNER ACKNOWLEDGES THAT DECLARANT, THE ASSOCIATION, AND THE EXECUTIVE BOARD, AND THEIR OFFICERS, DIRECTORS, MEMBERS, PARTNERS, AGENTS AND EMPLOYEES, ARE ONLY OBLIGATED TO DO THOSE ACTS

SPECIFICALLY ENUMERATED HEREIN, OR IN THE GOVERNING DOCUMENTS OF THE ASSOCIATION, AND ARE NOT OBLIGATED TO DO ANY OTHER ACTS WITH RESPECT TO THE SAFETY OR PROTECTION OF PERSONS OR PROPERTY WITHIN THE SUBDIVISION. THE RELEASE AND WAIVER SET FORTH IN SECTION 13.9 (WAIVER) SHALL APPLY TO THIS SECTION.

13.9. Waiver. By acceptance of a deed to a Unit, each Owner hereby releases, waives, and discharges the Declarant, the Association, the Executive Board, and their respective officers, directors, members, partners, agents and employees, heirs, personal representatives, successors and assigns, from all losses, claims, liabilities, costs, expenses, and damages, arising directly or indirectly from any hazards, disclosures or risks set forth in this Declaration, including without limitation, those contained in this Article.

13.10. Notices. Except for specific requirements regarding notice of assessments, all notices to Unit Owners required or permitted hereunder for matters affecting the Property shall be given by one of the following alternative methods: (a) first class United States Mail, postage prepaid, addressed to each Unit Owner at their mailing address as it appears on the records of the Association; or (b) electronic means such as electronic mail ("email") or facsimile ("fax") delivery if a Unit Owner has furnished to the Association in writing an email address or fax number. In all instances, it is Unit Owner's responsibility to assure that the Association is provided all changes or corrections of mailing address for such Owner.

13.11. Variances. The Executive Board shall have the right to grant a reasonable variance from the restrictions imposed by the covenants, conditions and restrictions contained in this Declaration, to the extent not contrary to applicable law, in order to overcome unusual practical difficulties and/or prevent unreasonable hardship arising by reason of the application of a term or provision contained herein. Such variances or adjustments shall be granted only after advance written notice of no less than thirty (30) days to all Members and a hearing before the Executive Board held pursuant to said notice, and only where such action shall not be unlawful or substantially detrimental or injurious to other Unit Owners and shall not defeat the general intent and purpose of this Declaration.

13.12. Amendments. The covenants, conditions and restrictions herein contained may be amended, changed, supplemented, terminated or otherwise modified (hereinafter, "amended" or "amendment") by approval of not less than sixty-seven percent (67%) of all votes in the Association entitled to be cast thereon by Unit Owners, as evidenced by signatures obtained at an annual or special meeting of the Members of the Association, and shall be effective only upon fulfillment of such further requirements as are set forth in the Act for amendment of declaration. The original signatures of the Members who voted to approve such amendment shall be retained on file by the Association and may be recorded if the Executive Board so determines.

13.13 Matters Affecting Title. Known matters affecting title to the Property as of the date of adoption of this Declaration are set forth on Exhibit C attached hereto and incorporated herein by this reference.

13.14. Headings; Gender. The Article, Section and subsection headings in this Declaration are for convenience of reference only and do not constitute a part of this Declaration nor in any way define, describe or limit the scope or intent of this Declaration or any of the provisions hereof. Unless the context requires a contrary construction, the singular shall include the plural and the plural the singular and the use of any gender shall be applicable to all genders.

13.15. Severability. In the event any one or more of the provisions, conditions, restrictions or covenants contained herein or in any of the Governing Documents shall be held by any court of competent jurisdiction to be null and void, all remaining restrictions and covenants herein set forth shall remain in full force and effect.

IN WITNESS WHEREOF, the Declarant has executed this Declaration this _____ day of _____, 201__.

DECLARANT:

TB and SB LLC
A Colorado Limited Liability Company
By Its Members: Stanley Bartlomiejczuk and Thomas Bartlomiejczuk

By: _____
Stanley Bartlomiejczuk

By: _____
Thomas Bartlomiejczuk

STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

The foregoing Declaration of Covenants, Conditions, Restrictions, Reservations and Easements for [INSERT NAME HERE] Condominiums was subscribed and sworn to before me this _____ day of _____, 201__, by Stanley Bartlomiejczuk and Thomas Bartlomiejczuk as Members of TB and SB LLC.

My Commission expires: _____. Witness my hand and official seal.

Notary Public

EXHIBIT “A”
to
CONDOMINIUM DECLARATION
FOR
[INSERT NAME HERE] CONDOMINIUMS

[***INSERT LEGAL DESCRIPTION OF REAL PROPERTY THAT WILL COMPRISE THE
[INSERT NAME HERE] CONDOMINIUM DEVELOPMENT***]

TO BE ADDED PRIOR TO RECORDING

EXHIBIT “B”
to
CONDOMINIUM DECLARATION
FOR
[INSERT NAME HERE] CONDOMINIUMS

Unit No.

Square Foot Area of Unit

TO BE ADDED PRIOR TO RECORDING

Aggregate Square Foot Area of All Units:

EXHIBIT “C”
to
CONDOMINIUM DECLARATION
FOR
[INSERT NAME HERE] CONDOMINIUMS

Matters affecting title to the Property described in Exhibit A:

[***list of title exceptions to be inserted as of date declaration is adopted***]

TO BE ADDED PRIOR TO RECORDING

EXHIBIT “D”
to
CONDOMINIUM DECLARATION
FOR
[INSERT NAME HERE] CONDOMINIUMS

Certificate of Completion per Section 13.3 (if necessary):

TO BE ADDED PRIOR TO RECORDING

19. Maintenance Agreements, Draft TBD



[This page was left blank intentionally.]

20. Neighborhood Meeting



[This page was left blank intentionally.]

Project presentation:

Proposed conversion of existing church building to 13 - 1 bedroom condominiums
Existing structure to remain, interior to be re-configured for 1 bedroom units
Pedestrian circulation throughout the lot with individual access to each unit
Existing structure to receive a 'face lift' with all new materials (stone, wood & stucco)
The site will be cleaned up with new landscape islands and parking to exceed requirements
Demolition permit has been obtained and in progress
Asbestos abatement has already taken place

Subdivision of existing lot to create Hwy 6 frontage for future commercial development

Materials presented:

Proposed floor plans (lower, main and upper levels within existing structures)
Proposed exterior elevations
Proposed parking and landscape design

**PROOF OF PUBLIC NOTICE
PRE-APPLICATION NEIGHBORHOOD MEETING**

I hereby affirm that Public Notice requirements of the Municipal Code of Glenwood Springs have been met for the Pre-Application Neighborhood Meeting held:

at 602 COUNTY ROAD 135
(Location)

on JUNE 24TH, 2019
(Date)

Attached are:

1. A list of names and addresses of owners of record of all property within 300 feet of the subject property and registered neighborhood groups that have boundaries including the proposed project site.

Date mailed: 6 JUNE 2019 ;

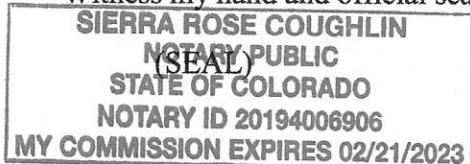
2. A list of the meeting attendees;
3. A summary of the meeting.

Name:  BRAD JORDAN
Applicant

Date: 6/24/19

Subscribed and sworn to before me, a notary public in and for the County of
Garfield, State of Colorado, this 24th day of
June 2019, A.D.

Witness my hand and official seal




Notary Public

My commission expires: 2/21/2023



BALCOMB & GREEN

WATER LAW | REAL ESTATE | LITIGATION | BUSINESS ESTD 1953

Chad J. Lee, Esq.*
Telephone (970) 945-6546
clee@balcombgreen.com
*Licensed in CO, WY, and the
U.S. Patent and Trademark Office

August 22, 2019

VIA E-MAIL AND HAND DELIVERY TO:

City of Glenwood Springs
Gretchen Ricehill, Assistant Economic/Community Development Director
Community Development
101 West 8th Street
Glenwood Springs, CO 81601

Re: Planning File #25-19, TB & SC, LLC., Stanley Bart Church Condos

Dear Gretchen:

This letter is in response to your inquiry regarding legal access to the Holy Cross Lutheran Church property located at 63 County Road 135 ("Subject Parcel"). On Monday, we received your inquiring regarding the current owner's legal right to utilize the roadway adjacent to eastern boundary of the property. I understand you need a response by the end of the day today or staff will recommend that Tuesday's hearing be continued.

I need more time to fully analyze this issue. We are still analyzing and depicting the various recorded conveyances and reservations of easements in this area of town with our surveyors to attempt to determine whether there is an express recorded easement benefitting the property. That said, I have reviewed the property schematics and am familiar with a few basic facts surrounding the historical uses occurring on the subject property. Based on these observations, it is my opinion that a Court would likely find that the property owner has acquired a right to utilize the adjacent eastern roadway through prescription.

A landowner legally acquires a right to use an access easement after 18 years of continuous use of a roadway. C.R.S. § 38-41-101. I understand the Holy Cross Lutheran Church operated on this parcel for several decades, perhaps as early as 1951. There is a large parking lot located on the subject property served directly from the eastern roadway. In fact, I don't even see a curb cut from County Road 135 in the property's current configuration. This is strong evidence that the Church utilized the roadway along the eastern boundary as its primary access, and likely for well over two decades. I also understand that for the past few years several businesses located on the subject property have utilized the same access.

An easement by prescription arises in two distinct factual ways (*See, e.g. Lobato v. Taylor*, 71 P.3d at 953; Restatement (Third) of Property (Servitudes) § 2.16, Cmt. A). First, a legal right to use an access easement arises when a person begins using the access easement with permission, but the formal recorded grant of authority is not perfect. This is the "imperfect grant" theory. Second, a prescriptive right acquired when a person begins using the easement without permission for the statutory period. In Colorado, that period is 18 years. C.R.S. § 38-41-101.

ASPEN | BASALT | GLENWOOD SPRINGS | LAMAR

Post Office Box 790 | Glenwood Springs, Colorado 81602 | 800.836.5928 | 970.945.6546 | BalcombGreen.com

Prescription requires that a road be used “adversely,” under a claim of right, without interruption for 18 consecutive years. There is no need to establish adversity if the use was commenced pursuant to an assumed imperfectly created grant. *Labato*, at 953. Intermittent use over a long-term basis satisfies this requirement. *Clinger v Hartshorn*, 89 P.3d 466. Also, note that in 2008, the Colorado General Assembly raised the burden of proof for adverse possession of fee title, but not for acquisition of a prescriptive easement, which is still subject to the basic preponderance of the evidence standard.

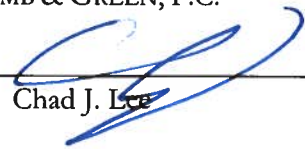
Given these criteria, prescriptive easements are fact-intensive inquiries, and only a Court can serve as the final arbiter of whether a prescriptive easement exists. Even so, title to a prescriptive easement vests in the adverse user immediately upon satisfaction of all the criteria (e.g., on day 1 after the 18-year period). In this case, given the facts assumed and stated above, I believe a Court would find that the subject parcel does have a right to utilize the roadway along the eastern boundary of the Subject Parcel based on the Lutheran Church’s continued use for over 18 years.

This means that even if we do not ultimately determine from the records of Garfield County that the Subject Property is the beneficiary of a formally recorded express right to use the adjacent road upon the eastern boundary, in my opinion a court would likely determine that there is legal access given the ongoing continuous vehicular use of this roadway during the Church’s tenure for 18 continuous years. Please let me know if you need further elaboration or have any comments on this analysis or the facts assumed above.

Sincerely,

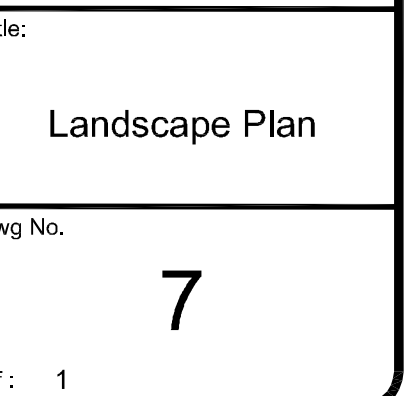
BALCOMB & GREEN, P.C.

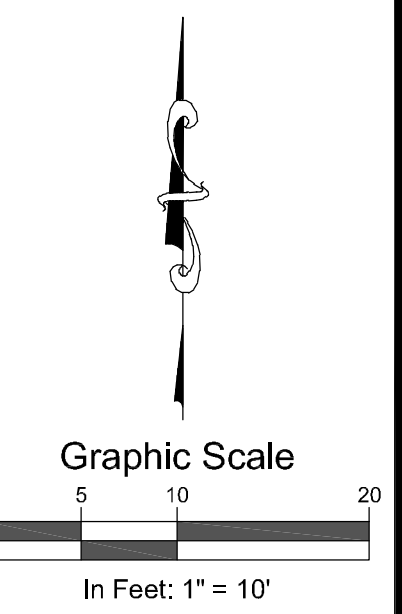
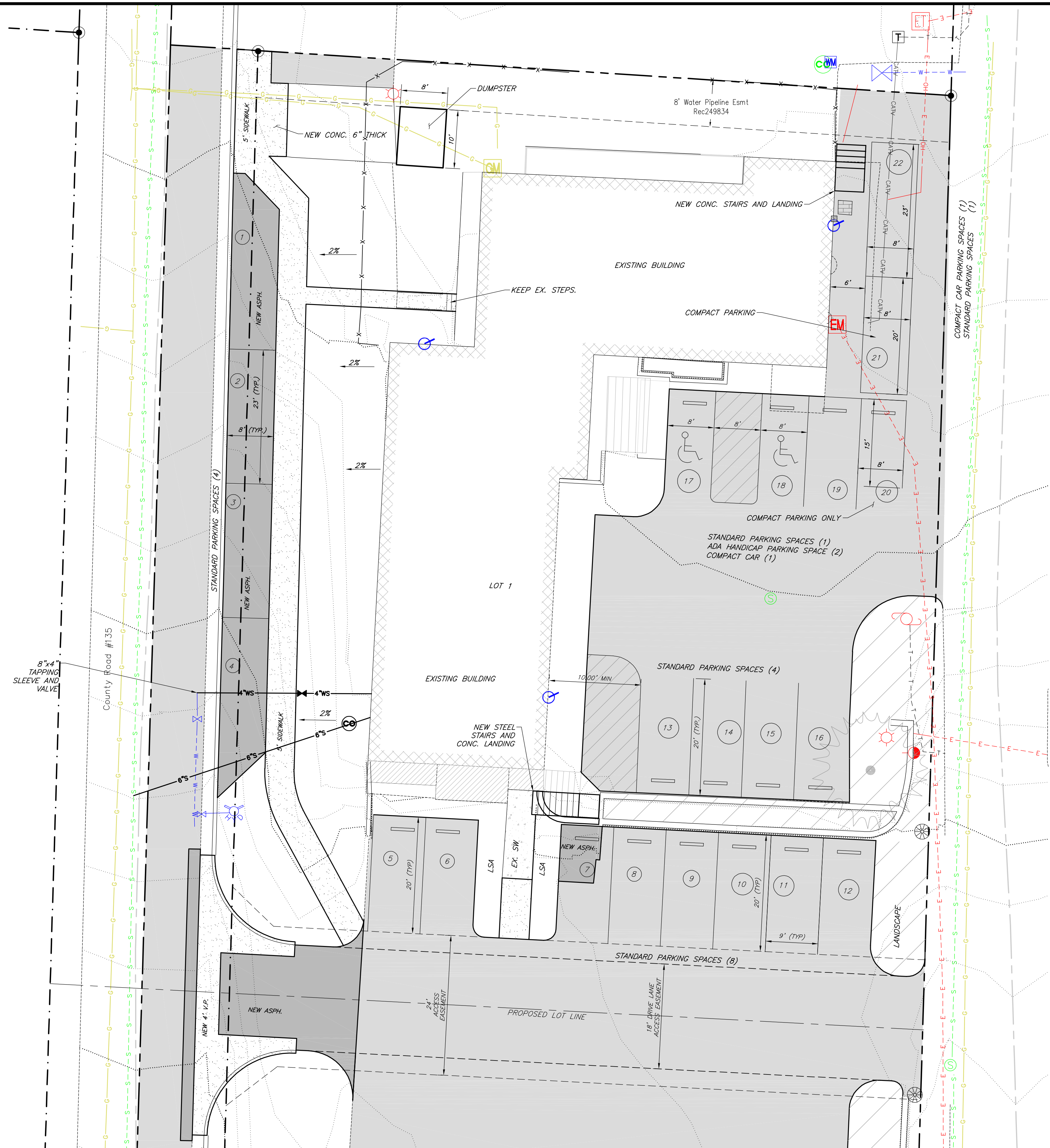
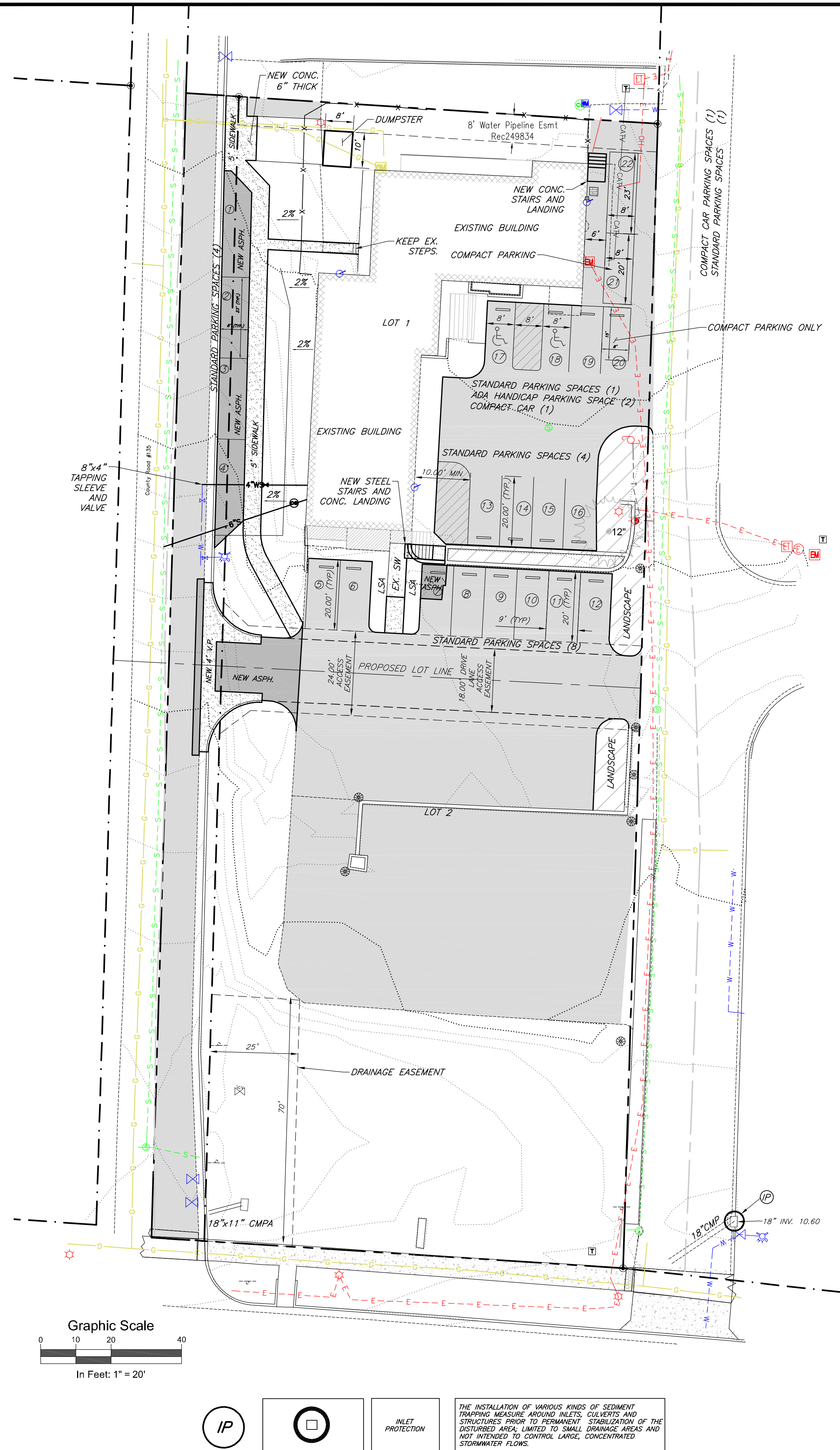
By: _____


Chad J. Lee

CJL / bc

PLANTING MATERIALS				
TREES				
SYM.	NAME	BOTANICAL NAME	SIZE	QTY.
	EXISTING	EVERGREEN	15"	1
L	LINDEN	TILIA 'AMERICANA'	2"C	3
M	MAPLE	ACER RUBRUM 'AUTUMN BLAZE'	2"C	5
SHRUBS				
P	POTENTILLA	POTENTILLA FRUTICOSA	#5 POT	32
S	SPIREA	CARYOPTERIS X CLAUDONENSIS	#5 POT	29
L	LILAC	SYRINGA PETULA & MEYERI	#5 POT	11
B	BURNING BUSH	EUONYMUS ALATUS	#5 POT	14
C	CURRENT	RIBES AUREUM	#5 POT	44





SGM
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.c

118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

TB and SB LLC.
62 CR. 135. Glenwood Springs,
CO

Project Milestone:	Preliminary Not For Construction			
#	City Council Resolutions	Revision	Date	By
1			8/28/19	TL
Drawn by:		2019-177,001		
Date:		6/14/2019		
QC:	PE:	DMK		
File:	SB-SitePlan			

Job No.	2019-177.001
Drawn by:	TL
Date:	6.14.2019
QC:	PE: DMK
File:	SB-SitePlan

Project Milestone: Preliminary Not For Construction

Title:

Site Plan

Dwg No.

4

Of: 1



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
August 27, 2019
Council Chambers, First Floor, City Hall
101 W. 8th Street
6:00PM

1. Work Session – 5PM

A. Civic Clerk Training

2. Regularly Scheduled Meeting – meeting was called to order at 6:00 p.m.
Carolyn Cipperly moved to seat Ingrid Wussow as meeting chair. Amber Wissing seconded. The motion carried by voice vote.

3. Roll Call

Present at roll call were Commissioners: Ingrid Wussow, George Shaver, Amber Wissing and Carolyn Cipperly

Absent: Kathryn Grosscup, Sumner Schachter, Tim Malloy, Marco Dehm and Dean Kinkel.

Also present were: Jenn Ooton, Asst. City Manager, Director Community Development Dept.
Gretchen Ricehill, Assistant Director Community Development Dept.
Anna S. Itenberg, City Attorney's Office
Jimmy Uvodich, Planner 1
Kathleen Michel, Admin. Assistant
Catherine Fletcher, City Clerk
Lindsey Christensen, Deputy City Clerk
Alissa Owsley, IT Director

George Shaver moved to seat Carolyn Cipperly. Amber Wissing seconded the motion. Motion carried by voice vote.

4. Receipt of minutes from the July 23, 2019_regular meeting. The minutes were continued to the next regular meeting.

5. Comments from citizens appearing for items not on the agenda. No one appeared.

6. Continued Items

A. 20-19 - Consideration of a Code Amendment to Section 070.040.020(d)(24) of the Glenwood Springs Municipal Code.

Motion to continue: George/Carolyn carried by voice vote.

B. 11-19 - Consideration of a special use permit to allow for the construction of a 2,800 square foot convenience store and re-location of underground fuel storage tanks.

Motion to continue: Commissioner Shaver, seconded by Commissioner Cipperly carried by voice vote

C. 05-19 - Consideration of Access and Circulation Code Text Amendments – Title 070.040.070 and 070.060.070 Glenwood Springs Municipal Code.

Jenn Ooton reported on the redraft of the section as requested.

- How would money paid in lieu be used
- Minor improvements should not trigger sidewalk installation
- Fee in lieu in areas where sidewalks do not make sense
- Neighborhood might not want sidewalks
- Street reconstruction and substantial engineering on road
- Exceptions: Midland Avenue; Red Mountain Drive, Cardinal, Rockledge Drive; others in list
- Exceptions drainage issues, Public Works Director determination

Shaver had concerns about streets in the east area at higher elevations

Cipperly had concerns about cost factor for property owners

Open for public comment. No one wished to speak.

Chair called for motion: George moved to accept changes red proposed by staff in consideration of code sections with findings on page 4 & 5 and delete the blue changes. Modified motion re access and circulation only. Carolyn seconded. Carried unanimously.

7. New Items

A. **22-19 - Consideration of a variance from section 070.030.040(d)(1)(g) of the Glenwood Springs Municipal Code for a 2-foot 10-inch side yard setback to allow for the construction of an accessory dwelling unit in an existing detached garage.**

Jimmy Uvodich presented the staff report.

- Zoning variance
- 636 sq.ft. garage convert to ADU
- Does not meet setback
- Applicant purchased property in 2013
- Site conditions existed since 1975

- Pre-existing configuration of buildings
- Necessary to remove 2 feet 2 inches from existing building to meet code
- City encourages ADUs
- Provides smaller housing
- Approve deny or continue application
- Staff recommends approval with findings

Commissioner Shaver asked where additional parking would be located. Commissioner Cipperly was concerned about parking.

Bruce Barth applicant, addressed the parking.

Called for public comment:

Ted Edmonds, Colorado Ave., across street from property. In favor of the ADU. Parking on that block is not an issue. Urged approval of the variance.

Commissioner Cipperly moved to approve zoning variance with findings on page 4 of staff report. Commissioner Shaver seconded. Motion carried unanimously.

B. 25-19 Consideration of a request to convert an existing church building into 13 multi-family units. The project also includes creating a 2-lot subdivision, condominiumization of the 13 units and a design variance from Section 5.2.10(K)(3) which prohibits vehicles from backing into the right-of-way.

Gretchen Ricehill provided a PowerPoint presentation in accordance with the staff report. The project converts an existing, vacant church building into 13 one-bedroom multi-family units ranging in size from 535 to 825 square feet. The church was constructed in 1951 and is approximately 8,200 square feet. The building sits on a one-acre lot. The church vacated the building approximately 7 or 8 years ago. Since then the building was occupied by a retail sports store and the lot was used for overflow parking from the nearby Honda dealership.

The project also includes an application to condominiumize the 13 units and a minor subdivision of the parcel into two, roughly ½ acre lots. There is no longer a need for a design variance from the Engineering Standards to allow vehicles to back out onto a city right-of-way. The owner has amended the application to change the parking stalls along 135 Rd. from pull-in to parallel which meets the Engineering Standards requirement.

Ms. Ricehill summarized the review process.

- The 2-lot subdivision is normally an administrative review.
- Because the project involves a land dedication for right-of-way along CR 135, the 13-unit site/architectural plan review is required to be reviewed and approved by City Council. Planning and Zoning Commission will act as a recommending body.
- The 2-lot subdivision remains an administrative review but City Council is required to approve or deny the land dedication.
- The Planning & Zoning Commission is the sole deciding body on the condominiumization application.

Ms. Ricehill reviewed the details of the site/architectural plan including:

- Exterior improvements and residential design standards
- Common open space requirements
- Landscaping, screening and fencing;
- Access and circulation
- Use of the private easement on the east side of the property
- Sidewalk construction
- Bicycle parking and bike circulation system
- Off street parking and plan revisions

Ms. Ricehill reviewed the six criteria for reviewing condominiumization proposals and noted the proposals conformance to many goals of the comprehensive plan. She reviewed the required action items and noted that staff recommended approval with findings and conditions.

Questions of Staff

Commissioner Shaver asked the following:

- Clarification of when building materials will be submitted.
- Staff responded that materials are submitted with the construction plan review which is an interim step prior to submitting a building permit application.
- Clarification of owner's use of private access road and maintenance responsibility and applicability of Engineering Standards to private accesses.
- Staff explained that the Engineering Standards and prohibition of backing out did not apply to private roads.

Regarding the roadway maintenance, staff explained that there were three parties to the original agreement. As far as staff is aware, there was not a provision for maintenance responsibilities. Ms. Ricehill explained that maintenance was a private issue between the easement holders. The Commission could include a recommendation that the owner [TB & SB LLC] be responsible for some portion of the maintenance, but the city would not be able to enforce the condition.

Commissioner Shaver asked Anna Itenberg for her opinion about Balcomb & Green's findings regarding the owner's use of the private roadway.

Anna Itenberg, City Attorney's office, indicated that ideally the owner would have an express easement. She suggested that a condition could be that to the satisfaction of the City Attorney, the owner provide evidence of an express easement on record with the County Assessor, or establishment of a prescriptive easement.

Commissioner Wussow asked about -

- Short term rental and whether the units could be used as such. Staff commented that they could unless the condominium declarations precluded this use.
- Sprinkler system and whether it was required. Staff responded that it is a building & fire code requirement that the building have sprinklers.
- ADA requirement for any of the units to be accessible. Staff responded that it is not a requirement that condo units be made accessible.
- Whether the owner intended having any of the units be affordable. Staff responded that it was not a code requirement.
- System improvement fees. Staff responded that this project must pay all fees that are due for residential projects. Some credit may be available for the property's past use.

Applicant Presentation

Brad Jordan, Jordan Architecture, project architect, stated that the owner, his attorney and the project engineer are present tonight. Mr. Jordan discussed -

- Condition of the building
- Need for residential units
- Enhancement of building's appearance
- Materials stone, stucco, cladding on doors & windows, roofing and colors in brown, golds and tans.
- Landscaping enhancements
- Agree with staff's presentation and recommended conditions
- Parking redesign on CR 135; 5-foot wide sidewalk with a ten to thirteen-foot wide landscape buffer next to the building
- Building will be sprinkled.

Commissioner Shaver asked for confirmation that the parallel spaces would be outside of the 15-foot wide easement being granted to the City. Mr. Jordan confirmed.

Asked about the location of a water meter in the northeast corner of the lot.

Commissioner Cipperly encouraged the owner to provide accessible units as there are accessible parking spaces on the east side of the building. Mr. Jordan discussed the difficulty of providing accessible units due to the number of stairs on the east side of the building and clarified that the accessible parking spaces are not solely for people in wheelchairs.

Commissioner Wussow asked about the rationale for providing all one-bedroom units and about storage. Mr. Jordan indicated that it would have been difficult in this existing building to create multi-bedroom units. Storage closets will be provided for some of the units that did not have dedicated storage space within the unit. Bicycle spaces – can the developer provide more than the code required three. Mr. Jordan agreed that additional bike parking spaces could be provided.

Chad Lee, 818 Colorado Ave., Balcomb & Green and counsel for developer, indicated that short term rentals would be subject to the City's new buffer requirement. Perhaps just one unit in the building would be allowed as a short-term rental. Regarding access, the issue surfaced at the last minute. Mr. Lee explained about use of, and right to use the easement. He also explained the steps in establishing a legal prescription. Mr. Lee indicated the owner's interest in helping to maintain the road and preparing a written maintenance agreement. He encouraged the Commission not to include a condition regarding maintenance as it was an issue between the private owners.

Commissioner Shaver asked about a recommendation regarding maintenance. Mr. Lee reiterated his opposition to such a condition.

Commissioner Wussow asked Mr. Lee to clarify the establishment of a prescriptive use and whether it required 18 years of continuous use. Mr. Lee explained that once you establish 18 years of use title automatically transfers. Once established, you are subject to abandonment law. Abandonment needs to be an intentional waiver or relinquishment of a right. In his opinion, eight years of non-use would not qualify. He pointed out that there was commercial use after the church left so there was some continuation of the use.

Dave Kotz, SGM, 118 W. 6th Street, project engineer, reviewed drawings with the Commission regarding location of meters, pedestals outside the property. It was determined that information was inadvertently located in the wrong area when transferred between civil and landscape plans.

Thomas Bartolomoczek, owner TB & SB LLC, 81 River Park Lane, Carbondale, regarding Commissioner Wussow's question about affordable housing the owners have not taken that into consideration at this point but will.

Public comment:

Patrick Hunter, Carbondale, owns a unit at Valley View West Condominiums. He explained about the issues with the access road in the past:

- Carwash at the bottom of the road had a drainage problem.
- Discount Tire bought the property and removed the carwash and fixed the lower portion of the road
- There is no written maintenance agreement
- There are fifty-some units in Valley View West all come and go at same time each day
- There is a lot of use of the private road
- Church had traffic one day a week
- He believed that there was just a gentlemen's agreement regarding use of the road.
- Discount Tire does not really use the road.
- Prefers that there not be back out parking onto the road.
- Prefers that traffic from this development use 135 Rd.
- Prior owner, David McDavid's plans were to only use 135 Rd.

Mr. Lee addressed comments made by Mr. Hunter and clarified that no express easement has been discovered at this time but that he continues to research the issue. He clarified that while churches are mostly used on Sunday, there are also activities on Wednesdays and other days of the week. Mr. Hunter's other comments regarding the roadway and use did not affect his opinion stated in his letter. Regarding Commissioner Shaver's earlier comments about a condition to enter into a maintenance agreement, Mr. Lee was opposed given that there already was a common law obligation to do that but to the extent that the Commission wanted to add a condition, he would favor one that required the owners to negotiate in good faith and to address each party's proportional impacts to that road. .

Item 1: MOTION: Commissioner Wussow moved to recommend that Council approve the site/architectural plan review allowing the conversion of an existing building into 13 multi-family units based on findings and conditions on page 10 and 11 of the report.

Commissioner Wissing seconded the motion. Commissioner Wussow amended her motion to add the condition that the City Attorney find an acceptable or identify an acceptable easement or prescription for access. Commissioner Wissing amended her second.

Commissioner Shaver was not comfortable with some of the loose ends such as the parking situation on the west side and other access issues; defining the private road access; backing out on a private road is a concern. He suggested continuation.

Commissioner Wussow did not feel that the one-bedroom units would cause a great traffic impact. If there were more units or if there were more bedrooms, she may have felt differently. Commissioner Wussow was not in favor of delaying the project and stated that the project still

needs to be reviewed by City Council. She did suggest that the applicant revise plans before the Council hearing.

Commissioner Cipperly also had concerns about the project details: she was concerned that parking was not fully completed; access issues; additional trash dumpster; pavement added under the dumpster; location of the parking space on the northeast corner of the site; landscaping. She felt that the project was a good reuse of the building.

Commissioner Wissing was in favor allowing the application to move forward.

Commissioner Wussow asked for a list of revisions from those Commissioners favoring a continuance.

Commissioner Cipperly: parking; landscaping; access issues; additional trash dumpster; location of utilities off the property; use of one of the parking spaces and impact to rear yard area and landscaping.

Jenn Ooton asked for clarification – Are you looking for additional information related to the application or are you suggesting conditions that need to be satisfied prior to the issuance of a building permit or construction plan review?

Commissioner Cipperly indicated that she was willing to approve the project with those conditions being met.

Commissioner Wussow and Ms. Ooton reminded the Commission about the intent of the general site/architectural plan review and the extra step in the process that requires a detailed construction plan review. That latter step requires staff review to make sure that all of the conditions are met prior to the applicant submitting a building permit application.

Commissioner Cipperly recommended adding the following conditions:

- Required landscaping
- Relocating utilities on to the site
- Revising plans to reflect parallel parking on CR 135;
- Moving and/or adding a second dumpster

Staff clarified that revising the parking on CR 135 was in the list of recommended conditions.

Commissioner Wussow also recommended adding a condition to revise the plans to limit the number of spaces backing out onto the access road.

Commissioner Wussow called for the question:

The motion passed 3-1

Commissioner Shaver voted no.

Action Item 2: Commissioner Wussow moved to approve consideration of an application to condominiumize 13 multi-family units with findings and conditions on page 12 of the staff report. Commission Cipperly seconded the motion.

Commissioner Cipperly commended the owner on the allowance of pets in the building with restrictions; recommended additional storage for the units.

Commissioner Wussow commended the owner on the project and recommended that the owner consider affordability.

Hearing no further discussion, Commissioner Wussow called for the question.

The motion carried unanimously.

2 Commissioner Comments

Commissioner Wissing thought this was an appropriate scale project. Wished Jimmy well.

Commissioner Shaver thought the loading of 225 pages was excessive.

Commissioner Wussow thought using Civic Clerk was like driving someone else's car.

Commissioner Cipperly thought seeing attainable housing was good.

3 Director Comments

October 3 City Council meeting re airport study.

We have a new building official, Victor Meraz.

10 Adjournment 8:38 p.m.



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item: Planning File #37-19 License to Encroach for various above and below ground encroachments into the 6th Street and N. River Drive rights-of-way

Action Requested: Council may take one of two actions:

- Approve License to Encroach; or
- Deny License to Encroach

Department: Economic and Community Development

Presented By: Gretchen Ricehill, Assistant Director of Economic and Community Development

Background Info: Now and continuing over the next year or so, the Glenwood Hot Springs Pool will be undergoing a number of significant, phased upgrades and site improvements including a new water slide (completed May 2019); new restroom building (in building permit review); additional small hot springs pools; new cabana shade structures; new and improved terraced landscaping & site amenities, to name a few.

The construction of some of the improvements requires encroachment into the 6th Street and N. River Drive rights-of-way in three areas. The purpose of each encroachment is detailed in the project narrative (attached) and briefly summarized below:

1. Temporary Shoring-Soil Nails: The Pool plans include adding a new therapy pool, underground mechanical space, and retaining/perimeter wall located along its north property line, immediately adjacent to the 6th street right-of-way. Because of proximity to the fragile travertine geologic layer the Pool is necessarily cautious of any construction shoring methods that involve vertical drilling. Therefore, it proposes constructing a shoring wall with horizontal soil nails to temporarily shore excavation for these improvements. The soil nails will extend up to 15 feet under the right-of-way. After construction, the temporary shoring system will be abandoned in-place.
2. Concrete Footers: The new retaining wall adjacent to 6th Street requires structural footers that in places extend up to 3'9" under the right-of-way.
3. Sidewalk and Overlook: The Pool's phased improvements will eliminate the existing public access to its source pool at the far eastern end of the property. The Hot Springs proposes constructing a new, public elevated overlook area which will be located partially on Pool property and partially in the City right-of-way. The overlook includes an elevated viewing platform/sidewalk, stairs and retaining wall. The existing at grade sidewalk will remain.
4. Discharge Vault: The Pool has an existing discharge permit (HSP Discharge 001) for a drain/overflow pipeline extending from the Yampah source spring to the Colorado River under N. River Street and Interstate 70. The Pool proposes adding a gate onto the existing system which will allow it to control normal water flow from the source spring to Pool operations or to the Colorado River, as well as to control flows from stormwater runoff. The new gate/vault structure is located in/under the North River right-of-way.

Should Council approve the encroachment, the owners will be required to –

- Provide a survey and legal description of the encroachment following construction;
- Execute a Revocable Right-of-Way Encroachment License & Indemnification Agreement; and
- Provide proof of Liability Insurance in an amount of \$1 million and naming the City of Glenwood Springs as an additional insured party.

Issues:

None.

Staff circulated the license to encroach request to City Departments for review and comment. Comments from Water/Wastewater are attached to this report and have been included as conditions of approval.

Staff Recommendation:

Staff recommends that City Council **approve** the license to encroach with the following conditions:

Suggested Conditions:

1. No structures may be installed over City water or sewer infrastructure.
2. The owner shall confine private improvements to those areas depicted in the planning application dated September 6, 2019. Additional City Council review will be required if any private improvement extend beyond the areas shown in the approved plans.
3. Prior to construction of any private improvements in the city right-of-way, the owner shall
 - 3a. Verify the location of all utilities.
 - 3b. Ensure that any raw or potable water crossings meet City of Glenwood springs a Colorado Department of Public Health and Environment (CDPHE) separation requirements.
 - 3c. Apply for and obtain a right-of-way permit issued by the City of Glenwood Springs Engineering Department.
 - 3d. Remit \$60,000 relating to the 2017 Two Rivers Park discharge improvements.
4. Following construction the owner shall:
 - 4a. Provide a survey and legal description of the encroachments;
 - 4b. Execute a Revocable Right-of-Way Encroachment License & Indemnification Agreement;
 - 4c. Provide proof of Liability Insurance in an amount of \$1 million and naming the City of Glenwood Springs as an additional insured party.

Suggested Motion:

Move to approve Planning File #37-19: A License to Encroach allowing Glenwood Hot Springs Lodge & Pool Inc to construct various above and below ground encroachments into the 6th Street and N. River Drive rights-of-way with conditions listed on page _____ of the October 17, 2019 agenda packet.



LAND USE APPLICATION

City of Glenwood Springs
Economic and Community Development Dept.
101 West 8th Street
Glenwood Springs, CO 81601
970-384-6411

<u>Ordinance Amendments</u>		<u>Development Permits</u>	
Rezoning		Site/Architectural Plan Review	
Rezoning to Planned Unit Development (PUD)		Administrative	
Annexation		Minor	
Condominiumization		Major	
Annexation		Master Plan	
Street Vacation		Construction Plans	
		Location & Extent	
<u>Subdivisions</u>		Right of Way Encroachment License	x
Minor Subdivision		Floodplain Development Permit	
Preliminary Plat		Special Use Permit	
Final Plat		<u>Flexibility and Relief Procedures</u>	
Vacation of Right-of-Way		Variance	
		Administrative Adjustment	
		Appeal	

<u>Applicant/Property Owner Information:</u>			
Applicant		Owner	
D. Kjell Mitchell		Glenwood Hot Springs Lodge & Pool Inc.	
Relationship to Owner		Owner	
President, Glenwood Hot Springs Lodge & Pool Inc.			
Applicant Address		Owner Address	
401 N. River St.	P.O. Box 308	401 N. River St.	P.O. BOX 308, GLENWOOD SPGS., CO 81602
Phone	Email Address	Phone 947-2954	Email Address kmitchell@HOTSPRINGSPPOOL.com

<u>Property Information:</u>	
Address	Parcel Number
401 N. River St.	218509100018
Subdivision	Lot and Block Number
Original Townsite	
Zone District CO (C/3)	Existing Land Use Pool, Spa Recreation, Business

<u>General Project Description:</u>
The Glenwood Hot Springs is seeking a right of way encroachment license to facilitate the construction of the Phase 2 Aquatics Improvements located East and North of the existing therapy pool. The new improvements consist of additional therapy pools, fountain and an underground mechanical room which will be needed to support the improvements.

<u>Signatures:</u>		
The owner or applicant must be present at the hearing. All public hearings must be properly noticed according to G.S.M.C. Section 070.010.030. Signatures of all owners of the property must appear before the application is accepted. Partnerships or corporations may have the authorized general partner or corporate officer sign the application. (Attach additional incorporation documents if necessary.) I declare under the penalty of perjury that the above information is true and correct to the best of my knowledge.		9/5/19
	Applicant	Date
	Owner	Date
	Owner	Date

Glenwood Hot Springs Phase 2 Aquatics Improvements City ROW Encroachment Narrative

September 6, 2019

The following is a description and narrative of each of the encroachments into the City of Glenwood Springs Right of Way proposed as a part of the Phase 2 aquatics improvements at the Glenwood Hot Springs (GHS).

1. **Soil nails for temporary shoring along 6th street:** Excavation shoring is needed to be able to construct the proposed improvements that are in proximity to the right of way. These proximate improvements include a new underground mechanical space, a site retaining wall running along the edge of the property, and a new therapy pool terraced into the hillside. The geology of this area of the hot springs property consists of sand and gravel layers overlaying a travertine limestone formation that confines the main source pool of the hot spring. The project team is in the process of working with a geotechnical engineer to determine the exact depth of the travertine layer to confirm that there is adequate distance below the bottom of the lowest excavation. Any drilling or disruption of the travertine layers is not recommended due to the possible impacts to the hot spring source. Therefore, vertically cantilevered methods of shoring, such as soldier piles or vertical micropile shoring walls are not recommended in this location because they would require drilling into the travertine layers. Shoring with horizontally oriented soil nails is the recommended alternative. The soil nail systems proposed would be considered temporary excavation support and all permanent improvements would be designed to be self-supporting in the event the soil nails were ever removed or decayed.

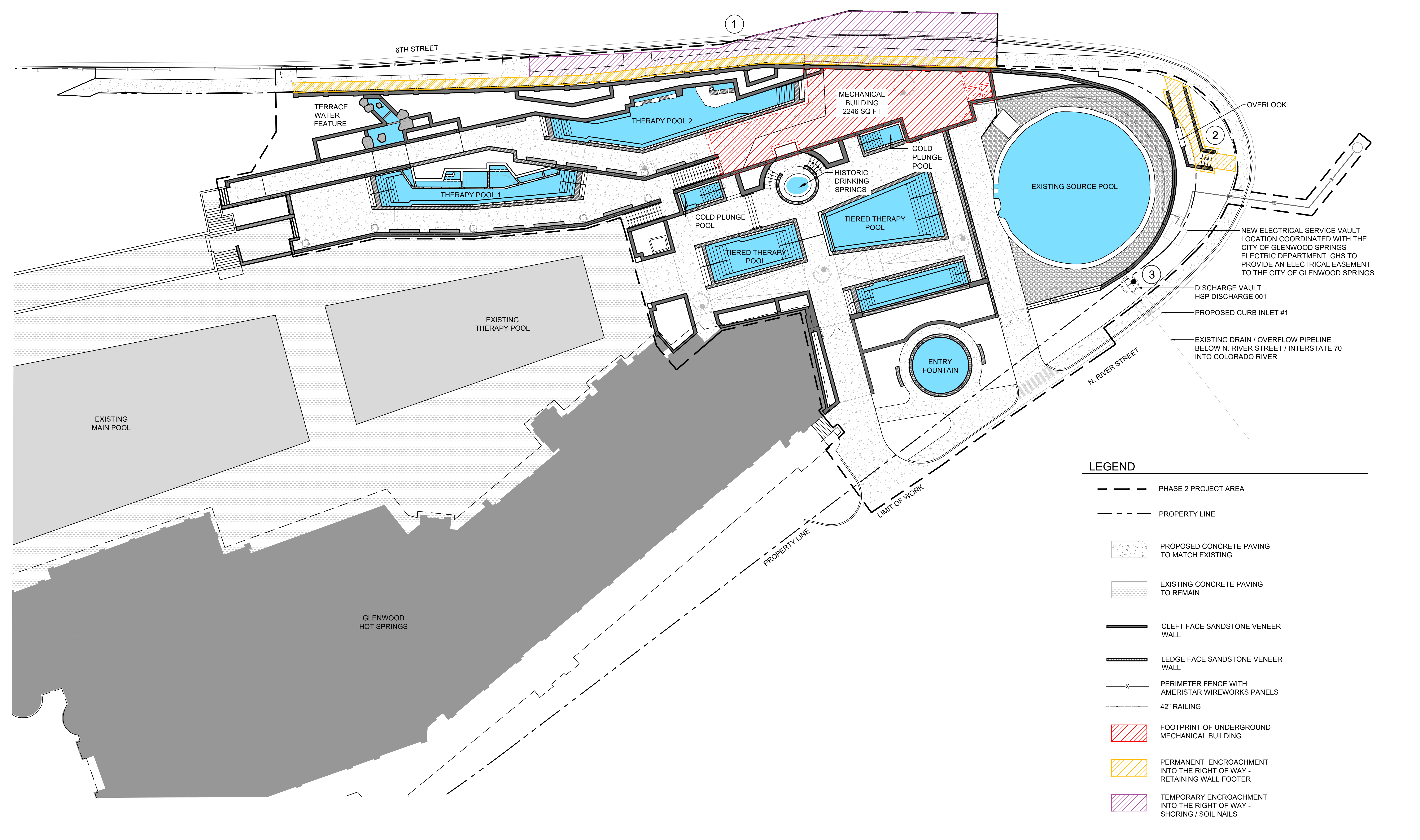
Concrete Footers: Retaining walls require a structural footing extending beneath the retained soil for structural stability. For walls adjacent to the right of way, this footing extends into the right of way the minimum amount needed to ensure the structural stability of the wall.

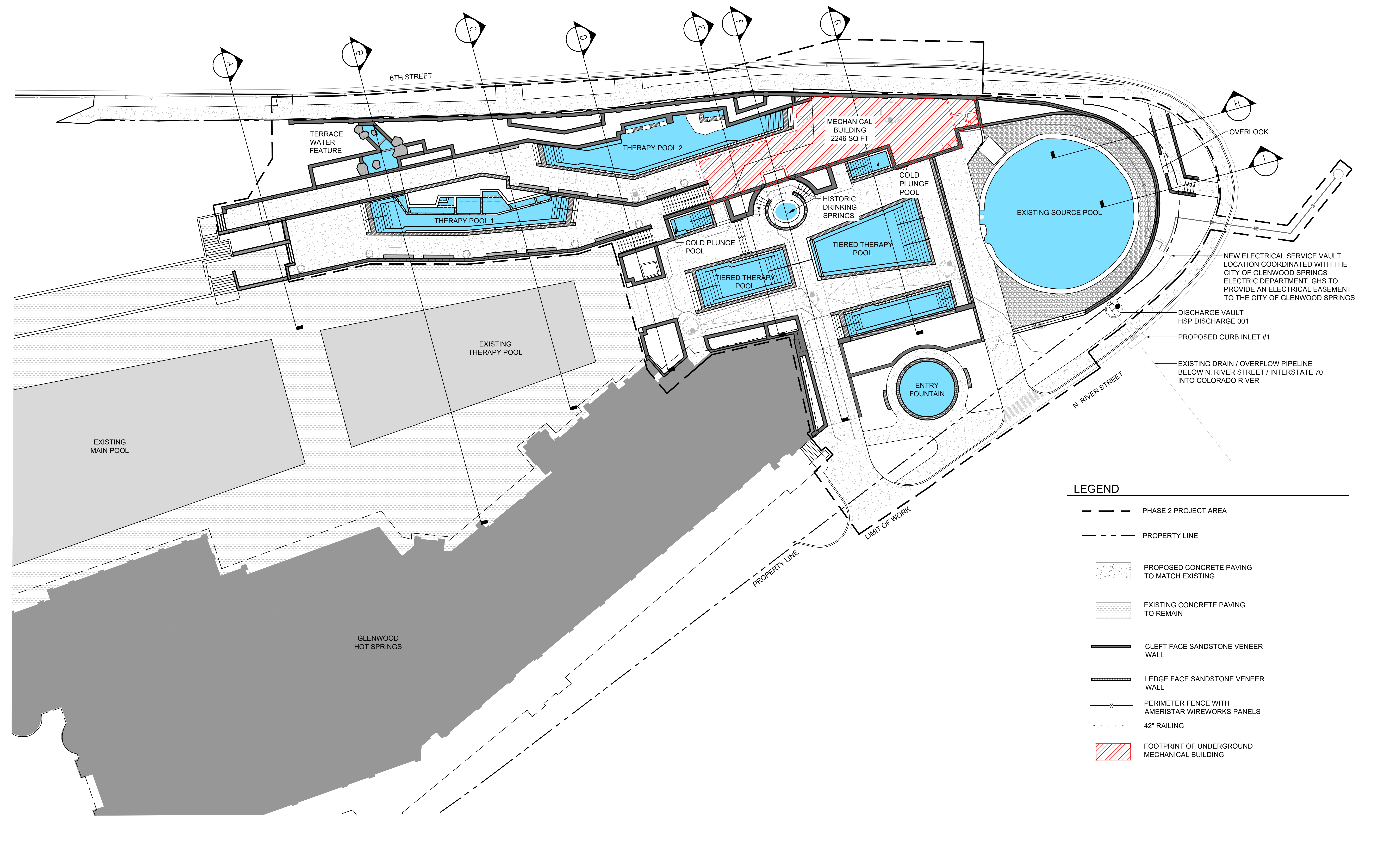
2. **Sidewalk and Overlook:** The phase two expansion of the Glenwood Hot Springs will eliminate the current public access route through the east side of the Hot Springs property and access to the historic drinking spring and interpretive signage. The Hot Spring is proposing the creation of a new public overlook on- axis with the source spring that will allow area visitors to view the pools, the source spring and to learn more about the historic significance of this site. The proposed encroachment would include a concrete sidewalk, stairs and retaining wall in order to create an elevated area from which the pools and property can be viewed. This improvement will be partially located on Glenwood Hot Spring property and will connect to the existing sidewalk that runs along 6th street and around to North River Street.
3. **Discharge Vault – HSP Discharge 001:** The proposed structure is to be added on to the existing drain/overflow pipeline for the Yampa Spring (main Hot Springs Pool (HSP) supply spring) is known as

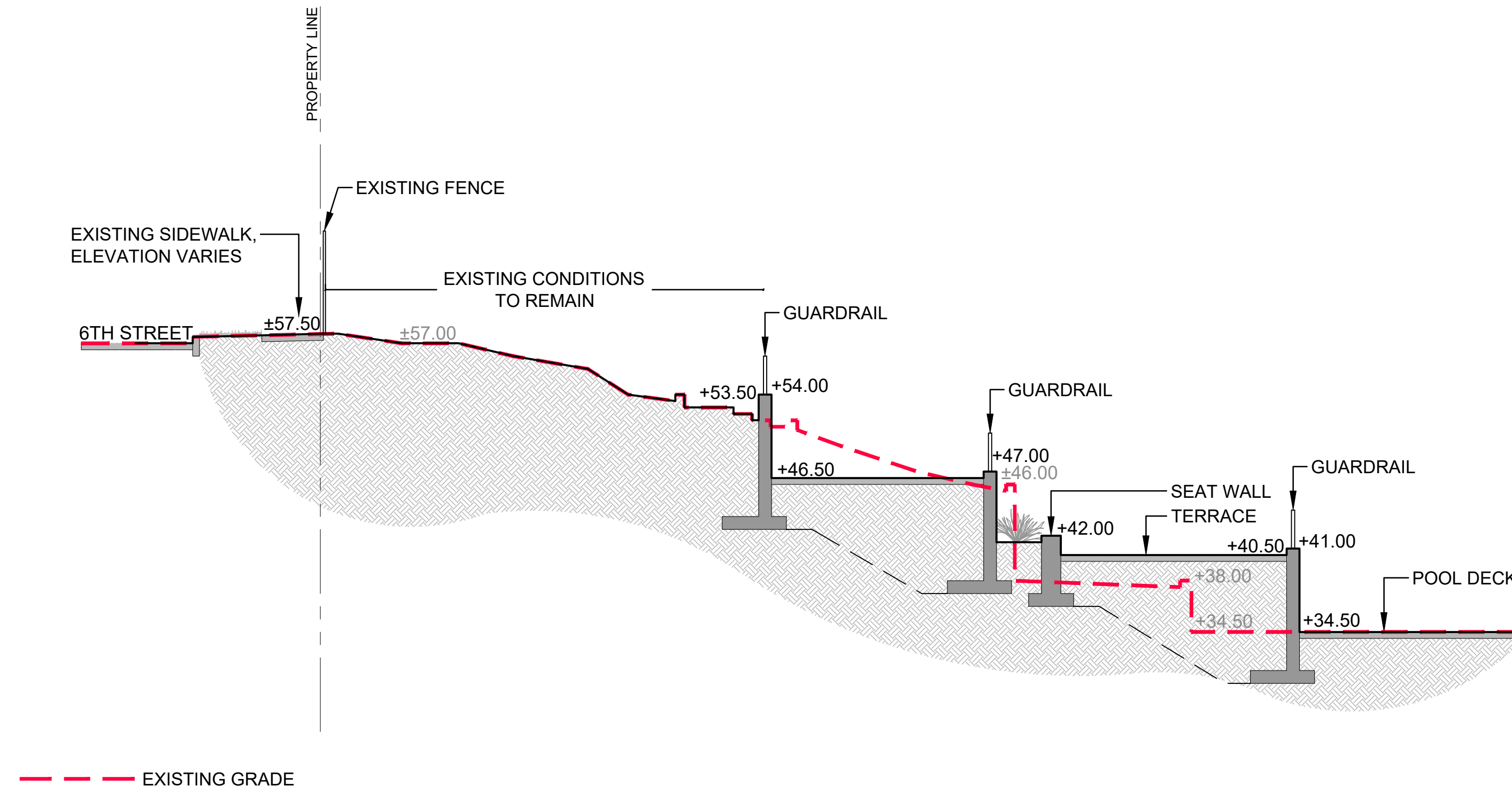
HSP Discharge 001. The structure is to be located very nearly at the intersection of the pipeline with the northerly R.O.W. for N. River Street. The proposed gate in the structure is to allow diversion of normal flow from the spring to go to HSP operations or to the Colorado River as needed. If the gate is closed, all the water from the Yampa Spring will be forced into the westerly discharge system and eventually flow out Discharge 003, located just below the Two Rivers Pedestrian Bridge. The existing 001 outfall also provides drainage for stormwater in the area around the Yampa Spring, Drinking Spring, east parking lot and the South Breezeway along the main Bath House for the Hot Springs.

The proposed structure will also allow the existing pipe to perform dual functions. The proposed structure will provide for the routing of stormwater flows down the existing Discharge 001 pipe under N. River Street and Interstate 70. Stormwater flows will be a combination of flows from the Interstate, N. River Street, 6th Street, and on-site from the GHS campus. The proposed Curb inlet #1 will be connected to the existing Discharge 001 pipe. The stormwater flows will be introduced downstream of the proposed gate and thus allow them to flow to the river whether the gate is closed or open.

Allowing stormwater into the pipe for Discharge 001 will mitigate some excess stormwater flows close by the pipeline and will also provide some measure of relief for the stormwater flows near that would otherwise enter the new CDOT storm, City and GHS storm water system that outfalls at the Two Rivers Confluence Area. Removing some flow from Discharge 003 will mitigate the potential drainage overflow westerly GHS parking area, as well as N. River Street to some extent.

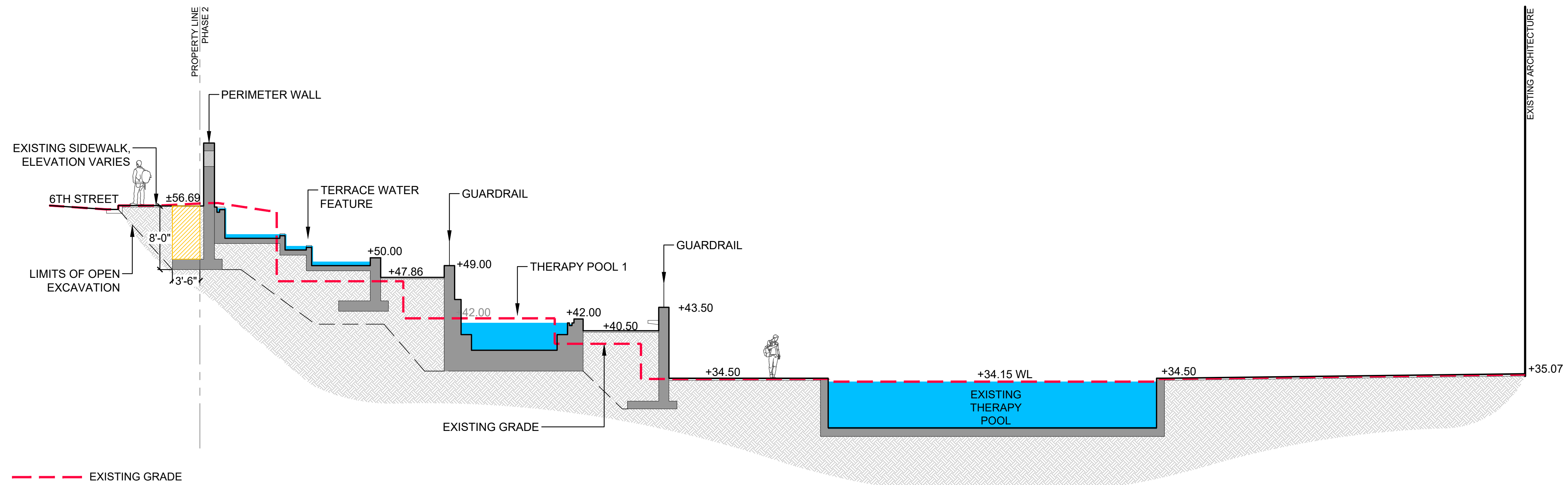






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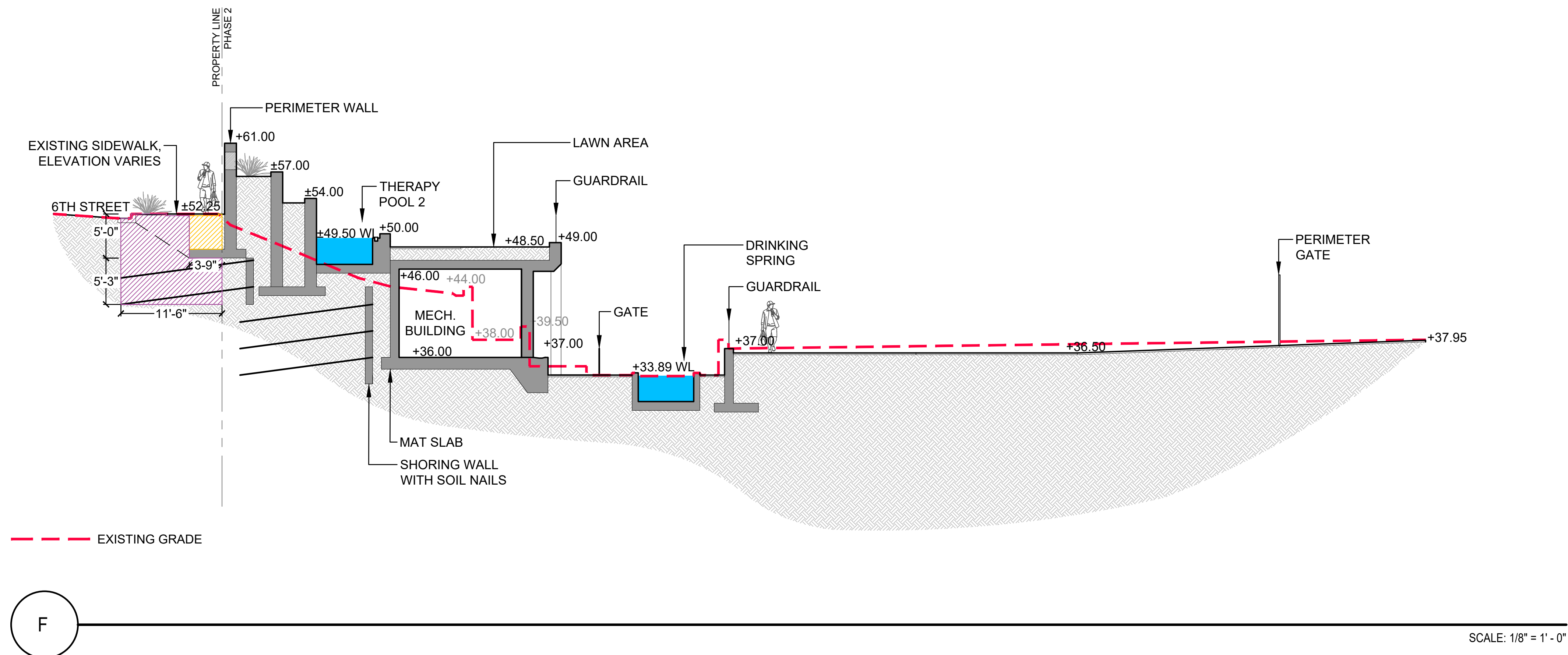
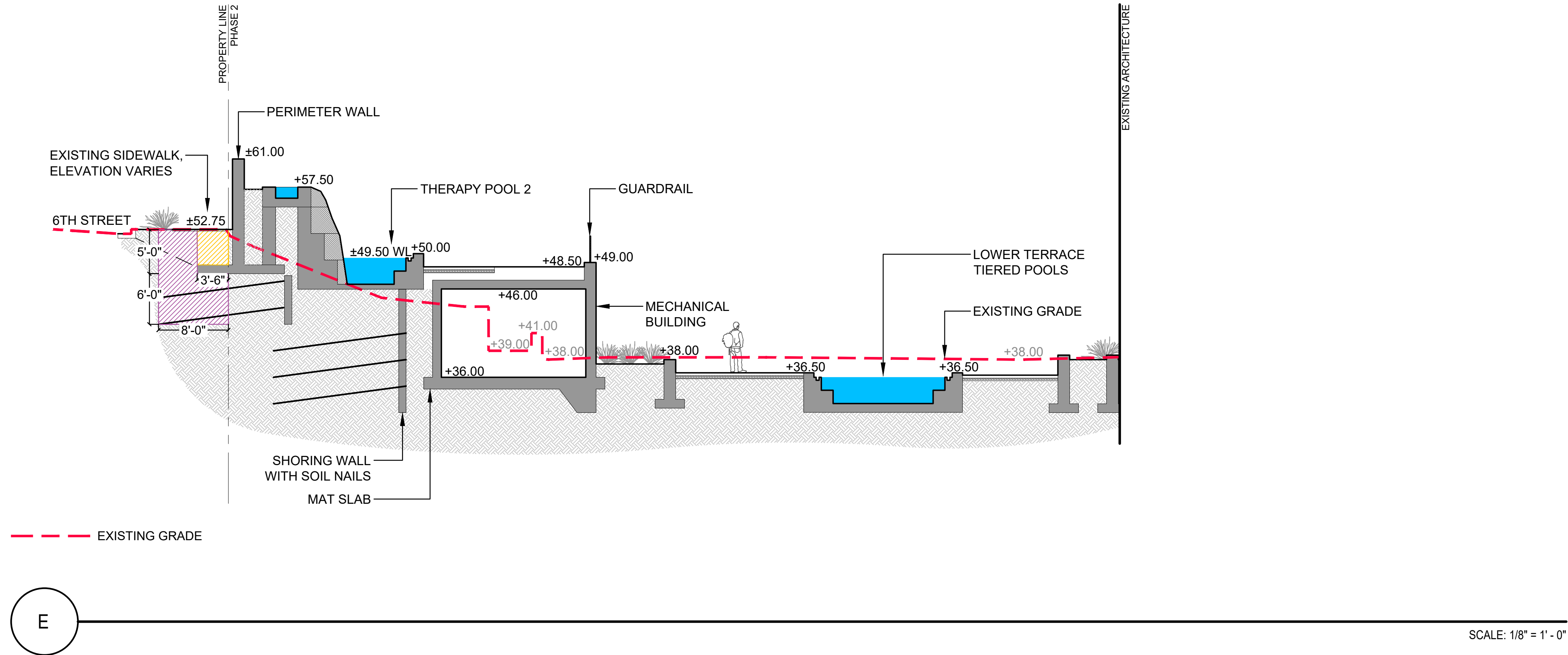
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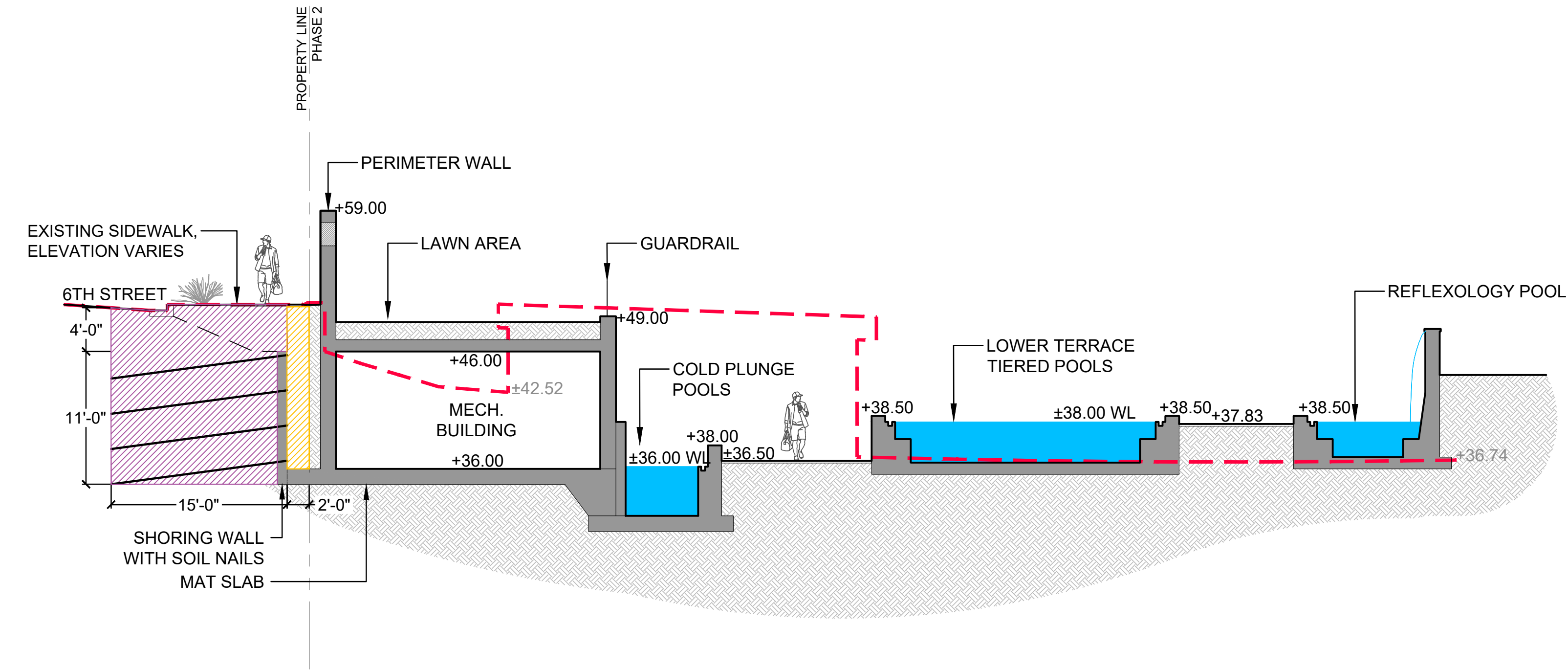
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- TEMPORARY ENCROACHMENT INTO THE RIGHT OF WAY

SITE SECTIONS

GLENWOOD HOT SPRINGS
09.06.2019



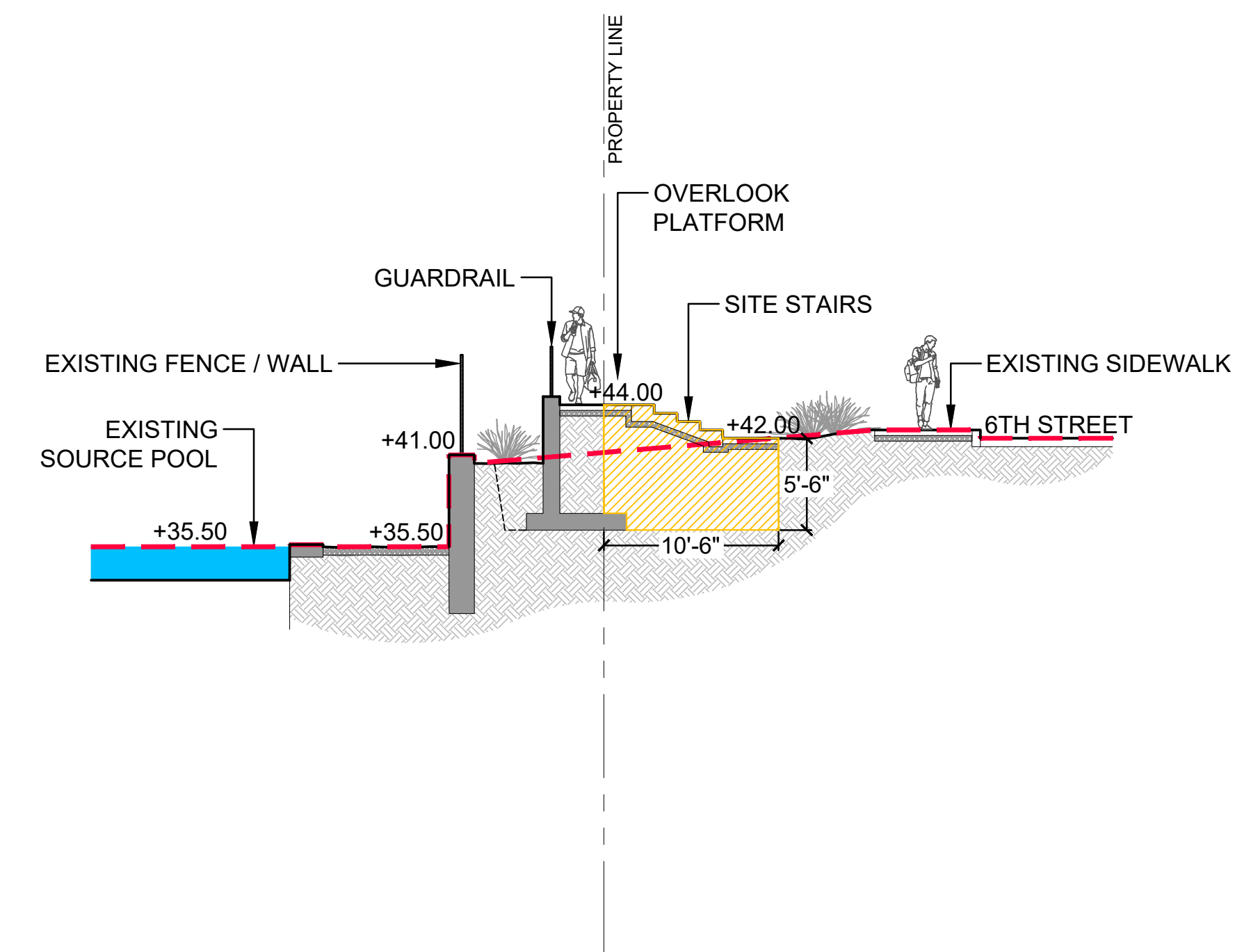
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- TEMPORARY ENCROACHMENT INTO THE RIGHT OF WAY



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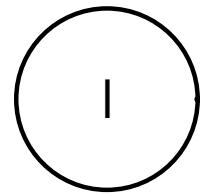
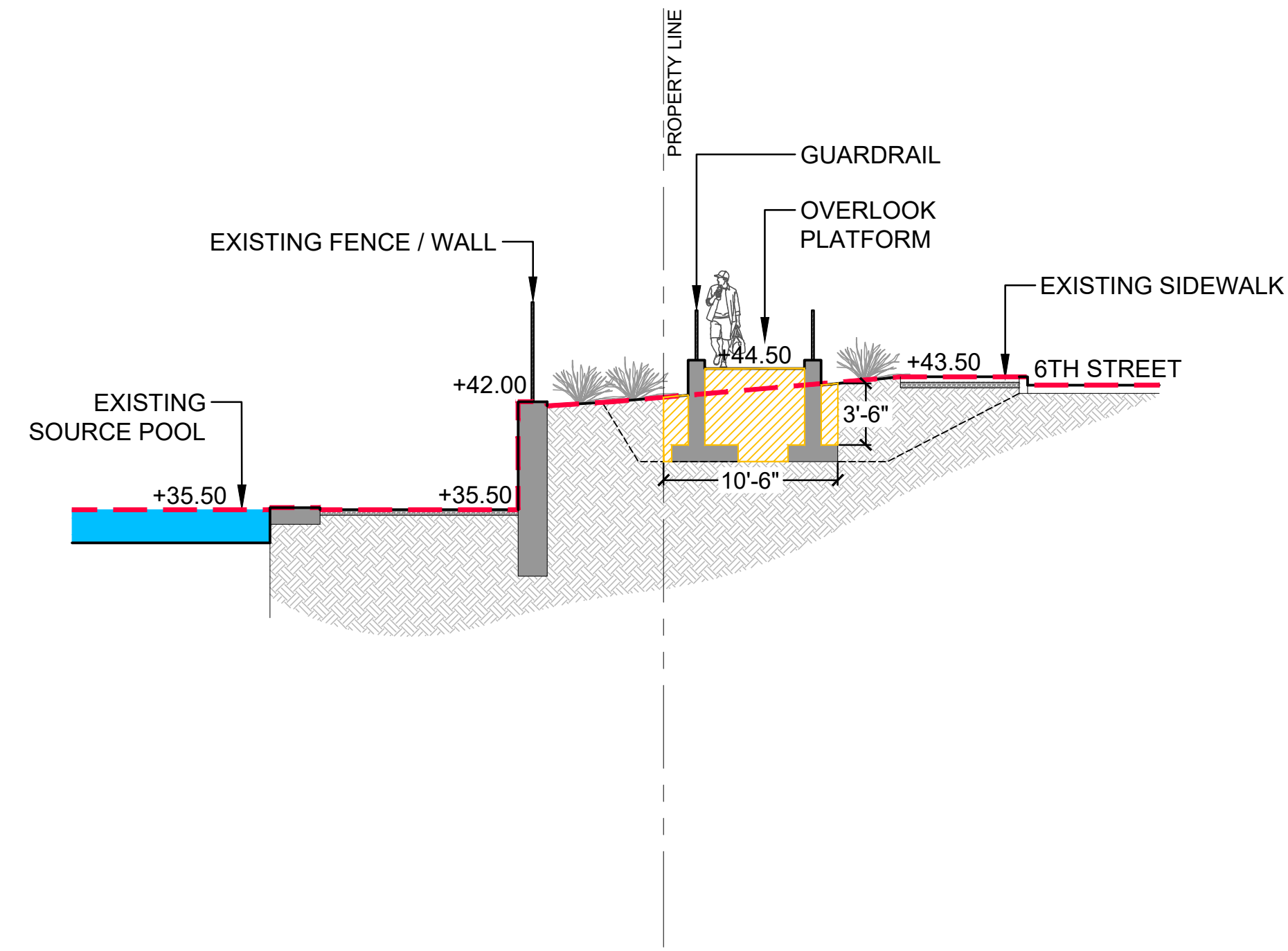
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PERMANENT ENCROACHMENT INTO THE RIGHT OF WAY

TEMPORARY ENCROACHMENT INTO THE RIGHT OF WAY

SITE SECTIONS

GLENWOOD HOT SPRINGS
09.06.2019



SCALE: 1/8" = 1' - 0"

-  PERMANENT ENCROACHMENT INTO THE RIGHT OF WAY
-  TEMPORARY ENCROACHMENT INTO THE RIGHT OF WAY

GLENWOOD HOT SPRINGS
PHASE 2 AQUATICS IMPROVEMENTS
GLENWOOD SPRINGS, CO

PROJECT NUMBER:	DATE
2018-385.002	8.01.19
DESIGNED: DMK	
DRAWN: RM	
CHECKED:	

REVISIONS:

JOB DESCRIPTION:
**Preliminary Not For
Construction**

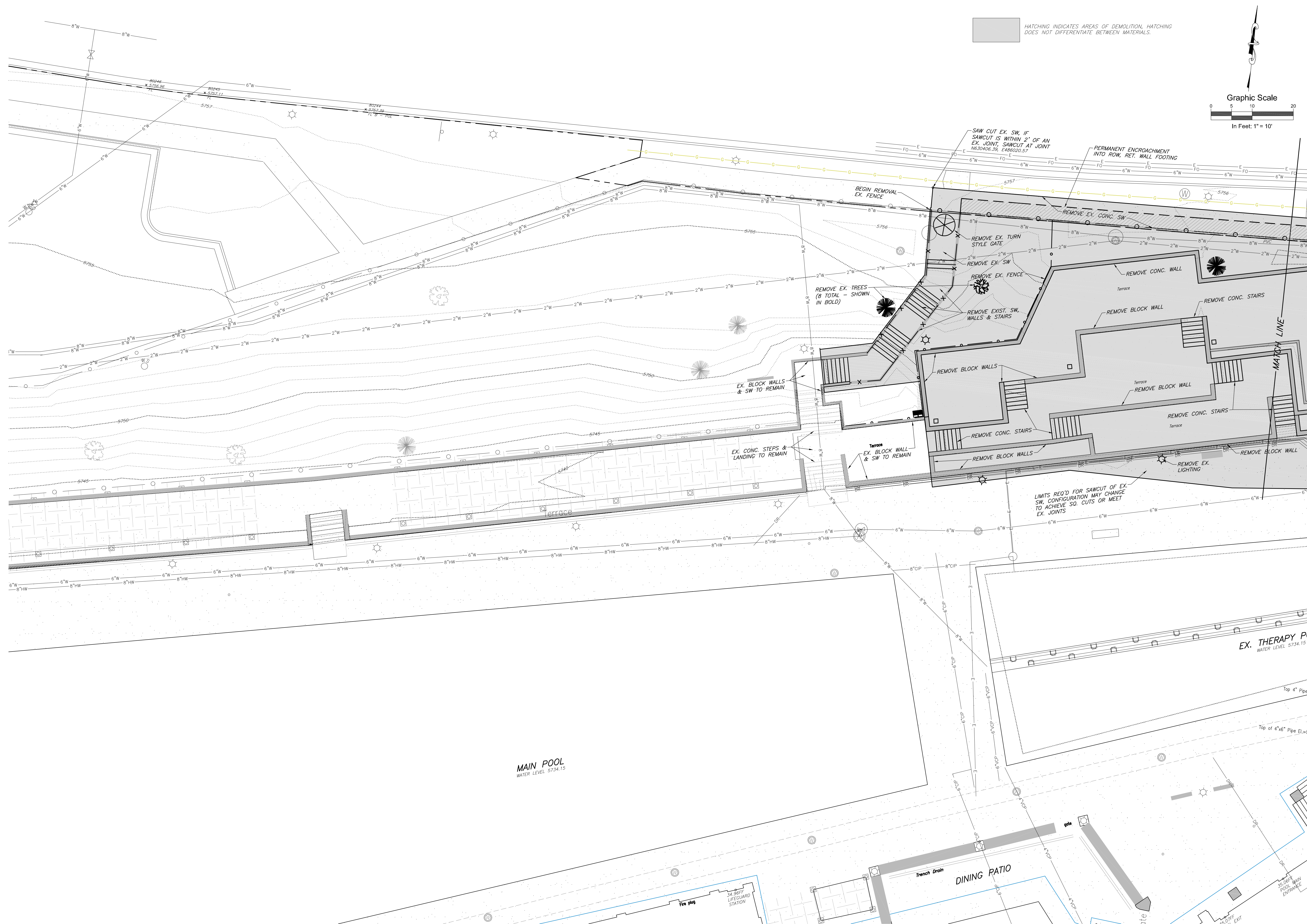
SHEET TITLE:

Demo Plan (1)

SCALE:

SHEET NUMBER:

C4

SHEET _____ OF 7

GLENWOOD HOT SPRINGS
PHASE 2 AQUATICS IMPROVEMENTS
GLENWOOD SPRINGS, CO

PROJECT NUMBER:	DATE
018-385.002	8.01.19

DESIGNED: DMK
DRAWN: RM
CHECKED: .

EMISIONS:

OB DESCRIPTION:
Preliminary Not For
Construction

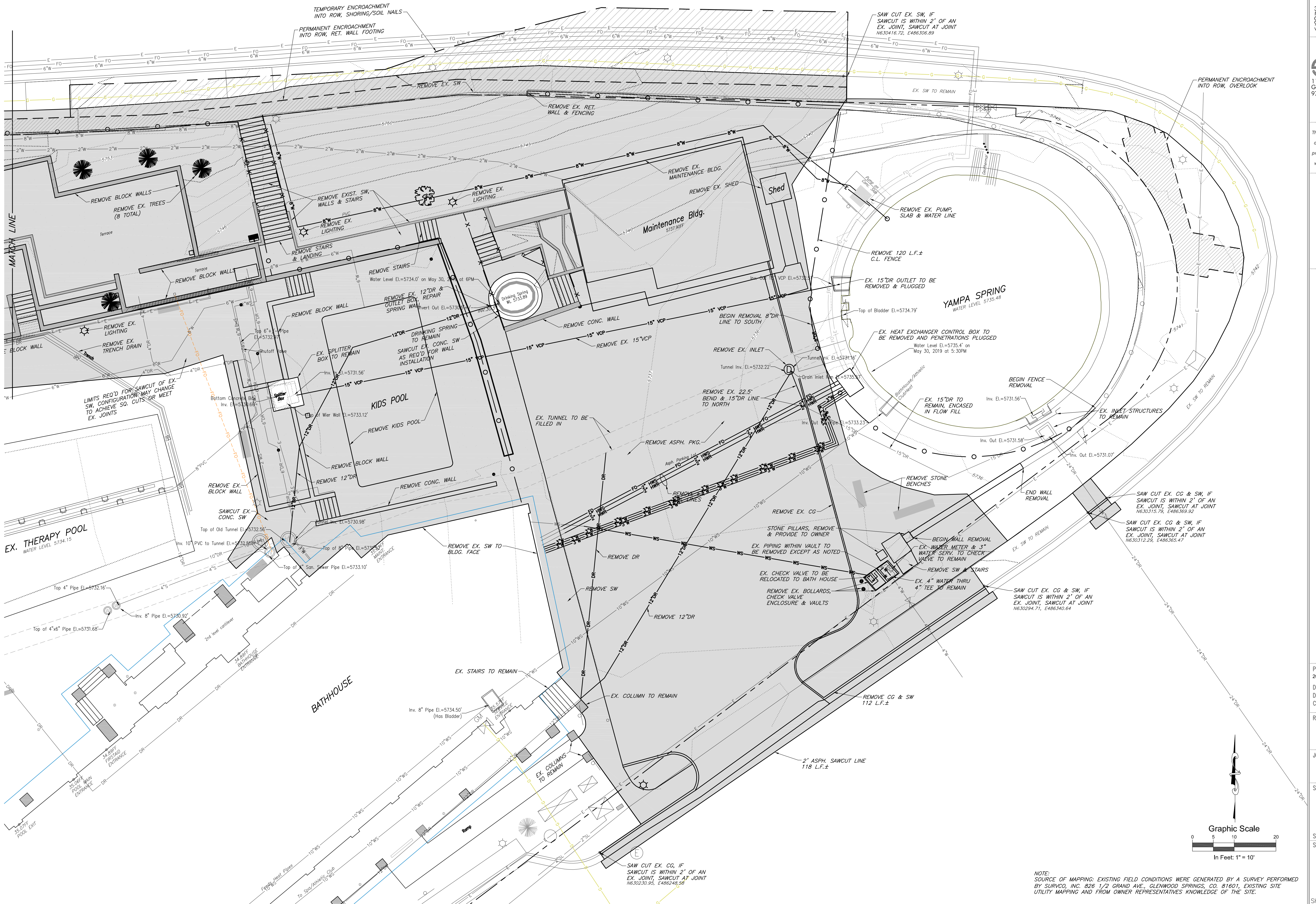
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emo Plan (2)

SALE:
SHEET NUMBER:

C5

SHEET _____ OF 7

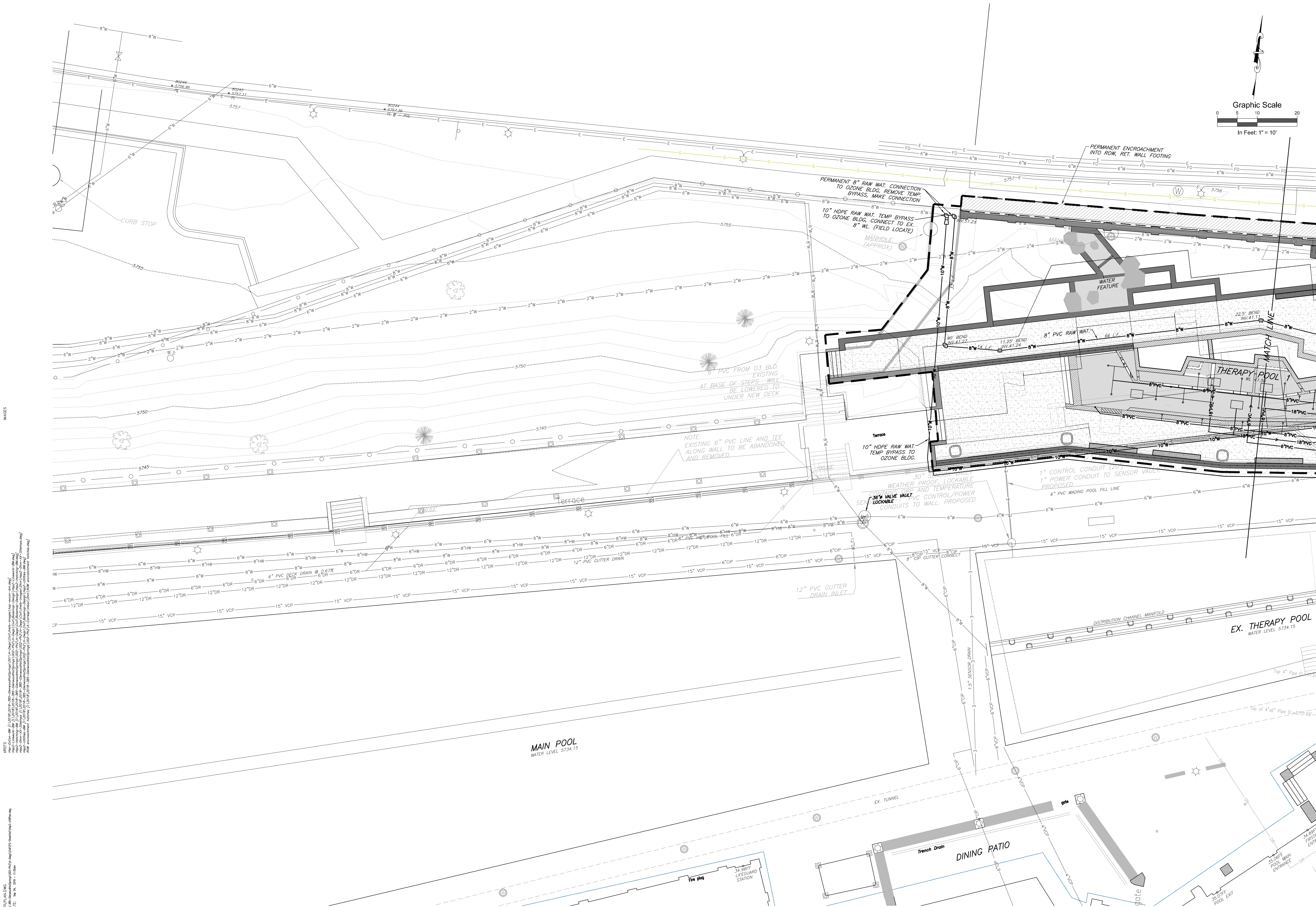


NOTE:
SOURCE OF MAPPING: EXISTING FIELD CONDITIONS WERE GENERATED BY A SURVEY PERFORMED
BY SURVCO, INC. 826 1/2 GRAND AVE., GLENWOOD SPRINGS, CO. 81601, EXISTING SITE
UTILITY MAPPING AND FROM OWNER REPRESENTATIVES KNOWLEDGE OF THE SITE.

IMAGES

NOTES:
1. SEE EXISTING PLAN FOR ALL UTILITIES.
2. ALL UTILITIES SHALL BE DEEPENED TO 36" MIN. COVER.
3. ALL UTILITIES SHALL BE DEEPENED TO 36" MIN. COVER.
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GLENWOOD HOT SPRINGS

PHASE 2 AQUATICS IMPROVEMENTS

GLENWOOD SPRINGS, CO

PROJECT NUMBER: 2018-385.002
DESIGNED: RM
DRAWN: DMK
CHECKED:

REVISIONS:

JOB DESCRIPTION:
Preliminary Not For Construction

SHEET TITLE:

Utility Plan (1)

SCALE:
SHEET NUMBER:

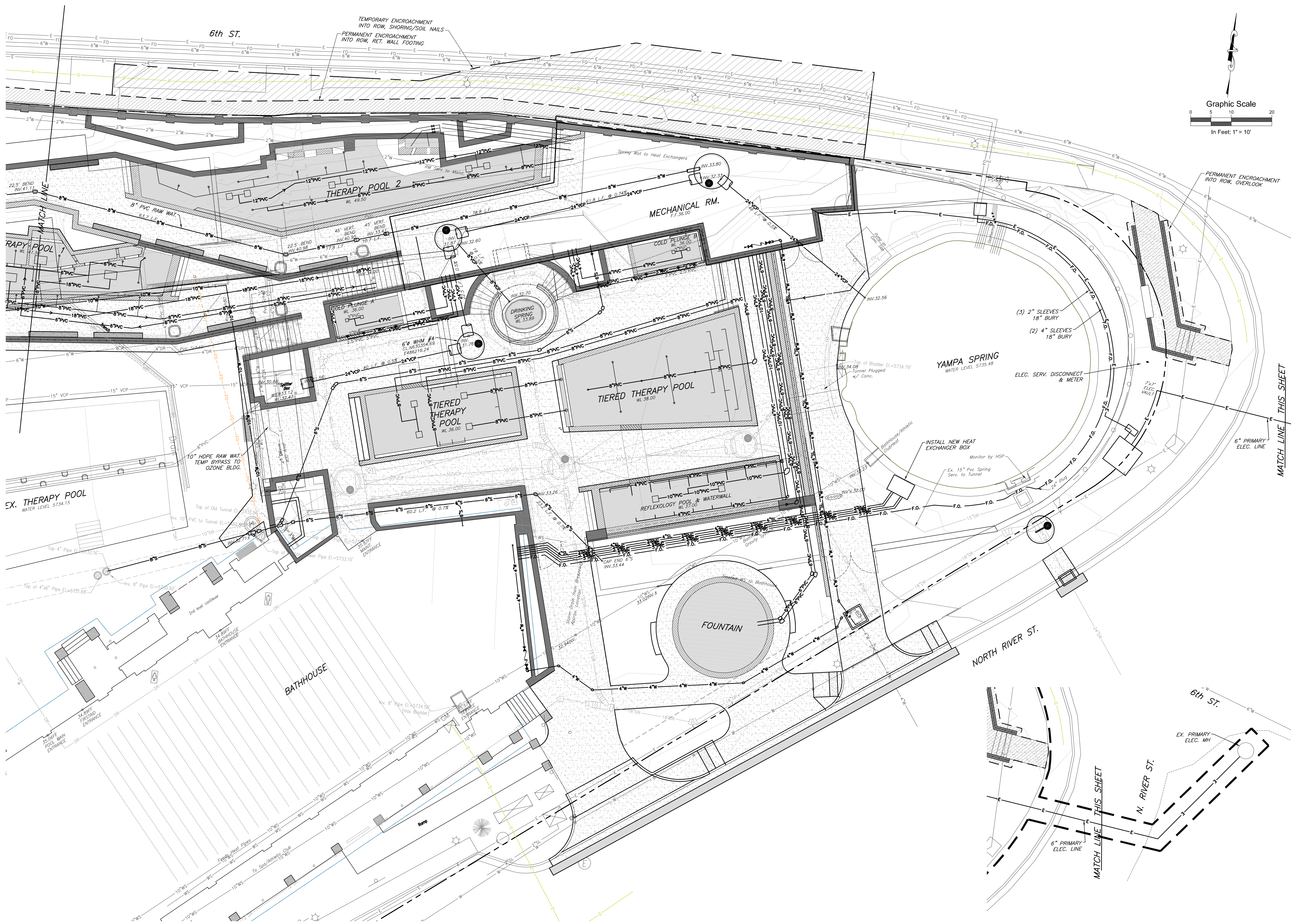
C6

SHEET OF 7

DHM DESIGN
311 Main Street
#102
Glenwood Springs, CO 81623
970.763.6520
www.dhmdesign.com

SGM
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004 www.sgm-inc.com

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GLENWOOD HOT SPRINGS

PHASE 2 AQUATICS IMPROVEMENTS

GLENWOOD SPRINGS, CO

PROJECT NUMBER:	2018-385.002	DATE:	8.01.19
DESIGNED:	RM	CHECKED:	DMK
DRAWN:	DMK	CHECKED:	
REVISIONS:			
JOB DESCRIPTION:	Preliminary Not For Construction		
SHEET TITLE:	Utility Plan (2)		
SCALE:			
SHEET NUMBER:	C7		
SHEET	OF 7		



Mesh & Shotcrete

Horizontal Soil Nails driven approximately 15 lineal feet into bank to stabilize soil. Permanent concrete retaining wall construction can commence after nail installation.

TEMPORARY SOIL NAIL EXAMPLE

Photo at GHS on
Feb. 1, 2019, JRD



EXAMPLE OF SOLDIER PILE DRIVEN
VERTICALLY INTO THE GROUND. NOT
RECOMMENDED AT GHS DUE TO PROXIMITY
TO HOT SPRINGS SOURCE POOL

Sept. 6, 2019



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item: Public Hearing- Proposed Budget 2020

Action Requested: This is an opportunity for Council to hear public comment regarding the 2020 Draft Budget.

Department: City Administration

Presented By: Steve Boyd, COO

Background Info: This draft budget was submitted to Council at the October 3rd Council meeting. Council will take public comment during this agenda item and vote to approve a budget during the meeting on November 7th.

Issues: N/A

Staff Recommendation: N/A



2020

DRAFT BUDGET

City of Glenwood Springs

2020 Draft Budget

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2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
0100020-41110	PROPERTY TAXES	\$1,058,272.62	\$1,055,730.00	\$1,261,050.00
0100020-41120	DELINQUENT PROPERTY TAXES	\$3,034.40	(\$0.00)	\$5,000.00
0100020-41130	FIRE BOND TAXES	\$250,710.17	\$250,666.00	(\$0.00)
0100020-41140	FIRE CAP. IMPR. TAXES	\$184,420.13	\$184,448.00	\$864,917.00
0100020-41150	SPECIFIC OWNERSHIP	\$106,260.55	\$92,091.00	\$113,000.00
0100020-41160	SPECIAL ASSESSMENTS	\$36,652.40	\$40,933.00	\$40,000.00
0100020-41210	GENERAL SALES TAX	\$7,290,523.46	\$7,514,709.00	\$7,665,003.00
0100020-41310	USE TAX	\$187,135.67	\$175,000.00	\$350,000.00
0100020-41710	FRANCHISE FEES	\$205,430.45	\$206,886.00	\$210,000.00
TOTAL 00020 - TAXES		\$9,322,439.85	\$9,520,463.00	\$10,508,970.00
01 GENERAL FUND - UNCLASSIFIED/UNDECLARED/UN-USE-INTERGOVERNMENTAL				
0100040-42210	STATE & COUNTY SALES TAX	\$340,538.33	\$315,000.00	\$365,000.00
0100040-42220	CIGARETTE TAXES	\$64,619.50	\$75,638.00	\$80,000.00
0100040-42230	HIGHWAY USE TAX	\$366,529.16	\$417,595.00	\$525,000.00
0100040-42240	SEVERENCE TAX	\$87,616.06	\$75,000.00	\$90,000.00
0100040-42310	GRANTS	\$460,685.17	\$375,216.00	\$460,000.00
TOTAL 00040 - INTERGOVERNMENTAL		\$1,319,988.22	\$1,258,449.00	\$1,520,000.00
01 GENERAL FUND - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
0100060-41220	AUDIT REVENUE	\$37,161.08	\$45,000.00	\$82,000.00
0100060-43510	INTEREST	\$87,033.21	\$50,000.00	\$77,000.00
0100060-43520	POLICE CONFISCATED ASSETS	\$5,035.06	(\$0.00)	(\$0.00)
0100060-43630	MINERAL LEASE	\$215,880.97	\$233,000.00	\$240,000.00
0100060-43650	MISCELLANEOUS LEASE	\$62,804.19	\$57,400.00	\$69,000.00
0100060-43710	CONTRIBUTIONS/DONATIONS	\$17,647.10	(\$0.00)	(\$0.00)
0100060-43810	INTERFUND COST SERVICE	\$2,456,295.00	\$2,501,799.00	\$2,576,852.00
0100060-43910	OTHER ENTITIES	\$58,454.45	\$40,000.00	\$62,000.00
0100060-43920	INSURANCE REIMBURSEMENT	\$5,191.13	(\$0.00)	\$3,500.00
0100060-44110	SALE OF ASSETS	\$43,435.61	\$20,000.00	\$40,000.00
0100060-44120	CASH OVER/SHORT	(\$35.49)	(\$0.00)	(\$0.00)
0100060-44130	MISCELLANEOUS	\$20,487.32	\$30,000.00	\$30,000.00
TOTAL 00060 - OTHER		\$3,009,389.63	\$2,977,199.00	\$3,180,352.00



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - UNCLASSIFIED/UNDECLARED/UN-USE-XFERS				
0100070-43840	ALLOCATED ORGANIZATIONAL COST	\$469,453.00	\$478,842.00	\$493,210.00
0100070-43850	ALLOCATED ORGANIZATIONAL WA/W	\$185,313.00	\$189,020.00	\$194,690.00
0100070-43860	INTERFUND FRANCHISE - ELECTRIC	\$469,453.00	\$478,842.00	\$493,210.00
0100070-43870	INTERFUND FRANCHISE - WA/WW	\$185,313.00	\$189,020.00	\$194,690.00
0100070-44315	TRANSFER FROM A & I	\$1,023,317.43	\$1,264,904.00	\$1,540,000.00
0100070-44350	TRANSFER FROM TOURISM FUND	\$50,000.00	\$50,000.00	\$156,264.00
0100070-44355	TRANSFER FROM MARIJUANA TAX FU	\$200,000.00	\$175,000.00	\$300,000.00
TOTAL 00070 - XFERS		\$2,582,849.43	\$2,825,628.00	\$3,372,064.00
01 GENERAL FUND - GENERAL GOVERNMENT-PERMITS/LICENTS				
0110030-42140	SALES TAX/BUSINESS LICENSES	\$37,825.00	\$33,000.00	\$75,000.00
0110030-42150	LIQUOR LICENSES	\$49,381.25	\$70,000.00	\$70,000.00
TOTAL 00030 - PERMITS/LICENTS		\$87,206.25	\$103,000.00	\$145,000.00
01 GENERAL FUND - GENERAL GOVERNMENT-CHARGE FOR SERVICE/FEES				
0110050-42420	CREDIT CARD CONVENIENCE FEES	\$679.39	(\$0.00)	(\$0.00)
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$679.39	(\$0.00)	(\$0.00)
01 GENERAL FUND - PUBLIC SAFETY-PERMITS/LICENTS				
0120030-42160	DOG LICENSES	\$80.00	\$280.00	(\$0.00)
TOTAL 00030 - PERMITS/LICENTS		\$80.00	\$280.00	(\$0.00)
01 GENERAL FUND - PUBLIC SAFETY-CHARGE FOR SERVICE/FEES				
0120050-42414	POLICE FINES	\$111,697.45	\$175,000.00	\$195,000.00
0120050-42415	VEHICLE INSPECTION FEES	\$845.00	\$600.00	\$1,000.00
0120050-42416	COURT FEES	\$35,049.00	\$51,000.00	\$60,000.00
0120050-42417	PARKING FEES & FINES	\$19,723.00	\$50,000.00	\$65,000.00
0120050-42418	IMPOUND FEES	\$4,990.00	\$4,500.00	\$2,500.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$172,304.45	\$281,100.00	\$323,500.00



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - COMMUNITY/ECONOMIC DEVELOPMENT-PERMITS/LICENTS				
0125030-42110	BUILDING PERMITS	\$135,018.69	\$125,000.00	\$135,000.00
0125030-42120	VENDOR PERMITS	\$2,820.00	\$2,452.00	\$2,000.00
0125030-42170	CONTRACTOR'S LICENSES	\$20,667.69	\$25,127.00	\$22,500.00
TOTAL 00030 - PERMITS/LICENTS		\$158,506.38	\$152,579.00	\$159,500.00
01 GENERAL FUND - COMMUNITY/ECONOMIC DEVELOPMENT-CHARGE FOR SERVICE/FEES				
0125050-42411	LEGAL FEES	(\$0.00)	\$30,000.00	\$10,000.00
0125050-42412	PLAN CHECK AND RECORD FEE	\$79,216.66	\$75,000.00	\$90,000.00
0125050-42430	PLANNING FEES	\$55,266.89	\$30,000.00	\$15,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$134,483.55	\$135,000.00	\$115,000.00
01 GENERAL FUND - PUBLIC WORKS-CHARGE FOR SERVICE/FEES				
0130050-42410	ENGINEERING FEES	\$3,102.75	\$30,000.00	\$15,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$3,102.75	\$30,000.00	\$15,000.00
01 GENERAL FUND - CULTURE AND RECREATION-CHARGE FOR SERVICE/FEES				
0135050-42413	CEMETERY FEES	\$12,743.75	\$3,000.00	\$10,000.00
0135050-42419	PARK RENTALS/BOAT RAMP FEES	\$54,634.33	\$60,000.00	\$105,000.00
0135050-43260	ART CENTER FEES	\$3,024.06	\$346,992.00	\$25,000.00
0135050-43310	COMMUNITY CENTER FEES	\$1,326,065.99	\$1,500,000.00	\$1,607,500.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$1,396,468.13	\$1,909,992.00	\$1,747,500.00
TOTAL GENERAL FUND REVENUE		\$18,187,498.03	\$19,193,690.00	\$21,086,886.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 100 CITY COUNCIL				
01100-51110	REGULAR EMPLOYEES	\$0.00	\$0.00	\$86,400.00
01100-51250	FICA CONTRIBUTIONS	\$0.00	\$0.00	\$6,808.30
01100-51270	UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$267.80
01100-51280	WORKERS' COMPENSATION	\$0.00	\$0.00	\$72.10
01100-51610	SUPPLIES	\$0.00	\$0.00	\$10,000.00
01100-52210	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$10,000.00
01100-52310	MISC. TRAVEL	\$0.00	\$0.00	\$5,000.00
01100-52810	OTHER OPERATING EXPENSE	\$0.00	\$0.00	\$22,000.00
TOTAL 100 - CITY COUNCIL		\$0.00	\$0.00	\$140,548.20



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 112 ADMINISTRATION				
01112-51110	REGULAR EMPLOYEES	\$410,763.72	\$512,273.00	\$432,180.56
01112-51210	HEALTH INSURANCE PREMIUMS	\$58,757.63	\$67,929.00	\$57,122.00
01112-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,060.00
01112-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,135.00
01112-51250	FICA CONTRIBUTIONS	\$29,237.38	\$39,189.00	\$25,925.10
01112-51260	RETIREMENT CONTRIBUTIONS	\$21,547.76	\$29,700.00	\$31,793.01
01112-51270	UNEMPLOYMENT COMPENSATION	\$1,202.50	\$1,536.00	\$1,121.67
01112-51280	WORKERS' COMPENSATION	\$543.63	\$729.00	\$678.77
01112-51410	UTILITIES	\$7,417.86	\$7,500.00	\$0.00
01112-51610	SUPPLIES	\$1,659.63	\$2,500.00	\$2,500.00
01112-51710	PROFESSIONAL SERVICES	\$15,300.00	\$60,400.00	\$40,000.00
01112-51810	MAINTENANCE & REPAIR	\$2,705.48	\$2,000.00	\$0.00
01112-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$0.00	\$2,000.00
01112-52110	PUBLIC NOTICES	\$25.11	\$7,000.00	\$2,500.00
01112-52210	PROFESSIONAL DEVELOPMENT	\$21,096.10	\$27,500.00	\$11,500.00
01112-52310	MISC. TRAVEL	\$0.00	\$0.00	\$3,500.00
01112-52410	PROFESSIONAL DUES AND MEMBERSH	\$0.00	\$0.00	\$500.00
01112-52420	ORGANIZATIONAL DUES AND MEMBER	\$37,429.84	\$36,000.00	\$18,500.00
01112-52810	OTHER OPERATING EXPENSE	\$19,093.23	\$15,000.00	\$10,500.00
01112-59520	CAPITAL OUTLAY	\$7.08	\$0.00	\$0.00
01112-59998	BIW PERSONNEL	\$0.00	\$0.00	\$72,532.00
TOTAL 112 - ADMINISTRATION		\$626,786.95	\$809,256.00	\$715,048.11



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 113 RECREATION				
01113-51110	REGULAR EMPLOYEES	\$721,997.55	\$798,863.00	\$839,579.78
01113-51120	PART-TIME EMPLOYEES	\$577,344.61	\$675,000.00	\$680,000.00
01113-51140	OVERTIME	\$3,084.66	\$3,500.00	\$5,100.00
01113-51210	HEALTH INSURANCE PREMIUMS	\$215,493.39	\$250,605.00	\$255,884.00
01113-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$2,224.00
01113-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,904.00
01113-51250	FICA CONTRIBUTIONS	\$97,026.98	\$113,019.00	\$118,570.51
01113-51260	RETIREMENT CONTRIBUTIONS	\$42,476.44	\$56,167.00	\$54,764.07
01113-51270	UNEMPLOYMENT COMPENSATION	\$3,805.35	\$3,453.00	\$4,413.55
01113-51280	WORKERS' COMPENSATION	\$31,747.00	\$30,197.00	\$31,102.91
01113-51360	EMPLOYEE ONBOARDING	\$3,626.90	\$8,000.00	\$8,000.00
01113-51410	UTILITIES	\$233,452.46	\$264,500.00	\$262,700.00
01113-51610	SUPPLIES	\$10,571.27	\$26,600.00	\$155,800.00
01113-51710	PROFESSIONAL SERVICES	\$54,693.78	\$47,000.00	\$68,000.00
01113-51810	MAINTENANCE & REPAIR	\$144,271.79	\$180,000.00	\$10,200.00
01113-51920	RENT/LEASE - EQUIPMENT	\$3,964.32	\$5,000.00	\$4,500.00
01113-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$2,000.00
01113-52130	SPECIAL EVENT POSTING	\$8,470.56	\$9,000.00	\$0.00
01113-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$1,000.00
01113-52210	PROFESSIONAL DEVELOPMENT	\$12,270.06	\$12,000.00	\$15,000.00
01113-52310	MISC. TRAVEL	\$0.00	\$0.00	\$5,000.00
01113-52410	PROFESSIONAL DUES AND MEMBERSH	\$3,598.32	\$4,200.00	\$1,700.00
01113-52420	ORGANIZATIONAL DUES AND MEMBER	\$0.00	\$0.00	\$2,500.00
01113-52610	TECHNOLOGY	\$0.00	\$0.00	\$14,500.00
01113-52710	CREDIT CARD FEES	\$51,859.30	\$40,000.00	\$10,000.00
01113-52810	OTHER OPERATING EXPENSE	\$2,331.91	\$6,000.00	\$0.00
01113-53310	RECREATION PROGRAMMING	\$114,885.06	\$116,800.00	\$126,400.00
TOTAL 113 - RECREATION		\$2,336,971.71	\$2,649,904.00	\$2,680,842.82



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 114 CITY CLERK				
01114-51110	REGULAR EMPLOYEES	\$133,860.77	\$144,163.00	\$146,724.53
01114-51140	OVERTIME	\$770.56	\$0.00	\$500.00
01114-51210	HEALTH INSURANCE PREMIUMS	\$15,180.74	\$14,130.00	\$6,667.00
01114-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$456.00
01114-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$371.00
01114-51250	FICA CONTRIBUTIONS	\$12,099.02	\$11,029.00	\$11,264.08
01114-51260	RETIREMENT CONTRIBUTIONS	\$9,191.85	\$10,092.00	\$10,307.21
01114-51270	UNEMPLOYMENT COMPENSATION	\$474.42	\$432.00	\$450.11
01114-51280	WORKERS' COMPENSATION	\$260.57	\$206.00	\$212.18
01114-51410	UTILITIES	\$480.12	\$700.00	\$600.00
01114-51610	SUPPLIES	\$1,098.39	\$1,500.00	\$1,500.00
01114-51710	PROFESSIONAL SERVICES	\$26,911.74	\$18,200.00	\$20,000.00
01114-51810	MAINTENANCE & REPAIR	\$4,090.70	\$5,000.00	\$5,000.00
01114-52110	PUBLIC NOTICES	\$8,345.86	\$8,000.00	\$10,000.00
01114-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$400.00
01114-52210	PROFESSIONAL DEVELOPMENT	\$4,881.34	\$5,500.00	\$5,500.00
01114-52310	MISC. TRAVEL	\$0.00	\$0.00	\$1,000.00
01114-52410	PROFESSIONAL DUES AND MEMBERSH	\$460.00	\$600.00	\$450.00
01114-52810	OTHER OPERATING EXPENSE	\$5,489.81	\$4,000.00	\$5,000.00
01114-53510	PROPERTY INSURANCE	\$52,150.06	\$40,000.00	\$40,000.00
01114-53520	LIABILITY AND CASUALTY INSURA	\$148,272.52	\$165,000.00	\$160,000.00
01114-53540	DEDUCTIBLES PAID	\$6,000.00	\$10,000.00	\$8,500.00
01114-53550	OTHER INSURANCE	\$10,559.96	\$11,000.00	\$10,000.00
01114-53610	ELECTIONS	\$3,738.38	\$10,500.00	\$10,000.00
TOTAL 114 - CITY CLERK		\$444,316.81	\$460,052.00	\$454,902.11



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 115 HUMAN RESOURCES				
01115-51110	REGULAR EMPLOYEES	\$173,863.33	\$189,830.00	\$201,277.45
01115-51140	OVERTIME	\$34.83	\$0.00	\$0.00
01115-51210	HEALTH INSURANCE PREMIUMS	\$59,458.35	\$65,458.00	\$56,356.00
01115-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$625.00
01115-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$517.00
01115-51250	FICA CONTRIBUTIONS	\$12,089.60	\$14,521.00	\$15,397.47
01115-51260	RETIREMENT CONTRIBUTIONS	\$9,790.98	\$13,289.00	\$14,089.37
01115-51270	UNEMPLOYMENT COMPENSATION	\$474.14	\$570.00	\$615.94
01115-51280	WORKERS' COMPENSATION	\$374.38	\$271.00	\$279.13
01115-51340	WELLNESS PROGRAM	\$157.66	\$3,000.00	\$3,000.00
01115-51610	SUPPLIES	\$3,447.73	\$3,400.00	\$3,500.00
01115-51710	PROFESSIONAL SERVICES	\$39,765.02	\$43,400.00	\$45,000.00
01115-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$480.00	\$3,800.00
01115-52120	EMPLOYMENT POSTING	\$628.39	\$500.00	\$500.00
01115-52210	PROFESSIONAL DEVELOPMENT	\$483.05	\$9,500.00	\$9,500.00
01115-52410	PROFESSIONAL DUES AND MEMBERSH	\$6,818.00	\$7,170.00	\$7,000.00
01115-52810	OTHER OPERATING EXPENSE	\$1,616.49	\$3,000.00	\$2,000.00
01115-59520	CAPITAL OUTLAY	\$726.12	\$0.00	\$0.00
TOTAL 115 - HUMAN RESOURCES		\$309,728.07	\$354,389.00	\$363,457.36



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 116 FINANCE				
01116-51110	REGULAR EMPLOYEES	\$608,869.57	\$516,874.00	\$559,945.08
01116-51140	OVERTIME	\$763.88	\$2,000.00	\$1,000.00
01116-51210	HEALTH INSURANCE PREMIUMS	\$147,155.82	\$148,425.00	\$159,480.00
01116-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,688.00
01116-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,456.00
01116-51250	FICA CONTRIBUTIONS	\$45,858.86	\$39,694.00	\$42,914.95
01116-51260	RETIREMENT CONTRIBUTIONS	\$40,421.36	\$36,322.00	\$39,268.75
01116-51270	UNEMPLOYMENT COMPENSATION	\$1,798.39	\$1,556.00	\$1,717.01
01116-51280	WORKERS' COMPENSATION	\$3,620.29	\$746.00	\$768.38
01116-51310	TUTORIAL REIMBURSEMENTS	\$0.00	\$0.00	\$500.00
01116-51360	EMPLOYEE ONBOARDING	\$0.00	\$0.00	\$200.00
01116-51610	SUPPLIES	\$84,284.09	\$90,000.00	\$88,000.00
01116-51710	PROFESSIONAL SERVICES	\$76,501.91	\$57,000.00	\$90,000.00
01116-51810	MAINTENANCE & REPAIR	\$3,553.60	\$5,500.00	\$4,500.00
01116-51920	RENT/LEASE - EQUIPMENT	\$9,656.64	\$7,500.00	\$12,500.00
01116-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$100.00
01116-52210	PROFESSIONAL DEVELOPMENT	\$2,039.00	\$8,000.00	\$6,000.00
01116-52310	MISC. TRAVEL	\$0.00	\$0.00	\$200.00
01116-52410	PROFESSIONAL DUES AND MEMBERSH	\$782.00	\$1,000.00	\$1,000.00
01116-52710	CREDIT CARD FEES	\$2,455.18	\$3,000.00	\$0.00
01116-52750	TREASURER'S FEES	\$29,919.56	\$30,000.00	\$30,000.00
01116-52810	OTHER OPERATING EXPENSE	\$15,179.95	\$19,000.00	\$0.00
01116-53910	PRINCIPAL - BONDS	\$235,000.00	\$240,000.00	\$250,000.00
01116-53930	INTEREST - BONDS	\$15,877.50	\$10,731.00	\$5,475.00
01116-59520	CAPITAL OUTLAY	\$2,010.00	\$3,000.00	\$2,500.00
TOTAL 116 - FINANCE		\$1,325,747.60	\$1,220,348.00	\$1,299,213.17



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 117 INFORMATION TECHNOLOGY				
01117-51110	REGULAR EMPLOYEES	\$299,703.23	\$342,643.00	\$361,714.37
01117-51140	OVERTIME	\$106.24	\$500.00	\$1,000.00
01117-51210	HEALTH INSURANCE PREMIUMS	\$59,599.87	\$67,660.00	\$53,760.00
01117-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,101.00
01117-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$912.00
01117-51250	FICA CONTRIBUTIONS	\$22,544.45	\$26,250.00	\$27,750.26
01117-51260	RETIREMENT CONTRIBUTIONS	\$18,325.61	\$24,021.00	\$25,392.59
01117-51270	UNEMPLOYMENT COMPENSATION	\$884.12	\$1,029.00	\$1,110.34
01117-51280	WORKERS' COMPENSATION	\$200.73	\$492.00	\$506.76
01117-51410	UTILITIES	\$56,044.10	\$58,344.00	\$68,000.00
01117-51610	SUPPLIES	\$14,989.10	\$16,327.00	\$16,000.00
01117-51710	PROFESSIONAL SERVICES	\$9,802.80	\$46,220.00	\$35,000.00
01117-51810	MAINTENANCE & REPAIR	\$522.76	\$3,400.00	\$1,000.00
01117-52210	PROFESSIONAL DEVELOPMENT	\$10,847.44	\$35,500.00	\$28,000.00
01117-52410	PROFESSIONAL DUES AND MEMBERSH	\$0.00	\$0.00	\$330.00
01117-52610	TECHNOLOGY	\$79,816.67	\$122,942.00	\$140,000.00
01117-52810	OTHER OPERATING EXPENSE	\$1,266.41	\$1,000.00	\$1,000.00
01117-59520	CAPITAL OUTLAY	\$2,259.25	\$0.00	\$0.00
TOTAL 117 - INFORMATION TECHNOLOGY		\$576,912.78	\$746,328.00	\$762,577.32



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 118 MUNICIPAL COURT				
01118-51110	REGULAR EMPLOYEES	\$115,380.53	\$63,259.00	\$74,514.32
01118-51210	HEALTH INSURANCE PREMIUMS	\$7,339.05	\$29,759.00	\$10,161.00
01118-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$232.00
01118-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$183.00
01118-51250	FICA CONTRIBUTIONS	\$8,658.31	\$4,839.00	\$5,700.02
01118-51260	RETIREMENT CONTRIBUTIONS	\$4,690.26	\$4,428.00	\$5,215.92
01118-51270	UNEMPLOYMENT COMPENSATION	\$339.58	\$190.00	\$227.63
01118-51280	WORKERS' COMPENSATION	\$166.98	\$91.00	\$93.73
01118-51610	SUPPLIES	\$1,803.73	\$4,000.00	\$4,000.00
01118-51710	PROFESSIONAL SERVICES	\$61,794.20	\$63,000.00	\$81,000.00
01118-51810	MAINTENANCE & REPAIR	\$95.00	\$1,600.00	\$1,600.00
01118-52210	PROFESSIONAL DEVELOPMENT	\$42.00	\$6,100.00	\$0.00
01118-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,474.00	\$300.00	\$0.00
01118-52710	CREDIT CARD FEES	\$1,907.59	\$2,700.00	\$0.00
01118-52810	OTHER OPERATING EXPENSE	\$517.47	\$2,800.00	\$0.00
01118-52840	COURT SERVICES (YOUTH)	\$14,814.00	\$25,000.00	\$25,000.00
TOTAL 118 - MUNICIPAL COURT		\$219,022.70	\$208,066.00	\$207,927.62



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 121 FACILITIES				
01121-51110	REGULAR EMPLOYEES	\$70,898.60	\$83,526.00	\$86,993.80
01121-51140	OVERTIME	\$46.17	\$0.00	\$200.00
01121-51210	HEALTH INSURANCE PREMIUMS	\$33,277.26	\$40,483.00	\$40,915.00
01121-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$270.00
01121-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$238.00
01121-51250	FICA CONTRIBUTIONS	\$5,181.00	\$6,389.00	\$6,670.28
01121-51260	RETIREMENT CONTRIBUTIONS	\$3,593.97	\$5,847.00	\$6,103.78
01121-51270	UNEMPLOYMENT COMPENSATION	\$203.19	\$250.00	\$266.77
01121-51280	WORKERS' COMPENSATION	\$3,129.69	\$3,288.00	\$3,386.64
01121-51610	SUPPLIES	\$8,931.49	\$9,500.00	\$9,500.00
01121-51810	MAINTENANCE & REPAIR	\$21,082.40	\$27,066.00	\$30,600.00
TOTAL 121 - FACILITIES		\$146,343.77	\$176,349.00	\$185,144.27



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 122 ARTS				
01122-51110	REGULAR EMPLOYEES	\$52,705.97	\$58,992.00	\$115,360.00
01122-51120	PART-TIME EMPLOYEES	\$5,501.35	\$96,000.00	\$35,000.00
01122-51140	OVERTIME	\$37.13	\$0.00	\$1,100.00
01122-51210	HEALTH INSURANCE PREMIUMS	\$12,127.33	\$10,295.00	\$20,995.00
01122-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$311.00
01122-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$247.00
01122-51250	FICA CONTRIBUTIONS	\$4,463.51	\$11,857.00	\$10,514.24
01122-51260	RETIREMENT CONTRIBUTIONS	\$1,074.06	\$4,129.00	\$7,096.70
01122-51270	UNEMPLOYMENT COMPENSATION	\$175.08	\$287.00	\$420.24
01122-51280	WORKERS' COMPENSATION	\$306.99	\$3,532.00	\$3,637.96
01122-51360	EMPLOYEE ONBOARDING	\$0.00	\$1,000.00	\$500.00
01122-51410	UTILITIES	\$5,247.54	\$8,000.00	\$10,900.00
01122-51610	SUPPLIES	\$0.00	\$1,300.00	\$16,800.00
01122-51710	PROFESSIONAL FEES	\$3,121.50	\$6,000.00	\$12,000.00
01122-51810	MAINTENANCE & REPAIR	\$12,955.85	\$3,000.00	\$31,100.00
01122-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$5,600.00	\$2,000.00
01122-51930	RENT/LEASE - BUILDING	\$0.00	\$2,000.00	\$2,000.00
01122-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$500.00
01122-52130	SPECIAL EVENT POSTING	\$0.00	\$2,500.00	\$2,500.00
01122-52210	PROFESSIONAL DEVELOPMENT	\$83.00	\$2,000.00	\$2,000.00
01122-52410	PROFESSIONAL DUES AND MEMBERSH	\$200.00	\$500.00	\$500.00
01122-52710	CREDIT CARD FEES	\$0.00	\$5,000.00	\$5,000.00
01122-52810	OTHER OPERATING EXPENSE	\$30.00	\$3,000.00	\$0.00
01122-52860	SPECIAL EVENTS	\$0.00	\$50,000.00	\$150,000.00
01122-53360	ART CENTER PROGRAMS	\$14,129.01	\$27,000.00	\$12,000.00
01122-59520	CAPITAL OUTLAY	\$26,861.53	\$30,000.00	\$0.00
TOTAL 122 - ARTS		\$139,019.85	\$331,992.00	\$442,482.14



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 131 POLICE				
01131-51110	REGULAR EMPLOYEES	\$2,183,719.84	\$2,404,289.00	\$2,493,644.42
01131-51140	OVERTIME	\$112,064.23	\$150,000.00	\$185,000.00
01131-51150	STANDBY AND CALLBACK PAY	\$25,560.37	\$25,000.00	\$26,700.00
01131-51210	HEALTH INSURANCE PREMIUMS	\$588,281.14	\$720,323.00	\$674,908.00
01131-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$7,559.00
01131-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$6,415.00
01131-51240	FPPA DEATH AND DISABILITY INS	\$0.00	\$0.00	\$51,385.00
01131-51250	FICA CONTRIBUTIONS	\$30,138.59	\$46,155.00	\$38,721.82
01131-51260	RETIREMENT CONTRIBUTIONS	\$140,320.80	\$180,552.00	\$186,934.70
01131-51265	POLICE/FIRE RETIREMENT CONTRIB	\$173,267.66	\$193,447.00	\$194,454.00
01131-51270	UNEMPLOYMENT COMPENSATION	\$6,659.30	\$7,698.00	\$8,172.02
01131-51280	WORKERS' COMPENSATION	\$64,562.59	\$75,902.00	\$78,179.06
01131-51360	EMPLOYEE ONBOARDING	\$0.00	\$0.00	\$7,500.00
01131-51410	UTILITIES	\$29,612.35	\$36,600.00	\$33,000.00
01131-51610	SUPPLIES	\$41,309.29	\$43,000.00	\$51,000.00
01131-51710	PROFESSIONAL SERVICES	\$30,283.68	\$45,000.00	\$106,000.00
01131-51810	MAINTENANCE & REPAIR	\$100,201.83	\$76,800.00	\$98,800.00
01131-51920	RENT/LEASE - EQUIPMENT	\$5,901.39	\$6,300.00	\$6,300.00
01131-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$1,500.00
01131-52210	PROFESSIONAL DEVELOPMENT	\$40,112.12	\$51,000.00	\$51,000.00
01131-52310	MISC. TRAVEL	\$0.00	\$0.00	\$5,000.00
01131-52410	PROFESSIONAL DUES AND MEMBERSH	\$2,181.77	\$2,000.00	\$2,000.00
01131-52440	PROFESSIONAL SUBSCRIPTION	\$0.00	\$0.00	\$2,000.00
01131-52510	GRANTS	\$75,664.86	\$95,690.00	\$79,950.00
01131-52610	TECHNOLOGY	\$0.00	\$0.00	\$15,600.00
01131-52810	OTHER OPERATING EXPENSE	\$56,188.85	\$15,000.00	\$15,000.00
01131-52835	COMMUNITY OUTREACH	\$9,782.94	\$5,000.00	\$7,500.00
01131-53240	LABORATORY	\$7,916.95	\$9,000.00	\$7,500.00
01131-53830	INVESTIGATIONS	\$11,785.34	\$15,000.00	\$15,000.00
01131-53840	ANIMAL CONTROL	\$11,850.00	\$25,000.00	\$16,000.00
01131-53850	CONFISCATED FUNDS EXPENDITURE	\$0.00	\$10,000.00	\$5,000.00
01131-53860	FIREARMS	\$19,314.81	\$33,000.00	\$25,000.00
01131-59520	CAPITAL OUTLAY	\$859.35	\$0.00	\$0.00
TOTAL 131 - POLICE		\$3,767,540.05	\$4,271,756.00	\$4,502,723.02



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 141 COMDEV-ADMIN & PLANNING				
01141-51110	REGULAR EMPLOYEES	\$332,501.36	\$347,197.00	\$441,220.07
01141-51140	OVERTIME	\$142.70	\$0.00	\$0.00
01141-51210	HEALTH INSURANCE PREMIUMS	\$77,808.40	\$80,519.00	\$95,034.00
01141-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,350.00
01141-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,122.00
01141-51250	FICA CONTRIBUTIONS	\$24,077.08	\$26,560.00	\$33,753.10
01141-51260	RETIREMENT CONTRIBUTIONS	\$21,548.56	\$24,304.00	\$30,885.58
01141-51270	UNEMPLOYMENT COMPENSATION	\$944.38	\$1,040.00	\$1,350.33
01141-51280	WORKERS' COMPENSATION	\$543.60	\$495.00	\$509.85
01141-51610	SUPPLIES	\$4,179.25	\$6,250.00	\$14,400.00
01141-51710	PROFESSIONAL SERVICES	\$166,272.75	\$161,000.00	\$90,000.00
01141-51810	MAINTENANCE & REPAIR	\$4,616.84	\$7,000.00	\$2,500.00
01141-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$0.00	\$5,700.00
01141-52110	PUBLIC NOTICES	\$476.69	\$4,000.00	\$2,000.00
01141-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$1,000.00
01141-52130	SPECIAL EVENT POSTING	\$0.00	\$0.00	\$1,000.00
01141-52210	PROFESSIONAL DEVELOPMENT	\$9,080.44	\$10,600.00	\$12,000.00
01141-52310	MISC. TRAVEL	\$1,503.19	\$4,000.00	\$500.00
01141-52410	PROFESSIONAL DUES AND MEMBERSH	\$2,863.00	\$3,500.00	\$3,500.00
01141-52510	GRANTS	\$1,703.00	\$35,000.00	\$0.00
01141-52710	CREDIT CARD FEES	\$4,940.95	\$3,000.00	\$0.00
01141-52810	OTHER OPERATING EXPENSE	\$5,309.61	\$15,000.00	\$5,000.00
01141-52855	AFFORDABLE HOUSING	\$20,000.00	\$10,000.00	\$10,000.00
TOTAL 141 - COMDEV-ADMIN & PLANNING		\$678,511.80	\$739,465.00	\$752,824.93



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 144 ENGINEERING & ADMINISTRATION				
01144-51110	REGULAR EMPLOYEES	\$399,641.10	\$452,310.00	\$438,321.65
01144-51210	HEALTH INSURANCE PREMIUMS	\$59,799.14	\$58,244.00	\$92,687.00
01144-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,299.00
01144-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,098.00
01144-51250	FICA CONTRIBUTIONS	\$29,325.92	\$34,601.00	\$33,531.65
01144-51260	RETIREMENT CONTRIBUTIONS	\$22,029.84	\$31,661.00	\$30,682.67
01144-51270	UNEMPLOYMENT COMPENSATION	\$1,150.07	\$1,356.00	\$1,341.06
01144-51280	WORKERS' COMPENSATION	\$1,911.60	\$1,380.00	\$1,421.40
01144-51360	EMPLOYEE ONBOARDING	\$0.00	\$0.00	\$50.00
01144-51410	UTILITIES	\$1,633.22	\$2,520.00	\$4,200.00
01144-51610	SUPPLIES	\$8,484.74	\$17,100.00	\$12,000.00
01144-51710	PROFESSIONAL SERVICES	\$28,574.58	\$110,000.00	\$110,000.00
01144-51810	MAINTENANCE & REPAIR	\$1,198.26	\$1,700.00	\$1,200.00
01144-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$0.00	\$500.00
01144-52110	PUBLIC NOTICES	\$55.52	\$950.00	\$500.00
01144-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$200.00
01144-52210	PROFESSIONAL DEVELOPMENT	\$8,011.66	\$11,750.00	\$5,000.00
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$0.00	\$0.00	\$1,500.00
01144-52610	TECHNOLOGY	\$30,383.97	\$15,000.00	\$6,000.00
01144-52810	OTHER OPERATING EXPENSE	\$904.97	\$2,200.00	\$0.00
01144-59998	BIW PERSONNEL	\$0.00	\$0.00	\$12,000.00
TOTAL 144 - ENGINEERING & ADMINISTRATION		\$593,104.59	\$740,772.00	\$753,532.43



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 145 BUILDING INSPECTION				
01145-51110	REGULAR EMPLOYEES	\$154,039.92	\$157,743.00	\$184,152.67
01145-51140	OVERTIME	\$165.38	\$0.00	\$2,000.00
01145-51210	HEALTH INSURANCE PREMIUMS	\$50,742.94	\$52,617.00	\$52,895.00
01145-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$572.00
01145-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$476.00
01145-51250	FICA CONTRIBUTIONS	\$11,033.20	\$12,067.00	\$14,244.90
01145-51260	RETIREMENT CONTRIBUTIONS	\$8,687.42	\$11,042.00	\$13,034.65
01145-51270	UNEMPLOYMENT COMPENSATION	\$432.58	\$473.00	\$569.59
01145-51280	WORKERS' COMPENSATION	\$481.46	\$1,939.00	\$1,977.60
01145-51610	SUPPLIES	\$1,580.37	\$2,000.00	\$2,000.00
01145-51710	PROFESSIONAL SERVICES	\$24,581.67	\$30,000.00	\$30,000.00
01145-51810	MAINTENANCE & REPAIR	\$4,358.25	\$5,500.00	\$5,500.00
01145-52210	PROFESSIONAL DEVELOPMENT	\$436.98	\$11,500.00	\$11,500.00
01145-52410	PROFESSIONAL DUES AND MEMBERSH	\$135.00	\$1,000.00	\$1,000.00
01145-52810	OTHER OPERATING EXPENSE	\$1,047.95	\$2,000.00	\$2,000.00
TOTAL 145 - BUILDING INSPECTION		\$257,723.12	\$287,881.00	\$321,922.41



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 153 STREETS & ALLEYS				
01153-51110	REGULAR EMPLOYEES	\$391,471.05	\$434,047.00	\$430,928.63
01153-51140	OVERTIME	\$7,134.74	\$6,000.00	\$10,000.00
01153-51150	STANDBY AND CALLBACK PAY	\$21,299.18	\$20,000.00	\$25,500.00
01153-51210	HEALTH INSURANCE PREMIUMS	\$136,702.48	\$162,138.00	\$135,648.00
01153-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,494.00
01153-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,253.00
01153-51250	FICA CONTRIBUTIONS	\$30,775.98	\$35,194.00	\$35,763.05
01153-51260	RETIREMENT CONTRIBUTIONS	\$27,008.44	\$32,203.00	\$32,755.07
01153-51270	UNEMPLOYMENT COMPENSATION	\$1,206.88	\$1,376.00	\$1,433.11
01153-51280	WORKERS' COMPENSATION	\$19,718.65	\$22,709.00	\$23,390.27
01153-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$2,800.00
01153-51410	UTILITIES	\$170,094.36	\$233,300.00	\$200,000.00
01153-51610	SUPPLIES	\$21,402.70	\$13,800.00	\$20,100.00
01153-51810	MAINTENANCE & REPAIR	\$169,326.27	\$187,300.00	\$180,000.00
01153-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$0.00	\$2,000.00
01153-52110	PUBLIC NOTICES	\$898.47	\$2,000.00	\$1,000.00
01153-52210	PROFESSIONAL DEVELOPMENT	\$4,500.59	\$5,600.00	\$5,600.00
01153-52310	MISC. TRAVEL	\$0.00	\$0.00	\$2,000.00
01153-52410	PROFESSIONAL DUES AND MEMBERSH	\$356.00	\$200.00	\$200.00
01153-52610	TECHNOLOGY	\$0.00	\$6,200.00	\$4,000.00
01153-52810	OTHER OPERATING EXPENSE	\$11,758.44	\$14,000.00	\$18,000.00
01153-52870	FLOOD CONTROL/HAZARDOUS WASTE	\$332.11	\$3,500.00	\$1,500.00
01153-55110	SAFETY PROGRAMS	\$260.00	\$10,000.00	\$3,500.00
01153-59520	CAPITAL OUTLAY	\$14,865.00	\$0.00	\$40,000.00
01153-59996	BIW FACILITIES	\$0.00	\$0.00	\$35,000.00
TOTAL 153 - STREETS & ALLEYS		\$1,029,111.34	\$1,189,567.00	\$1,213,865.13



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 154 PARKS & CEMETERY				
01154-51110	REGULAR EMPLOYEES	\$366,666.98	\$396,152.00	\$563,559.64
01154-51120	PART-TIME EMPLOYEES	\$96,133.55	\$110,000.00	\$198,000.00
01154-51130	SEASONAL EMPLOYEES	\$0.00	\$0.00	\$16,640.00
01154-51140	OVERTIME	\$1,446.53	\$2,000.00	\$1,000.00
01154-51150	STANDBY AND CALLBACK PAY	\$3,717.42	\$0.00	\$3,100.00
01154-51210	HEALTH INSURANCE PREMIUMS	\$119,173.99	\$116,084.00	\$177,800.00
01154-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,526.00
01154-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,313.00
01154-51250	FICA CONTRIBUTIONS	\$34,771.26	\$38,874.00	\$59,600.00
01154-51260	RETIREMENT CONTRIBUTIONS	\$23,746.36	\$27,871.00	\$39,499.72
01154-51270	UNEMPLOYMENT COMPENSATION	\$1,363.68	\$1,450.00	\$2,335.28
01154-51280	WORKERS' COMPENSATION	\$24,455.50	\$17,109.00	\$17,622.27
01154-51360	EMPLOYEE ONBOARDING	\$0.00	\$0.00	\$700.00
01154-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$5,000.00
01154-51410	UTILITIES	\$153,914.76	\$156,000.00	\$202,700.00
01154-51610	SUPPLIES	\$7,460.92	\$7,550.00	\$7,500.00
01154-51710	PROFESSIONAL SERVICES	\$96,398.98	\$60,000.00	\$60,000.00
01154-51810	MAINTENANCE & REPAIR	\$104,446.28	\$98,000.00	\$222,275.00
01154-51910	RENT/LEASE - LAND	\$610.00	\$0.00	\$1,000.00
01154-51920	RENT/LEASE - EQUIPMENT	\$29,607.11	\$14,500.00	\$27,800.00
01154-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$600.00
01154-52210	PROFESSIONAL DEVELOPMENT	\$3,155.90	\$5,200.00	\$6,500.00
01154-52410	PROFESSIONAL DUES AND MEMBERSH	\$185.00	\$300.00	\$500.00
01154-52810	OTHER OPERATING EXPENSE	\$28,619.51	\$28,000.00	\$0.00
01154-52875	AGRICULTURAL/HORTICULTURAL	\$36,047.65	\$30,000.00	\$0.00
01154-56210	REPURCHASE OF CEMETERY PLOTS	\$3,281.25	\$1,000.00	\$1,000.00
TOTAL 154 - PARKS & CEMETERY		\$1,135,202.63	\$1,110,090.00	\$1,617,570.91



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 120 NON-DEPARTMENTAL				
01120-51275	EMPLOYEE HOUSING GRANT	\$99,999.63	\$110,000.00	\$120,000.00
01120-51410	UTILITIES	\$101,915.60	\$104,000.00	\$106,000.00
01120-51710	PROFESSIONAL SERVICES	\$170.41	\$0.00	\$15,000.00
01120-51810	MAINTENANCE & REPAIR	\$426.21	\$2,000.00	\$3,000.00
01120-52510	GRANTS	\$173,588.63	\$0.00	\$0.00
01120-52815	SALES TAX REFUNDS	\$1,424.47	\$2,000.00	\$3,000.00
01120-52820	TIF TO DDA	\$241,369.71	\$245,820.00	\$254,886.00
01120-52825	ECONOMIC INCENTIVE REBATE	\$0.00	\$24,000.00	\$25,000.00
01120-52845	DISCRETIONARY APPROPRIATION	\$161,811.63	\$250,000.00	\$250,000.00
01120-52850	GCID	\$75,339.74	\$0.00	\$0.00
01120-52860	MISC REFUNDS	\$60,258.96	\$1,500.00	\$1,500.00
01120-53720	YOUTH EDUCATIONAL PROGRAMMING	\$5,642.94	\$100,000.00	\$100,000.00
TOTAL 120 - NON-DEPARTMENTAL		\$921,947.93	\$839,320.00	\$878,386.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 119 LEGAL				
01119-51710	PROFESSIONAL SERVICES	\$334,916.15	\$325,000.00	\$325,000.00
01119-52410	PROFESSIONAL DUES AND MEMBERSH	\$425.00	\$0.00	\$0.00
TOTAL 119 - LEGAL		\$335,341.15	\$325,000.00	\$325,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
01 GENERAL FUND - 999 INTERFUND TRANSFERS				
01999-55960	TRANSFER TO FIRE & EMS	\$2,394,344.28	\$2,447,592.00	\$2,563,125.57
01999-55970	TRANSFER TO EMERG SVCS	\$184,122.56	\$184,448.00	\$864,917.00
TOTAL 999 - INTERFUND TRANSFERS		<u>\$2,578,466.84</u>	<u>\$2,632,040.00</u>	<u>\$3,428,042.57</u>
TOTAL GENERAL FUND		<u>\$17,421,799.69</u>	<u>\$19,092,575.00</u>	<u>\$21,046,010.52</u>



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 100 CITY COUNCIL			
01100-51610	SUPPLIES	\$10,000.00	Food and supplies
01100-52210	PROFESSIONAL DEVELOPMENT	\$10,000.00	Conferences, etc.
01100-52310	MISC. TRAVEL	\$5,000.00	Lobbying, miscellaneous meetings
01100-52810	OTHER OPERATING EXPENSE	\$22,000.00	Council chambers A/V, meeting streaming
01 GENERAL FUND - 112 ADMINISTRATION			
01112-51610	SUPPLIES	\$2,500.00	Office and miscellaneous
01112-51710	PROFESSIONAL SERVICES	\$25,000.00	Facilitation, miscellaneous cone-time consulting
		\$15,000.00	Community education events, town halls, miscellaneous PIO related
	TOTAL PROFESSIONAL SERVICES	\$40,000.00	
01112-51920	RENT/LEASE - EQUIPMENT	\$2,000.00	Copier/printer, miscellaneous
01112-52210	PROFESSIONAL DEVELOPMENT	\$11,500.00	CML, ICMA, CAST, Conference fees and travel
01112-52310	MISC. TRAVEL	\$3,500.00	Lobbying trips, non-professional development meetings
01112-52420	ORGANIZATIONAL DUES AND MEMBER	\$18,500.00	CML, ICMA, Club 20, NWCOGS, CAST, CCCMA, GFOA, CGFOA, AGNC
01112-52810	OTHER OPERATING EXPENSE	\$10,500.00	Vendor relations, meeting expenses, sponsorships, miscellaneous
01112-59998	BIW PERSONNEL	\$21,612.00	PIO split with General, Electric, Water and WW
		\$50,920.00	Asset Management App Supp Specialist
			Split between water, ww, electric, streets, engineering, facilities, parks departments
	TOTAL BIW PERSONNEL	\$72,532.00	
01 GENERAL FUND - 115 HUMAN RESOURCES			
01115-51340	WELLNESS PROGRAM	\$3,000.00	Lunch and learn, speakers, food, wellness prizes
01115-51920	RENT/LEASE - EQUIPMENT	\$3,800.00	Copier/printer
01115-52210	PROFESSIONAL DEVELOPMENT	\$9,500.00	SHRM, Employers Council, 3 new employees
01115-52410	PROFESSIONAL DUES AND MEMBERSH	\$7,000.00	SHRM, EC, Local HR
01115-52810	OTHER OPERATING EXPENSE	\$2,000.00	Candidate travel expenses for interviews
01 GENERAL FUND - 116 FINANCE			
01116-51610	SUPPLIES	\$70,000.00	Postage
		\$5,000.00	Office Supplies
		\$5,000.00	Copying
		\$8,000.00	Printing and Binding
	TOTAL SUPPLIES	\$88,000.00	
01116-51710	PROFESSIONAL SERVICES	\$60,000.00	Auditing
		\$30,000.00	MuniRevs Sales Tax Processing Fees
	TOTAL PROFESSIONAL SERVICES	\$90,000.00	
01116-51810	MAINTENANCE & REPAIR	\$4,500.00	Copier, postage and sealer
01116-51920	RENT/LEASE - EQUIPMENT	\$12,500.00	Mail machine, copiers, sealer
01116-52210	PROFESSIONAL DEVELOPMENT	\$6,000.00	GFOA, Colorado GFOA, Munis user group conferences
01116-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,000.00	GFOA and CGFOA dues



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 117 INFORMATION TECHNOLOGY			
01117-51410	UTILITIES	\$68,000.00	City telephone system annual cost - \$66,000.00 IT dept. mobile devices annual cost - \$1,740.00 IT Equipment Landfill disposal fees - \$260.00
01117-51710	PROFESSIONAL SERVICES	\$35,000.00	GIS Prof Services - \$15,000 IT Prof Services - \$20,000
01117-52210	PROFESSIONAL DEVELOPMENT	\$28,000.00	
01117-52610	TECHNOLOGY	\$140,000.00	Domain Renewals - 1,100.00 Maint. Agreements - 12,000.00 SAAS Fees - 17,000.00 Software Licensing - 97,400.00 GIS Licensing - 12,500.00
01 GENERAL FUND - 118 MUNICIPAL COURT			
01118-51610	SUPPLIES	\$4,000.00	Office, copier, court
01118-51710	PROFESSIONAL SERVICES	\$81,000.00	Judge, security, prosecutor, defense attorneys provided, additional help as a result of staff turnover (\$10k)
01118-51810	MAINTENANCE & REPAIR	\$1,600.00	Printer, court A/V
01 GENERAL FUND - 119 LEGAL			
01119-51710	PROFESSIONAL SERVICES	\$325,000.00	General Legal
01 GENERAL FUND - 120 NON-DEPARTMENTAL			
01120-51275	EMPLOYEE HOUSING GRANT	\$120,000.00	Paid to employees earning less than a specified annual amount to help offset the cost of housing
01120-51410	UTILITIES	\$106,000.00	City Hall electric, gas, trash, water, sewer, city hall phones
01120-51710	PROFESSIONAL SERVICES	\$15,000.00	Meeting facilitation for issue(s) that arise needing independent direction; ie strategic plan.
01120-51810	MAINTENANCE & REPAIR	\$3,000.00	Copier, fax, printer, misc.
01120-52820	TIF TO DDA	\$254,886.00	Percentage of sales tax contributed to the DDA fund via Tax Increment Financing (TIF).
01120-52845	DISCRETIONARY APPROPRIATION	\$250,000.00	Strip mine opposition
01120-53720	YOUTH EDUCATIONAL PROGRAMMING	\$100,000.00	This amount is transferred into the General Fund from the Marijuana Tax Fund.
01 GENERAL FUND - 121 FACILITIES			
01121-51610	SUPPLIES	\$9,500.00	Janitorial Supplies
01121-51810	MAINTENANCE & REPAIR	\$27,100.00	City Hall Maintenance
		\$3,500.00	Added Expense for new Facilities Vehicle Maintenance
	TOTAL MAINTENANCE & REPAIR	\$30,600.00	
01 GENERAL FUND - 131 POLICE			
01131-51360	EMPLOYEE ONBOARDING	\$7,500.00	Pre and post psych travel for background checks
01131-51410	UTILITIES	\$33,000.00	Communications and cell phone
01131-51610	SUPPLIES	\$51,000.00	Copy, office supplies, uniforms, personal protective equip. misc. supplies
01131-51710	PROFESSIONAL SERVICES	\$106,000.00	Towing, employment backgrounds, K-9 services, ranger program, private security
01131-51810	MAINTENANCE & REPAIR	\$98,800.00	Fuel, hardware, parts, vehicle supplies, veh. maintenance, fleet
01131-51920	RENT/LEASE - EQUIPMENT	\$6,300.00	copier lease
01131-52120	EMPLOYMENT POSTING	\$1,500.00	advertising for employment openings
01131-52210	PROFESSIONAL DEVELOPMENT	\$51,000.00	Education related supplies, Registration-training training related travel and per diem
01131-52310	MISC. TRAVEL	\$5,000.00	Non-education related travel and per-diem
01131-52510	GRANTS	\$79,950.00	HIDTA grant
01131-52610	TECHNOLOGY	\$15,600.00	Software for body cam



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 141 COMDEV-ADMIN & PLANNING			
01141-51610	SUPPLIES	\$14,400.00	The increase here is related to River Commission and Historic Preservation marketing and outreach being moved to Supplies-Marketing, in addition to other supply needs. office, educational supplies.
01141-51710	PROFESSIONAL SERVICES	\$15,000.00	Facilitation, support for commissions, events and specials meetings.
		\$30,000.00	Facilitation Services for an update to the Zoning Map
		\$10,000.00	Outreach and marketing for the 2020 Census
		\$15,000.00	Miscellaneous temp help, facilitation, consulting
		\$20,000.00	Carryover
	TOTAL PROFESSIONAL SERVICES	\$90,000.00	
01141-51810	MAINTENANCE & REPAIR	\$2,500.00	Vehicle
01141-51920	RENT/LEASE - EQUIPMENT	\$5,700.00	Comm Dev part of Printer/Plotter
01141-52210	PROFESSIONAL DEVELOPMENT	\$12,000.00	Includes new employee
01141-52810	OTHER OPERATING EXPENSE	\$5,000.00	P&Z expenses, expenses for meetings, name plates, etc.
01 GENERAL FUND - 144 ENGINEERING & ADMINISTRATION			
01144-51410	UTILITIES	\$4,200.00	LTE service for three iphones Terri, Jessica, Ryan LTE service for three lap tops Terri, Jessica, Ryan LTE service for an ipad Terri
01144-51610	SUPPLIES	\$12,000.00	Supplies include: Office supplies -1.5 Plotter and copier ink paper and maintenance -9.0 Gas and oil for the vehicle -0.5 Small tools and equipment -1.0
01144-51710	PROFESSIONAL SERVICES	\$110,000.00	Continue stormwater and debris flow studies
01144-52210	PROFESSIONAL DEVELOPMENT	\$5,000.00	Jessica -2020 NASCC Steel conference -2k
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,500.00	Jessica -SWE and ASCE dues. PE licenses for Terri, Ryan and Jessica
01144-52610	TECHNOLOGY	\$6,000.00	Two Surface Pro laptops for Terri and Ryan for on site work and meetings. - 2K Three iphones for Jessica, Ryan and Terri - 3K
01144-59998	BIW PERSONNEL	\$12,000.00	Engineering seasonal help
01 GENERAL FUND - 145 BUILDING INSPECTION			
01145-51710	PROFESSIONAL SERVICES	\$30,000.00	Contract plan reviewer
01145-51810	MAINTENANCE & REPAIR	\$5,500.00	Vehicle and miscellaneous
01145-52210	PROFESSIONAL DEVELOPMENT	\$11,500.00	Books for resale, educational supplies, seminars, conferences, ICC credential renewal.



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 153 STREETS & ALLEYS			
01153-51410	UTILITIES	\$200,000.00	Street lights (\$175k) gas, water, building electric, spring cleanup
01153-51610	SUPPLIES	\$8,000.00	Tools / small equipment
		\$10,000.00	Construction material
		\$1,500.00	Hardware
		\$600.00	Office Supplies
	TOTAL SUPPLIES	\$20,100.00	
01153-51810	MAINTENANCE & REPAIR	\$180,000.00	This line item is used for the maintenance and repair of the Streets Department's vehicles, equipment and tools including snow plowing assets.
01153-51920	RENT/LEASE - EQUIPMENT	\$2,000.00	This is LI is for the rental of tools and equipment - there are a variety of items we rent throughout the year to complete projects.
01153-52110	PUBLIC NOTICES	\$1,000.00	This line item is to allow for us to the notify the public about upcoming projects.
01153-52210	PROFESSIONAL DEVELOPMENT	\$5,600.00	This LI is for the training and education of the employees within the Streets Department. This includes LTAP courses and APWA courses as well as other technical skill courses.
01153-52310	MISC. TRAVEL	\$2,000.00	This LI runs parallel with the the professional development LI.
01153-52410	PROFESSIONAL DUES AND MEMBERSH	\$200.00	Annual membership fee to the American Public Works Association.
01153-52610	TECHNOLOGY	\$4,000.00	This LI covers computer upgrades new devices and other technical needs.
01153-52810	OTHER OPERATING EXPENSE	\$18,000.00	This Line Item is used for unforeseen expenditures in relation to construction and maintenance projects.
01153-52870	FLOOD CONTROL/HAZARDOUS WASTE	\$1,500.00	This LI is for the purchase of Flood and Haz-MAT clean-up equipment. The Streets Department routinely responds to oil and chemical spills within the City limits. As well as spill containment for the Fuel island at the MOC
01153-55110	SAFETY PROGRAMS	\$3,500.00	This LI is for the purchase and upkeep of safety items. Including basic PPE and more technical safety equipment.
01153-59520	CAPITAL OUTLAY	\$40,000.00	Hybrid building for equipment and asset storage.
01153-59996	BIW FACILITIES	\$35,000.00	Rental to purchase cost of replacement office buildings for the Streets department. This cost is for one year. The rental to purchase agreement is for 3 years.
01 GENERAL FUND - 113 RECREATION			
01113-51410	UTILITIES	\$78,000.00	Natural Gas
		\$130,000.00	Electric
		\$36,000.00	Wastewater
		\$8,000.00	Trash
		\$5,100.00	Telephone
		\$4,100.00	Mobile Phone
		\$1,500.00	Landfill
	TOTAL UTILITIES	\$262,700.00	
01113-51610	SUPPLIES	\$5,000.00	\$5K for Office Supplies no change from 2019
		\$55,000.00	Janitorial Supplies
		\$40K	- Com Cen
		\$15K	- Ice Rink
		\$71,000.00	Com Center - \$61K
			Ice Rink - \$10K
		\$6,500.00	Comm Center - \$5000
			Ice Rink - \$1500
		\$5,000.00	Printing
		\$500.00	PPE
		\$3,800.00	Uniforms
		\$6,000.00	SWAG - Advertising Supplies
		\$3,000.00	Gas, Oil, Lube
	TOTAL SUPPLIES	\$155,800.00	



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 113 RECREATION (Continued)			
01113-51710	PROFESSIONAL SERVICES	\$25,000.00	Community Center Contractor Services
		\$13,300.00	Ice Rink Contractor Services
		\$10,000.00	Sub-Contracted Instructors
		\$19,700.00	Professional Services
	TOTAL PROFESSIONAL SERVICES	\$68,000.00	
01113-51810	MAINTENANCE & REPAIR	\$1,100.00	Monitoring of Community Center
		\$1,100.00	Monitoring of Rink
		\$8,000.00	Fleet Services
	TOTAL MAINTENANCE & REPAIR	\$10,200.00	
01113-51920	RENT/LEASE - EQUIPMENT	\$4,500.00	Copier Lease
01113-52420	ORGANIZATIONAL DUES AND MFMRFR	\$2,500.00	Direct TV
01113-52610	TECHNOLOGY	\$14,500.00	
01113-52710	CREDIT CARD FEES	\$10,000.00	
01113-53310	RECREATION PROGRAMMING	\$5,460.00	Pool Aux Programming
		\$540.00	Pool Gen Programming
		\$2,500.00	Health & Safety Classes
		\$300.00	Learn to Swim
		\$22,200.00	Pool Chemicals
		\$13,400.00	Pool Maintenance
		\$5,000.00	Fitness Programming
		\$7,000.00	Fitness Maintenance and Supplies
		\$1,500.00	Scholarships
		\$7,000.00	Community Center Pro Shop
		\$7,000.00	Ice Rink Concessions
		\$3,000.00	Community Room Pro shop items
		\$5,000.00	Youth Rec Programs
		\$500.00	Adult/Sr Re Programs
		\$13,000.00	KidKamp
		\$2,000.00	KidKare
		\$8,000.00	Youth Athletics
		\$7,000.00	Community Center Special Events
		\$1,500.00	Climbing Wall Programming
		\$3,500.00	Climbing Wall Maintenance
		\$2,000.00	Food Items
		\$5,000.00	Adult Athletic Programming
		\$4,000.00	Community Rooms



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
01 GENERAL FUND - 122 ARTS			
01122-51410	UTILITIES	\$4,200.00 Gas \$2,500.00 Electric \$1,200.00 Water and sewer \$1,500.00 Trash \$1,000.00 Mobile phones \$500.00 Telephone	
	TOTAL UTILITIES	\$10,900.00	
01122-51610	SUPPLIES	\$1,100.00 Office supplies \$200.00 Printing \$2,500.00 Janitorial Supplies \$5,000.00 Tools/Equipment \$8,000.00 Maintenance Supplies	
	TOTAL SUPPLIES	\$16,800.00	
01122-51710	PROFESSIONAL FEES	\$4,000.00 Instructors \$5,000.00 Public Art \$3,000.00 Contracted Services	
	TOTAL PROFESSIONAL FEES	\$12,000.00	
01122-51810	MAINTENANCE & REPAIR	\$31,100.00 Arts Center	
01122-51920	RENT/LEASE - EQUIPMENT	\$2,000.00 Copier Lease	
01122-52130	SPECIAL EVENT POSTING	\$2,500.00 Marketing and Advertising	
01122-52860	SPECIAL EVENTS	\$150,000.00 Includes 4th of July	
01122-53360	ART CENTER PROGRAMS	\$12,000.00 Offset by revenue	
01 GENERAL FUND - 154 PARKS & CEMETERY			
01154-51410	UTILITIES	\$9,200.00 Gas \$19,000.00 Electric \$130,000.00 Water/Sewer \$27,000.00 Trash Pickup \$15,000.00 Telephone \$2,500.00 Landfill	
	TOTAL UTILITIES	\$202,700.00	
01154-51610	SUPPLIES	\$500.00 \$5,000.00 Small Tools \$2,000.00	
	TOTAL SUPPLIES	\$7,500.00	
01154-51710	PROFESSIONAL SERVICES	\$60,000.00	
01154-51810	MAINTENANCE & REPAIR	\$46,600.00 Soccer Field Rd Property \$56,500.00 Landscaping & trail Maint \$80,400.00 Fleet, Oil Lube \$38,775.00 Park Maint & Supplies	
	TOTAL MAINTENANCE & REPAIR	\$222,275.00	
01154-51910	RENT/LEASE - LAND	\$1,000.00	
01154-51920	RENT/LEASE - EQUIPMENT	\$25,000.00 Portalets \$1,000.00 Equipment Rentals \$1,800.00 Copier Lease	
10/11	TOTAL RENT/LEASE - EQUIPMENT	\$27,800.00	



FUND BALANCES

Fund:		01 - General
Beginning Fund Balance 2018		7,735,012
2019 Increase/(Decrease) Budgeted		101,117
Estimated Ending Fund Balance 12/31/19		7,836,129
2020 Estimated Revenue		21,086,886
2020 Estimated Expense		(21,046,011)
2020 Increase/(Decrease)		40,875
2020 Ending Fund		7,877,005
Reserves (Committed/Restricted/Assigned)		
Restricted Contingency		(5,261,503)
Reserve for Mine Opposition		(1,000,000)
Airport Road		(86,000)
Affordable Housing		(26,984)
In Lieu Housing Fee		(71,382)
Unrestricted Fund Balance 12/31/20		1,431,137



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
05 TOURISM PROMOTION - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
0500020-41410	ACCOMODATIONS TAX	\$1,160,432.53	\$1,112,044.00	\$1,148,795.00
TOTAL 00020 - TAXES		<u>\$1,160,432.53</u>	<u>\$1,112,044.00</u>	<u>\$1,148,795.00</u>
05 TOURISM PROMOTION - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
0500060-43510	INTEREST	\$2,937.52	\$1,300.00	\$1,300.00
TOTAL 00060 - OTHER		<u>\$2,937.52</u>	<u>\$1,300.00</u>	<u>\$1,300.00</u>
TOTAL TOURISM PROMOTION REVENUE		<u>\$1,163,370.05</u>	<u>\$1,113,344.00</u>	<u>\$1,150,095.00</u>



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
05 TOURISM PROMOTION - 111 TOURISM PROMOTION FUND				
05111-56410	MKTG DIRECTOR SALARY	\$81,159.00	\$83,594.00	\$87,780.00
05111-56411	MARKETING ASSTISTANT	\$46,250.02	\$57,000.00	\$59,850.00
05111-56412	PAYROLL TAXES-BENEFITS	\$27,700.06	\$28,120.00	\$29,526.00
05111-56413	VISITOR SERVICES	\$115,000.08	\$115,000.00	\$115,000.00
05111-56414	PUBLIC RELATIONS	\$43,996.05	\$15,000.00	\$25,750.00
05111-56415	BROCHURE PRINTING & DIST	\$27,404.54	\$30,600.00	\$36,600.00
05111-56416	PRINT ADVERTISING	\$507,081.19	\$553,400.00	\$663,284.00
05111-56417	HOSTING	\$40,120.75	\$36,720.00	\$24,100.00
05111-56418	CONNECTIVITY SERVICES LISTINGS	\$9,419.98	\$15,000.00	\$25,000.00
05111-56419	DIRECT MAIL/FULLFILLMENT	\$6,005.67	\$7,500.00	\$9,500.00
05111-56420	TRADE SHOWS	\$8,066.09	\$9,225.00	\$7,450.00
05111-56421	ASSOCIATION MEMBERSHIPS	\$8,418.97	\$7,175.00	\$7,405.00
05111-56422	MISC. ADS AND PROMO	\$1,672.09	\$2,250.00	\$2,250.00
05111-56423	TRAVEL	\$15,738.68	\$18,300.00	\$18,800.00
05111-56424	SPECIAL EVENTS & MARKETING	\$22,562.41	\$24,950.00	\$26,100.00
05111-56425	BOOKKEEPING SERVICES	\$10,350.00	\$10,350.00	\$0.00
05111-56426	TRANSFER TO OTHER FUNDS	\$50,000.00	\$110,000.00	\$156,264.00
05111-56427	INTERFUND COST OF SERVICE	\$10,660.00	\$10,660.00	\$11,199.19
05111-56428	OTHER EXPENSE	\$2,085.73	\$0.00	\$0.00
05111-56429	CONSULTANTS	\$3,590.00	\$5,000.00	\$0.00
05111-56430	COMMUNITY PROMOTION	\$21,025.00	\$33,403.00	\$36,160.00
TOTAL 111 - TOURISM PROMOTION FUND		\$1,058,306.31	\$1,173,247.00	\$1,342,018.19
TOTAL TOURISM PROMOTION		\$1,058,306.31	\$1,173,247.00	\$1,342,018.19



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
05 TOURISM PROMOTION - 111 TOURISM PROMOTION FUND			
05111-56426	TRANSFER TO OTHER FUNDS	\$50,000.00	General Fund for Events
		\$106,264.00	A&I
	TOTAL TRANSFER TO OTHER FUNDS	\$156,264.00	



FUND BALANCES

Fund: 05 - Tourism	
Beginning Fund Balance 2018	727,286
2019 Increase/(Decrease) Budgeted	<u>(59,902)</u>
Estimated Ending Fund Balance 12/31/19	667,383
2020 Estimated Revenue	1,150,095
2020 Estimated Expense	<u>(1,342,018)</u>
2020 Increase/(Decrease)	<u>(191,923)</u>
2020 Ending Fund	475,460
Reserves (Committed/Restricted/Assigned)	
Restricted Contingency	<u>(207,017)</u>
Unrestricted Fund Balance 12/31/20	<u>268,443</u>



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
13 STREET TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
1300020-41210	GENERAL SALES TAX	\$2,430,141.18	\$2,504,873.00	\$2,554,970.00
1300020-41310	USE TAX	\$62,377.79	\$48,566.00	\$120,000.00
TOTAL 00020 - TAXES		\$2,492,518.97	\$2,553,439.00	\$2,674,970.00
13 STREET TAX FUND - PUBLIC TRANSPORTATION-OTHER				
1315060-41220	AUDIT REVENUE	\$12,386.88	\$5,000.00	(\$0.00)
1315060-42310	GRANTS	\$168,474.00	(\$0.00)	\$275,000.00
1315060-42420	CREDIT CARD CONVENIENCE FEES	\$226.47	(\$0.00)	(\$0.00)
1315060-42920	TRAFFIC IMPACT FEES	(\$0.00)	\$25,000.00	(\$0.00)
1315060-42930	TRAFFIC IMPACT - SPRINGRIDGE	\$15,587.28	(\$0.00)	(\$0.00)
1315060-43510	INTEREST	\$69,342.53	\$25,000.00	\$28,000.00
1315060-43910	COST REIMBURSEMENTS	\$13,960.80	\$3,000.00	(\$0.00)
1315060-44130	MISCELLANEOUS	\$106.33	(\$0.00)	(\$0.00)
TOTAL 00060 - OTHER		\$280,084.29	\$58,000.00	\$303,000.00
TOTAL STREET TAX FUND REVENUE		\$2,772,603.26	\$2,611,439.00	\$2,977,970.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
13 STREET TAX FUND - 253 STREET TAX FUND				
13253-51610	SUPPLIES	\$0.00	\$93,000.00	\$100,000.00
13253-51710	PROFESSIONAL SERVICES	\$6,175.13	\$5,086.00	\$225,000.00
13253-51920	RENT/LEASE - EQUIPMENT	\$54,592.70	\$120,000.00	\$0.00
13253-52510	GRANTS	\$0.00	\$0.00	\$24,000.00
13253-52710	CREDIT CARD FEES	\$818.39	\$947.00	\$0.00
13253-52810	OTHER OPERATING EXPENSE	\$67,979.96	\$0.00	\$0.00
13253-52820	TIF TO DDA	\$80,455.57	\$89,929.00	\$91,728.00
13253-52825	ECONOMIC INCENTIVE REBATE	\$0.00	\$6,207.00	\$0.00
13253-53910	PRINCIPAL - BONDS	\$260,000.00	\$255,000.00	\$255,000.00
13253-53930	INTEREST - BONDS	\$58,482.00	\$64,296.00	\$64,296.00
13253-54310	INTERFUND COST OF SERVICE	\$286,096.00	\$291,818.00	\$300,572.54
13253-54710	ROUTINE MAINTENANCE	\$0.00	\$0.00	\$607,500.00
13253-55920	TRANSFER TO A&I	\$90,000.00	\$74,000.00	\$0.00
13253-59520	CAPITAL OUTLAY	\$0.00	\$15,000.00	\$0.00
13253-59999	BIW PROJECT	\$0.00	\$0.00	\$2,400,000.00
TOTAL 253 - STREET TAX FUND		\$904,599.75	\$1,015,283.00	\$4,068,096.54
13 STREET TAX FUND - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
1330-54710	ROUTINE MAINTENANCE	\$1,069,054.57	\$1,062,500.00	\$0.00
1330-60000	PROJECT	\$2,559,207.28	\$585,000.00	\$0.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$3,628,261.85	\$1,647,500.00	\$0.00
TOTAL STREET TAX FUND		\$4,532,861.60	\$2,662,783.00	\$4,068,096.54



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
13 STREET TAX FUND - 253 STREET TAX FUND			
13253-51610	SUPPLIES	\$35,000.00	Ice Removal - Deicer
		\$5,000.00	Traffic Control Devices
		\$45,000.00	Street Patching Materials
		\$15,000.00	Thermal Plastic Materials
	TOTAL SUPPLIES	\$100,000.00	
13253-51710	PROFESSIONAL SERVICES	\$50,000.00	Blake Avenue Design from 23rd to 27th Street
		\$50,000.00	Asset Management Software Implementation and Software Yearly Fee
		\$125,000.00	Red Mountain South Project Design
	TOTAL PROFESSIONAL SERVICES	\$225,000.00	
13253-54710	ROUTINE MAINTENANCE	\$100,000.00	Chip and Seal Mid Midland Avenue after asphalt repairs completed in-house.
		\$50,000.00	Crack Seal Projects
		\$75,000.00	Roadway Striping City Wide
		\$7,500.00	Traffic Signal O&M and Repairs
		\$110,000.00	Equipment Rental and Snow Removal Services
		\$50,000.00	Traffic Calming Program (Transportation Commission and Engineering)
		\$15,000.00	Roadway Signage Replacement Program
		\$15,000.00	Storm Water System Maintenance, Repair and Replacement
		\$45,000.00	Guardrail Maintenance, Repair and Installation
		\$100,000.00	Alleyway Maintenance and Repair
		\$25,000.00	Safe Routes to School Program
		\$15,000.00	Sidewalk and ADA Ramp Repairs City Wide
	TOTAL ROUTINE MAINTENANCE	\$607,500.00	
13253-59999	BIW PROJECT	\$2,000,000.00	Cedar Crest Subdivision Reconstruction
		\$400,000.00	Reallocation of 2019 budget to 2020 for the 22nd Street Replacement Project.
	TOTAL BIW PROJECT	\$2,400,000.00	



FUND BALANCES

Fund: 13 - Street Tax	
Beginning Fund Balance 2018	1,685,540
2019 Increase/(Decrease) Budgeted	<u>(172,345)</u>
Estimated Ending Fund Balance 12/31/19	1,513,196
2020 Estimated Revenue	2,977,970
2020 Estimated Expense	<u>(4,068,097)</u>
2020 Increase/(Decrease)	<u>(1,090,127)</u>
2020 Ending Fund	423,069
Reserves (Committed/Restricted/Assigned)	
Springridge traffic Fees	(217,442)
Developer Contributions	<u>(25,000)</u>
Unrestricted Fund Balance 12/31/20	<u>180,628</u>



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
15 MARIJUANA TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
1500020-41510	MARIJUANA SALES TAX	\$303,490.30	\$226,486.00	\$280,000.00
1500020-41520	MARIJUANA EXCISE TAX	\$54,068.88	\$75,000.00	\$50,000.00
TOTAL 00020 - TAXES		\$357,559.18	\$301,486.00	\$330,000.00
15 MARIJUANA TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
1500060-43510	INTEREST	\$490.54	(\$0.00)	(\$0.00)
TOTAL 00060 - OTHER		\$490.54	(\$0.00)	(\$0.00)
TOTAL MARIJUANA TAX FUND REVENUE		\$358,049.72	\$301,486.00	\$330,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
15 MARIJUANA TAX FUND - 510 MARIJUANA TAX FUND				
15510-51710	PROFESSIONAL SERVICES	\$507.58	\$300.00	\$600.00
15510-55950	TRANSFER TO GENERAL FUND	\$200,000.00	\$175,000.00	\$300,000.00
15510-55960	TRANSFER TO FIRE & EMS	\$199,000.00	\$75,000.00	\$0.00
TOTAL 510 - MARIJUANA TAX FUND		\$399,507.58	\$250,300.00	\$300,600.00
TOTAL MARIJUANA TAX FUND		\$399,507.58	\$250,300.00	\$300,600.00



FUND BALANCES

Fund: 15 - Marijuana	
Beginning Fund Balance 2018	89,875
2019 Increase/(Decrease) Budgeted	<u>51,186</u>
Estimated Ending Fund Balance 12/31/19	141,061
2020 Estimated Revenue	330,000
2020 Estimated Expense	<u>(300,600)</u>
2020 Increase/(Decrease)	<u>29,400</u>
2020 Ending Fund	170,461
Reserves (Committed/Restricted/Assigned)	
Restricted Contingency	<u>-</u>
Unrestricted Fund Balance 12/31/20	<u>170,461</u>
Beginning Cash Balance 01/01/19	64,637



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
18 BUS TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
1800020-41210	GENERAL SALES TAX	\$971,984.54	\$1,001,874.00	\$1,021,911.00
1800020-41310	USE TAX	\$24,949.27	\$19,814.00	\$48,000.00
TOTAL 00020 - TAXES		\$996,933.81	\$1,021,688.00	\$1,069,911.00
18 BUS TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE-INTERGOVERNMENTAL				
1800040-42310	GRANTS	\$253,748.00	\$1,204,753.00	\$764,405.00
TOTAL 00040 - INTERGOVERNMENTAL		\$253,748.00	\$1,204,753.00	\$764,405.00
18 BUS TAX FUND - PUBLIC TRANSPORTATION-CHARGE FOR SERVICE/FEES				
1815050-42421	ADVERTISING FEES	\$8,448.70	\$9,000.00	\$10,000.00
1815050-42422	BUS FARES	\$100,470.00	\$95,000.00	\$95,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$108,918.70	\$104,000.00	\$105,000.00
18 BUS TAX FUND - PUBLIC TRANSPORTATION-OTHER				
1815060-41220	AUDIT REVENUE	\$4,954.36	\$2,040.00	\$5,000.00
1815060-42420	CREDIT CARD CONVENIENCE FEES	\$90.57	(\$0.00)	(\$0.00)
1815060-43510	INTEREST	\$4,610.11	\$750.00	\$1,000.00
1815060-44130	MISCELLANEOUS	\$45,867.62	\$1,001.00	(\$0.00)
TOTAL 00060 - OTHER		\$55,522.66	\$3,791.00	\$6,000.00
TOTAL BUS TAX FUND REVENUE		\$1,415,123.17	\$2,334,232.00	\$1,945,316.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
18 BUS TAX FUND - 170 BUS TAX FUND				
18170-51710	PROFESSIONAL SERVICES	\$5,393.38	\$7,000.00	\$10,000.00
18170-52210	PROFESSIONAL DEVELOPMENT	\$0.00	\$0.00	\$2,000.00
18170-52510	GRANTS	\$0.00	\$1,146,000.00	\$572,980.00
18170-52710	PROFESSIONAL SERVICES	\$327.32	\$300.00	\$7,500.00
18170-52810	OTHER OPERATING EXPENSE	\$17,847.93	\$19,850.00	\$20,000.00
18170-52815	SALES TAX REFUNDS	\$0.00	\$1,020.00	\$1,050.00
18170-52820	TIF TO DDA	\$32,179.85	\$25,047.00	\$26,250.00
18170-52825	ECONOMIC INCENTIVE REBATE	\$0.00	\$9,180.00	\$315.00
18170-53510	PROPERTY INSURANCE	\$6,900.00	\$6,906.00	\$7,250.00
18170-54310	INTERFUND COST OF SERVICE	\$125,268.00	\$127,773.00	\$131,606.19
18170-56510	FIXED LABOR COSTS	\$354,456.83	\$386,845.00	\$406,140.00
18170-56515	DIRECT LABOR COSTS	\$371,357.99	\$409,126.00	\$425,464.00
18170-56520	EMPLOYEE BUS PASSES	\$2,682.00	\$1,000.00	\$1,000.00
18170-56525	TDM PROGRAM EXPENSE	\$4,778.96	\$5,000.00	\$5,000.00
18170-56530	DIRECT MILEAGE COSTS	\$189,379.10	\$231,224.00	\$242,760.00
18170-56535	ALLOCATED TRAINING & OTHER COS	\$68,375.38	\$76,782.00	\$80,640.00
18170-56540	VAN MAINTENANCE	\$6,689.04	\$7,500.00	\$3,500.00
18170-56545	PARA-TRANSTI SERVICE	\$30,000.00	\$30,000.00	\$30,000.00
18170-56550	TRANSIT OPERATIONS PLAN	\$2,798.72	\$40,000.00	\$0.00
18170-56555	ALLOCATED CAPITAL COSTS	\$54,527.75	\$56,488.00	\$59,325.00
18170-56560	BUS WRAPS	\$0.00	\$20,000.00	\$10,000.00
18170-56565	RIDE HAILING PILOT	\$0.00	\$60,000.00	\$60,000.00
TOTAL 170 - BUS TAX FUND		\$1,272,962.25	\$2,667,041.00	\$2,102,780.19
TOTAL BUS TAX FUND		\$1,272,962.25	\$2,667,041.00	\$2,102,780.19



FUND BALANCES

Fund:		18 - Bus Tax
Beginning Fund Balance 2018		811,952
2019 Increase/(Decrease) Budgeted		(332,809)
Estimated Ending Fund Balance 12/31/19		479,143
2020 Estimated Revenue		1,945,316
2020 Estimated Expense		(2,102,780)
2020 Increase/(Decrease)		(157,464)
2020 Ending Fund		321,679
Transit Study with RFTA		(175,000)
Unrestricted Fund Balance 12/31/20		146,679



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - WATER-CHARGE FOR SERVICE/FEEES				
2145050-42510	WATER USER FEES	\$3,015,317.29	\$2,850,531.00	\$2,850,531.00
2145050-42530	WATER TAP FEES	(\$0.00)	\$510.00	(\$0.00)
2145050-42550	METER SALES	\$18,430.58	\$10,200.00	\$10,200.00
2145050-42560	SERVICE CONNECT FEES	\$3,765.00	\$3,468.00	\$3,500.00
2145050-42570	WATER IMPROVEMENT FEES	\$79,951.50	\$120,000.00	\$50,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEEES		\$3,117,464.37	\$2,984,709.00	\$2,914,231.00
21 WATER, SEWER AND SANITATION - WATER-OTHER				
2145060-43510	INTEREST	\$105,946.62	\$40,800.00	\$60,000.00
2145060-44110	SALE OF ASSETS	\$1,122.76	(\$0.00)	(\$0.00)
2145060-44130	MISCELLANEOUS	\$6,331.30	\$5,100.00	(\$0.00)
TOTAL 00060 - OTHER		\$113,400.68	\$45,900.00	\$60,000.00
21 WATER, SEWER AND SANITATION - WASTEWATER-CHARGE FOR SERVICE/FEEES				
2146050-42520	SEWER USER FEES	\$3,359,626.07	\$3,450,124.00	\$3,450,124.00
2146050-42540	SEWER TAP FEES	(\$0.00)	\$510.00	(\$0.00)
2146050-42580	SEWER IMPROVEMENT FEES	\$47,717.27	\$200,000.00	\$50,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEEES		\$3,407,343.34	\$3,650,634.00	\$3,500,124.00
TOTAL WATER, SEWER AND SANITATION REVENUE		\$6,638,208.39	\$6,681,243.00	\$6,474,355.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 211 WATER & SEWER ADMINISTRATION				
21211-51110	REGULAR EMPLOYEES	\$296,129.87	\$284,152.00	\$272,822.28
21211-51210	HEALTH INSURANCE PREMIUMS	\$45,063.92	\$65,452.00	\$43,415.00
21211-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$579.00
21211-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$703.00
21211-51250	FICA CONTRIBUTIONS	\$17,751.60	\$21,737.00	\$20,870.89
21211-51260	RETIREMENT CONTRIBUTIONS	\$17,027.63	\$19,890.00	\$19,097.23
21211-51270	UNEMPLOYMENT COMPENSATION	\$713.99	\$852.00	\$835.33
21211-51280	WORKERS' COMPENSATION	\$2,388.57	\$7,045.00	\$7,256.35
21211-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$700.00
21211-51410	UTILITIES	\$735.83	\$720.00	\$1,320.00
21211-51610	SUPPLIES	\$944.00	\$950.00	\$1,000.00
21211-51710	PROFESSIONAL SERVICES	\$30,336.63	\$36,210.00	\$26,800.00
21211-51810	MAINTENANCE & REPAIR	\$10,384.58	\$15,200.00	\$13,500.00
21211-52110	PUBLIC NOTICES	\$542.38	\$1,200.00	\$0.00
21211-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$1,000.00
21211-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$200.00
21211-52210	PROFESSIONAL DEVELOPMENT	\$949.00	\$3,200.00	\$3,100.00
21211-52410	PROFESSIONAL DUES AND MEMBERSH	\$9,944.00	\$1,400.00	\$0.00
21211-52420	ORGANIZATIONAL DUES AND MEMBER	\$0.00	\$0.00	\$2,400.00
21211-52440	PROFESSIONAL SUBSCRIPTION	\$0.00	\$0.00	\$350.00
21211-52510	GRANTS	\$0.00	\$0.00	\$30,000.00
21211-52710	CREDIT CARD FEES	\$15,823.85	\$14,000.00	\$0.00
21211-52810	OTHER OPERATING EXPENSE	\$9,849.41	\$13,000.00	\$24,500.00
21211-53510	PROPERTY INSURANCE	\$64,152.31	\$54,655.00	\$55,794.00
21211-53520	LIABILITY AND CASUALTY INSURA	\$10,665.25	\$16,320.00	\$16,626.00
21211-54310	INTERFUND COST OF SERVICE	\$378,684.00	\$386,258.00	\$397,845.74
21211-54810	WATER ASSESSMENTS	\$30,841.88	\$32,087.00	\$33,071.00
21211-55110	SAFETY PROGRAMS	\$275.00	\$200.00	\$200.00
21211-59998	BIW PERSONNEL	\$0.00	\$0.00	\$47,072.50
TOTAL 211 - WATER & SEWER ADMINISTRATION		\$943,203.70	\$974,528.00	\$1,021,058.32



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 410 WATER TREATMENT				
21410-51110	REGULAR EMPLOYEES	\$184,612.78	\$245,573.00	\$248,133.18
21410-51140	OVERTIME	\$5,793.76	\$6,500.00	\$8,000.00
21410-51150	STANDBY AND CALLBACK PAY	\$19,667.00	\$22,000.00	\$19,398.00
21410-51210	HEALTH INSURANCE PREMIUMS	\$45,216.82	\$49,540.00	\$49,225.00
21410-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$771.00
21410-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$623.00
21410-51250	FICA CONTRIBUTIONS	\$18,784.92	\$20,966.00	\$20,889.43
21410-51260	RETIREMENT CONTRIBUTIONS	\$15,400.84	\$19,186.00	\$19,113.71
21410-51270	UNEMPLOYMENT COMPENSATION	\$736.63	\$812.00	\$835.33
21410-51280	WORKERS' COMPENSATION	\$7,741.62	\$8,455.00	\$8,708.65
21410-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$1,400.00
21410-51410	UTILITIES	\$120,783.29	\$125,800.00	\$130,190.00
21410-51610	SUPPLIES	\$5,015.71	\$6,580.00	\$6,680.00
21410-51710	PROFESSIONAL SERVICES	\$17,528.20	\$30,373.00	\$42,000.00
21410-51810	MAINTENANCE & REPAIR	\$114,472.52	\$64,500.00	\$75,500.00
21410-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$1,000.00	\$1,000.00
21410-52210	PROFESSIONAL DEVELOPMENT	\$42.00	\$6,450.00	\$4,800.00
21410-52810	OTHER OPERATING EXPENSE	\$5,161.22	\$7,900.00	\$1,800.00
21410-53230	OTHER CHEMICALS	\$97,543.23	\$112,396.00	\$141,099.00
21410-53240	LABORATORY	\$6,387.06	\$7,000.00	\$3,075.00
21410-54820	LAB SUPPLIES	\$0.00	\$0.00	\$8,000.00
21410-55110	SAFETY PROGRAMS	\$730.70	\$1,650.00	\$1,150.00
21410-59520	CAPITAL OUTLAY	\$0.00	\$12,900.00	\$2,500.00
21410-59998	BIW PERSONNEL	\$0.00	\$0.00	\$6,000.00
TOTAL 410 - WATER TREATMENT		\$665,618.30	\$749,581.00	\$800,891.30



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 420 WATER TRANSMISSION & DISTRICT				
21420-51110	REGULAR EMPLOYEES	\$233,348.64	\$297,284.00	\$294,325.59
21420-51140	OVERTIME	\$5,997.97	\$9,000.00	\$9,000.00
21420-51150	STANDBY AND CALLBACK PAY	\$11,057.71	\$13,000.00	\$13,000.00
21420-51210	HEALTH INSURANCE PREMIUMS	\$60,311.57	\$91,029.00	\$62,927.00
21420-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$914.00
21420-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$734.00
21420-51250	FICA CONTRIBUTIONS	\$18,223.61	\$24,425.00	\$23,776.52
21420-51260	RETIREMENT CONTRIBUTIONS	\$15,170.78	\$22,351.00	\$21,756.69
21420-51270	UNEMPLOYMENT COMPENSATION	\$714.60	\$951.00	\$950.69
21420-51280	WORKERS' COMPENSATION	\$5,916.13	\$9,673.00	\$9,963.19
21420-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$1,750.00
21420-51410	UTILITIES	\$4,648.67	\$5,460.00	\$10,960.00
21420-51610	SUPPLIES	\$6,859.24	\$7,390.00	\$7,775.00
21420-51710	PROFESSIONAL SERVICES	\$3,618.74	\$20,250.00	\$28,200.00
21420-51810	MAINTENANCE & REPAIR	\$60,755.10	\$106,500.00	\$93,300.00
21420-51920	RENT/LEASE - EQUIPMENT	\$130.00	\$4,000.00	\$4,000.00
21420-52210	PROFESSIONAL DEVELOPMENT	\$772.00	\$6,700.00	\$6,700.00
21420-52810	OTHER OPERATING EXPENSE	\$931.27	\$6,250.00	\$1,200.00
21420-53240	LABORATORY	\$0.00	\$0.00	\$6,600.00
21420-53530	DAMAGE CLAIMS	\$0.00	\$3,000.00	\$3,000.00
21420-54330	FORCE CONSTRUCTION	\$23,292.00	\$23,292.00	\$23,758.00
21420-55110	SAFETY PROGRAMS	\$2,851.40	\$4,150.00	\$4,150.00
21420-55210	FIRE HYDRANT REPLACEMENT	\$0.00	\$20,000.00	\$28,000.00
21420-55220	METERS	\$64,078.90	\$50,000.00	\$50,000.00
21420-55230	LEAK DETECTION	\$6,514.90	\$8,500.00	\$8,500.00
21420-59520	CAPITAL OUTLAY	\$4,008.12	\$14,350.00	\$16,250.00
TOTAL 420 - WATER TRANSMISSION & DISTRICT		\$529,201.35	\$747,555.00	\$731,490.68



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 430 WASTEWATER TREATMENT				
21430-51110	REGULAR EMPLOYEES	\$200,078.78	\$204,824.00	\$218,728.74
21430-51140	OVERTIME	\$9,175.55	\$10,000.00	\$10,000.00
21430-51150	STANDBY AND CALLBACK PAY	\$16,941.34	\$19,400.00	\$19,398.00
21430-51210	HEALTH INSURANCE PREMIUMS	\$50,991.26	\$48,693.00	\$53,437.00
21430-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$680.00
21430-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$549.00
21430-51250	FICA CONTRIBUTIONS	\$19,450.10	\$17,582.00	\$18,647.12
21430-51260	RETIREMENT CONTRIBUTIONS	\$13,304.85	\$16,087.00	\$17,062.98
21430-51270	UNEMPLOYMENT COMPENSATION	\$762.70	\$680.00	\$745.72
21430-51280	WORKERS' COMPENSATION	\$4,865.49	\$6,195.00	\$6,380.85
21430-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$1,400.00
21430-51410	UTILITIES	\$241,590.54	\$224,758.00	\$229,758.00
21430-51610	SUPPLIES	\$6,500.52	\$9,000.00	\$9,650.00
21430-51710	PROFESSIONAL SERVICES	\$43,007.90	\$37,715.00	\$53,330.00
21430-51810	MAINTENANCE & REPAIR	\$89,547.19	\$123,796.00	\$100,466.00
21430-51920	RENT/LEASE - EQUIPMENT	\$1,152.50	\$2,000.00	\$1,500.00
21430-52210	PROFESSIONAL DEVELOPMENT	\$3,100.79	\$7,100.00	\$5,750.00
21430-52810	OTHER OPERATING EXPENSE	\$2,239.17	\$11,800.00	\$10,435.00
21430-53230	OTHER CHEMICALS	\$0.00	\$0.00	\$32,500.00
21430-53240	LABORATORY	\$21,735.00	\$36,000.00	\$10,371.00
21430-54820	LAB SUPPLIES	\$33,952.47	\$28,585.00	\$16,214.00
21430-55110	SAFETY PROGRAMS	\$1,135.62	\$3,550.00	\$3,800.00
21430-59520	CAPITAL OUTLAY	\$1,155.00	\$15,300.00	\$13,200.00
21430-59998	BIW PERSONNEL	\$0.00	\$0.00	\$8,500.00
TOTAL 430 - WASTEWATER TREATMENT		\$760,686.77	\$823,065.00	\$842,503.41



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 440 WASTEWATER COLLECTION & TRANSMI				
21440-51110	REGULAR EMPLOYEES	\$117,486.42	\$197,237.00	\$196,287.10
21440-51140	OVERTIME	\$3,746.59	\$2,500.00	\$4,000.00
21440-51150	STANDBY AND CALLBACK PAY	\$5,613.28	\$3,000.00	\$9,699.00
21440-51210	HEALTH INSURANCE PREMIUMS	\$32,397.15	\$59,801.00	\$68,473.00
21440-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$610.00
21440-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$495.00
21440-51250	FICA CONTRIBUTIONS	\$9,452.20	\$15,510.00	\$16,284.30
21440-51260	RETIREMENT CONTRIBUTIONS	\$5,238.56	\$14,192.00	\$14,901.01
21440-51270	UNEMPLOYMENT COMPENSATION	\$370.65	\$608.00	\$650.96
21440-51280	WORKERS' COMPENSATION	\$4,035.85	\$5,995.00	\$6,174.85
21440-51380	UNIFORM ALLOWANCE	\$1,050.02	\$0.00	\$1,400.00
21440-51410	UTILITIES	\$10,012.87	\$13,340.00	\$18,340.00
21440-51610	SUPPLIES	\$6,044.25	\$4,740.00	\$4,750.00
21440-51710	PROFESSIONAL SERVICES	\$3,671.42	\$13,500.00	\$17,150.00
21440-51810	MAINTENANCE & REPAIR	\$86,537.16	\$68,000.00	\$85,000.00
21440-51920	RENT/LEASE - EQUIPMENT	\$775.00	\$1,500.00	\$1,500.00
21440-52210	PROFESSIONAL DEVELOPMENT	\$1,094.00	\$3,050.00	\$3,050.00
21440-52510	GRANTS	\$0.00	\$5,000.00	\$0.00
21440-52810	OTHER OPERATING EXPENSE	\$608.65	\$6,100.00	\$1,200.00
21440-53530	DAMAGE CLAIMS	\$0.00	\$1,000.00	\$1,000.00
21440-54330	FORCE CONSTRUCTION	\$300.00	\$300.00	\$300.00
21440-54510	LOSS ON ASSET DISPOSITION	\$0.00	\$2,000.00	\$2,000.00
21440-54910	ROOT CONTROL	\$5,865.03	\$6,000.00	\$10,000.00
21440-54920	BACKFLOW DEVICE	\$0.00	\$0.00	\$5,000.00
21440-55110	SAFETY PROGRAMS	\$3,735.41	\$3,400.00	\$3,400.00
21440-59520	CAPITAL OUTLAY	\$9,638.40	\$12,500.00	\$17,800.00
21440-59998	BIW PERSONNEL	\$0.00	\$0.00	\$2,500.00
TOTAL 440 - WASTEWATER COLLECTION & TRANSMI		\$307,672.91	\$439,273.00	\$491,965.22



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 240 CUSTOMER ACCOUNTS WATER				
21240-51710	PROFESSIONAL SERVICES	\$6,402.00	\$10,000.00	\$10,000.00
21240-54310	INTERFUND COST OF SERVICE	\$170,369.00	\$173,776.00	\$178,989.28
TOTAL 240 - CUSTOMER ACCOUNTS WATER		\$176,771.00	\$183,776.00	\$188,989.28



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 270 INTEREST				
21270-53930	INTEREST - BONDS	\$699,333.57	\$714,268.00	\$714,268.00
TOTAL 270 - INTEREST		\$699,333.57	\$714,268.00	\$714,268.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 275 DEPRECIATION/AMORTIZATION				
21275-55610	DEPRECIATION	\$625,166.58	\$658,533.00	\$658,533.00
TOTAL 275 - DEPRECIATION/AMORTIZATION		\$625,166.58	\$658,533.00	\$658,533.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 276 DEPRECIATION/AMORTIZATION - WA				
21276-55610	DEPRECIATION	\$1,100,206.65	\$1,131,735.00	\$1,131,735.00
TOTAL 276 - DEPRECIATION/AMORTIZATION - WA		\$1,100,206.65	\$1,131,735.00	\$1,131,735.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 260 WATER INTERFUND				
21260-55710	ALLOCATED ORGANIZATION COST	\$83,839.00	\$85,516.00	\$88,081.48
21260-55810	INTERFUND FRANCHISE FEE	\$83,839.00	\$85,516.00	\$88,081.48
TOTAL 260 - WATER INTERFUND		\$167,678.00	\$171,032.00	\$176,162.96



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 261 WASTEWATER INTERFUND				
21261-55710	ALLOCATED ORGANIZATION COST	\$101,474.00	\$103,504.00	\$106,609.12
21261-55810	INTERFUND FRANCHISE FEE	\$101,474.00	\$103,504.00	\$106,609.12
TOTAL 261 - WASTEWATER INTERFUND		\$202,948.00	\$207,008.00	\$213,218.24



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 999 INTERFUND TRANSFERS				
21999-55980	TRANSFER TO OTHER FUNDS	\$133,922.94	\$1,013,000.00	\$100,000.00
TOTAL 999 - INTERFUND TRANSFERS		\$133,922.94	\$1,013,000.00	\$100,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
2145-60000	PROJECTS	\$63,850.00	\$2,955,000.00	\$5,485,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$63,850.00	\$2,955,000.00	\$5,485,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
21 WATER, SEWER AND SANITATION - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
2146-60000	PROJECTS	\$349,114.02	\$2,842,000.00	\$1,290,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$349,114.02	\$2,842,000.00	\$1,290,000.00
TOTAL WATER, SEWER AND SANITATION		\$6,725,373.79	\$13,610,354.00	\$13,845,815.41



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21 WATER, SEWER AND SANITATION - 999 INTERFUND TRANSFERS			
21999-55980	TRANSFER TO OTHER FUNDS	\$50,000.00	To Fleet for wash bay; \$25k water / \$25k wastewater
		\$50,000.00	ERP
	TOTAL TRANSFER TO OTHER FUNDS	\$100,000.00	
21 WATER, SEWER AND SANITATION - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
2145-60000	PROJECTS	\$50,000.00	Equip. - Booster Pump #2 Pump Replacement
		\$200,000.00	WTP Disinfection Improvements
		\$750,000.00	Insulate Treated Water Elevated Crossings
		\$250,000.00	22nd St Water and Sewer Line Replacement
		\$25,000.00	W/WW Improvements Plan & Rate Study
		\$35,000.00	WTP Access Road Improvements
		\$50,000.00	Cardiff Glen Water Tank Design
		\$250,000.00	Highlands Tank Rockfall Mitigation
		\$3,700,000.00	Cedar Crest Water Line Replacement
		\$100,000.00	S. Hyland Park Drive Water Line Replacement
		\$75,000.00	Red Mtn South Design Water Line Replacement
	TOTAL PROJECTS	\$5,485,000.00	
21 WATER, SEWER AND SANITATION - 211 WATER & SEWER ADMINISTRATION			
21211-51410	UTILITIES	\$1,320.00	Mobile phones (2)
21211-51610	SUPPLIES	\$300.00	iPad for asset mgmt
		\$500.00	Office supplies
		\$100.00	Printing; work orders, business cards, reports, reference materials
		\$100.00	Reference Materials
	TOTAL SUPPLIES	\$1,000.00	
21211-51710	PROFESSIONAL SERVICES	\$26,800.00	EQR Reviews, engineering consulting, iWorq software, infowater license, asset management software license, autoCAD, GIS user licents (5), CDL
21211-51810	MAINTENANCE & REPAIR	\$13,500.00	Gas, oil for admin vehicle, fleet charges
21211-52120	EMPLOYMENT POSTING	\$1,000.00	Recruiting advertisements
21211-52140	PROCUREMENT ADVERTISING	\$200.00	Legal ads
21211-52210	PROFESSIONAL DEVELOPMENT	\$3,100.00	Operators short school, travel for certification testing, training for certification renewals
21211-52420	ORGANIZATIONAL DUES AND MEMBER	\$2,400.00	Colorado Rural Water Membership, partnership for safe water membership, water research foundation, american water works
21211-52440	PROFESSIONAL SUBSCRIPTION	\$350.00	RMWEA Membership
21211-52510	GRANTS	\$30,000.00	City-wide grants retainer
21211-52810	OTHER OPERATING EXPENSE	\$24,500.00	Community outreach (CRWA), CLEER, BLM west glenwood tank lease, misc.
21211-54810	WATER ASSESMENTS	\$33,071.00	Reudi Water, Reudi Dues and Aquatic Nuisance Program, Reynolds and Cain
21211-55110	SAFETY PROGRAMS	\$200.00	Annual respirator medical evals, misc. PPE
21211-59998	BIW PERSONNEL	\$21,612.50	PIO split with General, Electric, Water and WW
		\$25,460.00	Application Support Specialist
	TOTAL BIW PERSONNEL	\$47,072.50	



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21 WATER, SEWER AND SANITATION - 410 WATER TREATMENT			
21410-51410	UTILITIES	\$130,190.00	Gas for WTP, Water/sewer, electric for WTP, trash, fax, mobile phones (2), telemetrv equip.
21410-51610	SUPPLIES	\$6,680.00	Office and plant supplies
21410-51710	PROFESSIONAL SERVICES	\$42,000.00	Fire/HVAC monitoring, generator load testing, security system, autodialer, backflow calibration, electric and controls, SCADA contractor, SCADA software support, drug/alcohol testing, background checks.
21410-51810	MAINTENANCE & REPAIR	\$75,500.00	Pump stations, grounds maintenance, landscaping, plant repairs, SCADA upgrades, fuel, plant and system inventory, fleet charges
21410-51920	RENT/LEASE - EQUIPMENT	\$1,000.00	Miscellaneous for non-routine work
21410-52210	PROFESSIONAL DEVELOPMENT	\$4,800.00	Certification renewal training, lodging and meals.
21410-52810	OTHER OPERATING EXPENSE	\$1,800.00	BLM West Glenwood Tank Lease, certification bonuses, discharge permit fee.
21410-53230	OTHER CHEMICALS	\$101,775.00	Polyaluminum chloride (primary coagulant)
		\$39,324.00	Polymer (Coagulant/Filter Aid)
			Caustic Soda (pH adjustment)
			Chlorine (disinfection)
			Fluoride
			Salt for OSHG System
			12% Sodium hypochlorite (Emergency food system)
	TOTAL OTHER CHEMICALS	\$141,099.00	
21410-53240	LABORATORY	\$3,075.00	TOC monitoring, inorganics, VOCs, bacteriological samples, miscellaneous analytical samples
21410-54820	LAB SUPPLIES	\$8,000.00	Lab Supplies
21410-55110	SAFETY PROGRAMS	\$1,150.00	PPE (fall protection equipment, hard hats, safety vests, harnesses)
			Respiratory Physicals & Fit Testing
			First Aid Kit Materials
21410-59520	CAPITAL OUTLAY	\$2,500.00	Filter Valve Actuator (shelf spare)
21410-59998	BIW PERSONNEL	\$6,000.00	Operator D and Operator A
21 WATER, SEWER AND SANITATION - 420 WATER TRANSMISSION & DISTRICT			
21420-51410	UTILITIES	\$10,960.00	Gas, electric, trash, phone, mobile
21420-51610	SUPPLIES	\$7,775.00	Copying, computer supplies, compliance samples, hand tool replacement and purchases, water maintenance operations miscellaneous.
21420-51710	PROFESSIONAL SERVICES	\$28,200.00	River crossing adjustments, compaction testing, water system modeling, iworq licens, backflow software support, fire inspections, drug/alcohol testing
21420-51810	MAINTENANCE & REPAIR	\$93,300.00	Miscellaneous repairs for plant, system (not fleet repairs)
			Repairs to locators/leak detectors
			De-chlorination tablets for River Crossings
			Lockable latches for tank ladders
			Gas for Vehicles
			Lubricants for equipment and operations
			Gas for small equipment
			Repair Parts, valves, pipe, fittings, fill material
21420-51920	RENT/LEASE - EQUIPMENT	\$4,000.00	Micellaneous equipment rental for non-routine work (e.g., vaccum trailer, trackhoe rental)
21420-52210	PROFESSIONAL DEVELOPMENT	\$6,700.00	Travel - certification testing (\$100/trip x 2 trips/person x 4 persons)
			Cross-connection certification class (2 staff @ \$850 each)
			Travel - misc. training seminars (\$100/trip x 1 trips/person x 4 persons)
			Training for Certification Renewals & Testing
			Traffic Control Supervisor Training
			Competent Person Training (Trenching; Equipment Inspection)
			Miscellaneous Training Courses for Career Development
21420-52810	OTHER OPERATING EXPENSE	\$1,200.00	Certification bonuses (4 staff x \$300/staff = \$1200)
21420-53240	LABORATORY	\$6,600.00	Contract Lab Services
21420-53530	DAMAGE CLAIMS	\$3,000.00	Based on prior year experience
21420-54330	FORCE CONSTRUCTION	\$23,758.00	Based on prior year actuals



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21420-55110	SAFETY PROGRAMS	\$4,150.00	PPE (fall protection equipment, hard hats, safety vests, harnesses) Annual safety equipment inspections/certification Traffic Safety (traffic cones, signage, etc.) First Aid Kits Shoring Box Repair (split w/ collections) Respirators (\$250/respirator x 4 respirators) Respiratory Physicals & Fit Testing (\$100/test x 4 staff) Calibration Gas for confined space gas meters Safety Videos
21420-55210	FIRE HYDRANT REPLACEMENT	\$28,000.00	Replace 4 hydrants/year Fire hydrant parts for repairs and inventory
21420-55220	METERS	\$50,000.00	Existing AMR/repair parts AMR system-wide replacement program (\$70K equipment remaining)
21420-55230	LEAK DETECTION	\$8,500.00	Routine leak detection (1/3 of system/year) Emergency leak detection
21420-59520	CAPITAL OUTLAY	\$16,250.00	Shoring (Split with Collections) Honda Generator (to replace Truck #38 generator) Tool Box for maintenance shop (Split with Collections) Job site work lighting (Split with Collections) Steel plates (Split with Collections) Sheepfoot attachment for excavator (Split with Collections) Chipping hammers PSI Testing Pump and Equipment GPS Collector Inspection camera (split with sewer)

21 WATER, SEWER AND SANITATION - 000 UNCLASSIFIED/UNDECLARED/UN-USE

2146-60000	PROJECTS	\$10,000.00	Equip - Spare Pump for LS 14K
		\$10,000.00	Equip - WWTF Lab Water Purifier Replacement
		\$10,000.00	WWTF Access Road Improvements
		\$25,000.00	W/WW Improvements Plan & Rate Study (Split with Water)
		\$100,000.00	Sewer Rehabilitation Program
		\$100,000.00	Two Rivers Park Access Path Repair (LS 14000)
		\$500,000.00	Lift Station 16,000 Relocation (Iron Mtn. Hot Springs)
		\$50,000.00	WWTF Headworks Hydrogen Sulfide Mitigation Study
		\$80,000.00	27th St Bridge Sewer Liner Installation
		\$80,000.00	Starbucks/Safeway Sewer Main Replacement
		\$250,000.00	22nd St Water and Sewer Line Replacement
		\$75,000.00	Red Mtn South Design Water and Sewer Line Replacement
	TOTAL PROJECTS	\$1,290,000.00	

21 WATER, SEWER AND SANITATION - 430 WASTEWATER TREATMENT

21430-51410	UTILITIES	\$229,758.00	Gas for WWTP Gas for Lift Station 13,000 Water Fees - WWTP Force Main Pigging Electric for WWTP Trash disposal Analog (Fire System, Alarm, Fax) Smartphone Replacement Mobile Phone Service
21430-51610	SUPPLIES	\$9,650.00	Copier Copying/printing supplies Cleaning Supplies Miscellaneous office supplies Shipping costs (lab samples, instrument return, etc) Misc. hand tool replacement and purchases City of Greenwood Springs



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21430-51710	PROFESSIONAL SERVICES	\$53,330.00	Misc Engineering Services SCADA Licensing and Software Support (TMMI) Influent and Effluent Flow Meter Certification Fire System Annual Maintenance Annual HACH service agreement for all probes, sampler heads, and spectrophotometer Filament Identification Electrical/SCADA contracting services for plant system support Water Heaters (Odd years) HVAC Control Contractor (CSI) Crane Inspection (annually) Crane Repairs/Maintenance Elevator Service contract Electrician Contracting Win 911 Contract Generator Load Testing Generator Servicing Asset Managemenet Software Purchase WWTF Annual Site Survey Immunizations Drug/alcohol compliance testing
21430-51810	MAINTENANCE & REPAIR	\$100,466.00	VFD Maintenance Blower Filters (change filters annually) UV Ballast rebuild/replacement. UV Ballast rebuild UV Bulb Replacement UV Seals Ion Bulbs Ion Module Transformers Ion Module Switches Silicon Wipes Odor Control SCADA/PLC/Instrumentation maintenance K Turbo Filters Rosemount Probe Replacement Rosemount ORP Transmitter Replacement. SC200/52e Analyzer Repairs Hach TSS Probe Maintenance DO Sensor Caps ORP Salt Bridges (Hach) Shipping Charges Lift Station 13000 Rotating Assembly Rebuild kits Lift Station 13000 Seals, Impellers, Wear plates Floats Electrical Supplies Plumbing Supplies Small Batteries Replace UPS Batteries - SCADA Computers, PLCs Miscellaneous Parts / Equipment Blower Maintenance Toilet Paper, Hand Soap, Paper Towls, Napkins Diesel Gas
21430-51920	RENT/LEASE - EQUIPMENT	\$1,500.00	Rental of equipment for non-routine tasks or emergencies
21430-52210	PROFESSIONAL DEVELOPMENT	\$5,750.00	Miscellaneous Seminars for Career Development Training for Certification & Testing Tuition reimbursement Travel for testing Travel for testing
21430-52810	OTHER OPERATING EXPENSE	\$10,435.00	APEN Permit CDPHE Discharge Permit Certification bonuses APEN Discharge Permit CDLE Permit Discharge Fee



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21430-53230	OTHER CHEMICALS	\$32,500.00	Polymer (Clarification Aid) Misc Chemicals - Chlorine, Ferric, Caustic, Algae Control
21430-53240	LABORATORY	\$10,371.00	Contract Labs for Biosolids Testing: *CSU Labs - Sludge Screening Analysis *Colorado Analytical - FecalColi ACZ Testing for Reg 85 and Discharge Permit: *Nutrients (Up & Downstream & Eff) *Annual Industrial Pollutant Monitoring *Arsenic Toxicity Testing
21430-54820	LAB SUPPLIES	\$16,214.00	BOD Reagent Dextrose and Gultamic Reagents IDEX Reagents QC Reagents QA 38 ERA Reagents Spectrophotometer Reagents: *TNT Ammonia *TNT Nitrates *TNT P04 *TNT COD *TNT Volatile Acids *TNT Hydrogen Sulfide Fisher Scientific (Glass Filter, membrane kit, membranes) Calibrate Analytical Balance "still" maintenance Staining Supplies Microscope Service Turbidity Standards Misc Supplies and Re-Tests BOD bottle and crucible/evap dish replacement
21430-55110	SAFETY PROGRAMS	\$3,800.00	Safety Supplies (gloves, hearing protection, safety vests, etc.) Gas Detector Sensors First Aid Kit Calibration gases Fall Protection
21430-59520	CAPITAL OUTLAY	\$13,200.00	pH Probes for Digesters Seal Coating for Exterior of Biosolids Building Spare pump for LS 18,000 Spare pump for LS 12,000 Spindle Rack for BOD bottle washing (in dish washer) Redundant alarm notification system Other (2019, 2020 capital outlay projects)

21 WATER, SEWER AND SANITATION - 440 WASTEWATER COLLECTION & TRANSMISSION

21440-51410	UTILITIES	\$18,340.00	Gas for W/WW Maintenance Shop Water for jetting Electric for W/WW Maintenance Shop General trash & recycling pickup Mobile phone upgrade Mobile Phone Service Tablet computers (for GIS field use)
21440-51610	SUPPLIES	\$4,750.00	Computer hardware for new work station Supplies for fax and copy machines Copy Machine Rental Shop maintenance supplies (e.g., cleaning supplies, paper towels, etc.) 51610/SUPPLIES/OFFICE SUPPLIES/ Miscellaneous office supplies Misc. hand tool replacement and purchases



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
21440-51710	PROFESSIONAL SERVICES	\$17,150.00	Electrical & Control Contractor Services (for Lift Station PLCs) Video and Jetting Services Trio Vision licenses for sewer camera van (CIMS9, CDL9000) Asset Managment Software Purchase Iworq License (1 module) Fire extinguisher inspections Camera Truck support & software licensing Drug/alcohol compliance testing CDL Physicals
21440-51810	MAINTENANCE & REPAIR	\$85,000.00	Equipment repairs for camera truck Miscellaneous repairs for department equipment (not fleet repairs) Repair Parts, Inventory Materials, Manholes Manhole rehabilitations and repairs General Lift Station Maintenance (belts, air vac, pressure sensors, floats) Lift Station parts (rotating assembly, rebuild kits, pump replacements) Fuel Vehicles Jet hose replacement Fleet charges for equipment repair and maintenance Lubricants for equipment and operations
21440-51920	RENT/LEASE - EQUIPMENT	\$1,500.00	Micellaneous equipment for non-routine work (e.g., trackhoe rental)
21440-52210	PROFESSIONAL DEVELOPMENT	\$3,050.00	Travel - certification testing Training for Certifications, professional development
21440-52810	OTHER OPERATING EXPENSE	\$1,200.00	Certification bonuses
21440-53530	DAMAGE CLAIMS	\$1,000.00	Sewer Drainage Claims (based on 2016 budgeted amount)
21440-54330	FORCE CONSTRUCTION	\$300.00	Interfund force construction
21440-54510	LOSS ON ASSET DISPOSITION	\$2,000.00	Asset disposal loss
21440-54910	ROOT CONTROL	\$10,000.00	Preventive root maintenance
21440-54920	BACKFLOW DEVICE	\$5,000.00	Backflow Valve Reimbursement Program
21440-55110	SAFETY PROGRAMS	\$3,400.00	PPE (fall protection equipment, hard hats, safety vests, harnesses) Respiratory Physicals & Fit Testing Annual safety equipment inspections/certification Shoring Box Repairs (split w/ Dist) First aid kits Respirators Traffic Safety (traffic cones, signage, etc.) Calibration Gas for confined space gas meters Safety Videos
21440-59520	CAPITAL OUTLAY	\$17,800.00	Shoring (split with Water Distribution) Steel Plates (split with Water Distribution) Jobsite Work Lighting (split with Water Distribution) Sheepfoot Attachment for Trackhoe (split with Water Distribution) Tool Box for New Maintenance Facility (split with Water Distribution) Sewer Pipe Laser Replacement Jetter Nozzles Rotating Assembly for Lift Station (LS 11,000) Inspection camera (split with water)



FUND BALANCES

Fund: 21 - Water/Wastewater	
Beginning Fund Balance 2018	37,257,630
2019 Increase/(Decrease) Budgeted	<u>(1,132,110)</u>
Estimated Ending Fund Balance 12/31/19	36,125,520
2020 Estimated Revenue	6,474,355
2020 Estimated Expense	<u>(13,845,815)</u>
2020 Increase/(Decrease)	<u>(7,371,460)</u>
2020 Ending Fund	28,754,060
Reserves (Committed/Restricted/Assigned)	
Water Improvement Fees	(2,562,625)
Sewer Improvement Fees	<u>(1,308,541)</u>
Unrestricted Fund Balance 12/31/20	<u>24,882,893</u>



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - ELECTRIC-CHARGE FOR SERVICE/FEES				
2450050-42610	COMMERCIAL	\$9,797,880.98	\$10,908,260.00	\$10,908,260.00
2450050-42620	RESIDENTIAL	\$4,441,251.31	\$4,396,598.00	\$4,396,598.00
2450050-42630	MUNICIPAL	\$131,651.53	\$141,415.00	\$141,500.00
2450050-42640	SECURITY LIGHTING	\$12,616.59	\$14,235.00	\$14,235.00
2450050-43410	BANDWIDTH - ENTERPRISE	\$684,589.19	\$610,000.00	\$700,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$15,067,989.60	\$16,070,508.00	\$16,160,593.00
24 ELECTRIC UTILITY - ELECTRIC-OTHER				
2450060-42560	SERVICE CONNECT FEES	\$13,885.00	\$13,954.00	\$13,954.00
2450060-42650	VENDORS FEE	\$7,530.15	\$8,160.00	\$8,160.00
2450060-42660	JOINT POLE USE	\$2,832.00	\$2,889.00	\$2,889.00
2450060-43510	INTEREST	\$52,503.83	\$20,400.00	\$25,000.00
2450060-43650	MISCELLANEOUS LEASE	\$200.00	\$204.00	(\$0.00)
2450060-43710	DEVELOPER CONTRIBUTIONS	\$85,283.94	\$200,000.00	(\$0.00)
2450060-44110	SALE OF ASSETS	\$1,821.81	\$2,040.00	(\$0.00)
2450060-44130	MISCELLANEOUS	\$394,982.73	\$25,500.00	\$20,000.00
2450060-44140	BAD DEBT RECOVERY	\$6,598.39	\$2,040.00	(\$0.00)
TOTAL 00060 - OTHER		\$565,637.85	\$275,187.00	\$70,003.00
TOTAL ELECTRIC UTILITY REVENUE		\$15,633,627.45	\$16,345,695.00	\$16,230,596.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 220 ELECTRIC ADMINISTRATION				
24220-51110	REGULAR EMPLOYEES	\$186,759.70	\$152,652.00	\$129,658.46
24220-51210	HEALTH INSURANCE PREMIUMS	\$23,266.34	\$17,355.00	\$12,661.00
24220-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$377.00
24220-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$341.00
24220-51250	FICA CONTRIBUTIONS	\$13,517.90	\$11,678.00	\$9,918.90
24220-51260	RETIREMENT CONTRIBUTIONS	\$12,494.69	\$10,685.00	\$9,076.36
24220-51270	UNEMPLOYMENT COMPENSATION	\$548.00	\$458.00	\$396.55
24220-51280	WORKERS' COMPENSATION	\$234.36	\$343.00	\$353.29
24220-51410	UTILITIES	\$19,761.80	\$27,750.00	\$48,750.00
24220-51610	SUPPLIES	\$1,177.63	\$8,000.00	\$12,000.00
24220-51710	PROFESSIONAL SERVICES	\$26,238.46	\$72,400.00	\$127,500.00
24220-51920	RENT/LEASE - EQUIPMENT	\$898.95	\$1,200.00	\$27,900.00
24220-52110	PUBLIC NOTICES	\$767.32	\$2,000.00	\$2,000.00
24220-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$500.00
24220-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$480.00
24220-52210	PROFESSIONAL DEVELOPMENT	\$6,138.35	\$10,500.00	\$11,200.00
24220-52310	MISC. TRAVEL	\$0.00	\$0.00	\$5,000.00
24220-52410	PROFESSIONAL DUES AND MEMBERSH	\$22,643.83	\$30,000.00	\$30,000.00
24220-52420	ORGANIZATIONAL DUES AND MEMBER	\$0.00	\$0.00	\$2,500.00
24220-52510	GRANTS	\$0.00	\$0.00	\$15,000.00
24220-52710	CREDIT CARD FEES	\$40,689.85	\$30,000.00	\$0.00
24220-52810	OTHER OPERATING EXPENSE	\$3,206.75	\$7,000.00	\$0.00
24220-53510	PROPERTY INSURANCE	\$51,406.74	\$43,000.00	\$43,000.00
24220-53520	LIABILITY AND CASUALTY INSURA	\$10,665.25	\$16,000.00	\$16,000.00
24220-53540	DEDUCTIBLES PAID	\$0.00	\$1,000.00	\$0.00
24220-53950	ISSUANCE COSTS	\$0.00	\$200.00	\$0.00
24220-54310	INTERFUND COST OF SERVICE	\$318,955.00	\$320,000.00	\$329,600.00
24220-54330	FORCE CONSTRUCTION	\$3,648.00	\$3,500.00	\$0.00
24220-54410	REGULATORY EXPENSE	\$6,363.14	\$10,000.00	\$10,000.00
24220-54510	LOSS ON ASSET DISPOSITION	\$64,262.39	\$5,000.00	\$0.00
24220-54610	ENERGY CONSERVATION	\$178,506.73	\$200,000.00	\$210,000.00
24220-54750	PURCHASED POWER	\$10,072,098.48	\$10,220,400.00	\$9,900,000.00
24220-59998	BIW PERSONNEL	\$0.00	\$0.00	\$34,342.50
TOTAL 220 - ELECTRIC ADMINISTRATION		\$11,064,249.66	\$11,201,121.00	\$10,988,555.06



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 227 BROADBAND				
24227-51110	REGULAR EMPLOYEES	\$174,065.49	\$256,821.00	\$160,184.57
24227-51140	OVERTIME	\$684.13	\$1,000.00	\$1,000.00
24227-51150	STANDBY AND CALLBACK PAY	\$26,868.26	\$9,000.00	\$25,000.00
24227-51210	HEALTH INSURANCE PREMIUMS	\$33,360.39	\$65,481.00	\$20,323.00
24227-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$498.00
24227-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$393.00
24227-51250	FICA CONTRIBUTIONS	\$15,008.98	\$20,412.00	\$14,302.58
24227-51260	RETIREMENT CONTRIBUTIONS	\$11,188.64	\$18,678.00	\$13,087.18
24227-51270	UNEMPLOYMENT COMPENSATION	\$588.62	\$800.00	\$571.65
24227-51280	WORKERS' COMPENSATION	\$446.27	\$406.00	\$418.18
24227-51410	UTILITIES	\$124,651.28	\$204,600.00	\$200,000.00
24227-51610	SUPPLIES	\$110,628.18	\$90,312.00	\$75,000.00
24227-51710	PROFESSIONAL SERVICES	\$155,086.06	\$33,100.00	\$15,000.00
24227-51810	MAINTENANCE & REPAIR	\$4,281.77	\$27,100.00	\$10,000.00
24227-52210	PROFESSIONAL DEVELOPMENT	\$9,349.48	\$15,000.00	\$10,000.00
24227-52510	GRANTS	\$0.00	\$0.00	\$15,000.00
24227-52610	TECHNOLOGY	\$29,862.01	\$39,900.00	\$30,000.00
24227-52810	OTHER OPERATING EXPENSE	\$1,283.54	\$500.00	\$0.00
24227-54310	INTERFUND COST OF SERVICE	\$14,976.00	\$15,276.00	\$15,734.28
TOTAL 227 - BROADBAND		\$712,329.10	\$798,386.00	\$606,512.44



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 245 CUSTOMER ACCOUNTS ELECTRIC				
24245-51110	REGULAR EMPLOYEES	\$108,173.95	\$110,622.00	\$117,978.26
24245-51140	OVERTIME	\$378.11	\$500.00	\$650.00
24245-51210	HEALTH INSURANCE PREMIUMS	\$47,852.67	\$49,600.00	\$50,083.00
24245-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$367.00
24245-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$291.00
24245-51250	FICA CONTRIBUTIONS	\$7,605.84	\$8,500.00	\$9,076.36
24245-51260	RETIREMENT CONTRIBUTIONS	\$6,296.19	\$7,779.00	\$8,304.89
24245-51270	UNEMPLOYMENT COMPENSATION	\$298.27	\$334.00	\$362.56
24245-51280	WORKERS' COMPENSATION	\$1,350.78	\$1,517.00	\$1,562.51
24245-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$300.00
24245-51610	SUPPLIES	\$300.00	\$2,000.00	\$0.00
24245-51710	PROFESSIONAL SERVICES	\$18,378.40	\$29,500.00	\$0.00
24245-54110	BAD DEBTS	\$21,390.88	\$0.00	\$0.00
24245-54320	INTERFUND BILLING	\$788,408.00	\$804,176.00	\$828,301.00
24245-54340	NONRECIPROCAL INTERFUND ACTIVI	\$469,453.00	\$478,842.00	\$493,207.00
24245-54760	CUSTOMER DEPOSIT INTEREST	\$532.59	\$200.00	\$0.00
TOTAL 245 - CUSTOMER ACCOUNTS ELECTRIC		\$1,470,418.68	\$1,493,570.00	\$1,510,483.58



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 380 MAINTENANCE & DISTRIBUTION				
24380-51110	REGULAR EMPLOYEES	\$428,165.57	\$484,559.00	\$716,377.36
24380-51140	OVERTIME	\$7,766.07	\$6,000.00	\$10,000.00
24380-51150	STANDBY AND CALLBACK PAY	\$51,802.74	\$50,000.00	\$57,500.00
24380-51160	PROJECT ALLOCATION WAGES	\$56,365.02	\$60,000.00	\$0.00
24380-51210	HEALTH INSURANCE PREMIUMS	\$101,909.17	\$108,117.00	\$107,871.00
24380-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$2,064.00
24380-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,818.00
24380-51250	FICA CONTRIBUTIONS	\$51,093.54	\$56,652.00	\$60,121.10
24380-51260	RETIREMENT CONTRIBUTIONS	\$43,056.94	\$51,840.00	\$55,013.33
24380-51270	UNEMPLOYMENT COMPENSATION	\$2,001.22	\$2,210.00	\$2,405.05
24380-51280	WORKERS' COMPENSATION	\$9,780.13	\$10,970.00	\$11,299.10
24380-51380	UNIFORM ALLOWANCE	\$7,653.73	\$0.00	\$1,200.00
24380-51410	UTILITIES	\$354.59	\$750.00	\$750.00
24380-51610	SUPPLIES	\$4,354.86	\$20,400.00	\$23,600.00
24380-51710	PROFESSIONAL SERVICES	\$23,639.42	\$56,250.00	\$28,042.00
24380-51810	MAINTENANCE & REPAIR	\$46,022.77	\$56,650.00	\$97,872.00
24380-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$240.00
24380-52210	PROFESSIONAL DEVELOPMENT	\$5,809.13	\$6,175.00	\$5,800.00
24380-52310	MISC. TRAVEL	\$0.00	\$0.00	\$500.00
24380-52810	OTHER OPERATING EXPENSE	\$6,405.26	\$4,400.00	\$5,000.00
24380-53530	DAMAGE CLAIMS	\$0.00	\$1,000.00	\$1,000.00
24380-53710	CONTRIBUTIONS/DONATIONS	\$0.00	\$15,500.00	\$0.00
24380-54710	ROUTINE MAINTENANCE	\$14,649.79	\$151,000.00	\$150,000.00
TOTAL 380 - MAINTENANCE & DISTRIBUTION		\$748,099.91	\$1,022,473.00	\$1,338,472.94



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 275 DEPRECIATION/AMORTIZATION				
24275-55610	DEPRECIATION	\$993,283.22	\$997,000.00	\$997,000.00
TOTAL 275 - DEPRECIATION/AMORTIZATION		\$993,283.22	\$997,000.00	\$997,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 999 INTERFUND TRANSFERS				
24999-55910	TRANSFER TO FLEET SERVICES	\$118,855.50	\$133,000.00	\$65,000.00
24999-55920	TRANSFER TO A&I	\$0.00	\$130,000.00	\$0.00
24999-55930	TRANSFER TO CAPITAL PROJECTS	\$0.00	\$25,000.00	\$25,000.00
TOTAL 999 - INTERFUND TRANSFERS		\$118,855.50	\$288,000.00	\$90,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
24 ELECTRIC UTILITY - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
2450-60000	PROJECTS	\$495,655.24	\$1,630,000.00	\$3,500,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$495,655.24	\$1,630,000.00	\$3,500,000.00
TOTAL ELECTRIC UTILITY		\$15,602,891.31	\$17,430,550.00	\$19,031,024.02



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
24 ELECTRIC UTILITY - 999 INTERFUND TRANSFERS			
24999-55910	TRANSFER TO FLEET SERVICES	\$65,000.00	To Fleet for wash bay
24999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000.00	ERP
24 ELECTRIC UTILITY - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
2450-60000	PROJECTS	\$75,000.00	System Upgrades
		\$100,000.00	NG Sub Reclosers
		\$200,000.00	GAB Ped Bridge to N.G Sub
		\$50,000.00	Downtown cable replacement
		\$150,000.00	South Midland Project
		\$150,000.00	Ped Bridge to Blake Line
		\$2,500,000.00	Fourth Sub Station
		\$50,000.00	10th street river crossing upgrade
		\$100,000.00	Reclosure project from 2019 Reallocated to 2020 on top of additional
		\$125,000.00	Reclosure work planned for 2020. Red Mountain North Construction
	TOTAL PROJECTS	\$3,500,000.00	
24 ELECTRIC UTILITY - 220 ELECTRIC ADMINISTRATION			
24220-51410	UTILITIES	\$18,000.00	Gas, water, electric, phone, trash
		\$5,000.00	Natural Gas Monthly Billing
		\$15,000.00	Electricity Monthly Billing
		\$750.00	Water and Sewer Monthly Billing
		\$4,500.00	Trash Disposal
		\$5,500.00	Telephone and Internet Services Monthly
	TOTAL UTILITIES	\$48,750.00	
24220-51610	SUPPLIES	\$6,000.00	Office Supplies and UPS
		\$500.00	Postage, Printing and Reproduction
		\$5,500.00	Office Supplies and Expenses
	TOTAL SUPPLIES	\$12,000.00	
24220-51710	PROFESSIONAL SERVICES	\$100,000.00	Architectural and Engineering for New Building
		\$20,000.00	Professional Services
		\$7,500.00	MEAN Rate Study
	TOTAL PROFESSIONAL SERVICES	\$127,500.00	
24220-51920	RENT/LEASE - EQUIPMENT	\$900.00	Copier rental & Maint
		\$27,000.00	Temporary electric building
	TOTAL RENT/LEASE - EQUIPMENT	\$27,900.00	
24220-52110	PUBLIC NOTICES	\$2,000.00	Advertising, Publications and Noticing
24220-52120	EMPLOYMENT POSTING	\$500.00	Employment Postings
24220-52140	PROCUREMENT ADVERTISING	\$480.00	Advertising and publications
24220-52210	PROFESSIONAL DEVELOPMENT	\$1,200.00	Kimberley Delgado
		\$10,000.00	Safety Training, Lineman Training, CIRSA Training and other Training Opportunities.
	TOTAL PROFESSIONAL DEVELOPMENT	\$11,200.00	
24220-52310	MISC. TRAVEL	\$5,000.00	MEAN Board Meeting Attendance
24220-52410	PROFESSIONAL DUES AND MEMBERSH	\$30,000.00	Professional Dues and Memberships
24220-52420	ORGANIZATIONAL DUES AND MEMBER	\$2,500.00	Organizational Dues and Memberships
24220-52510	GRANTS	\$15,000.00	Grant Writer Fees
24220-54410	REGULATORY EXPENSE	\$10,000.00	Regulatory Expenses
24220-54610	ENERGY CONSERVATION	\$210,000.00	Rebates, CLEER
24220-54750	PURCHASED POWER	\$9,900,000.00	Purchased Power



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
24220-59998	BIW PERSONNEL	\$21,612.50	PIO split with General, Electric, Water and Landfill
		\$12,730.00	Asset Management Application Services Specialist. Split between water, wastewater, electric, streets, engineering, facilities and parks departments
24 ELECTRIC UTILITY - 380 MAINTENANCE & DISTRIBUTION			
24380-51410	UTILITIES	\$750.00	Landfill
24380-51610	SUPPLIES	\$10,000.00	Employee FR clothing
		\$10,000.00	Misc Hand Tools, rubber gloves, specialized equipment upgrades, live line
		\$3,600.00	meter supplies, street light supplies, Underground and overhead
			supplies, fiber optic supplies, shop supplies
	TOTAL SUPPLIES	\$23,600.00	
24380-51710	PROFESSIONAL SERVICES	\$10,000.00	Misc Consulting
		\$192.00	Pest Control
		\$1,000.00	Bulb Recycling
		\$1,800.00	Janitorial Services
		\$1,350.00	Heating and Cooling Services
		\$1,000.00	Weed Control
		\$10,000.00	Traffic Control
		\$900.00	Line Locating
		\$1,800.00	Rubber Goods testing
	TOTAL PROFESSIONAL SERVICES	\$28,042.00	
24380-51810	MAINTENANCE & REPAIR	\$372.00	Generator testing
		\$1,400.00	High Voltage Testing
		\$350.00	Fire Sprinkler testing
		\$750.00	Fire Extinguisher testing
		\$18,000.00	Gas, oil, lubricants
		\$72,000.00	Maint. repair- Vehicles
		\$5,000.00	Building Maintenance
	TOTAL MAINTENANCE & REPAIR	\$97,872.00	
24380-52140	PROCUREMENT ADVERTISING	\$240.00	Electric material
24380-52210	PROFESSIONAL DEVELOPMENT	\$2,300.00	Merchant Job Training
		\$1,340.00	Meter Tech Training
		\$750.00	Meter School
		\$750.00	Meter School
		\$275.00	CAMU Conference
		\$385.00	Misc Expenses
	TOTAL PROFESSIONAL DEVELOPMENT	\$5,800.00	
24380-52310	MISC. TRAVEL	\$500.00	Misc Travel
24380-52810	OTHER OPERATING EXPENSE	\$5,000.00	Misc Mtce Expense ZEE Medical, DOT/Random drug screening, Physicals, PEGDPC sponsorships
24380-53530	DAMAGE CLAIMS	\$1,000.00	Damage Claims
24380-54710	ROUTINE MAINTENANCE	\$5,000.00	Meter Maint.
		\$5,000.00	Service Maint.
		\$25,000.00	Street Light Maint
		\$75,000.00	Tree Trimming
		\$5,000.00	Substation Maint.
		\$25,000.00	Underground Line Maint.
		\$10,000.00	SCADA System Maint
	TOTAL ROUTINE MAINTENANCE	\$150,000.00	



FUND BALANCES

Fund: 24 - Electric	
Beginning Fund Balance 2018	25,167,510
2019 Increase/(Decrease) Budgeted	<u>(545,143)</u>
Estimated Ending Fund Balance 12/31/19	24,622,368
2020 Estimated Revenue	16,230,596
2020 Estimated Expense	<u>(19,031,024)</u>
2020 Increase/(Decrease)	<u>(2,800,428)</u>
2020 Ending Fund	21,821,940
Reserves (Committed/Restricted/Assigned)	
Contrib-in-aid-construction	<u>(5,314,806)</u>
Unrestricted Fund Balance 12/31/20	<u>16,507,134</u>



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
27 AIRPORT ENTERPRISE FUND - AIRPORT-INTERGOVERNMENTAL				
2755040-42250	STATE AVIATION FUEL TAX REFUND	\$6,275.81	\$500.00	(\$0.00)
TOTAL 00040 - INTERGOVERNMENTAL		\$6,275.81	\$500.00	(\$0.00)
27 AIRPORT ENTERPRISE FUND - AIRPORT-CHARGE FOR SERVICE/FEES				
2755050-42710	RUNWAY USER FEES	\$2,880.00	\$3,000.00	\$3,000.00
2755050-42720	LONG TERM TIE DOWNS	\$9,000.00	\$7,200.00	\$9,000.00
2755050-42730	TRANSIENT TIE DOWN FEES	\$4,214.00	\$800.00	(\$0.00)
2755050-42740	FUEL SALES	\$129,492.87	\$115,000.00	\$125,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$145,586.87	\$126,000.00	\$137,000.00
27 AIRPORT ENTERPRISE FUND - AIRPORT-LEASE/RENT INCOME				
2755055-43610	BUILDING LEASE	\$8,800.00	\$13,000.00	\$13,000.00
2755055-43620	LAND LEASES	\$19,050.00	\$15,000.00	\$15,000.00
TOTAL 00055 - LEASE/RENT INCOME		\$27,850.00	\$28,000.00	\$28,000.00
27 AIRPORT ENTERPRISE FUND - AIRPORT-OTHER				
2755060-43510	INTEREST	\$760.03	\$100.00	\$200.00
2755060-44130	MISCELLANEOUS	\$2,446.60	(\$0.00)	(\$0.00)
TOTAL 00060 - OTHER		\$3,206.63	\$100.00	\$200.00
TOTAL AIRPORT ENTERPRISE FUND REVENUE		\$182,919.31	\$154,600.00	\$165,200.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
27 AIRPORT ENTERPRISE FUND - 450 AIRPORT ADMINISTRATION				
27450-51110	REGULAR EMPLOYEES	\$16,480.34	\$16,400.00	\$17,510.00
27450-51250	FICA CONTRIBUTIONS	\$1,260.72	\$1,300.00	\$1,339.00
27450-51270	UNEMPLOYMENT COMPENSATION	\$49.45	\$0.00	\$51.50
27450-51410	UTILITIES	\$4,850.65	\$5,346.00	\$5,000.00
27450-51610	SUPPLIES	\$233.74	\$400.00	\$400.00
27450-51710	PROFESSIONAL SERVICES	\$3,937.64	\$6,000.00	\$5,000.00
27450-51810	MAINTENANCE & REPAIR	\$4,982.92	\$5,000.00	\$5,000.00
27450-51930	RENT/LEASE - BUILDING	\$4,440.00	\$4,440.00	\$4,440.00
27450-52130	SPECIAL EVENT POSTING	\$0.00	\$600.00	\$800.00
27450-52150	ADVERTISING	\$571.00	\$0.00	\$0.00
27450-52210	PROFESSIONAL DEVELOPMENT	\$0.00	\$1,600.00	\$1,600.00
27450-52710	CREDIT CARD FEES	\$2,675.37	\$2,000.00	\$2,000.00
27450-52810	OTHER OPERATING EXPENSE	\$2,187.77	\$2,000.00	\$2,500.00
27450-53520	LIABILITY AND CASUALTY INSURA	\$5,421.34	\$6,000.00	\$6,000.00
27450-54310	INTERFUND COST OF SERVICE	\$2,449.00	\$2,400.00	\$2,472.00
27450-55610	DEPRECIATION	\$9,076.80	\$9,100.00	\$9,100.00
27450-56110	AVIATION FUEL	\$98,967.48	\$87,500.00	\$100,000.00
27450-59520	CAPITAL OUTLAY	\$294.15	\$0.00	\$0.00
27450-59998	BIW PERSONNEL	\$0.00	\$0.00	\$5,000.00
27450-59999	BIW PROJECT	\$0.00	\$0.00	\$11,000.00
TOTAL 450 - AIRPORT ADMINISTRATION		\$157,878.37	\$150,086.00	\$179,212.50
TOTAL AIRPORT ENTERPRISE FUND		\$157,878.37	\$150,086.00	\$179,212.50



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
27 AIRPORT ENTERPRISE FUND - 450 AIRPORT ADMINISTRATION			
27450-59998	BIW PERSONNEL	\$5,000.00	Additional hours for part-time Airport Manager and on-call Assistant Airport Manager
27450-59999	BIW PROJECT	\$11,000.00	Crack seal pavement maintenance for runway/taxiway. May be grant funding available.



FUND BALANCES

Fund: 27 - Airport	
Beginning Fund Balance 2018	482,206
2019 Increase/(Decrease) Budgeted	<u>4,514</u>
Estimated Ending Fund Balance 12/31/19	486,720
2020 Estimated Revenue	165,200
2020 Estimated Expense	<u>(179,213)</u>
2020 Increase/(Decrease)	<u>(14,013)</u>
2020 Ending Fund	<u>472,708</u>
Unrestricted Fund Balance 12/31/20	<u><u>472,708</u></u>



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
29 LANDFILL ENTERPRISE FUND - LANDFILL-CHARGE FOR SERVICE/FEES				
2960050-42810	CONCRETE	\$130,731.97	\$102,000.00	\$150,000.00
2960050-42811	OTHER RECYCLABLE METALS	\$2,719.40	\$1,800.00	\$2,200.00
2960050-42812	ANIMALS	\$764.00	\$1,000.00	\$1,200.00
2960050-42813	NON-FRIABLE ASBESTOS	\$1,589.00	\$500.00	\$600.00
2960050-42814	APPLIANCES	\$10,160.00	\$8,500.00	\$9,000.00
2960050-42815	BRUSH & WOOD	\$55,118.24	\$44,000.00	\$55,000.00
2960050-42816	CITY OF GLENWOOD	\$21,220.76	\$46,000.00	\$48,000.00
2960050-42817	CONSTRUCTION WASTE MIXED	\$669,383.26	\$568,000.00	\$650,000.00
2960050-42818	CONTAMINATED SOIL	\$46,495.43	\$21,000.00	\$10,000.00
2960050-42819	MUNICIPAL WASTE	\$958,718.00	\$1,225,000.00	\$1,100,000.00
2960050-42820	RESIDENTIAL/MIXED	\$42,646.02	\$70,000.00	\$45,000.00
2960050-42821	SLUDGE	\$17,775.00	\$14,000.00	\$20,000.00
2960050-42822	CAR WASH SLUDGE	\$78,485.00	\$77,000.00	\$80,000.00
2960050-42823	SEPTIC SLUDGE	\$301,083.00	\$332,000.00	\$450,000.00
2960050-42824	TIRES - PASSENGER/LT TRUCK	\$16,930.00	\$15,200.00	\$17,000.00
2960050-42825	TIRES - LARGE TRUCK	\$2,095.00	(\$0.00)	\$2,000.00
2960050-42826	TIRES - EQUIPMENT	\$410.00	(\$0.00)	\$200.00
2960050-42827	COMPOST FEE	\$40,934.21	\$56,000.00	\$60,000.00
2960050-42828	SCRAP METAL/RECYCLE FEES	\$8,579.23	\$3,000.00	\$3,000.00
2960050-42829	CLEAN OUT FEE	\$1,350.00	\$500.00	\$1,300.00
2960050-42830	ELECTRONICS	\$48,488.80	\$45,200.00	\$48,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,455,676.32	\$2,630,700.00	\$2,752,500.00
29 LANDFILL ENTERPRISE FUND - LANDFILL-OTHER				
2960060-42650	VENDORS FEE	\$1,526.87	\$1,300.00	(\$0.00)
2960060-43510	INTEREST	\$77,893.61	\$53,649.00	\$50,000.00
2960060-44130	MISCELLANEOUS	\$31,567.13	\$6,700.00	\$10,000.00
2960060-44150	FINANCE CHARGES	\$3,546.95	\$2,000.00	(\$0.00)
TOTAL 00060 - OTHER		\$114,534.56	\$63,649.00	\$60,000.00
TOTAL LANDFILL ENTERPRISE FUND REVENUE		\$2,570,210.88	\$2,694,349.00	\$2,812,500.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
29 LANDFILL ENTERPRISE FUND - 610 LANDFILL ADMINISTRATION				
29610-51110	REGULAR EMPLOYEES	\$238,637.59	\$241,982.00	\$455,269.27
29610-51120	PART-TIME EMPLOYEES	\$1,200.00	\$0.00	\$75,000.00
29610-51140	OVERTIME	\$14,269.94	\$15,000.00	\$30,600.00
29610-51210	HEALTH INSURANCE PREMIUMS	\$56,566.55	\$63,436.00	\$121,239.00
29610-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$1,414.00
29610-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$1,166.00
29610-51250	FICA CONTRIBUTIONS	\$18,162.29	\$19,660.00	\$37,239.65
29610-51260	RETIREMENT CONTRIBUTIONS	\$15,698.90	\$17,988.00	\$34,075.49
29610-51270	UNEMPLOYMENT COMPENSATION	\$712.21	\$768.00	\$1,489.38
29610-51280	WORKERS' COMPENSATION	\$7,240.58	\$8,358.00	\$8,608.74
29610-51380	UNIFORM ALLOWANCE	\$1,736.00	\$0.00	\$3,600.00
29610-51410	UTILITIES	\$5,860.13	\$6,900.00	\$13,700.00
29610-51610	SUPPLIES	\$1,076.11	\$3,800.00	\$5,000.00
29610-51710	PROFESSIONAL SERVICES	\$219,932.50	\$150,000.00	\$145,000.00
29610-51810	MAINTENANCE & REPAIR	\$45,621.27	\$17,000.00	\$225,000.00
29610-51920	RENT/LEASE - EQUIPMENT	\$1,857.07	\$3,000.00	\$401,000.00
29610-52110	PUBLIC NOTICES	\$77.18	\$1,000.00	\$3,200.00
29610-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$1,000.00
29610-52130	SPECIAL EVENT POSTING	\$0.00	\$0.00	\$2,000.00
29610-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$2,000.00
29610-52210	PROFESSIONAL DEVELOPMENT	\$6,906.80	\$4,400.00	\$14,000.00
29610-52310	MISC. TRAVEL	\$0.00	\$0.00	\$1,000.00
29610-52410	PROFESSIONAL DUES AND MEMBERSH	\$9,223.00	\$800.00	\$800.00
29610-52420	ORGANIZATIONAL DUES AND MEMBER	\$0.00	\$0.00	\$1,500.00
29610-52610	TECHNOLOGY	\$0.00	\$0.00	\$1,000.00
29610-52810	OTHER OPERATING EXPENSE	\$6,378.05	\$15,000.00	\$27,700.00
29610-53510	PROPERTY INSURANCE	\$360.09	\$300.00	\$300.00
29610-53520	LIABILITY AND CASUALTY INSURA	\$50,118.99	\$50,500.00	\$50,000.00
29610-54110	BAD DEBTS	\$205.17	\$5,000.00	\$5,000.00
29610-54310	INTERFUND COST OF SERVICE	\$133,246.00	\$135,900.00	\$139,977.00
29610-54320	INTERFUND BILLING	\$4,431.00	\$4,500.00	\$4,635.00
29610-54330	FORCE CONSTRUCTION	\$881.00	\$0.00	\$0.00
29610-55110	SAFETY PROGRAMS	\$0.00	\$0.00	\$17,500.00
29610-55310	MANAGEMENT FEES	\$1,985,004.00	\$1,985,000.00	\$0.00
29610-55320	SPETIC AND CAR WASH	\$262,480.44	\$400,000.00	\$28,000.00
29610-55330	COMPOSTING FEES	\$0.00	\$10,000.00	\$0.00
29610-55340	TIRE DISPOSAL	\$18,127.20	\$25,000.00	\$25,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
29610-55350	CONCRETE CRUSHING AND RECYCLIN	\$24,770.41	\$20,000.00	\$45,000.00
29610-55360	LANDFILL CLOSURE COSTS	\$38,086.60	\$39,000.00	\$39,000.00
29610-55370	LANDFILL POSTCLOSURE COSTS	\$29,366.78	\$30,000.00	\$30,000.00
29610-55380	WEED CONTROL	\$397.50	\$1,000.00	\$6,000.00
29610-55390	RECYCLING PROGRAM	\$85,526.63	\$175,000.00	\$80,000.00
29610-55510	HOUSEHOLD HAZARDEST WASTE	\$0.00	\$30,000.00	\$30,000.00
29610-55610	DEPRECIATION	\$48,438.90	\$45,000.00	\$45,000.00
29610-55910	TRANSFER TO FLEET SERVICE	\$6,053.70	\$0.00	\$25,000.00
29610-59998	BIW PERSONNEL	\$0.00	\$0.00	\$96,612.50
TOTAL 610 - LANDFILL ADMINISTRATION		\$3,338,650.58	\$3,525,292.00	\$2,280,626.03
29 LANDFILL ENTERPRISE FUND - 999 INTERFUND TRANSFERS				
29999-55930	TRANSFER TO CAPITAL PROJECTS	\$0.00	\$25,000.00	\$25,000.00
TOTAL 999 - INTERFUND TRANSFERS		\$0.00	\$25,000.00	\$25,000.00
29 LANDFILL ENTERPRISE FUND - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
2960-60000	PROJECTS	\$0.00	\$340,000.00	\$500,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$0.00	\$340,000.00	\$500,000.00
TOTAL LANDFILL ENTERPRISE FUND		\$3,338,650.58	\$3,890,292.00	\$2,805,626.03



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
29 LANDFILL ENTERPRISE FUND - 999 INTERFUND TRANSFERS			
29999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000.00	Transfer out to Capital Projects for ERP
29 LANDFILL ENTERPRISE FUND - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
2960-60000	PROJECTS	\$50,000.00	972 Loader (5 year lease)
		\$400,000.00	Compost lagoon construction, existing lagoon reclamation per CDPHE approved EDOP.
		\$50,000.00	25 Ton Haul Truck
	TOTAL PROJECTS	\$500,000.00	
29 LANDFILL ENTERPRISE FUND - 610 LANDFILL ADMINISTRATION			
29610-51410	UTILITIES	\$10,000.00	electr
		\$1,400.00	propane
		\$1,300.00	Tele
		\$1,000.00	city water
	TOTAL UTILITIES	\$13,700.00	
29610-51610	SUPPLIES	\$3,000.00	office supplies
		\$2,000.00	landfill field supplies, litter bags
	TOTAL SUPPLIES	\$5,000.00	
29610-51710	PROFESSIONAL SERVICES	\$45,000.00	Other prof services,lab work,water sampling
		\$100,000.00	engineering services
	TOTAL PROFESSIONAL SERVICES	\$145,000.00	
29610-51810	MAINTENANCE & REPAIR	\$15,000.00	fleet services
		\$80,000.00	large equip repair maint.
		\$130,000.00	Gas, oils and Lubrication
	TOTAL MAINTENANCE & REPAIR	\$225,000.00	
29610-51920	RENT/LEASE - EQUIPMENT	\$80,000.00	Moody construction contract for services
		\$95,000.00	Rental grinder and excavator 2 months
		\$18,000.00	Compost screen rental one month
		\$8,000.00	Test equip. and misc rental
		\$200,000.00	Heavy Equipment Leases
	TOTAL RENT/LEASE - EQUIPMENT	\$401,000.00	
29610-52110	PUBLIC NOTICES	\$1,200.00	Public notice
		\$2,000.00	Public notice to file contractor liens
	TOTAL PUBLIC NOTICES	\$3,200.00	
29610-52120	EMPLOYMENT POSTING	\$1,000.00	Job postings
29610-52130	SPECIAL EVENT POSTING	\$2,000.00	Earth day, compost sale
29610-52140	PROCUREMENT ADVERTISING	\$2,000.00	Final settlement notice bid for services
29610-52210	PROFESSIONAL DEVELOPMENT	\$14,000.00	Certification seminars (\$6,000), training and travel expenses (\$8,000)
29610-52310	MISC. TRAVEL	\$1,000.00	Picking up and dropping off parts and equipment
29610-52410	PROFESSIONAL DUES AND MEMBERSH	\$800.00	Three memberships to SWANA
29610-52420	ORGANIZATIONAL DUES AND MEMBER	\$500.00	US Compost Council
		\$1,000.00	Valley Resource Management
	TOTAL ORGANIZATIONAL DUES AND MEMBER	\$1,500.00	



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
29610-52610	TECHNOLOGY	\$1,000.00	Waste works program
29610-52810	OTHER OPERATING EXPENSE	\$8,100.00	Porta john (3)
		\$600.00	Potable water service
		\$14,000.00	Temp service trash pickers
		\$5,000.00	Signage and replacement
	TOTAL OTHER OPERATING EXPENSE	\$27,700.00	
29610-55110	SAFETY PROGRAMS	\$10,000.00	Training and supplies
		\$7,500.00	Miscellaneous waste management training
	TOTAL SAFETY PROGRAMS	\$17,500.00	
29610-55320	SPETIC AND CAR WASH	\$3,000.00	Elec pumps
		\$25,000.00	Pond cleaning
	TOTAL SPETIC AND CAR WASH	\$28,000.00	
29610-55910	TRANSFER TO FLEET SERVICE	\$25,000.00	To Fleet for wash bay
29610-59998	BIW PERSONNEL	\$75,000.00	Compost operations staff
		\$21,612.50	PIO split with General, Electric, Water and Landfill
	TOTAL BIW PERSONNEL	\$96,612.50	



FUND BALANCES

Fund: 29 - Landfill	
Beginning Fund Balance 2018	2,778,773
2019 Increase/(Decrease) Budgeted	<u>(772,127)</u>
Estimated Ending Fund Balance 12/31/19	2,006,646
2020 Estimated Revenue	2,812,500
2020 Estimated Expense	<u>(2,805,626)</u>
2020 Increase/(Decrease)	<u>6,874</u>
2020 Ending Fund	2,013,520
Reserves (Committed/Restricted/Assigned)	
Landfill Post Closure/Post Closure Costs	<u>(1,980,388)</u>
	-
Unrestricted Fund Balance 12/31/20	<u>33,132</u>



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
31 CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
3100020-41210	GENERAL SALES TAX	\$2,430,141.18	\$2,504,872.00	\$2,554,970.00
3100020-41310	USE TAX	\$62,377.79	\$85,194.00	\$120,000.00
TOTAL 00020 - TAXES		\$2,492,518.97	\$2,590,066.00	\$2,674,970.00
31 CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE-INTERGOVERNMENTAL				
3100040-42310	GRANTS	\$336,753.25	(\$0.00)	(\$0.00)
TOTAL 00040 - INTERGOVERNMENTAL		\$336,753.25	(\$0.00)	(\$0.00)
31 CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
3100060-41220	AUDIT REVENUE	\$12,386.88	\$4,000.00	\$6,000.00
3100060-42420	CREDIT CARD CONVENIENCE FEES	\$226.47	(\$0.00)	(\$0.00)
3100060-43510	INTEREST	\$54,324.33	\$15,000.00	\$37,000.00
3100060-43710	CONTRIBUTIONS/DONATIONS	\$1,500.00	(\$0.00)	(\$0.00)
3100060-43920	INSURANCE REIMBURSEMENT	\$176,282.60	(\$0.00)	(\$0.00)
3100060-44130	MISCELLANEOUS	\$6,895.80	\$300.00	(\$0.00)
3100060-44325	TRANSFER FROM LANDFILL	(\$0.00)	\$25,000.00	\$25,000.00
3100060-44385	TRANSFER FROM WA/SW	(\$0.00)	\$75,000.00	\$50,000.00
3100060-44390	TRANSFER FROM ELECTRIC	(\$0.00)	(\$0.00)	\$25,000.00
TOTAL 00060 - OTHER		\$251,616.08	\$119,300.00	\$143,000.00
31 CAPITAL PROJECTS - PUBLIC WORKS-PERMITS/LICENTS				
3130030-42424	PARKLAND FEES - SPRINGRIDGE	\$17,324.40	(\$0.00)	(\$0.00)
3130030-42425	PARK LAND FEES	\$254,474.19	(\$0.00)	(\$0.00)
TOTAL 00030 - PERMITS/LICENTS		\$271,798.59	(\$0.00)	(\$0.00)
TOTAL CAPITAL PROJECTS REVENUE		\$3,352,686.89	\$2,709,366.00	\$2,817,970.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
31 CAPITAL PROJECTS - 390 SPECIAL WORKS ACTIVITIES TEAM				
31390-51110	REGULAR EMPLOYEES	\$150,482.72	\$161,096.00	\$217,651.36
31390-51140	OVERTIME	\$0.00	\$0.00	\$6,000.00
31390-51150	STANDBY AND CALLBACK PAY	\$0.00	\$0.00	\$12,500.00
31390-51210	HEALTH INSURANCE PREMIUMS	\$49,087.42	\$51,555.00	\$45,265.00
31390-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$676.00
31390-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$547.00
31390-51250	FICA CONTRIBUTIONS	\$11,025.01	\$12,325.00	\$16,690.12
31390-51260	RETIREMENT CONTRIBUTIONS	\$8,315.15	\$11,277.00	\$15,271.81
31390-51270	UNEMPLOYMENT COMPENSATION	\$432.26	\$484.00	\$667.44
31390-51280	WORKERS' COMPENSATION	\$5,543.87	\$6,342.00	\$6,532.26
31390-51380	UNIFORM ALLOWANCE	\$1,312.50	\$0.00	\$1,400.00
31390-51410	UTILITIES	\$7,715.26	\$10,000.00	\$10,000.00
31390-51610	SUPPLIES	\$25,866.04	\$54,300.00	\$75,000.00
31390-51710	PROFESSIONAL SERVICES	\$33,689.99	\$30,000.00	\$30,000.00
31390-51810	MAINTENANCE & REPAIR	\$11,809.13	\$24,500.00	\$20,000.00
31390-51920	RENT/LEASE - EQUIPMENT	\$55.00	\$2,000.00	\$2,000.00
31390-52210	PROFESSIONAL DEVELOPMENT	\$230.00	\$4,500.00	\$1,000.00
31390-52310	MISC TRAVEL	\$0.00	\$0.00	\$600.00
31390-52710	CREDIT CARD FEES	\$818.39	\$1,200.00	\$0.00
31390-52810	OTHER OPERATING EXPENSE	\$178,902.44	\$5,000.00	\$8,000.00
31390-52815	SALES TAX REFUNDS	\$0.00	\$3,000.00	\$3,000.00
31390-52820	TIF TO DDA	\$80,455.57	\$88,167.00	\$89,930.00
31390-52825	ECONOMIC INCENTIVE REBATE	\$0.00	\$20,000.00	\$0.00
31390-53520	LIABILITY AND CASUALTY INSURA	\$2,036.81	\$3,100.00	\$2,300.00
31390-54310	INTERFUND COST OF SERVICE	\$80,536.00	\$82,147.00	\$86,303.70
31390-55910	TRANSFER TO FLEET SERVICE	\$482,990.40	\$447,000.00	\$721,500.00
31390-59520	CAPITAL OUTLAY	\$28.96	\$10,000.00	\$0.00
31390-59997	BIW EQUIPMENT	\$0.00	\$0.00	\$1,500.00
TOTAL 390 - SPECIAL WORKS ACTIVITIES TEAM		\$1,131,332.92	\$1,027,993.00	\$1,374,334.69
31 CAPITAL PROJECTS - 200 CAPITAL PROJECTS				
31200-51810	MAINTENANCE & REPAIR	\$9,999.25	\$10,000.00	\$0.00
TOTAL 200 - CAPITAL PROJECTS		\$9,999.25	\$10,000.00	\$0.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
31 CAPITAL PROJECTS - 999 INTERFUND TRANSFERS				
31999-55980	TRANSFER TO OTHER FUNDS	\$0.00	\$0.00	\$68,000.00
TOTAL 999 - INTERFUND TRANSFERS		\$0.00	\$0.00	\$68,000.00
31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
3135-60000	PROJECTS	\$348,434.71	\$12,000.00	\$264,000.00
3135-61000	DEPARTMENTAL	\$393,360.02	\$552,500.00	\$0.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$741,794.73	\$564,500.00	\$264,000.00
31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
3110-60000	PROJECTS	\$904,612.07	\$950,000.00	\$1,353,500.00
3110-61000	DEPARTMENTAL	\$208,228.73	\$249,460.00	\$0.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$1,112,840.80	\$1,199,460.00	\$1,353,500.00
31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
3130-60000	PROJECTS	\$0.00	\$213,896.00	\$330,000.00
3130-61000	DEPARTMENTAL	\$58,142.50	\$270,000.00	\$0.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$58,142.50	\$483,896.00	\$330,000.00
31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
3120-61000	DEPARTMENTAL	\$57,124.37	\$95,000.00	\$0.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$57,124.37	\$95,000.00	\$0.00
TOTAL CAPITAL PROJECTS		\$3,111,234.57	\$3,380,849.00	\$3,389,834.69



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
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31 CAPITAL PROJECTS - 999 INTERFUND TRANSFERS

31999-55980	TRANSFER TO OTHER FUNDS	\$68,000.00	To A&I for 2 Rivers Park
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31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE

3110-60000	PROJECTS	\$500,000.00	ERP Implementation
		\$200,000.00	Project Contingency
		\$25,000.00	Reserve for micro loans in community development.
		\$15,000.00	Installing electronic door locks and other hardware on the City Administration, HR, Community Development, and Engineering offices.
		\$35,000.00	Annual PC Replacements
			15 Desktop PCs with one monitor
			15 Laptop PCs with one docking station
		\$10,500.00	Networking Switch Replacements
			Ice Rink Switch 2,500.00
			FS2/FS3 Switches 5,500.00
			Liftstation Switches 2,500.00
		\$35,000.00	IT Security Audit 2020
		\$17,000.00	Aerial Photography - Contracted
		\$15,000.00	Community Development Department Counter/Entry Point improvements
		\$50,000.00	Economic Development Strategic Plan Implementation
		\$50,000.00	Riparian Corridor Mapping
		\$50,000.00	Wayfinding and other signage
		\$80,000.00	Resurface City Hall Parking Lot
		\$5,000.00	New plotter for engineering and community development.
		\$16,000.00	Police Dept Body Cameras
		\$250,000.00	City Manager Contingency
	TOTAL PROJECTS	\$1,353,500.00	

31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE

3130-60000	PROJECTS	\$100,000.00	Engineering design for the bike and pedestrian trail from Linden to Devereux Road along SH 6 and 24.
		\$75,000.00	Cost sharing of large transportation study with RFTA for congestion reduction.
		\$60,000.00	Confluence flood plain analysis
		\$75,000.00	Structural engineering evaluation of the City's pedestrian bridges. Carryover.
		\$20,000.00	Variable Message Board, to notify the traveling public of upcoming and current projects as well for special events and emergencies.
	TOTAL PROJECTS	\$330,000.00	



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
31 CAPITAL PROJECTS - 390 SPECIAL WORKS ACTIVITIES TEAM			
31390-51380	UNIFORM ALLOWANCE	\$1,400.00	uniform allowance for public works employees
31390-51410	UTILITIES	\$10,000.00	This LI is used for basic utilities including gas, electric and water
31390-51610	SUPPLIES	\$75,000.00	Concrete, steel and other construction supplies used in SWAT projects.
31390-51920	RENT/LEASE - EQUIPMENT	\$2,000.00	LI for the rental of special equipment and tools for various projects
31390-52210	PROFESSIONAL DEVELOPMENT	\$1,000.00	Training for SWAT department employees
31390-52310	MISC TRAVEL	\$600.00	Misc travel to training, conferences and to pick up materiel when needed.
31390-52810	OTHER OPERATING EXPENSE	\$8,000.00	Unforeseen expenditures in relation to maintenance and construction projects.
31390-55910	TRANSFER TO FLEET SERVICE	\$25,000.00	To Fleet for wash bay
		\$150,000.00	To Fleet for equipment catch-up
		\$546,500.00	Vehicles
	TOTAL TRANSFER TO FLEET SERVICE	\$721,500.00	
31390-59997	BIW EQUIPMENT	\$1,500.00	Safety equipment
31 CAPITAL PROJECTS - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
3135-60000	PROJECTS	\$30,000.00	Replacement of old Fitness Equipment
		\$60,000.00	Additional Security Camera and/or Keyless Entry system for Community Center
		\$10,000.00	Replace Acid Right System
		\$22,000.00	Troff grates, handhold brackets
		\$30,000.00	Community Center 1st and 2nd floor carpet replacement.
		\$35,000.00	Art Center - Replace Stairs
		\$65,000.00	Fire Suppression
		\$20,000.00	Clay Sink
		\$23,500.00	Bear proof trash cans
		\$10,000.00	Remote controlled light timers
		\$50,000.00	Remote controlled door locks for parks restrooms
		\$8,500.00	Park signage
	TOTAL PROJECTS	\$364,000.00	



FUND BALANCES

Fund: 31 - Capital Projects	
Beginning Fund Balance 2018	4,915,081
2019 Increase/(Decrease) Budgeted	<u>(671,483)</u>
Estimated Ending Fund Balance 12/31/19	4,243,598
2020 Estimated Revenue	2,817,970
2020 Estimated Expense	<u>(3,389,835)</u>
2020 Increase/(Decrease)	<u>(571,865)</u>
2020 Ending Fund	3,671,733
Reserves (Committed/Restricted/Assigned)	
Restricted Contingency	(2,000,000)
Water Storage fees	(2,290)
Parkland Fees	(546,713)
Glenwood Park Fees	(3,375)
Springridge Parkland Fees	<u>(271,263)</u>
Unrestricted Fund Balance 12/31/20	<u>848,093</u>



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
33 ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
3300020-41210	GENERAL SALES TAX	\$4,860,282.36	\$5,009,744.00	\$5,109,938.00
3300020-41310	USE TAX	\$124,755.58	\$100,000.00	\$240,000.00
TOTAL 00020 - TAXES		\$4,985,037.94	\$5,109,744.00	\$5,349,938.00
33 ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
3300060-41220	AUDIT REVENUE	\$24,773.75	\$5,000.00	\$25,000.00
3300060-42310	GRANTS	\$276,585.80	\$3,940,322.00	\$595,000.00
3300060-42420	CREDIT CARD CONVENIENCE FEES	\$452.94	(\$0.00)	(\$0.00)
3300060-43510	INTEREST	\$77,226.84	\$120,001.00	\$145,000.00
3300060-43710	CONTRIBUTIONS/DONATIONS	\$4,350.00	(\$0.00)	(\$0.00)
3300060-44110	SALE OF ASSETS	\$880,390.27	(\$0.00)	\$1,260,000.00
3300060-44210	BOND PROCEEDS	\$10,000,000.00	\$22,180,000.00	(\$0.00)
TOTAL 00060 - OTHER		\$11,263,779.60	\$26,245,323.00	\$2,025,000.00
33 ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE-XFERS				
3300070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0.00)	(\$0.00)	\$68,000.00
3300070-44330	TRANSFER FROM OTHER FUNDS	\$90,000.00	\$134,000.00	\$100,000.00
3300070-44385	TRANSFER FROM WA/SW	(\$0.00)	\$725,000.00	(\$0.00)
3300070-44390	TRANSFER FROM ELECTRIC	(\$0.00)	\$130,000.00	(\$0.00)
TOTAL 00070 - XFERS		\$90,000.00	\$989,000.00	\$168,000.00
TOTAL ACQUISITION & IMPROVEMENTS REVENUE		\$16,338,817.54	\$32,344,067.00	\$7,542,938.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
33 ACQUISITION & IMPROVEMENTS - 300 A&I GENERAL GOVERNMENT				
33300-51710	PROFESSIONAL SERVICES	\$145,253.85	\$328,000.00	\$22,500.00
33300-52510	GRANTS	\$147,750.00	\$173,738.00	\$177,213.00
33300-52710	CREDIT CARD FEES	\$1,636.77	\$1,500.00	\$0.00
33300-52810	OTHER OPERATING EXPENSE	\$0.00	\$0.00	\$50,000.00
33300-52820	TIF TO DDA	\$160,911.15	\$180,000.00	\$169,922.00
33300-52825	ECONOMIC INCENTIVE REBATE	\$0.00	\$50,000.00	\$50,000.00
33300-53710	CONTRIBUTIONS/DONATIONS	\$12,500.00	\$12,500.00	\$97,500.00
33300-54310	INTERFUND COST OF SERVICE	\$299,404.00	\$305,392.00	\$314,553.76
33300-54710	ROUTINE MAINTENANCE	\$217,131.40	\$450,000.00	\$0.00
TOTAL 300 - A&I GENERAL GOVERNMENT		\$984,587.17	\$1,501,130.00	\$881,688.76
33 ACQUISITION & IMPROVEMENTS - 303 A&I DEBT SERVICE				
33303-53910	PRINCIPAL - BONDS	\$2,495,000.00	\$0.00	\$175,000.00
33303-53920	PRINCIPAL - OTHER DEBT	\$173,724.94	\$465,000.00	\$0.00
33303-53930	INTEREST - BONDS	\$113,187.50	\$0.00	\$1,775,000.00
33303-53950	ISSUANCE COSTS	\$116,995.00	\$202,100.00	\$0.00
33303-53960	ADMIN SERVICE FEES	\$4,894.84	\$0.00	\$0.00
33303-53970	ARBITRAGE COMPLIANCE	\$0.00	\$1,000.00	\$1,000.00
TOTAL 303 - A&I DEBT SERVICE		\$2,903,802.28	\$668,100.00	\$1,951,000.00
33 ACQUISITION & IMPROVEMENTS - 301 A&I PUBLIC WORKS				
33301-54710	ROUTINE MAINTENANCE	\$20,098.45	\$20,000.00	\$0.00
TOTAL 301 - A&I PUBLIC WORKS		\$20,098.45	\$20,000.00	\$0.00
33 ACQUISITION & IMPROVEMENTS - 302 A&I CULTURE & RECREATION				
33302-54710	ROUTINE MAINTENANCE	\$47,138.46	\$122,000.00	\$0.00
TOTAL 302 - A&I CULTURE & RECREATION		\$47,138.46	\$122,000.00	\$0.00
33 ACQUISITION & IMPROVEMENTS - 999 INTERFUND TRANSFERS				
33999-55980	TRANSFER TO OTHER FUNDS	\$1,023,317.43	\$1,264,904.00	\$1,540,000.00
TOTAL 999 - INTERFUND TRANSFERS		\$1,023,317.43	\$1,264,904.00	\$1,540,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
33 ACQUISITION & IMPROVEMENTS - 10 GENERAL GOVERNMENT				
3310-60000	PROJECTS	\$37.56	\$0.00	\$0.00
TOTAL 10 - GENERAL GOVERNMENT		\$37.56	\$0.00	\$0.00
33 ACQUISITION & IMPROVEMENTS - 30 PUBLIC WORKS				
3330-60000	PROJECTS	\$2,074,220.14	\$21,496,500.00	\$8,603,000.00
TOTAL 30 - PUBLIC WORKS		\$2,074,220.14	\$21,496,500.00	\$8,603,000.00
33 ACQUISITION & IMPROVEMENTS - 35 CULTURE AND RECREATION				
3335-60000	PROJECTS	\$17,445.28	\$0.00	\$250,000.00
TOTAL 35 - CULTURE AND RECREATION		\$17,445.28	\$0.00	\$250,000.00
TOTAL ACQUISITION & IMPROVEMENTS		\$7,070,646.77	\$25,072,634.00	\$13,225,688.76



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
33 ACQUISITION & IMPROVEMENTS - 999 INTERFUND TRANSFERS			
33999-55980	TRANSFER TO OTHER FUNDS	\$1,100,000.00	Community Center Subsidy
		\$220,000.00	Transfer to Parks for DT Maintenance
		\$120,000.00	EHOP - General Fund
		\$100,000.00	Special Events
33 ACQUISITION & IMPROVEMENTS - 300 A&I GENERAL GOVERNMENT			
33300-51710	PROFESSIONAL SERVICES	\$22,500.00	Sustainable Strategies
	TOTAL PROFESSIONAL SERVICES	\$22,500.00	
33300-52510	GRANTS	\$177,213.00	Discretionary Grants
33300-52810	OTHER OPERATING EXPENSE	\$50,000.00	Trail System
33300-52820	TIF TO DDA	\$169,922.00	
33300-52825	ECONOMIC INCENTIVE REBATE	\$50,000.00	
33300-53710	CONTRIBUTIONS/DONATIONS	\$25,000.00	LoVa
		\$60,000.00	Historical Museum
		\$12,500.00	Reudi Acquatics
	TOTAL CONTRIBUTIONS/DONATIONS	\$97,500.00	
33 ACQUISITION & IMPROVEMENTS - 30 PUBLIC WORKS			
3330-60000	PROJECTS	\$5,500,000.00	Southbridge - Partially reimbursed from earmark
		\$3,103,000.00	2 Rivers Park
	TOTAL PROJECTS	\$8,603,000.00	
33 ACQUISITION & IMPROVEMENTS - 35 CULTURE AND RECREATION			
3335-60000	PROJECTS	\$150,000.00	Community Center Improvements
		\$100,000.00	Lap pool (\$100k). Windows (\$50k)
		\$100,000.00	Arts Center Improvements
			Stairs (\$35k)
			Fire Suppression (\$65k)
	TOTAL PROJECTS	\$250,000.00	



FUND BALANCES

Fund: 33 - A&I	
Beginning Fund Balance 2018	14,353,251
2019 Increase/(Decrease) Budgeted	<u>1,984,556</u>
Estimated Ending Fund Balance 12/31/19	16,337,807
2020 Estimated Revenue	7,542,938
2020 Estimated Expense	<u>(13,225,689)</u>
2020 Increase/(Decrease)	<u>(5,682,751)</u>
2020 Ending Fund	10,655,056
Reserves (Committed/Restricted/Assigned)	
Restricted Contingency	(3,000,000)
Theater Assigned	(704,112)
Discretionary Grants	(10,307)
Remaining Bond Funds	(4,195,946) *
Bond Reserve	<u>(1,980,388)</u>
Unrestricted Fund Balance 12/31/20	<u>764,303</u>

*Partially reserved for 6th St and Southbridge



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
37 GENERAL IMPROVEMENT DISTRICT - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
3700020-41110	PROPERTY TAXES	\$38,811.58	\$40,312.00	\$43,981.00
3700020-41120	DELINQUENT PROPERTY TAXES	\$67.12	(\$0.00)	(\$0.00)
3700020-41150	SPECIFIC OWNERSHIP	\$3,039.93	\$2,000.00	\$2,200.00
TOTAL 00020 - TAXES		\$41,918.63	\$42,312.00	\$46,181.00
37 GENERAL IMPROVEMENT DISTRICT - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
3700060-43510	INTEREST	\$477.71	\$200.00	\$150.00
TOTAL 00060 - OTHER		\$477.71	\$200.00	\$150.00
TOTAL GENERAL IMPROVEMENT DISTRICT REVENUE		\$42,396.34	\$42,512.00	\$46,331.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
37 GENERAL IMPROVEMENT DISTRICT - 282 GENERAL IMPROVEMENT DISTRICT #				
37282-52750	TREASURER'S FEES	\$780.40	\$806.00	\$0.00
37282-54310	INTERFUND COST OF SERVICE	\$12,513.00	\$12,763.00	\$13,053.19
37282-59999	BIW PROJECT	\$0.00	\$0.00	\$50,000.00
TOTAL 282 - GENERAL IMPROVEMENT DISTRICT #		\$13,293.40	\$13,569.00	\$63,053.19
TOTAL GENERAL IMPROVEMENT DISTRICT		\$13,293.40	\$13,569.00	\$63,053.19



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 282 GENERAL IMPROVEMENT DISTRICT #			
37282-59999	BIW PROJECT	\$50,000.00	Contribution to transportation study

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FUND BALANCES

Fund:		37 - GID
Beginning Fund Balance 2018		65,993
2019 Increase/(Decrease) Budgeted		28,943
Estimated Ending Fund Balance 12/31/19		94,936
2020 Estimated Revenue		46,331
2020 Estimated Expense		(63,053)
2020 Increase/(Decrease)		(16,722)
2020 Ending Fund		78,214
Reserves (Committed/Restricted/Assigned)		-
Unrestricted Fund Balance 12/31/20		78,214



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
43 FIRE & EMS FUND - UNCLASSIFIED/UNDECLARED/UN-USE-XFERS				
4300070-44355	TRANSFER FROM MARIJUANA TAX FU	\$199,000.00	\$75,000.00	(\$0.00)
4300070-44370	TRANSFERS FROM GENERAL FUND	\$2,394,344.28	\$2,905,848.00	\$2,563,125.57
4300070-44380	TRANSFER FROM RURAL FIRE DISTR	\$809,374.76	\$642,400.00	\$759,441.00
TOTAL 00070 - XFERS		\$3,402,719.04	\$3,623,248.00	\$3,322,566.57
43 FIRE & EMS FUND - PUBLIC SAFETY-PERMITS/LICENTS				
4320030-42130	FIRE PERMITS	\$17,787.00	\$15,000.00	\$15,000.00
TOTAL 00030 - PERMITS/LICENTS		\$17,787.00	\$15,000.00	\$15,000.00
43 FIRE & EMS FUND - PUBLIC SAFETY-INTERGOVERNMENTAL				
4320040-42310	GRANTS	\$48,316.54	(\$0.00)	(\$0.00)
TOTAL 00040 - INTERGOVERNMENTAL		\$48,316.54	(\$0.00)	(\$0.00)
43 FIRE & EMS FUND - PUBLIC SAFETY-CHARGE FOR SERVICE/FEEES				
4320050-42428	AMBULANCE FEES	\$764,405.20	\$400,000.00	\$800,000.00
4320050-42429	MEDICARE/MEDICAID ADJUSTMENT	(\$252,096.01)	(\$0.00)	(\$0.00)
TOTAL 00050 - CHARGE FOR SERVICE/FEEES		\$512,309.19	\$400,000.00	\$800,000.00
43 FIRE & EMS FUND - PUBLIC SAFETY-OTHER				
4320060-43510	INTEREST	\$1,130.16	\$500.00	(\$0.00)
4320060-43710	CONTRIBUTIONS/DONATONS	\$651.00	(\$0.00)	(\$0.00)
4320060-44130	MISCELLANEOUS	\$3,597.48	\$1,000.00	(\$0.00)
4320060-44140	BAD DEBT RECOVERY	\$20,896.96	\$15,000.00	\$20,000.00
TOTAL 00060 - OTHER		\$26,275.60	\$16,500.00	\$20,000.00
TOTAL FIRE & EMS FUND REVENUE		\$4,007,407.37	\$4,054,748.00	\$4,157,566.57



2020 PRELIMINARY BUDGET / EXPENSES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
43 FIRE & EMS FUND - 133 FIRE & EMS				
43133-51110	REGULAR EMPLOYEES	\$1,938,747.27	\$1,881,744.00	\$2,005,594.37
43133-51120	PART-TIME EMPLOYEES	\$200,838.38	\$200,000.00	\$210,000.00
43133-51140	OVERTIME	\$122,372.99	\$150,000.00	\$138,000.00
43133-51210	HEALTH INSURANCE PREMIUMS	\$515,952.04	\$532,264.00	\$470,017.00
43133-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$6,112.00
43133-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$5,157.00
43133-51240	FPPA DEATH AND DISABILITY INS	\$0.00	\$0.00	\$49,367.00
43133-51250	FICA CONTRIBUTIONS	\$45,824.32	\$54,061.00	\$47,689.00
43133-51260	RETIREMENT CONTRIBUTIONS	\$139,553.69	\$142,225.00	\$150,341.89
43133-51265	POLICE/FIRE RETIREMENT CONTRIB	\$158,848.15	\$152,381.00	\$156,388.00
43133-51270	UNEMPLOYMENT COMPENSATION	\$6,837.28	\$6,532.00	\$7,233.69
43133-51280	WORKERS' COMPENSATION	\$83,845.34	\$78,050.00	\$84,411.59
43133-51360	EMPLOYEE ONBOARDING	\$0.00	\$0.00	\$5,000.00
43133-51410	UTILITIES	\$43,675.29	\$45,000.00	\$46,500.00
43133-51610	SUPPLIES	\$44,250.32	\$56,600.00	\$10,600.00
43133-51710	PROFESSIONAL SERVICES	\$26,397.71	\$25,500.00	\$33,100.00
43133-51810	MAINTENANCE & REPAIR	\$119,140.31	\$151,350.00	\$90,000.00
43133-51920	RENT/LEASE - EQUIPMENT	\$0.00	\$0.00	\$1,900.00
43133-52120	EMPLOYMENT POSTING	\$0.00	\$0.00	\$500.00
43133-52140	PROCUREMENT ADVERTISING	\$0.00	\$0.00	\$500.00
43133-52210	PROFESSIONAL DEVELOPMENT	\$29,492.63	\$37,500.00	\$40,000.00
43133-52310	MISC. TRAVEL	\$0.00	\$0.00	\$5,000.00
43133-52410	PROFESSIONAL DUES AND MEMBERSH	\$3,515.33	\$4,300.00	\$4,300.00
43133-52420	ORGANIZATIONAL DUES AND MEMBER	\$0.00	\$0.00	\$900.00
43133-52510	GRANTS	\$13,675.58	\$10,000.00	\$10,000.00
43133-52810	OTHER OPERATING EXPENSE	\$20,954.29	\$27,000.00	\$27,270.00
43133-53230	OTHER CHEMICALS	\$21.46	\$3,000.00	\$3,000.00
43133-53510	PROPERTY INSURANCE	\$7,515.79	\$6,000.00	\$7,000.00
43133-53520	LIABILITY AND CASUALTY INSURA	\$22,192.97	\$30,000.00	\$27,500.00
43133-53710	CONTRIBUTIONS/DONATIONS	\$30,000.00	\$30,000.00	\$30,000.00
43133-53820	MEDICAL SUPPLIES	\$30,753.53	\$33,440.00	\$38,000.00
43133-54110	BAD DEBTS	\$177,186.71	\$160,000.00	\$200,000.00
43133-54210	COLLECTION EXPENSE	\$21,199.99	\$25,000.00	\$27,000.00
43133-54310	INTERFUND COST OF SERVICE	\$204,616.00	\$212,801.00	\$219,185.03
TOTAL 133 - FIRE & EMS		\$4,007,407.37	\$4,054,748.00	\$4,157,566.57
TOTAL FIRE & EMS FUND		\$4,007,407.37	\$4,054,748.00	\$4,157,566.57



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
43 FIRE & EMS FUND - 133 FIRE & EMS			
43133-51610	SUPPLIES	\$600.00	printing expense
		\$10,000.00	Cleaning supplies
	TOTAL SUPPLIES	\$10,600.00	
43133-51710	PROFESSIONAL SERVICES	\$7,700.00	Physician Advisor
		\$10,000.00	Grant Writing
		\$2,400.00	Pest control
	TOTAL PROFESSIONAL SERVICES	\$20,100.00	
43133-51810	MAINTENANCE & REPAIR	\$77,500.00	Vehicle maint.
		\$2,500.00	FD small equip repair
		\$2,000.00	Training ground
		\$8,000.00	Communications Equip repair/replace
	TOTAL MAINTENANCE & REPAIR	\$90,000.00	
43133-51920	RENT/LEASE - EQUIPMENT	\$1,900.00	Admin Copier Lease



FUND BALANCES

Fund: 43 - Fire & EMS	
Beginning Fund Balance 2018	-
2019 Increase/(Decrease) Budgeted	
Estimated Ending Fund Balance 12/31/19	-
2020 Estimated Revenue	4,157,567
2020 Estimated Expense	(4,157,567)
2020 Increase/(Decrease)	-
2020 Ending Fund	-
Reserves (Committed/Restricted/Assigned)	-
Unrestricted Fund Balance 12/31/20	-



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
45 V.A.L.E. FUND - GENERAL GOVERNMENT-CHARGE FOR SERVICE/FEES				
4510050-42426	V.A.L.E. ASSESSMENT	\$21,562.00	\$35,000.00	\$25,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$21,562.00	\$35,000.00	\$25,000.00
45 V.A.L.E. FUND - GENERAL GOVERNMENT-OTHER				
4510060-43510	INTEREST	\$735.77	\$1,000.00	\$1,000.00
TOTAL 00060 - OTHER		\$735.77	\$1,000.00	\$1,000.00
TOTAL V.A.L.E. FUND REVENUE		\$22,297.77	\$36,000.00	\$26,000.00



2020 PRELIMINARY BUDGET / EXPENSES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
45 V.A.L.E. FUND - 132 V.A.L.E. FUND				
45132-51610	SUPPLIES	\$0.00	\$500.00	\$0.00
45132-56310	VICTIM/WITNESS ASSISTANCE	\$43,841.70	\$40,000.00	\$25,000.00
45132-59520	CAPITAL OUTLAY	\$0.00	\$5,000.00	\$5,000.00
TOTAL 132 - V.A.L.E. FUND		\$43,841.70	\$45,500.00	\$30,000.00
TOTAL V.A.L.E. FUND		\$43,841.70	\$45,500.00	\$30,000.00



FUND BALANCES

Fund:		45 - VALE
Beginning Fund Balance 2018		33,815
2019 Increase/(Decrease) Budgeted		(9,500)
Estimated Ending Fund Balance 12/31/19		24,315
2020 Estimated Revenue		26,000
2020 Estimated Expense		(30,000)
2020 Increase/(Decrease)		(4,000)
2020 Ending Fund		20,315
Reserves (Committed/Restricted/Assigned)		-
Unrestricted Fund Balance 12/31/20		20,315



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
48 CONSERVATION TRUST - CULTURE AND RECREATION-INTERGOVERNMENTAL				
4835040-42260	LOTTERY FUNDS	\$101,233.27	\$112,200.00	\$107,398.00
TOTAL 00040 - INTERGOVERNMENTAL		<u>\$101,233.27</u>	<u>\$112,200.00</u>	<u>\$107,398.00</u>
48 CONSERVATION TRUST - CULTURE AND RECREATION-OTHER				
4835060-43510	INTEREST	\$2,181.47	\$765.00	\$1,000.00
TOTAL 00060 - OTHER		<u>\$2,181.47</u>	<u>\$765.00</u>	<u>\$1,000.00</u>
TOTAL CONSERVATION TRUST REVENUE		<u>\$103,414.74</u>	<u>\$112,965.00</u>	<u>\$108,398.00</u>



2020 PRELIMINARY BUDGET / EXPENSES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
48 CONSERVATION TRUST - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
4835-60000	PROJECTS	\$344,409.70	\$100,000.00	\$100,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$344,409.70	\$100,000.00	\$100,000.00
TOTAL CONSERVATION TRUST		\$344,409.70	\$100,000.00	\$100,000.00



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
48 CONSERVATION TRUST - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
4835-60000	PROJECTS	\$100,000.00	Project Funds Available - LoVa Trail Match

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FUND BALANCES

Fund: 48 - Conservation Trust	
Beginning Fund Balance 2018	120,518
2019 Increase/(Decrease) Budgeted	12,965
Estimated Ending Fund Balance 12/31/19	133,483
2020 Estimated Revenue	108,398
2020 Estimated Expense	(100,000)
2020 Increase/(Decrease)	8,398
2020 Ending Fund	141,881
Reserves (Committed/Restricted/Assigned)	-
Unrestricted Fund Balance 12/31/20	141,881



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
52 CEMETERY - CULTURE AND RECREATION-CHARGE FOR SERVICE/FEES				
5235050-42427	PERPETUAL CARE FEES	\$2,500.00	\$1,000.00	\$1,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,500.00	\$1,000.00	\$1,000.00
52 CEMETERY - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
5235060-43510	INTEREST	\$270.81	\$50.00	\$150.00
TOTAL 00060 - OTHER		\$270.81	\$50.00	\$150.00
TOTAL CEMETERY REVENUE		\$2,770.81	\$1,050.00	\$1,150.00



FUND BALANCES

Fund: 52 - Cemetery	
Beginning Fund Balance 2018	50,046
2019 Increase/(Decrease) Budgeted	<u>1,050</u>
Estimated Ending Fund Balance 12/31/19	51,096
2020 Estimated Revenue	1,150
2020 Estimated Expense	<u>-</u>
2020 Increase/(Decrease)	<u>1,150</u>
2020 Ending Fund	52,246
Reserves (Committed/Restricted/Assigned)	<u>-</u>
Unrestricted Fund Balance 12/31/20	<u>52,246</u>



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
64 FLEET SERVICE FUND - UNCLASSIFIED/UNDECLARED/UN-USE-OTHER				
6400060-43510	INTEREST	\$11,156.43	\$45,000.00	\$35,000.00
6400060-43920	INSURANCE REIMBURSEMENT	\$35,175.03	(\$0.00)	\$10,000.00
6400060-44110	SALE OF ASSETS	\$73,973.00	\$30,000.00	\$120,000.00
6400060-44130	MISCELLANEOUS	\$1,062.70	\$100.00	(\$0.00)
TOTAL 00060 - OTHER		\$121,367.16	\$75,100.00	\$165,000.00
64 FLEET SERVICE FUND - GENERAL GOVERNMENT-CHARGE FOR SERVICE/FEES				
6410050-43110	SERVICE GENERAL GOVERNMENT	\$2,562.29	\$4,238.00	\$4,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,562.29	\$4,238.00	\$4,000.00
64 FLEET SERVICE FUND - GENERAL GOVERNMENT-XFERS				
6410070-44410	FUNDING GENERAL GOVERNMENT	\$7,639.80	(\$0.00)	\$516,500.00
TOTAL 00070 - XFERS		\$7,639.80	(\$0.00)	\$516,500.00
64 FLEET SERVICE FUND - PUBLIC TRANSPORTATION-CHARGE FOR SERVICE/FEES				
6415050-43115	SERVICE PUBLIC TRANSPORTATION	\$6,689.04	\$7,178.00	\$10,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$6,689.04	\$7,178.00	\$10,000.00
64 FLEET SERVICE FUND - PUBLIC SAFETY-CHARGE FOR SERVICE/FEES				
6420050-43120	SERVICE PUBLIC SAFETY	\$165,466.76	\$127,708.00	\$150,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$165,466.76	\$127,708.00	\$150,000.00
64 FLEET SERVICE FUND - PUBLIC SAFETY-XFERS				
6420070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0.00)	\$447,000.00	(\$0.00)
6420070-44420	FUNDING PUBLIC SAFETY	\$146,000.76	\$258,000.00	(\$0.00)
TOTAL 00070 - XFERS		\$146,000.76	\$705,000.00	(\$0.00)
64 FLEET SERVICE FUND - COMMUNITY/ECONOMIC DEVELOPMENT-CHARGE FOR SERVICE/FEES				
6425050-43125	SERVICE COM DEVELOPMENT	\$4,358.25	\$1,828.00	\$2,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$4,358.25	\$1,828.00	\$2,000.00
64 FLEET SERVICE FUND - PUBLIC WORKS-CHARGE FOR SERVICE/FEES				
6430050-43130	SERVICE PUBLIC WORKS	\$155,613.13	\$184,932.00	\$150,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$155,613.13	\$184,932.00	\$150,000.00
64 FLEET SERVICE FUND - PUBLIC WORKS-XFERS				



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
6430070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0.00)	(\$0.00)	\$205,000.00
6430070-44430	FUNDING PUBLIC WORKS	\$230,146.68	\$189,000.00	(\$0.00)
TOTAL 00070 - XFERS		\$230,146.68	\$189,000.00	\$205,000.00
64 FLEET SERVICE FUND - CULTURE AND RECREATION-CHARGE FOR SERVICE/FEES				
6435050-43135	SERVICE CULTURE & RECREATION	\$85,465.61	\$84,731.00	\$80,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$85,465.61	\$84,731.00	\$80,000.00
64 FLEET SERVICE FUND - CULTURE AND RECREATION-XFERS				
6435070-44435	FUNDING CULTURE & RECREATION	\$99,203.16	(\$0.00)	(\$0.00)
TOTAL 00070 - XFERS		\$99,203.16	(\$0.00)	(\$0.00)
64 FLEET SERVICE FUND - WATER-CHARGE FOR SERVICE/FEES				
6445050-43140	SERVICE WATER & SEWER	\$86,778.60	\$158,049.00	\$90,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$86,778.60	\$158,049.00	\$90,000.00
64 FLEET SERVICE FUND - WATER-XFERS				
6445070-44385	TRANSFER FROM WA/SW	(\$0.00)	\$238,000.00	(\$0.00)
6445070-44440	FUNDING WATER & SEWER	\$133,922.94	\$238,000.00	\$50,000.00
TOTAL 00070 - XFERS		\$133,922.94	\$476,000.00	\$50,000.00
64 FLEET SERVICE FUND - ELECTRIC-CHARGE FOR SERVICE/FEES				
6450050-43145	SERVICE ELECTRIC	\$41,292.25	\$55,187.00	\$60,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$41,292.25	\$55,187.00	\$60,000.00
64 FLEET SERVICE FUND - ELECTRIC-XFERS				
6450070-44390	TRANSFER FROM ELECTRIC	(\$0.00)	\$133,000.00	(\$0.00)
6450070-44445	FUNDING ELECTRIC	\$118,855.50	\$133,000.00	\$65,000.00
TOTAL 00070 - XFERS		\$118,855.50	\$266,000.00	\$65,000.00
64 FLEET SERVICE FUND - AIRPORT-CHARGE FOR SERVICE/FEES				
6455050-43150	SERVICE AIRPORT	\$770.18	\$2,656.00	\$3,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$770.18	\$2,656.00	\$3,000.00



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
64 FLEET SERVICE FUND - LANDFILL-CHARGE FOR SERVICE/FEES				
6460050-43155	SERVICE LANDFILL	\$20,361.92	\$14,469.00	\$15,000.00
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$20,361.92	\$14,469.00	\$15,000.00
64 FLEET SERVICE FUND - LANDFILL-XFERS				
6460070-44455	FUNDING LANDFILL	\$6,053.70	(\$0.00)	\$50,000.00
TOTAL 00070 - XFERS		\$6,053.70	(\$0.00)	\$50,000.00
TOTAL FLEET SERVICE FUND REVENUE		\$1,432,547.73	\$2,352,076.00	\$1,615,500.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
64 FLEET SERVICE FUND - 110 FLEET MAINTENANCE				
64110-51110	REGULAR EMPLOYEES	\$248,819.02	\$264,836.00	\$274,337.41
64110-51140	OVERTIME	\$762.16	\$0.00	\$850.00
64110-51210	HEALTH INSURANCE PREMIUMS	\$71,776.58	\$91,520.00	\$60,565.00
64110-51220	LONG TERM DISABILITY	\$0.00	\$0.00	\$852.00
64110-51230	BASIC LIFE INSURANCE	\$0.00	\$0.00	\$696.00
64110-51250	FICA CONTRIBUTIONS	\$18,076.74	\$20,297.00	\$21,054.23
64110-51260	RETIREMENT CONTRIBUTIONS	\$12,301.48	\$18,573.00	\$19,265.12
64110-51270	UNEMPLOYMENT COMPENSATION	\$708.91	\$797.00	\$842.54
64110-51280	WORKERS' COMPENSATION	\$4,192.35	\$5,300.00	\$5,459.00
64110-51380	UNIFORM ALLOWANCE	\$0.00	\$0.00	\$1,400.00
64110-51410	UTILITIES	\$9,340.32	\$16,100.00	\$11,000.00
64110-51610	SUPPLIES	\$10,432.11	\$22,500.00	\$45,000.00
64110-51710	PROFESSIONAL SERVICES	\$9,652.80	\$10,000.00	\$10,500.00
64110-51810	MAINTENANCE & REPAIR	\$364,274.78	\$378,000.00	\$70,000.00
64110-52210	PROFESSIONAL DEVELOPMENT	\$1,035.59	\$14,000.00	\$15,000.00
64110-52310	MISC. TRAVEL	\$0.00	\$0.00	\$2,500.00
64110-52410	PROFESSIONAL DUES AND MEMBERSH	\$2,365.00	\$1,500.00	\$500.00
64110-52440	PROFESSIONAL SUBSCRIPTION	\$0.00	\$0.00	\$3,500.00
64110-52810	OTHER OPERATING EXPENSE	\$1,875.20	\$3,750.00	\$8,000.00
64110-52880	FREIGHT	\$0.00	\$0.00	\$1,500.00
64110-53510	PROPERTY INSURANCE	\$6,808.97	\$5,777.00	\$6,000.00
64110-53520	LIABILITY AND CASUALTY INSURA	\$2,066.39	\$3,399.00	\$3,500.00
64110-53540	DEDUCTIBLES PAID	\$3,000.00	\$0.00	\$3,000.00
64110-54310	INTERFUND COST OF SERVICE	\$45,916.00	\$46,834.00	\$48,239.02
64110-54510	LOSS ON ASSET DISPOSITION	\$26,098.98	\$0.00	\$0.00
64110-54710	ROUTINE MAINTENANCE	\$0.00	\$0.00	\$418,000.00
64110-55610	DEPRECIATION	\$667,045.81	\$520,000.00	\$525,000.00
64110-59520	CAPITAL OUTLAY	\$3,898.94	\$846,000.00	\$0.00
64110-59994	BIW VEHICLE	\$0.00	\$0.00	\$370,000.00
64110-59996	BIW FACILITIES	\$0.00	\$0.00	\$100,000.00
64110-59997	BIW EQUIPMENT	\$0.00	\$0.00	\$186,500.00
TOTAL 110 - FLEET MAINTENANCE		\$1,510,448.13	\$2,269,183.00	\$2,213,060.32



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
64 FLEET SERVICE FUND - 999 INTERFUND TRANSFERS				
64999-55980	TRANSFER TO OTHER FUNDS	\$775,355.79	\$0.00	\$0.00
TOTAL 999 - INTERFUND TRANSFERS		\$775,355.79	\$0.00	\$0.00
TOTAL FLEET SERVICE FUND		\$2,285,803.92	\$2,269,183.00	\$2,213,060.32



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
64 FLEET SERVICE FUND - 110 FLEET MAINTENANCE			
64110-51410	UTILITIES	\$2,500.00	Gas Billing
		\$4,500.00	Electric Billing
		\$2,500.00	Water and Sewer Billing
		\$1,500.00	Broadband Billing
	TOTAL UTILITIES	\$11,000.00	
64110-51610	SUPPLIES	\$45,000.00	Tools and Software Upgrades
64110-51710	PROFESSIONAL SERVICES	\$10,500.00	Building and Fuel Item Maintenance/Review
64110-51810	MAINTENANCE & REPAIR	\$70,000.00	Outside Repairs and Facility Maintenance
64110-52210	PROFESSIONAL DEVELOPMENT	\$15,000.00	New Vehicles and Equipment Training, Fire Mechanic School, Cirsa and Fleet Expo
64110-52310	MISC. TRAVEL	\$2,500.00	Inspecting New Vehicles and Equipment Prior to Companies Sending to Glenwood
64110-52410	PROFESSIONAL DUES AND MEMBERSH	\$500.00	Fire Mechanics Membership
64110-52440	PROFESSIONAL SUBSCRIPTION	\$3,500.00	Amazon Account, ProLink Software, Motologic
64110-52810	OTHER OPERATING EXPENSE	\$8,000.00	Asset Management Software and Employee Split for Fleet
64110-52880	FREIGHT	\$1,500.00	Freight for Parts Deliveries
64110-54710	ROUTINE MAINTENANCE	\$418,000.00	Fuel for Pumps and Parts and Labor Costs
64110-59994	BIW VEHICLE	\$65,000.00	Streets Truck with v-Plow
		\$40,000.00	Electric Truck - Replacement
		\$90,000.00	Parks Trucks (2) - with plows
		\$140,000.00	Police Hybrid Interceptors (2)
		\$35,000.00	Police meter vehicle
	TOTAL BIW VEHICLE	\$370,000.00	
64110-59996	BIW FACILITIES	\$100,000.00	Wash Bay in Fleet
64110-59997	BIW EQUIPMENT	\$75,000.00	Streets Department excavator
		\$15,000.00	Streets Department trailer
		\$52,000.00	Parks Department Tractor
		\$25,000.00	Parks Department UTV
		\$4,500.00	Parks Department mower
		\$7,500.00	Streets 20 Foot tilt-deck trailer
		\$7,500.00	Parks 20 Foot tilt-deck trailer for Skid steer
	TOTAL BIW EQUIPMENT	\$186,500.00	



FUND BALANCES

Fund:		64 - Fleet
Beginning Fund Balance 2018		4,609,303
2019 Increase/(Decrease) Budgeted		<u>(735,108)</u>
Estimated Ending Fund Balance 12/31/19		3,874,195
2020 Estimated Revenue		1,615,500
2020 Estimated Expense		<u>(2,213,060)</u>
2020 Increase/(Decrease)		<u>(597,560)</u>
2020 Ending Fund		3,276,635
Reserves (Committed/Restricted/Assigned)		<u>-</u>
Unrestricted Fund Balance 12/31/20		<u><u>3,276,635</u></u>



2020 PRELIMINARY BUDGET / REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
70 EMERGENCY SERVICES & EQUIPMENT - UNCLASSIFIED/UNDECLARED/UN-USE-XFERS				
7000070-44370	TRANSFER FROM GENERAL FUND	\$184,122.56	\$184,448.00	\$864,917.00
7000070-44380	TRANSFER FROM RURAL FIRE DISTR	\$65,365.11	\$65,160.00	\$300,718.00
TOTAL 00070 - XFERS		\$249,487.67	\$249,608.00	\$1,165,635.00
70 EMERGENCY SERVICES & EQUIPMENT - PUBLIC SAFETY-PERMITS/LICENTS				
7020030-42950	FIRE IMPACT FEES	\$121,465.37	\$10,000.00	(\$0.00)
TOTAL 00030 - PERMITS/LICENTS		\$121,465.37	\$10,000.00	(\$0.00)
70 EMERGENCY SERVICES & EQUIPMENT - PUBLIC SAFETY-OTHER				
7020060-43510	INTEREST	\$16,487.82	\$4,500.00	(\$0.00)
TOTAL 00060 - OTHER		\$16,487.82	\$4,500.00	(\$0.00)
TOTAL EMERGENCY SERVICES & EQUIPMENT REVENUE		\$387,440.86	\$264,108.00	\$1,165,635.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
70 EMERGENCY SERVICES & EQUIPMENT - 134 FIRE EQUIP REPLACEMENT				
70134-59520	CAPITAL OUTLAY	\$641,962.47	\$212,250.00	\$322,800.00
70134-59996	BIW FACILITIES	\$0.00	\$0.00	\$800,000.00
TOTAL 134 - FIRE EQUIP REPLACEMENT		\$641,962.47	\$212,250.00	\$1,122,800.00
TOTAL EMERGENCY SERVICES & EQUIPMENT		\$641,962.47	\$212,250.00	\$1,122,800.00



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 134 FIRE EQUIP REPLACEMENT			
70134-59520	CAPITAL OUTLAY	\$170,000.00	Remount ambulance on new chassis
		\$8,000.00	Rescue equipment
		\$15,000.00	Replacement communication equipment
		\$25,000.00	Turnout gear
		\$80,000.00	Station #2 exterior paint repairs
		\$10,800.00	Web Interface for wildfire risk mapping
		\$14,000.00	Equipment
	TOTAL CAPITAL OUTLAY	\$322,800.00	
70134-59996	BIW FACILITIES	\$750,000.00	Reserve for Fire Station
		\$50,000.00	Fire Station Improvements
	TOTAL BIW FACILITIES	\$800,000.00	



FUND BALANCES

Fund:		70 - EMS Equip Replacement
Beginning Fund Balance 2018		1,014,698
2019 Increase/(Decrease) Budgeted		51,585
Estimated Ending Fund Balance 12/31/19		1,066,284
2020 Estimated Revenue		1,165,635
2020 Estimated Expense		(1,122,800)
2020 Increase/(Decrease)		42,835
2020 Ending Fund		1,109,119
Reserves (Committed/Restricted/Assigned)		-
Unrestricted Fund Balance 12/31/20		1,109,119



2020 BUDGET - REVENUE

Account	Account Description	2018 Actual	2019 Budget	2020 Request
86 DOWNTOWN DEVELOPMENT AUTHORITY - UNCLASSIFIED/UNDECLARED/UN-USE-TAXES				
8600020-41610	TIF PROPERTY TAXES	\$76,338.42	\$55,707.00	\$80,292.00
8600020-41620	TIF SALES TAX	\$595,371.85	\$652,437.00	\$628,708.00
TOTAL 00020 - TAXES		\$671,710.27	\$708,144.00	\$709,000.00
86 DOWNTOWN DEVELOPMENT AUTHORITY - GENERAL GOVERNMENT-OTHER				
8600060-43510	INTEREST	\$20,445.11	\$5,000.00	\$15,000.00
TOTAL 00060 - OTHER		\$20,445.11	\$5,000.00	\$15,000.00
TOTAL DOWNTOWN DEVELOPMENT AUTHORITY REVENUE		\$692,155.38	\$713,144.00	\$724,000.00



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
86 DOWNTOWN DEVELOPMENT AUTHORITY - 180 DOWNTOWN DEVELOPMENT AUTHORITY				
86180-51610	SUPPLIES	\$3,077.86	\$1,500.00	\$1,400.00
86180-51710	PROFESSIONAL SERVICES	\$138,239.75	\$160,000.00	\$160,000.00
86180-52210	PROFESSIONAL DEVELOPMENT	\$2,913.92	\$2,250.00	\$0.00
86180-52310	MISC. TRAVEL	\$0.00	\$0.00	\$2,300.00
86180-52750	TREASURER'S FEES	\$1,526.69	\$1,114.00	\$1,200.00
86180-52810	OTHER OPERATING EXPENSE	\$1,382.40	\$0.00	\$0.00
86180-53520	LIABILITY AND CASUALTY INSURA	\$1,342.09	\$1,285.00	\$1,350.00
86180-53940	INTEREST - OTHER DEBT	\$13,003.71	\$12,503.00	\$12,750.00
86180-54310	INTERFUND COST OF SERVICE	\$21,100.00	\$21,077.00	\$21,709.31
86180-55920	TRANSFER TO A&I	\$0.00	\$0.00	\$100,000.00
TOTAL 180 - DOWNTOWN DEVELOPMENT AUTHORITY		\$182,586.42	\$199,729.00	\$300,709.31



2020 BUDGET - EXPENDITURES

Account	Account Description	2018 Actual	2019 Budget	2020 Request
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000 UNCLASSIFIED/UNDECLARED/UN-USE				
8610-60000	PROJECTS	\$349,946.43	\$500,000.00	\$423,000.00
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$349,946.43	\$500,000.00	\$423,000.00
TOTAL DOWNTOWN DEVELOPMENT AUTHORITY		\$532,532.85	\$699,729.00	\$723,709.31



2020 BUDGET DETAILS

Account	Account Description	2020 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 180 DOWNTOWN DEVELOPMENT AUTHORITY			
86180-51610	SUPPLIES	\$900.00	Copying
		\$500.00	Office Supplies
	TOTAL SUPPLIES	\$1,400.00	
86180-55920	TRANSFER TO A&I	\$100,000.00	Contribution to downtown
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000 UNCLASSIFIED/UNDECLARED/UN-USE			
8610-60000	PROJECTS	\$248,000.00	6th Street Design Pine to Laurel
		\$50,000.00	Grand Avenue Lights
		\$50,000.00	Economic Development Fund
		\$75,000.00	Contingency
	TOTAL PROJECTS	\$423,000.00	



FUND BALANCES

Fund:		86 - DDA
Beginning Fund Balance 2018		220,486
2019 Increase/(Decrease) Budgeted		(154,218)
Estimated Ending Fund Balance 12/31/19		66,268
2020 Estimated Revenue		724,000
2020 Estimated Expense		(723,709)
2020 Increase/(Decrease)		291
2020 Ending Fund		66,558
Reserves (Committed/Restricted/Assigned)		-
Unrestricted Fund Balance 12/31/20		66,558



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item:	Resolution 2019-37; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Amending the Downtown Parking Permit Program
Action Requested:	Approve Resolution 2019-37 to approve the amended Residential Parking Permit Program.
Department:	City Administration
Presented By:	
Background Info:	City Council approved changes to the Residential Parking Permit Program on February 21st, 2019 that removed the ability for residents to apply for a residential parking permit on the first block of Cooper Avenue. This change was implemented to encourage turnover in parking on this block. At the same time, the rules at the parking lot at Cooper next to the Fire Station were changed to allow overnight parking. At the time, 7th Street was closed for construction and was not included in the discussion. Staff noticed that as soon as 7th Street reopened, many of the spaces in the 200, 300, and 400 block of 7th Street were occupied with residential parking permittees. These permittees can park for up to 72 hours without moving their vehicles. Staff recommends removing these prime parking spaces from the residential parking permit program.
Issues:	Parking downtown for residents is becoming more restricted and changes to the residential parking program is hard on our residents that rely upon on-street parking. Luckily we are adding 40 to 60 additional spaces in the former MOC lot off of 7th Street which allows long-term parking. If approved by Council, staff will send out notices to permittee holders on the 200, 300, and 400 block of 7th Street letting them know about the changes and encouraging them to park in the available parking lots. We will not enforce this change until January 1, 2020 to allow ample notice to permit holders.
Staff Recommendation:	Staff recommends removing the 200, 300, and 400 blocks of 7th Street from the Residential Parking Permit Program.

RESOLUTION 2019-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING THE DOWNTOWN PARKING PERMIT PROGRAM.

WHEREAS, Section 120.040.020(9) of the Municipal Code of the City of Glenwood Springs (the “City”) and Section 1212 of the City’s Model Traffic Code allows City Council to provide by resolution for parking permits granting exemption from time parking regulations on such terms and conditions and for such fees as Council may determine appropriate from time to time; and

WHEREAS, by Resolution 2019-10, City Council adopted a Residential Parking Permit program to allow citizens residing in certain downtown areas to apply for and receive a residential parking permit; and

WHEREAS, following the reopening of 7th Street, residential parking permittees have occupied many of the prime spaces in the 200, 300 and 400 blocks of 7th Street for extended periods of time; and

WHEREAS, City Council desires to remove the 200, 300 and 400 blocks of 7th Street from the Residential Parking Permit program, as set forth in Exhibit A, so that those parking spaces are available to the general public; and

WHEREAS, City Council finds the amended Residential Parking Permit program attached as **Exhibit A** promotes the public health, safety and general welfare and desires to approve adoption of the same.

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 Council of the City of Glenwood Springs.

Section 2. The amended Residential Parking Permit Policy as set forth in **Exhibit A**, attached hereto is hereby adopted and approved.

INTRODUCED, READ AND PASSED THIS 17TH DAY OF OCTOBER 2019.

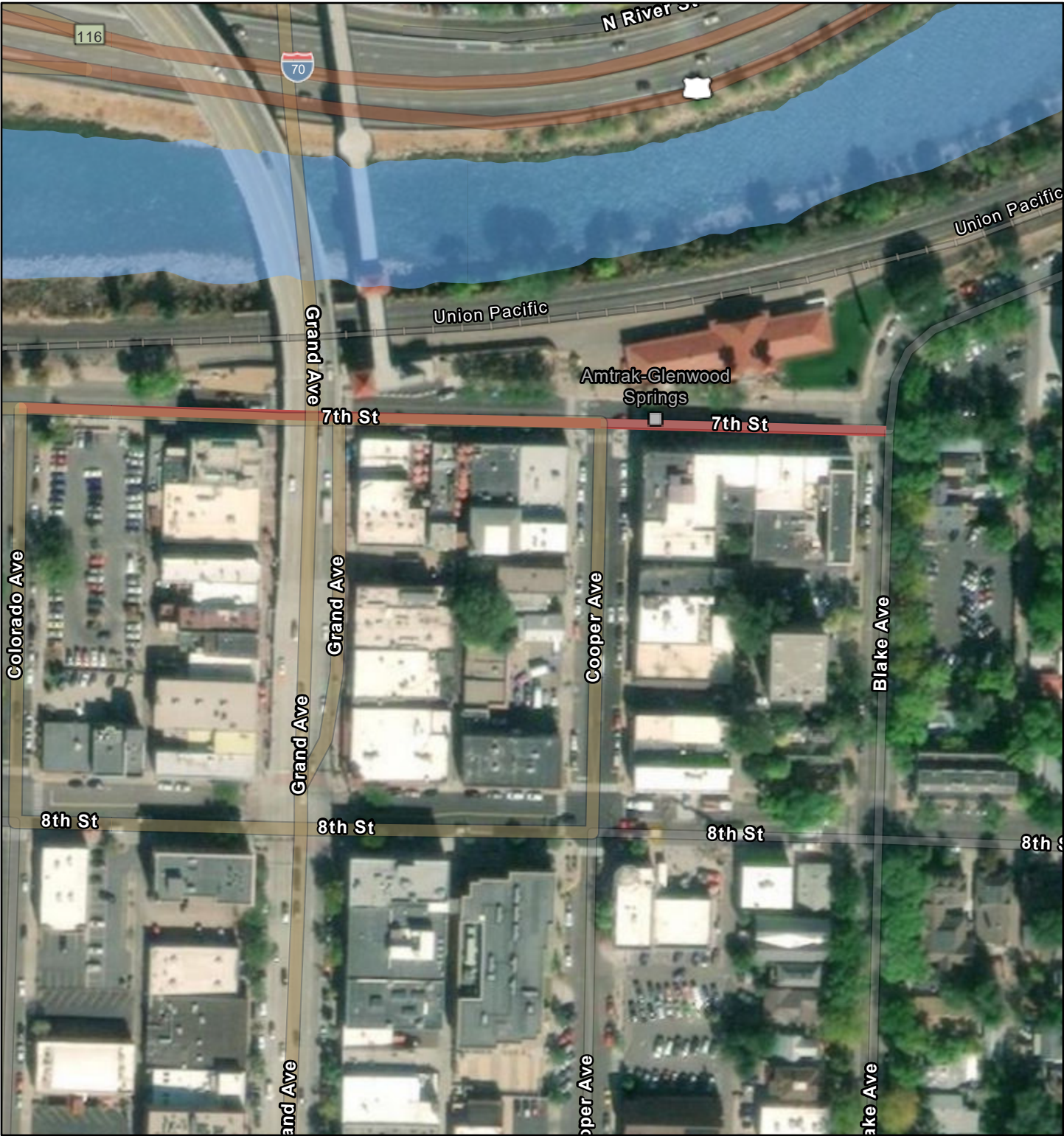
CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

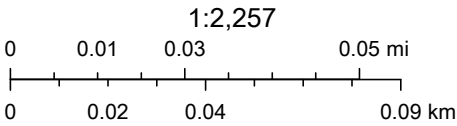
Catherine Mythen Fletcher, City Clerk

City of Glenwood Springs Interactive Map Viewer



10/15/2019, 5:09:37 PM

- Override 1
- Rivers



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

DRAFT

City of Glenwood Springs Residential Parking Permits

1. Residents residing in the following areas may apply for a residential permit:
 - a. Pitkin Avenue – 800 and 900 blocks
 - b. Colorado Avenue – 700, 800 and 900 blocks
 - c. Grand Avenue – 700, 800 and 900 blocks
 - d. Cooper Avenue – 700, 800 and North half of 900 block (900 – 916)
 - e. Blake Avenue – 700 block
 - f. 7th Street – 200, 300 and 400 blocks
 - g. 8th Street – 100, 200, 300 and 400 blocks
 - h. 9th Street – 100, 200, 300 and 400 blocks
 - i. 10th Street – 200 block
2. A maximum of 2 permits will be issued per residential unit.
3. Residents will be required to apply for permits in person at the Police Department, show proof of residency, registration of vehicle, and pay \$50 administrative fee per permit issued.
4. Permits will be issued for a maximum of 1 year, with renewals processed by the original application standards within 30 days of expiration. Expiring permits must be returned to the Police Department upon renewal.
5. Permits will only be valid upon the vehicle matching the registration listed upon issuance.
6. Permits will only apply to exemption from the 2 Hour limits for parking in the downtown zone, and will NOT exempt parking in short-term loading zones, no parking zones or handicap spaces.
7. Parking on public streets is limited to 72 hours under State Law and City Ordinances, and permit holders must still comply with this requirement.
8. Parking permits must be hung from the rearview mirror or otherwise prominently displayed for inspection of all permit information by Parking Enforcement personnel.
9. Residential Parking Permits are not transferrable. Abuse or “loaning” of permits will result in revocation of all permits issued to a resident.
10. Residential Parking Permits shall not be valid in the 700 block of Cooper Avenue or the City/ County parking lot in the 700 block of Colorado Avenue on the East side of Colorado Avenue. Vehicles with permits that park in those locations shall be treated as vehicles without permits for purposes of enforcement.
11. Residential Parking Permits shall not be valid in the 200, 300, and 400 Block of 7th Street. Vehicles with permits that park in those locations shall be treated as vehicles without permits for purposes of enforcement.
12. Other City parking lots or structures that are signed for 24 hour parking will be allotted for 72 hour parking by permitted vehicles.

Tracking of permits will be the responsibility of the Police Department and a database of issued permits with permit numbers, permit holders address and contact information, and permitted vehicle information will be contained. Changes in information, such as a new vehicle, license plate or applicant phone number, must be reported to the Police Department to maintain accurate information.

To apply for a residential permit, update permit information, or ask questions about the program, contact the Police Department at (970) 384-6500, or at 101 W. 8th Street, Glenwood Springs.



City Council
STAFF REPORT
City of Glenwood Springs
October 17, 2019

Agenda Item: City Councilor Use of Social Media Policy

Action Requested: Adopt City Councilor Use of Social Media Policy

Department: Attorney

Presented By: Glenwood Springs Legal, Legal

Background Info: The purpose of this policy is to describe the authority of City Councilors to use social media in their official capacities as City Councilors and to address how personal use of social media may bring that use within the scope of City policies. The policy is intended to protect the rights of the public to access public forums and to ensure that the City acts in compliance with applicable state and federal law.

Issues:

Staff Recommendation:

City Councilor Use of Social Media Policy

The purpose of this policy is to describe the authority of City Councilors to use social media in their official capacities as City Councilors and to address how personal use of social media may bring that use within the scope of City policies. The policy is intended to protect the rights of the public to access public forums and to ensure that the City acts in compliance with applicable state and federal law.

Official Use of Social Media

A City Councilor shall not establish, operate, maintain, participate in or otherwise use social media sites in his/her official capacity as a City Councilor except as authorized herein. This policy applies to the City's social media sites, social media sites established by the City Councilor, and social media sites of third parties. If a City Councilor establishes, operates, maintains, participates in or otherwise uses social media in a manner that does not comply with the following requirements, the City Councilor's actions shall be considered as having been undertaken outside of the City Councilor's official capacity and the City shall bear no responsibility for the City Councilor's actions.

- City Councilors shall read, understand, and comply with this Communications Policy and any subsequent revisions thereto and shall sign an acknowledgement to this effect.
- City Councilors making statements in violation of this policy may be blocked from the City's social media sites.
- The City does not currently create, operate or maintain social media sites for the use of City Councilors in their official capacity.
- City Councilors must identify themselves by name and title and use their City email address when participating in social media sites in their official capacities. Such posts shall be clearly designated as "official capacity" posts.
- City Councilors may not claim to speak on behalf of the City and/or post in their official capacity when participating in social media unless authorized to do so by City Council.
- City Councilors shall not restrict any person's ability to view or post comments on social media pages that are maintained or operated in a City Councilor's official capacity, based in any way, upon the viewpoint of that person or the content of the person's speech.
- City Councilors shall not post or release proprietary, confidential, sensitive or personally identifiable information.
- Online statements by City Councilors in their official capacities shall be respectful, legal, and ethical and shall not use ethnic slurs, profanity or personal insults. False and defamatory statements are not permitted.
- City Councilors using social media in their official capacities are prohibited from posting, using or otherwise infringing upon material that is copyrighted or trademarked by third parties and are required to credit other authors for borrowed content and to protect the intellectual property of others.

- All participation in social media by City Councilors in their official capacity may be open to public inspection pursuant to the Colorado Open Records Act, and Councilors have no expectation of privacy concerning such participation.
- To maintain compliance with the Colorado Open Meetings Law, City Councilors shall not engage in discussions with other Councilors on social media, including personal social media accounts, regarding matters that concern the City.

Personal Use of Social Media

City Councilors who engage in personal use of social media outside of their official capacity shall comply with the following requirements:

- City Councilors may not comment or post as a representative of the City.
- Any post or deletion by a City Councilor on any social media site that has not been authorized by City Council shall be made in the Councilor's individual capacity and not in his/her official capacity.
- City Councilors may not use the City's trademark, logo or other branding when engaged in personal use of social media.
- When a City Councilor's personal use of social media may be perceived as being on behalf of the City, such as if the City Councilor identifies himself or herself as a City Councilor or when a City Councilor addresses a matter that concerns the City, the City Councilor shall include a visible disclaimer stating that the Councilor's view or opinion is his/her own and does not represent the position of the City. For example: *"This comment is my personal view and does not necessarily represent the City of Glenwood Springs' positions, strategies, or opinions."* Statements concerning the City that are made without this disclaimer shall nevertheless be considered personal statements of the Councilor that are not made in the Councilor's official capacity.

ACKNOWLEDGEMENT

I acknowledge that if I establish, operate, maintain, participate in or otherwise use social media in a manner that does not comply with the City Councilor Use of Social Media Policy, my actions shall be considered as having been undertaken outside of my official capacity, the City shall bear no responsibility for the actions taken outside of my official capacity, and I may be personally liable for the actions taken outside of my official capacity.