



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
OCTOBER 15, 2020
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.

ZOOM INSTRUCTIONS

1. You are invited to a Zoom webinar.

When: **Oct 15, 2020 Work Session 3:30PM and 4:30PM, 6:00 PM Regular Council Meeting Mountain Time** (US and Canada)

Topic: 2020/10/15 Regular Council Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88490368066>

Or iPhone one-tap :

US: +16699006833,,88490368066# or +12532158782,,88490368066#

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Dial(for higher quality, dial a number based on your current location):

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WORK SESSION

- | | | |
|----------------|--|------------------------|
| 3:30pm | 2. City of Glenwood Springs Water Rate Study Discussion/Review | Information/Discussion |
| 4:30pm-5:30pm | 3. Joint Meeting with Airport Board | Information/Discussion |
| Meeting Set-up | | |

REGULAR SESSION

- | | | |
|--------|-------------------------|--------|
| 6:15pm | 4. Roll Call | Quorum |
| | 5. Pledge of Allegiance | |

	6. Agenda Changes & Conflicts	Information
	7. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	
	8. Council Comments	
6:30pm	9. 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.</i>	
	A. Recycle Center Bid Award for Bid BD2020-033	
	B. Resolution 2020-33; A Resolution of the City Council of the City of Glenwood Springs, Colorado, accepting a GOCO Resilient Communities Grant for the Glenwood Springs Equitable Access & Emergency Parks Maintenance Project	
	C. Approval of Sole Source Purchase of Fire Equipment	
	D. Receipt of Minutes from August 8, 2020 Regular Meeting	

ACTIONS AND/OR PRESENTATIONS

6:35pm	10. Black Hills Energy Update	Discussion and/or Action
6:50pm	11. CONTINUED FROM SEPTEMBER 17, 2020 MEETING Appointments to Boards and Commissions -Historical Preservation Commission	Discussion and/or Action
7:00pm	12. Public Budget Hearing on 2021 Budget	Information/Discussion
7:10pm	13. Planning Item 15-20 - Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes	Discussion and/or Action
7:50pm	14. Planning Item 44-20 Consideration of a request for a special use permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District	Discussion and/or Action
8:20pm	15. Planning Item 61-20 - Consideration of a request for a determination regarding whether a new application is a substantial change to or is materially different from a previously submitted application.	Discussion and/or Action
8:50pm	16. Planning File 62-20 Appeal of a Planning and Zoning Commission Denial of Variance Requested Related to 820 Bennett Avenue	Discussion and/or Action
9:15pm	17. RWAPA IGA and Bylaws	Discussion and/or Action
9:30pm	18. Ordinance 23, Series of 2020; An Ordinance of the City of Glenwood Springs, Colorado temporary amending sections 120.030.070(b) and 120.030.080(b) of the municipal code to allow consumption of alcoholic beverages in designated public areas within the General Improvement District (FIRST READING)	Discussion and/or Action
9:45pm	19. Resolution 2020-32; A Resolution of the City Council of the City of Glenwood Springs, Colorado Extending the Temporary Suspension of Portions of Municipal Code Section 070.040.110 Relating to Temporary Signs	Discussion and/or Action

- 9:55pm 20. AT THE REQUEST OF THE MAYOR WE HAVE ADDED:
Resolution 2020 -34; A Resolution of the City Council of the City of Glenwood Springs, Colorado Advocating Voter Approval of the Gallagher Amendment Repeal and Property Tax Assessment Rates Measure (Amendment B) During the November Election
- 10:05pm 21. AT THE REQUEST OF THE MAYOR WE HAVE ADDED:
Resolution 2020-35; A Resolution of the City Council of the City of Glenwood Springs, Colorado Advocating Voter Approval of the Tobacco and E-Cigarette Tax Increase for Health and Education Programs Measure (Proposition EE) During the November Election
- 10:15pm 22. Report from City Administration
- A. City Manager
 - B. City Attorney
 - C. Correspondence Incoming/Outgoing
- 10:20pm 23. Adjournment



City Council STAFF REPORT City of Glenwood Springs October 15, 2020

Agenda Item: City of Glenwood Springs Water Rate Study Discussion/Review

Action Requested: Discussion on the water and sewer rate study completed by GovRates and City Staff.

Department: Public Works

Presented By: Matthew Langhorst, Public Works Director
Steve Boyd, COO

Background Info: The City of Glenwood Springs Water and Wastewater Departments initiated an updated rate study in 2020. The last rate study that was completed for water and sewer rates was in 2014 and a small rate adjustment was made by resolution in 2015. The 2014 rate study recommended that rates should increase between 4% and 6% each year for up to 5 years. If the City had continued to follow that recommendation it would have increased water and sewer rates by 35% and 43% over that duration of time.

The 2014 report noted that an increase of 15.8% would need to be implemented to even meet adequate cash flow for the departments to cover O&M and debt services. In 2015 a rate increase of 7% for wastewater and 10% for water was implemented to help cover a portion of the 15.8% needed per department by 2018, but the following years the rates were not increased as recommended.

Thus since 2018 the two funds have been running partly on reserves to cover basic costs. While the 2014 rate study looked at capital improvements, they were not the main driver for the rate increase since the City was transferring \$80,000 in Capital Projects funds a year into the water/wastewater utilities for capital projects costs. This Capital Projects fund transfer of \$800,000 was then planned to be reduced over the following 5 years by \$160,000 a year until reaching to a \$0 amount in 2019. This ended early in 2018, but funds rates were not raised to capture the dwindling revenue.

Current staff was not aware of this report nor its original recommendations, which were only implemented in 2015. Raising water and wastewater rates are never easy on the public. Staff and the Financial Advisory Board recommend raising rates but understands that this is a very difficult decision for the City Council and has impacts on our residents and businesses.

These numbers show that the city's Water and Wastewater departments have been supplementing the cost of water and sewer to the citizens for the past 5 years. With the large number of capital improvement projects that the City must complete to ensure properly functioning water and wastewater systems, up to \$38 million dollars' worth of work must be funded and were the basis of the new rate study included in this agenda item.

GovRates was selected as the rate study consultant through an RFP process in 2019 and work began on the study in 2020. As Council knows in March 2020 COVID-19 hit the world, which caused a slow down for not only society, but the rate study process. Working through the difficult times, Staff and GovRates has completed what we are calling an Interim rate increase solution. We call it interim, due to the fact that staff would like to keep GovRates working in 2020 and 2021 on a meter size/volume of water usage driven rate system instead of the proposed commercial/residential rate volume of water system we have in place. The overall effects of the rates increased will be seen in 2021, if Council approves the recommendations below, A switch to a meter size driven system is not anticipated to adjust those new rates significantly in the future, but will make the pricing system easier for people to understand and for staff to control. Please see recommendation below and the full report attached.

Water Rates:

- Increase of the base rate from \$13.83 to \$32 per month. This will help balance out O&M costs and be a reliable income to cover debt services and put us where other communities are.
- Provide more volumetric steps within the water rate system.
- Increase the cost of water by 57% in 2021.

Wastewater Rates:

- Increase the rates and base fee by 36%.

The current water rate structure has three volumetric steps for fees. 0 to 5,500 gallons; 5,500 to 17,500 gallons

and over 17,500 gallons. What these small steps and low upper limits does is push the large users of water into the highest cost range for water per 1,000 gallons used quickly. The steps that we are recommending are 0 to 3,000 gallons, 3,000 to 11,000 gallons, 11,000, to 22,000 gallons, 22,000 to 33,000 gallons and over 33,000 gallons. The first step from 0 to 3,000 gallons, provides the lower water user essential indoor water use they need and the ability to control their bills. The second step at 11,000 gallons matches with the City's EQR calculation of 350 gallons of use per day per single family household or (350 gallons x 3.42 days = 10,752 gallons per month). The next three steps are based on multipliers of the EQR calculation up to 33,000 gallons per month which would be considered the high user instead of the current 17,500 a month volume.

These rates as you can see per the report move the average water/sewer bill in the City of Glenwood Springs from \$107.96 a month to \$152.85 a month, an average increase of 42%. As noted in the chart on page 17 of the report, the proposed rates would produce bills that are competitive with those of neighboring communities. Many of these communities around us are currently looking at their existing pricing structure that we are comparing ourselves to so that they can move their pricing up to meet their O&M, debt and capital improvement needs as well. Other communities such as Minturn and Rifle have recently made rates changes to meet their needs, thus their current pricing.

Issues:

None at this time

Staff Recommendation:

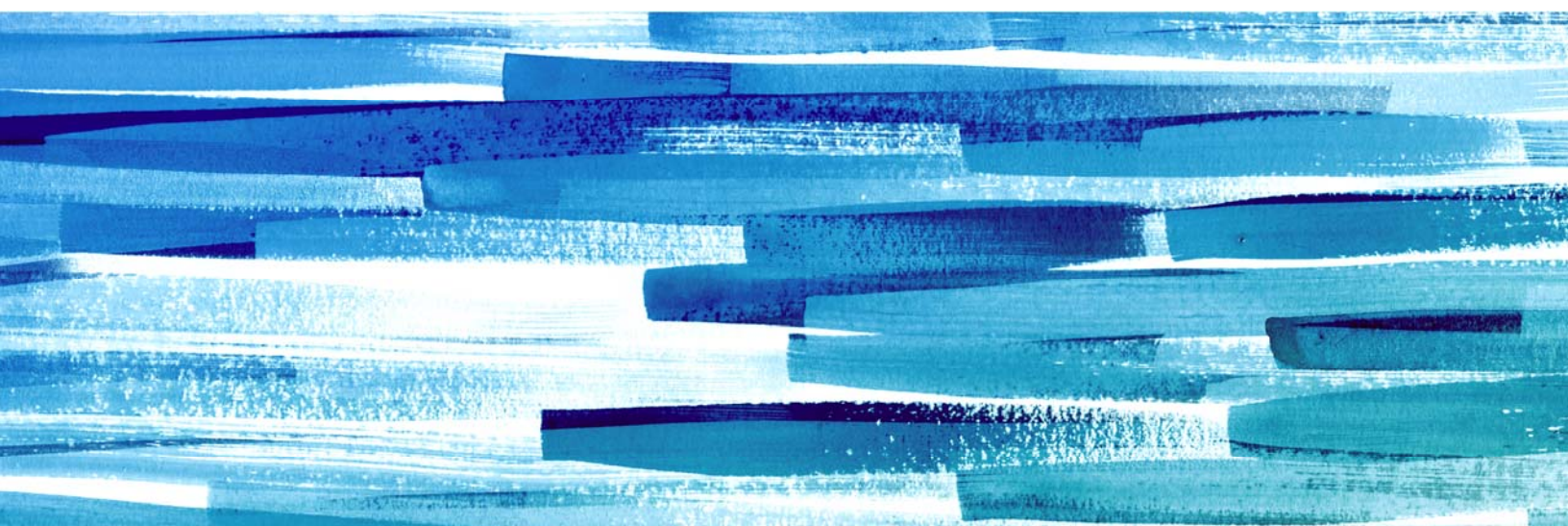
Staff is recommending moving forward with the Rate Study price increase recommendations as presented. To be formally presented at the next Council meeting as a resolution with a start date of January 1st, 2021 or as recommended by Council.

October 5, 2020

CITY OF GLENWOOD SPRINGS, COLORADO

WATER AND WASTEWATER RATE REVIEW

FOR 2021 AND 2022



in Partnership with



October 5, 2020

Honorable Mayor and
Members of the City Council
City of Glenwood Springs
101 W. 8th Street
Glenwood Springs, CO 81601

Subject: Water and Wastewater Rate Review for 2021 and 2022

The water and wastewater user rates of the City of Glenwood Springs (the "City") have not been adjusted since 2015, or almost six (6) years ago. Based on our review of the costs to provide service, GovRates, Inc. ("GovRates") and MGT of America Consulting, LLC ("MGT") recommend rate adjustments for the water and wastewater system (the "System" or the "Utility"). We discussed our findings with the City's Financial Advisory Board during meetings held on August 26th and September 23rd. During the September 23rd meeting, the Financial Advisory Board voted unanimously for the recommendations presented in this report.

As discussed herein, our rate recommendations cover 2021 and 2022 and should be considered "interim" rate structure changes. The City is transitioning to a new billing system that will not become fully operational until mid-2021 at the earliest. Moreover, there is a need to collect more meter size and unit information to enable the City to explore certain rate design alternatives such as fixed charges based on meter size. Once the new billing system is fully set up with the necessary customer billing determinants, we recommend that the City prepare a multi-year financial forecast and reevaluate the rate designs.

We greatly appreciate the opportunity to be of service to the City and would like to thank the City management and staff for their tremendous assistance and cooperation during the course of this review.

Yours in government service,

GovRates, Inc.

MGT of America Consulting, LLC

Bryan A. Mantz, CMC, CGFM
President

Bret Schlyer
Vice-President, Financial Solutions



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2021 and 2022 RATE REVIEW AND RECOMMENDATIONS

General

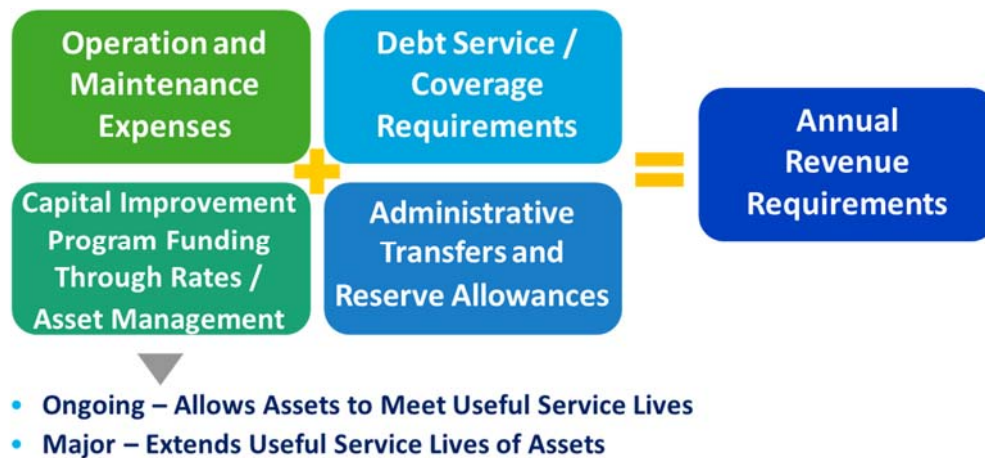
The City of Glenwood Springs (the "City") owns a water and wastewater system (the "System" or the "Utility") that provides an essential service on a continual basis and that operates in a highly-regulated environment. Regulatory agencies for the Utility include the Colorado Department of Public Health and Environment. The System currently provides service to approximately 3,602 water accounts and 2,667 wastewater accounts.

The System is established as a utility enterprise fund and is a large "business" of the City. According to the Governmental Accounting Standards Board, "Enterprise Funds should be used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that costs of providing services to the general public on a continuing basis should be financed or recovered primarily through user charges."

The current installed cost of System assets under City management is about \$80 million. The System should have revenues equal to the costs of the services provided by the Utility, and the City should establish rates sufficient to cover the cost of operating, maintaining, repairing and financing the System.

Recommended Increases in Revenue

The City's current water and wastewater user rates have not been adjusted since 2015, or almost six (6) years ago. The costs associated with operating and maintaining a utility system, as well as the costs of financing the renewals and replacements of existing facilities and the capital improvements for upgrades and expansions, are generally considered to be the revenue requirements of public utilities such as the City's. With respect to identifying revenue requirements for the Utility, the following Exhibit 1 shows elements are considered:

Exhibit 1: Revenue Requirement Components

The financial and rate plan should recognize the need to maintain appropriate debt service coverage ratios and adequate operating margins and reserves to fund ongoing capital needs and maintain the financial condition of each system.

Based on our review of the costs to provide service, GovRates, Inc. ("GovRates") and MGT of America Consulting, LLC ("MGT") recommend rate adjustments for the Utility. Our rate recommendations cover 2021 and 2022 and should be considered "interim" rate structure changes. The City is transitioning to a new billing system that will not become fully operational until mid-2021 at the earliest. Moreover, there is a need to collect more meter size and unit information to enable the City to explore certain rate design alternatives such as fixed charges based on meter size. Once the new billing system is fully set up with the necessary customer billing determinants, we recommend that the City prepare a multi-year financial forecast and reevaluate the rate designs.

The primary reasons for the identified rate adjustments are to:

- 1. Fund the Utility's multi-year capital improvement program (the "CIP").** Utility infrastructure is often "out of sight, out of mind." Revenues under existing rates after payment of operating expenses and existing debt service provide minimal funding for capital needs. The Utility has identified capital costs of approximately \$18.2 million through the Fiscal Year 2022 that primarily relate to replacements or rehabilitations of utility assets reaching the end of their useful service lives. A summary of the estimated capital needs is shown in the following Exhibit 2:

Exhibit 2: Summary of Estimated Capital Improvements Through 2022

Project	Amount
Sediment Basins and Pump Line Construction and Design	\$4,500,000
Cedar Crest Waterline Replacement	2,500,000
Construction of Second Cardiff Tank - 500k gallons	1,700,000
Construction of Highlands Tank - 250k gallons	950,000
Other Projects	925,000
Waterline Insulation Project	900,000
System Improvements/Repairs Yearly	525,000
Waste Water Treatment Plant Updates (10 Year)	500,000
Lift Station 16,000 Relocation	500,000
Sanitary Sewer Lining Projects	425,000
23rd Street Waterline Replacement	400,000
Red Mountain South Water Replacement (Phase 2)	350,000
Red Mountain South Sewer Replacement (Phase 2)	350,000
Red Mountain South Water Replacement (Phase 1)	300,000
Valve Controls at Tank Sites	300,000
Hydrogen Sulfide Mitigation	300,000
Replace Waterline in Blake Avenue from 27th Street to Hwy 82	250,000
West 1st Street Waterline Replacement	250,000
Red Mountain South Sewer Replacement (Phase 1)	250,000
22nd Street Waterline Replacement	250,000
22nd Street Sewer Line Replacement	250,000
Fix Raw Water System Park East	200,000
Other Projects	1,319,250
Total	\$ 18,194,250

Based on discussions with the City staff, it was assumed that the City would receive a 50% grant (\$2.25 M) for the Sediment Basins and Pump Line Construction and Design. About \$8.5 million of the capital needs were assumed to be financed through a 15-year bank loan (assumed 5% interest rate and \$75,000 issuance costs), while about \$7.4 million were assumed to be funded through user rate revenues and existing cash reserves. A summary of the assumed funding for the capital program is shown in the following Exhibit 3:



Exhibit 3:**Assumed Capital Improvement Program Funding**

Funding Source	Combined	
	Amount	Percent
Proceeds from Debt Financing	\$8,500,000	46.7%
User Rates and Cash Reserves	7,444,250	40.9%
Grant	2,250,000	12.4%
Total	<u>\$18,194,250</u>	<u>100.0%</u>

- 2. Fund the costs of future operations.** There are many factors that affect the costs of operations over which the Utility has limited or no control. Factors such as cost increases from electric power providers, changes in fuel and oil prices resulting from global market changes, and competition for scarce resources such as concrete and building materials often result in cost increases that are greater than change in the consumer price index (general inflation). Utility costs also typically increase at a higher rate than general inflation due to regulatory requirements. It is important to recognize that these increased costs are usually permanent increases in the costs of operations and, as such, must ultimately be passed through to customers through rates.

Inflation is expected to continue to affect System operating margins. The Congressional Budget Office has projected the national consumer price index (CPI) to continue to increase over the next several years despite the COVID-19 pandemic.

The Utility has an immediate need for four (4) additional personnel for risk / reliability, to help prevent service interruptions, and to address the System's renewal / replacement capital needs. Addressing capital needs puts a strain on day-to-day operations. The COVID-19 pandemic has shown the need to address the potential serious problems if one or more current treatment plant operators got sick.

Four (4) additional personnel are recognized in the financial analysis:

- Water / Wastewater Foreman
- Water / Wastewater Treatment Plant Operator
- Lab Tech / Operator
- Equipment Operator

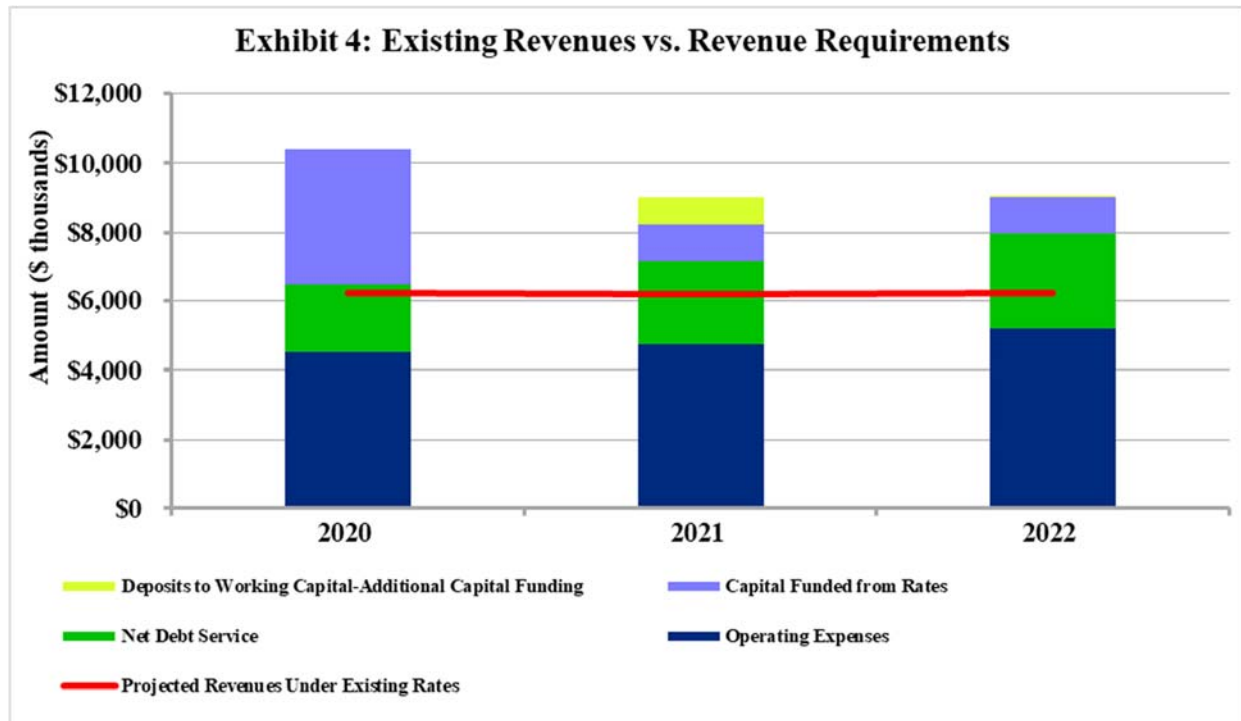
With these additional positions, the Utility would be much better positioned to deal with natural employee loss and replacement. Moreover, the new positions would help reduce the costs of capital projects, as contractors would charge substantially more.

The proposed rates should enable the Utility to hire two (2) of the additional personnel in mid-2021 and the remaining two (2) positions in 2022.

3. Maintain appropriate debt service coverage ratios and adequate operating margins and reserves to fund ongoing capital needs and maintain the financial condition of the System.

The System's anticipated debt may contain a rate covenant under which the City must establish rates to provide Net Revenues (Gross Revenues less Operating Expenses) at a certain level above annual debt service. A rate covenant is a formal agreement between the City and the lender. The Utility's annual debt service for its outstanding Water and Sewer Revenue Bonds, Series 2010 is about \$1.96 million. With the assumed 15-year bank loan to finance about \$8.5 million of capital needs, the total annual debt service is projected to increase to about \$2.8 million.

The revenue requirements analysis is shown on Table 5 of this report. The following Exhibit 4 shows how the revenue requirements for the Utility (the bars) compare against projected System revenues (the red line). In the years in which the total revenue requirements exceed the revenues, available cash reserves must be utilized to make up the difference.



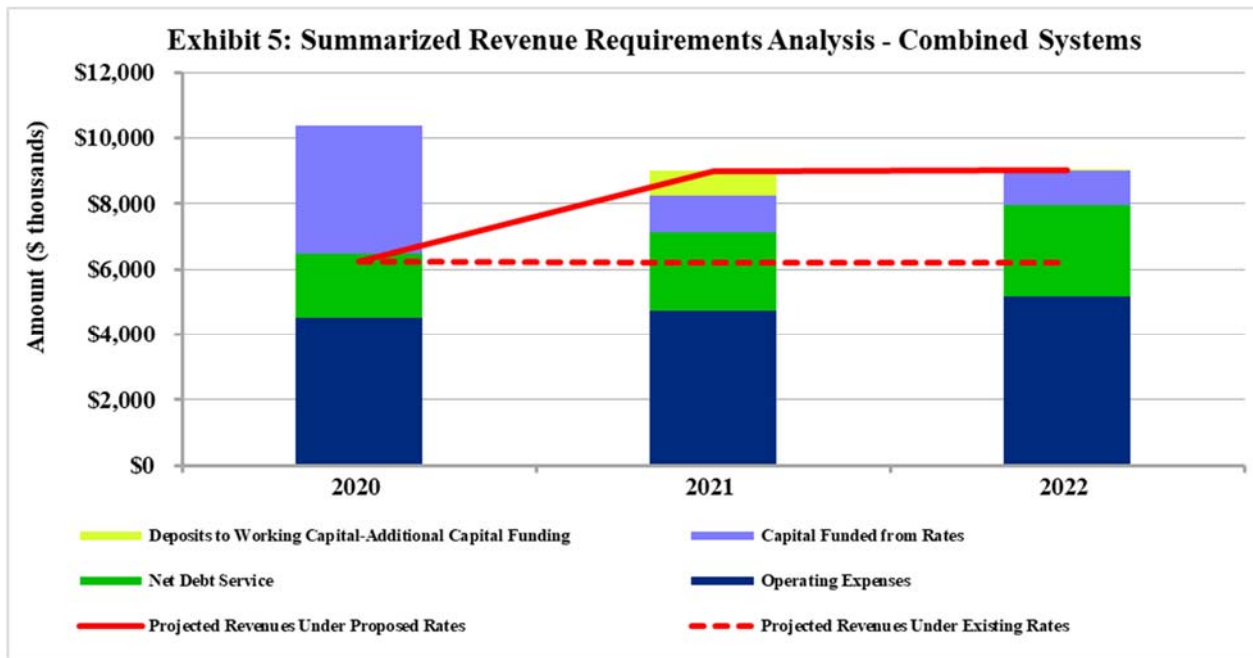
As shown in the above Exhibit 4, existing Utility revenues can fund operating expenses and current debt service, but not much else. Without rate adjustments, the City will be unable to fund the majority of the System's capital needs or hire the additional personnel needed.

Two (2) revenue increase options were discussed with the City's Financial Advisory Board: (1) One-time revenue adjustments in 2021 to cover the revenue deficiency with no additional

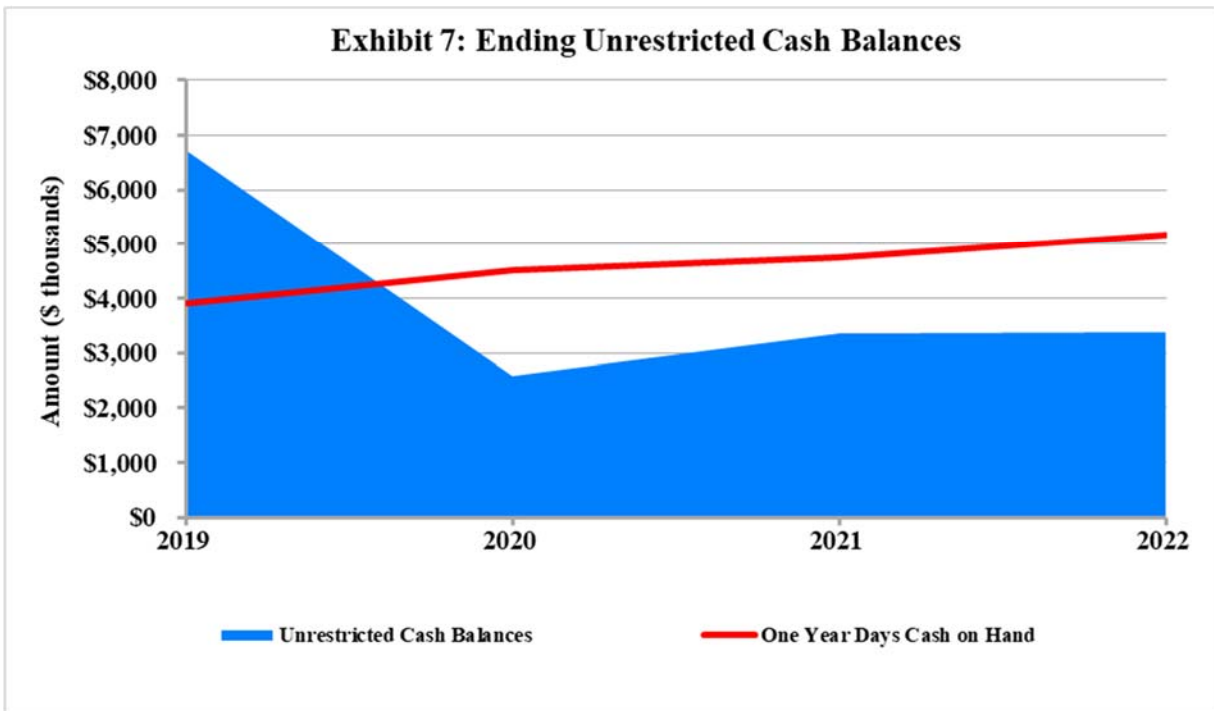
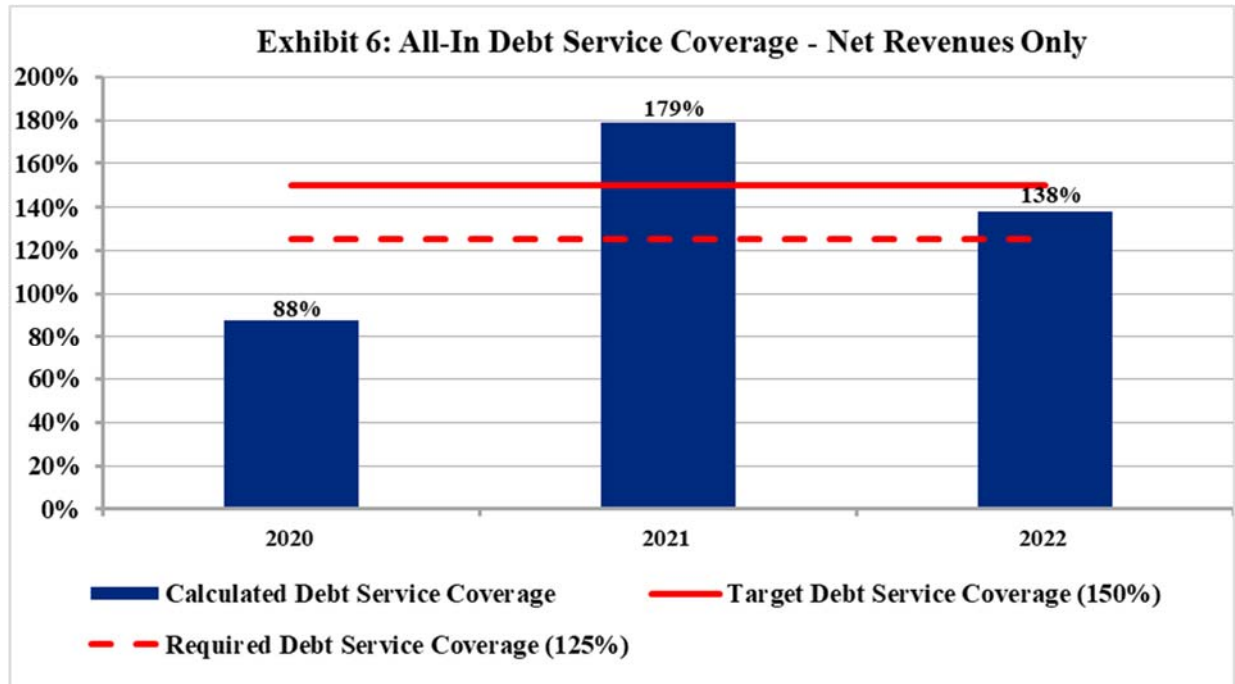
increases in 2022; and (2) Use existing cash reserves to phase-in the increases over two years. The Financial Advisory Board unanimously voted for the one-time adjustments, recognizing that:

- The rates would be lower in 2022 with the one-time adjustment in 2021 due to the time value of money.
- The Utility's cash position would be preserved, a favorable situation since there will be capital needs beyond 2022 that must be addressed.

The one-time adjustments are to increase water revenues by 57% and wastewater revenues by 36% (combined = 46%). Because of the rate designs being proposed to recover these revenue amounts, different customers will receive different rate increases. The following Exhibit 5 shows how the proposed increases in revenue are projected to meet the Utility's revenue requirements in both 2021 and 2022:



The following Exhibits 6 and 7 show the Utility's projected debt service coverage and cash position under the one-time adjustments.



As shown in the preceding Exhibit 7, the Utility's cash position is maintained from 2020 to 2022. With phased adjustments, the cash position would decline since more cash reserves would need to be used to fund the 2021 revenue requirements.

The capital needs for the Utility will not go away, but will be more expensive to address in the future. Inflation and the costs of construction continue to affect System costs. As such, it is important for the City to proactively increase rates to fund these needs and help avoid larger "catch up" increases.

Proposed Interim Rate Designs

Uniform or across-the-board rate adjustments – under which all customers receive the same percentage rate increase – are always an option for the City. However, this option is not recommended due to certain issues with the existing rate structures. These issues and the proposed rates to address the issues follow:

Issues with Current Water Rates:

- All customers pay the same monthly base charge. If a customer has a greater demand on the water system, the customer should perhaps pay a higher amount of the System fixed costs. (Most of the Utility's costs are fixed.)
- Residential and nonresidential customers have the same price blocks. Under a typical water conservation rate structure, the first price block would be for indoor or essential water usage; the middle price block(s) would be for discretionary usage; and the last price block would be for excessive water usage. Under the existing rates, most nonresidential usage is billed at the most expensive volumetric rate (the last price block rate). However, most nonresidential usage is essential and, in the case of commercial customers, the profit incentive discourages excessive water usage.
- The base charge recovery for the water system is relatively low. The revenue recovered through the monthly base charges is around 21%, but the utility industry recommended minimum is around 30%. The current water base charge of \$13.83 is significantly below the \$33.31 average water base charge of ten (10) surveyed neighboring communities. The need for additional debt financing – a fixed cost – supports an increase in the base charge recovery.

Proposed Water Rates:

- Increase in the monthly base charge to \$32 per month, which is still lower than the \$33.31 average water base charge of the ten (10) surveyed neighboring utilities. This increase will improve base charge recovery to around the recommended 30%. Once the City's new billing system is set up with the necessary customer billing determinants, we recommend that the City consider base charges by meter size.
- For nonresidential customers, a uniform volumetric rate for all usage based on the volumetric average cost per 1,000 gallons.

- Five (5) water price blocks for residential customers consisting of: i) a lifeline price block of 0 to 3,000 gallons for customers needing an essential service; and ii) four additional price blocks that are multiples of the capacity allocated to one equivalent residential unit (EQR). The capacity allocation for one EQR is considered by the City to be 350 gallons per day or about 11,000 gallons per month. The five recommended price blocks are 0 to 3,000 gallons; 3,001 to 11,000 gallons; 11,001 to 22,000 gallons; 22,001 to 33,000 gallons; and over 33,000 gallons.

Issues with Current Wastewater Rates:

- All customers pay the same minimum monthly charges. If a customer has a greater demand on the wastewater system, the customer should perhaps pay a higher amount of the System fixed costs. (Most of the Utility's costs are fixed.)
- Restaurants and hotels with food service are charged higher volumetric rates due to higher-strength waste with no consideration for pretreatment facilities or operating practices (e.g., grease traps) that result in normal-strength wastewater. Industrial customers, schools with cafeterias, and other customer types that might have higher-strength waste have the same "standard" volumetric rate as residential customers.

Proposed Wastewater Rates:

- Across-the-board / uniform increase in the monthly minimum customer charge.
- Uniform volumetric rates for all customers. The City could consider high-strength surcharges for certain customers in the future if supported by empirical data.

At its September 23rd meeting, the Financial Advisory Board voted unanimously for the rate design recommendation vs. uniform rate adjustments.

Table 1 at the end of this report contains a schedule of the existing and proposed rates for 2021. As previously discussed, the rate recommendations should be considered interim rate structure changes. Once the City's new billing system is fully set up with the necessary customer billing determinants, we recommend that the City prepare an updated financial forecast and reevaluate the rate designs, considering options such as fixed charges based on meter size.

Affordability of Proposed Water and Wastewater User Rates

The EPA has historically considered 4.5% of median household income to be the affordability threshold for water and wastewater bills. According to the United States Census Bureau, the median household income for the City is \$63,248. The average single-family residential customer in the System uses 10,000 gallons per month. Residential customers in the System comprise approximately 83% of the customer base. Under the proposed monthly water and wastewater rates, the following Exhibit 8 shows the affordability and cost per gallon calculations.

Exhibit 8: Proposed Rates Affordability and Cost Per Gallon

Description	2021
<u>Proposed "Interim" Rate Design</u>	
Proposed Monthly Bill at Average SFR Usage of 10,000 Gallons	\$152.85
Cost Per Gallon of Water and Wastewater Bill	1.53¢
Percent of Median Household Income (EPA: <4.5% is considered affordable)	2.90%

SFR = Single Family Residential; EPA = Environmental Protection Agency

As shown in the preceding Exhibit 8, the monthly water and wastewater bill at the 10,000-gallon usage level is 2.9% of the median household income – well below the 4.5% EPA affordability threshold. As such, the proposed rates are considered affordable by utility industry standards.

Exhibit 8 also indicates that a \$152.85 bill for 10,000 gallons of usage translates to 1.53¢ per gallon. Comparing 1.53¢ per gallon to the cost per gallon of other commodities (e.g., bottled water, milk, gas, etc.) communicates the value of water and wastewater service.

Bill Comparisons – Neighboring Utilities

In order to provide the City with additional information regarding the current rates charged for service, a comparison of the City's existing and proposed rates for customers served by a 5/8-inch or 3/4-inch meter (representative of the single-family residential class and a large portion of the commercial class) with charges for similar service by ten (10) neighboring utilities has been made. It should be noted that a rate or bill comparison is not a "report card" on how well a utility is performing. There are several factors that have an effect on the level of rates charged, including:

1. Source of water supply and level of treatment required before the distribution of water to the ultimate customer, including how much of water supply is purchased from other utilities;
2. Plant capacity utilization, age and assistance in the funding of such plant capacity by federal grants, connection fees, etc.;
3. Overall size of the customer base (economies of scale) served as well as the type of customer served (certain customers may have higher usage requirements which may dampen per unit rates which is common for high commercial or industrialized customer bases for utilities);
4. Geographic density of the customer base (utilities with many high-density multifamily customers may have lower unit costs);
5. General fund and administrative fee transfers made by municipal and county systems which may account for differences in level of rates charged;
6. Bond covenants and funding requirements of the rates; and

7. Level of capital improvements required to meet service area needs, including the construction of growth-related assets in relation to service area expansion.

For the utilities included in the rate comparisons on Tables 2 through 4 at the end of this report, no analysis has been made of the above-mentioned factors as they relate to the reported water and wastewater rates currently being charged by the other utilities surveyed for the purposes of this analysis. However, the proposed water and wastewater rates of the City produce bills that are comparable with those of neighboring utilities.

Figure 1 at the end of this report shows a graphical comparison of how bills under the proposed 2021 rates compare with those of other "neighboring" utilities for a single-family residential customer with a monthly usage of 10,000 gallons – the historical average monthly usage for a 5/8" or 3/4" meter customer in this class. As indicated in Figure 1, at the 10,000-gallon usage level, the Town of Minturn and the City of Rifle currently charge more for combined water and wastewater service than what the City would charge under the 2021 proposed rates. Moreover, it is important to note that the majority of the surveyed utilities are currently evaluating the sufficiency of their water and wastewater rates or have already scheduled future rate adjustments.

Requested Council Action

Based on our review of the existing utility rates as summarized in this report, we recommend the following for the City Council's consideration:

1. Adopt the interim restructured water and wastewater rates, which are considered affordable and competitive as discussed in this report. It is important to note that the City has not adjusted monthly user rates in nearly six (6) years.
2. Once the City's new billing system is fully set up with the necessary customer billing determinants, prepare a multi-year financial forecast and reevaluate the rate designs, considering options such as fixed charges based on meter size. Additional rate adjustments are anticipated to be needed in 2023 and beyond.
3. In the future, consider adopting a rate indexing provision to automatically adjust rates each year – without a public hearing – for inflationary effects on the cost of Utility operations. Automatic rate indexing provisions are common in the utility industry.
4. Continue to monitor the financial position of the Utility and adjust the financial and rate plan as needed.

Based on the financial forecast and assuming the implementation of the proposed rate adjustments, the Utility is projected to be in a good financial position through 2022.

Table 1

City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022

Summary of Existing and Proposed Monthly Water and Wastewater User Rates

Line No.	Description	Existing	Proposed 2021	Proposed 2022	Billing Period
WATER SERVICE					
<u>Treated Water Rates - Residential</u>					
1	Monthly Customer Charge	\$ 13.83	\$ 32.00	\$ 32.00	
	Usage Rate Per 1,000 Gallons:				
	<u>Existing:</u>				
2	Up to 5,500 Gallons	\$ 2.38			
3	From 5,500 Gallons to 17,500 Gallons	3.16			
4	Over 17,500 Gallons	4.20			
	<u>Proposed:</u>				
5	0 to 3,000 Gallons		\$ 2.43	\$ 2.43	
6	3,001 to 11,000 Gallons		3.24	3.24	
7	11,001 to 22,000 Gallons		4.86	4.86	
8	22,001 Gallons to 33,000 Gallons		6.48	6.48	
9	Over 33,000 Gallons		8.10	8.10	
<u>Treated Water Rates - Nonresidential</u>					
10	Monthly Customer Charge	\$ 13.83	\$ 32.00	\$ 32.00	
	Usage Rate Per 1,000 Gallons:				
	<u>Existing:</u>				
11	Up to 5,500 Gallons	\$ 2.38			
12	From 5,500 Gallons to 17,500 Gallons	3.16			
13	Over 17,500 Gallons	4.20			
	<u>Proposed:</u>				
14	All Usage		\$ 4.71	\$ 4.71	
<u>Bulk Water Rates</u>					
15	Monthly Customer Charge	\$ 13.83	\$ 32.00	\$ 32.00	
16	Usage Rate Per 1,000 Gallons	1.97	3.09	3.09	
<u>Raw Water Irrigation Rates</u>					
17	Monthly Customer Charge	\$ 13.83	\$ 32.00	\$ 32.00	
18	Usage Rate Per 1,000 Gallons	1.97	3.09	3.09	
<u>Treated Water Irrigation Only Rates</u>					
19	Monthly Customer Charge	\$ 13.83	\$ 32.00	\$ 32.00	
20	Usage Rate Per 1,000 Gallons	3.16	4.71	4.71	

Table 1

**City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022**

Summary of Existing and Proposed Monthly Water and Wastewater User Rates

Line No.	Description	Existing	Proposed 2021	Proposed 2022	Billing Period
WASTEWATER SERVICE - INSIDE CITY					
<u>All Users</u>					
21	Minimum Monthly Bill	\$ 66.82	\$ 90.88	\$ 90.88	
Volume Charge Per 1,000 Gallons:					
22	Restaurant	\$ 9.13	\$ 8.91	\$ 8.91	Year Round
23	Hotel or Motel with Food / Beverage Service	7.32	8.91	8.91	Year Round
24	Hotel or Motel without Food / Beverage Service	6.31	8.91	8.91	Year Round
25	All Others	6.31	8.91	8.91	Winter Billing; Winter Average During Summer
WASTEWATER SERVICE - OUTSIDE CITY					
<u>All Users</u>					
26	Minimum Monthly Bill	\$ 100.24	\$ 136.32	\$ 136.32	
Volume Charge Per 1,000 Gallons:					
27	Restaurant	\$ 13.63	\$ 13.37	\$ 13.37	Year Round
28	Hotel or Motel with Food / Beverage Service	10.99	13.37	13.37	Year Round
29	Hotel or Motel Without Food / Beverage Service	9.51	13.37	13.37	Year Round
30	All Others	9.51	13.37	13.37	Winter Billing; Winter Average During Summer

Table 2
City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022

Comparison of Monthly Residential Bills for Water Service

Line No.	Description	Residential Service for a 5/8" or 3/4" Meter [1]								
		0 Gallons	2,000 Gallons	4,000 Gallons	5,000 Gallons	8,000 Gallons	10,000 Gallons [2]	15,000 Gallons	20,000 Gallons	25,000 Gallons
	City of Glenwood Springs									
1	Current Rates	\$13.83	\$18.59	\$23.35	\$25.73	\$34.82	\$41.14	\$56.94	\$75.34	\$96.34
2	Proposed Rates - 2021	32.00	36.86	42.53	45.77	55.49	61.97	84.65	108.95	142.97
	Other Colorado Utilities:									
3	City of Aspen	\$6.08	\$11.98	\$17.88	\$21.67	\$33.04	\$40.62	\$64.49	\$102.48	\$143.18
4	Town of Carbondale	23.48	27.30	31.12	33.03	40.24	45.54	58.79	75.64	92.49
5	Mid Valley Metropolitan District	11.90	14.12	16.34	17.45	21.21	24.51	33.90	44.95	56.00
6	Town of Minturn	90.00	103.00	116.00	122.50	142.00	155.00	187.50	220.00	252.50
7	Town of New Castle	34.45	34.45	34.45	34.45	34.45	34.45	42.88	56.93	78.83
8	City of Rifle [3]	34.31	34.31	43.47	48.33	62.91	74.33	102.89	131.45	165.73
9	Roaring Fork Water and Sanitation District	23.33	26.73	30.13	31.83	36.93	40.33	48.83	57.33	65.83
10	City of Silt	43.14	43.14	44.64	45.39	49.14	52.14	65.64	86.14	111.14
11	Upper Eagle Regional Water Authority	28.95	37.15	45.35	49.45	61.75	72.00	102.75	139.64	185.74
12	Town of Vail	37.42	43.02	48.62	51.42	59.82	67.52	92.02	123.88	166.78
13	Other Colorado Utilities' Average	\$33.31	\$37.52	\$42.80	\$45.55	\$54.15	\$60.64	\$79.97	\$103.85	\$131.82
14	Minimum	6.08	11.98	16.34	17.45	21.21	24.51	33.90	44.95	56.00
15	Maximum	90.00	103.00	116.00	122.50	142.00	155.00	187.50	220.00	252.50

Footnotes:

- [1] Amounts reflect bills under single family residential user rates in effect July 2020 and do not include any taxes, franchise fees, or water restriction surcharges, if any. These bills also reflect rates charged to customers within the municipal borders (e.g., no outside-municipality surcharges, if applied, are included in the bill comparison).
- [2] Historical average monthly use among single family residential customers in the City service area.
- [3] Includes 12% water tank surcharge.

Table 3
City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022

Comparison of Monthly Residential Bills for Wastewater Service

Line No.	Description	Residential Service for a 5/8" or 3/4" Meter [1]								
		0 Gallons	2,000 Gallons	4,000 Gallons	5,000 Gallons	8,000 Gallons	10,000 Gallons [2]	15,000 Gallons	20,000 Gallons	25,000 Gallons
	City of Glenwood Springs									
1	Current Rates	\$66.82	\$66.82	\$66.82	\$66.82	\$66.82	\$66.82	\$94.65	\$126.20	\$157.75
2	Proposed Rates - 2021	90.88	90.88	90.88	90.88	90.88	90.88	130.18	174.73	219.28
	Other Colorado Utilities:									
3	City of Aspen	\$23.83	\$23.83	\$23.83	\$23.83	\$23.83	\$23.83	\$23.83	\$23.83	\$23.83
4	Town of Carbondale	13.50	21.02	36.06	43.58	66.14	81.18	118.78	156.38	193.98
5	Mid Valley Metropolitan District	25.50	25.50	25.50	25.50	25.50	25.50	25.50	25.50	25.50
6	Town of Minturn	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42
7	Town of New Castle	53.32	53.32	53.32	53.32	68.32	83.32	120.82	158.32	195.82
8	City of Rifle	57.16	57.16	57.16	69.96	108.36	133.96	197.96	261.96	325.96
9	Roaring Fork Water and Sanitation District	46.33	46.33	46.33	46.33	46.33	46.33	46.33	46.33	46.33
10	City of Silt	58.66	58.66	58.66	58.66	62.66	66.66	76.66	86.66	96.66
11	Upper Eagle Regional Water Authority	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42
12	Town of Vail	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42	37.42
13	Other Colorado Utilities' Average	\$39.06	\$39.81	\$41.31	\$43.34	\$51.34	\$57.30	\$72.21	\$87.12	\$102.03
14	Minimum	13.50	21.02	23.83	23.83	23.83	23.83	23.83	23.83	23.83
15	Maximum	58.66	58.66	58.66	69.96	108.36	133.96	197.96	261.96	325.96

Footnotes:

- [1] Amounts reflect bills under single family residential user rates in effect July 2020 and do not include any taxes, franchise fees, or water restriction surcharges, if any. These bills also reflect rates charged to customers within the municipal borders (e.g., no outside-municipality surcharges, if applied, are included in the bill comparison).
- [2] Historical average monthly use among single family residential customers in the City service area.

Table 4
City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022

Comparison of Monthly Residential Bills for Combined Water and Wastewater Service

Line No.	Description	Residential Service for a 5/8" or 3/4" Meter [1]								
		0 Gallons	2,000 Gallons	4,000 Gallons	5,000 Gallons	8,000 Gallons	10,000 Gallons [2]	15,000 Gallons	20,000 Gallons	25,000 Gallons
	City of Glenwood Springs									
1	Current Rates	\$80.65	\$85.41	\$90.17	\$92.55	\$101.64	\$107.96	\$151.59	\$201.54	\$254.09
2	Proposed Rates - 2021	122.88	127.74	133.41	136.65	146.37	152.85	214.83	283.68	362.25
	Other Colorado Utilities:									
3	City of Aspen	\$29.91	\$35.81	\$41.71	\$45.50	\$56.87	\$64.45	\$88.32	\$126.31	\$167.01
4	Town of Carbondale	36.98	48.32	67.18	76.61	106.38	126.72	177.57	232.02	286.47
5	Mid Valley Metropolitan District	37.40	39.62	41.84	42.95	46.71	50.01	59.40	70.45	81.50
6	Town of Minturn	127.42	140.42	153.42	159.92	179.42	192.42	224.92	257.42	289.92
7	Town of New Castle	87.77	87.77	87.77	87.77	102.77	117.77	163.70	215.25	274.65
8	City of Rifle [3]	91.47	91.47	100.63	118.29	171.27	208.29	300.85	393.41	491.69
9	Roaring Fork Water and Sanitation District	69.67	73.07	76.47	78.17	83.27	86.67	95.17	103.67	112.17
10	City of Silt	101.80	101.80	103.30	104.05	111.80	118.80	142.30	172.80	207.80
11	Upper Eagle Regional Water Authority	66.37	74.57	82.77	86.87	99.17	109.42	140.17	177.06	223.16
12	Town of Vail	74.84	80.44	86.04	88.84	97.24	104.94	129.44	161.30	204.20
13	Other Colorado Utilities' Average	\$72.36	\$77.33	\$84.11	\$88.90	\$105.49	\$117.95	\$152.18	\$190.97	\$233.86
14	Minimum	29.91	35.81	41.71	42.95	46.71	50.01	59.40	70.45	81.50
15	Maximum	127.42	140.42	153.42	159.92	179.42	208.29	300.85	393.41	491.69

- Footnotes:**
- [1] Amounts reflect bills under single family residential user rates in effect July 2020 and do not include any taxes, franchise fees, or water restriction surcharges, if any. These bills also reflect rates charged to customers within the municipal borders (e.g., no outside-municipality surcharges, if applied, are included in the bill comparison).
- [2] Historical average monthly use among single family residential customers in the City service area.
- [3] Includes 12% water tank surcharge.

Rates Effective July 2020

Figure 1
City of Glenwood Springs, Colorado
Comparison of Monthly Charges for
Combined Water and Wastewater Service
for Single Family Residential Customers Using 10,000 Gallons

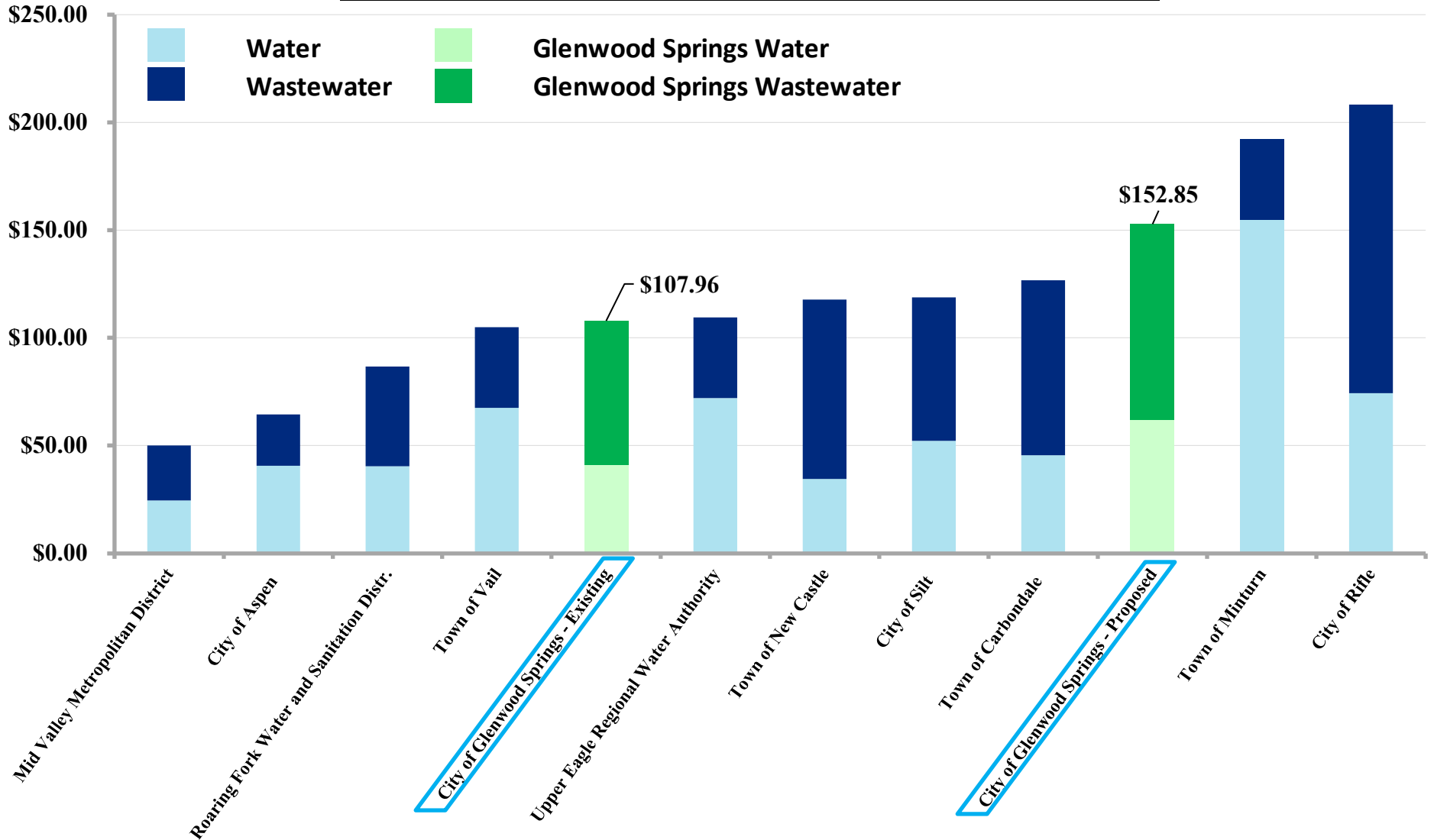


Table 5
City of Glenwood Springs, Colorado
Water and Wastewater Rate Review for 2021 and 2022

Projected Net Revenue Requirements - Combined Water and Wastewater System

Line No.	Description	Fiscal Year Ending December 31,		
		2020	2021	2022
	Operating Expenses			
1	Water and Sewer Administration (211)	\$ 1,021,059	\$ 1,158,658	\$ 1,304,520
2	Water Treatment (410)	798,391	808,871	859,639
3	Water Transmission and Distribution (420)	715,241	627,723	743,754
4	Wastewater Treatment (430)	829,304	940,156	977,508
5	Wastewater Collection and Transmission (440)	474,165	498,181	560,010
6	Customer Accounts - Water (240)	188,989	182,569	189,872
7	Water Interfund (260)	167,851	263,880	264,238
8	Wastewater Interfund (261)	200,906	200,906	201,178
9	Interfund Transfers (999)	100,000	50,000	52,000
10	Other	15,365	22,395	22,426
11	Total Operating Expenses	\$ 4,511,270	\$ 4,753,338	\$ 5,175,145
	Debt Service			
12	Water and Sewer Revenue Bonds, Series 2010	\$ 1,959,271	\$ 1,962,119	\$ 1,958,143
13	Additional Senior Lien Debt 1	-	413,068	826,135
14	Total Debt Service	\$ 1,959,271	\$ 2,375,186	\$ 2,784,278
	Other Revenue Requirements			
15	Capital Funded from Rates	\$ 3,919,750	\$ 1,109,750	\$ 1,039,750
16	Total Other Revenue Requirements	\$ 3,919,750	\$ 1,109,750	\$ 1,039,750
17	Gross Revenue Requirements	\$ 10,390,291	\$ 8,238,275	\$ 8,999,173
	Less Income and Funds from Other Sources			
18	Other Operating Revenue	\$ 13,700	\$ 13,500	\$ 13,500
19	Unrestricted Interest Income	72,298	31,754	40,428
20	Net Revenue Requirements	\$ 10,304,293	\$ 8,193,020	\$ 8,945,246
	Revenue from Existing Rates			
21	System Rate Revenue	\$ 6,145,948	\$ 6,154,289	\$ 6,162,631
22	Prior Year Rate Adjustment	-	-	2,807,600
23	Total Applicable Rate Revenue	\$ 6,145,948	\$ 6,154,289	\$ 8,970,231
24	Effective Months	12	12	12
25	Percent of Current Year Effective	100.0%	100.0%	100.0%
26	Revenue from Current Rate Adjustment w/ Effective Months	\$ -	\$ 2,803,800	\$ -
27	Revenue from Current Rate Adjustment w/ Full Year Implementation	\$ -	\$ 2,803,800	\$ -
28	Total Revenue w/ Effective Months	\$ 6,145,948	\$ 8,958,089	\$ 8,970,231
29	Total Revenue w/ Full Year Implementation	\$ 6,145,948	\$ 8,958,089	\$ 8,970,231
30	Revenue Adjustment w/ Effective Months	0.00%	45.56%	0.00%
31	Revenue Adjustment w/ Full Year Implementation	0.00%	45.56%	0.00%

RESOLUTION 2015-8

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF GLENWOOD SPRINGS, COLORADO
SETTING WATER AND WASTEWATER RATES.**

WHEREAS, Article 080.050 of the City's Municipal Code provides that fees for water and wastewater rates be set by Resolution; and

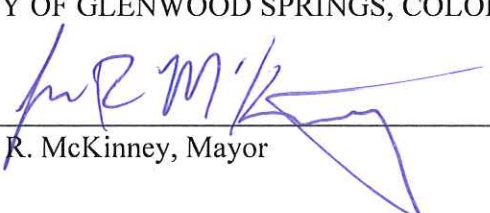
WHEREAS, the City Council by this Resolution will set water and wastewater rates until otherwise amended by City Council.

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

It hereby adopts the water and wastewater rates set forth on **Exhibit A**, attached hereto and incorporated herein, which shall be effective for all water and wastewater utility billing for the April 2015 billing cycle.

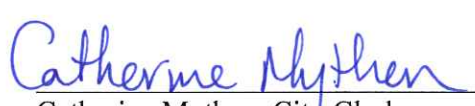
INTRODUCED, READ, AND PASSED THIS 19th DAY OF March, 2015.

CITY OF GLENWOOD SPRINGS, COLORADO



Leo R. McKinney, Mayor

ATTEST:



Catherine Mythen, City Clerk

EXHIBIT A

WATER RATES

Treated Water Rates

Monthly Customer Charge	\$13.83
<u>Usage Rate</u>	<u>Per 1,000 gallons</u>
Up to 5,500 gallons	\$2.38
From 5,500 gallons to 17,500 gallons	\$3.16
Over 17,500 gallons	\$4.20

Bulk Water Rates

Monthly Customer Charge	\$13.83
Usage Rate, per 100 gallons	\$1.97

Raw Water Irrigation Rates

Monthly Customer Charge	\$13.83
Usage Rate, per 1,000 gallons	\$1.97

Treated Water Irrigation Only Rates

Monthly Customer Charge	\$13.83
Usage Rate, per 1,000 gallons	\$3.16

WASTEWATER RATES

Inside Corporate Limits Wastewater Rates

Minimum Monthly Bill – All Users	\$66.82	
Usage Type	Volume Charge (\$/1000 gal)	Billing Period
Restaurant	\$9.13	Year Round
Hotel or motel with food/beverage service	\$7.32	Year Round
Hotel or motel without food/beverage service	\$6.31	Year Round
All others	\$6.31	Winter Billing
	Winter Average	Summer Billing

Outside Corporate Limits Wastewater Rates

Minimum Monthly Bill – All Users	\$100.24	
Usage Type	Volume Charge (\$/1000 gal)	Billing Period
Restaurant	\$13.63	Year Round
Hotel or motel with food/beverage service	\$10.99	Year Round
Hotel or motel without food/beverage service	\$9.51	Year Round
All others	\$9.51	Winter Billing
	Winter Average	Summer Billing

Bulk Service Outside Corporate Limits Wastewater Rates

All bulk wastewater treatment service outside the corporate limits will be a negotiated rate, on a case-by-case basis.
--



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Joint Meeting with Airport Board

Action Requested: Please see the attached Annual Airport.

The Airport Board would like to discuss the following topics:

- Airport revenues and expenses, including fuel sales, hangar leases and tie down fees.
- The CDOT economic impact study - Included with report.
- Operational improvements including a minor expansion of the helipad.
- Community outreach events that have been held at the airport including the 2020 GSHS graduation
- Fire operations for the Grizzly Creek Fire
- Future needs of the airport including:
 - Relocating the Jet A fueling station
 - Demand for hangar space
 - Classic Air Medical Hangar needs
 - Approval of temporary storage containers
 - Armstrong Consultants planning contract approval
- Airport interaction with South Bridge -see detail in attachments

Department: Engineering

Presented By: Terri Partch, City Engineer

Background Info: Please see all attachments.

The Council did ask for additional information at the meeting. A spreadsheet comparing fuel pricing, hangar lease and tie down pricing for Colorado mountain airports has been developed and is included. We are still working to obtain hangar and tie down fees from some communities. We will have an updated spreadsheet at the meeting.

In addition, staff has included the City's recent analysis of the economic impact of the airport for comparison. The sections of that report which are relevant to the current economic value of the airport are attached. Discussion of economic value of the different planning scenarios, including the existing airport begins on page 105 of the document or page 116 of the scanned document.

Issues: None at this time.

Staff Recommendation: None.



Glenwood Springs Municipal Airport
Special Report to City Council
October 15, 2020

Presented by the Airport Advisory Board



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Introduction

2020 has been a year of uncertainty and change for the *Glenwood Springs Municipal Airport*. With the outbreak of COVID-19 across the world earlier this year, the Airport was closed to all non-essential traffic for nearly six weeks (March 23-May 3). August 2020 has been a rough month as well due to the Grizzly Creek Fire. The airport again closed its runway to all non-essential traffic for two weeks (August 13-August 25) and became the temporary Helibase and Incident Command Center for the Grizzly Creek Fire helicopter operations. Despite these setbacks, the Airport continues to generate sufficient revenues from fuel sales and user fees to fully cover the cost of Airport operations.

Major accomplishments from 2018-2020 include the addition of Jet A fuel to sell to all turbine aircraft, especially the emergency medical helicopter based at Valley View hospital; installation of webcams along the runway; creation of a part-time Assistant Manager position; successful community events such as the *Aviation Expo*, fly-ins, pancake breakfasts and *Rally Days*; the organization of a nationally recognized *EAA* Chapter (Experimental Aircraft Organization) and *Young Eagles Program*; and assistance to local and federal fire-fighting operations during the Lake Christine Fire (2018) and the Grizzly Creek Fire (2020).

Airport Revenue and Expenses

The Airport traditionally operates on a small but comfortable profit margin, consistent with its role as a shared community asset and City-owned Enterprise. Airport revenue predominantly comes from fuel sales and user fees. Final year figures are not yet available, but we anticipate that 2020 revenues will exceed expenses by \$55,987 due to a land use agreement made with the *USFS* for use of the Airport as a Helibase during the Grizzly Creek Fire and a Grant from *CDOT* to complete crack sealing on the taxiway surfaces.

Table 1: Airport Revenues vs. Expenses, 2017-2020

	Year			
	2017	2018	2019	**2020 (estimated)
Total Expense	\$ 157,700.00	\$ 157,878.37	\$ 176,026.00	\$ 179,212.50
Total Revenue	\$ 153,700.00	\$ 182,919.31	\$ 198,642.00	\$ 165,200.00
Net to Fund	\$ -4,000.00	\$ 26,040.94	\$ 22,616.00	\$ -14,013.00

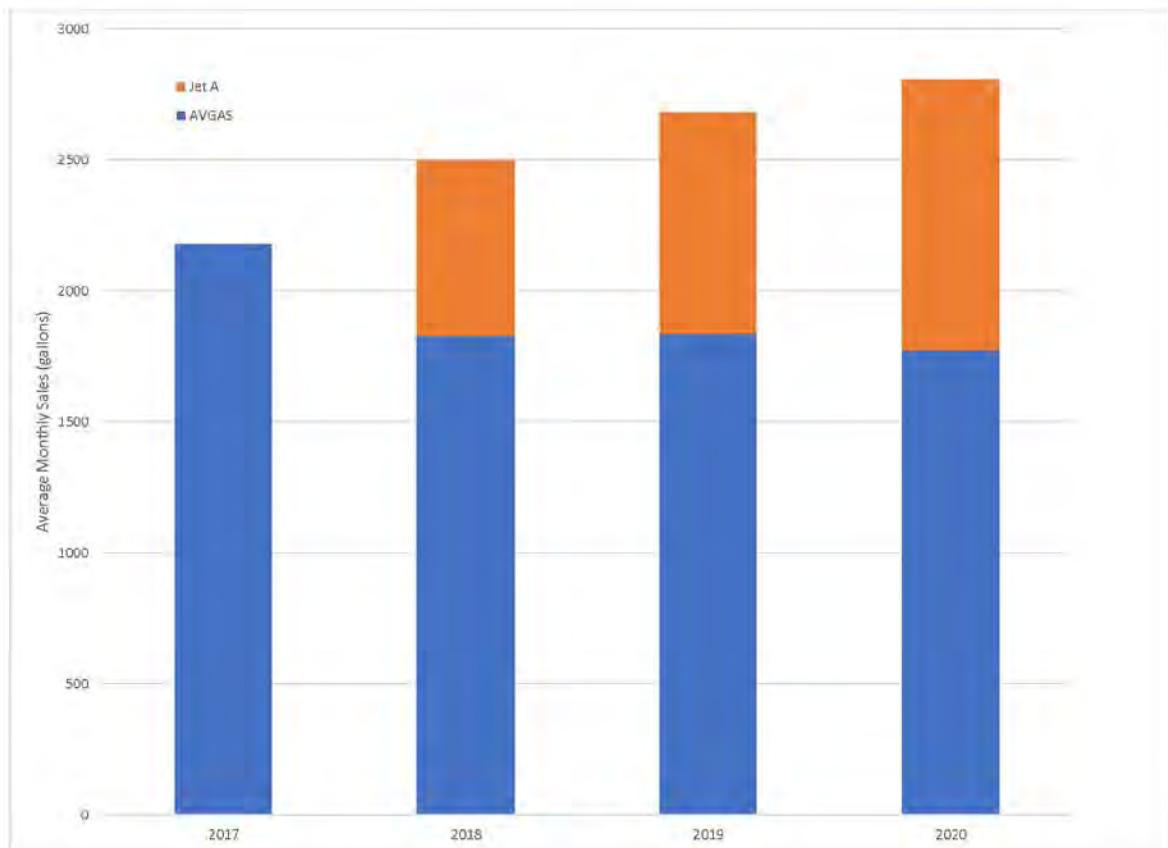
**2020 revenue figure excludes CDOT grant funding for crack seal of taxiway services (\$9k) and tie-down fees for use of airport at the Grizzly Creek Fire Helibase (the most recent budget includes number of \$70k, but final invoice is approximately \$98k).

Fuel Sales

The Airport currently sells 100LL Avgas and Jet A. The Annual fuel sales for 2020 appear to be surpassing sales of 2019, despite two Airport closures (total duration of closure was 8 weeks). The fuel price for Avgas is set at \$1.00/ gallon above the wholesale purchase price. Avgas sales in 2020 are similar to the previous 2 years, however the average monthly sales since 2018 are slightly lower than 2017 because the Skydiving company ceased operations in 2018 due to a lack of hanger space.

The fuel price for Jet A is set at \$4.98/gallon, which is roughly \$2.50 above purchase price. Other airports in the vicinity (ASE, EGE, RIL) sell Jet A at roughly \$7.50/gallon. By maintaining a lower price, the Airport is able to draw in more traffic. The current fuel system is limited to 500 gallons and requires weekly fill-ups and fuel deliveries, restricting the amount of overall sales. In 2017, the Airport Manager initiated Jet A fuel sales on a trial basis. Jet A sales have shown that Jet A is necessary and a viable source of income, especially for the emergency response helicopters. Demand surpasses the capacity of the current system and sales are therefore restricted by the manager's ability to keep the tank full. The Airport Board would like to see the revenues from Jet A invested in purchasing a larger fuel tank system which will encourage more sales due to ease of use.

Figure 1: Average Monthly Fuel Sales by Year (2017 – 2020)



User Fees

Airport User Fees consist of land leases, hangar leases, off-Airport user fees, long- and short-term tie downs and land-use agreements with the *US Forest Service*. Absent any adjustment to Airport fees, potential revenue from land leases, hangar leases, and off-Airport user fees is capped at current levels as all available land and hangar leases are currently assigned. The Airport Board approved an increase in annual ground leases, annual tie-down fees and annual on-airport user fees from \$575 to \$600 for the year 2020. All other fees remained the same. Airport short-term tie-down fees will see a significant increase this year due to the Land Use Agreement with the *USFS* for use of the Airport as the Helibase during the Grizzly Creek Fire.

Table 2: 2020 User Fees

Category	2020 Fee
Annual ground lease	\$600.00
Annual tie-down fee	\$600.00
Annual on-airport user fee	\$600.00
Annual off-airport user fee	\$500.00
Monthly tie-down fee	\$70.00
Nightly tie-down fee	\$10.00
Late fee payment charge	\$50.00

Approximately 60 planes and 5 helicopters are currently based at *Glenwood Springs Airport*. An EMS Fuel Truck is also stationed at the Airport and pays the equivalent of one yearly tie-down fee. Roughly half of the aircraft based in Glenwood are owned by residents of the 81601/81602 zip codes. The flight crew and staff for the EMS helicopter (4 pilots, 2 mechanics, and multiple flight nurses) are also residents in Glenwood.

Table 3: Gross User Fees from 2017 to 2020

	2017	2018	2019	2020 (estimated)
Total User Fees	\$ 40,900.00	\$ 43,944.00	\$ 43,260.00	\$ 110,000.00

Expenses

Airport expenses were generally consistent or below budgeted expectations, with the following exceptions.

Part-time salaries and related expenses came in slightly higher than budgeted in 2019 due to some required overlap during the new Assistant Airport Manager's training period.

2019 was a big year for community outreach. A joint *Q&A Workshop with Classic Air Medical* was held in early February and addressed many of the noise complaints and fueling concerns from the surrounding neighborhoods. A *Drone Education Seminar* was organized in conjunction with the *GS Fire Department, Rifle Center of Excellence, Classic Air Medical* and local drone operators. The Airport hosted a *Colorado Pilots Association Fly-In* in early June as well as a *Pancake Breakfast* for the International Cessna 180/185 Club (attracting over 30 aircraft across the US and Canada). Mid-August saw another successful *Aviation Expo*, with over 700 people in attendance.

Snow removal was at a record high during the 2019-2020 winter, creating additional hours of work for the managers.

CDOT Economic Impact Study

CDOT Aeronautics' most recent Economic Impact Study for the *Glenwood Springs Airport*, completed in 2020, estimates that the *Glenwood Springs Municipal Airport* contributes approximately \$36.67 million to the community through on-airport activity and visitor spending. The airport is vital in the state's transportation system, providing general aviation services (GA) within the state and throughout the U.S. Visitor spending at the airport has direct benefits to the City's tourist economy. Several businesses, on and off-airport, were taken into consideration for the EIS - the airport supports 189 jobs (PT and FT) and has a payroll of \$10.03 million. The difference in business revenues between the 2013 EIS and the data collected in 2018 for the 2020 EIS is an 835.56% increase. In addition, the Airport serves an important function as staging ground for emergencies (wildfires) and as public open space. The following section highlights some specific business and community activities that take place at the Airport.

Glenwood Springs Municipal Airport remains home to *Aircraft Repair, LLC*, an aircraft maintenance facility that services over 100 aircraft annually. Their specialty services include fabric restoration, aircraft rebuild, major repairs and alterations, annual inspections, and *Robinson* and *Cirrus* factory training. These specialties attract customers from all over the country who often spend additional money on fuel and tourist activities in Glenwood Springs. *Aircraft Repair, LLC* also provides all the maintenance service and requirements for *Alpine Flight Training* in Eagle, CO (two aircraft) and *Aspen Higher Learning Flight Academy* in Aspen, CO (two aircraft). These flight schools regularly fly to GWS for maintenance, flight training, and fuel purchases.

Since 2015, the Airport is also home to *Classic Air Medical*, the emergency medical helicopter that serves *Valley View Hospital*, the Roaring Fork Valley and beyond. This past May, in an effort

to give back to the community, *Classic* decided that out of the 10 helicopter bases it operates, Glenwood was the best spot to locate their Bell 429, twin engine helicopter. The Bell 429 is more expensive to operate, but the demand for upgraded performance and necessity for faster speed due to the high altitudes in and around Glenwood Springs, was a step in the right direction to thank the community that supports them. Twelve local employees call Glenwood their home, and multiple employees live in Glenwood part-time during their shift rotations. *Classic* contributes to the majority of Jet A fuel purchases at the airport and has been a significant contributor to Airport community outreach events.

Rota Aviation Consultants, dba *RAVCO*, is a woman-owned (WOSB) and service-disabled veteran-owned small business (SDCOVSB) that provides quality helicopter services throughout Colorado and Alaska. *RAVCO* offers charter flights, external lifting, firefighting, flight testing, and flight training. It specializes in high altitude mountain flying and night vision goggle training. Jobs for this year, in Colorado, include wildlife/animal inventory for the *Colorado Department of Parks and Wildlife*; High Altitude Flight Training; Pipeline Patrol (natural gas) and Aerial Photography. Long-term options for helicopter contracts exist, but hangar space to operate and maintain aircraft remains an issue.

The Airport continues to provide a base for numerous other activities including scenic flight and charter tours by various private operators: emergency services (*Classic Air Medical*, *Flight for Life*, *Colorado Children's Hospital*, *Search and Rescue*, *Angel Flight*, etc.); firefighting (*Grizzly Creek Fire*); pest control and rock mitigation (*CDOT*, *Forest Service*, *CO Dept of Wildlife*); communications and tower maintenance (*FAA*, *Century Link*, *Xcel Energy*, *Quest*); flight instruction; and youth field trips and education (*Roaring Fork School District*, *Young Eagles*, *Kids Summer Kamps*), among others.

2020 Airport Economic Impact Report

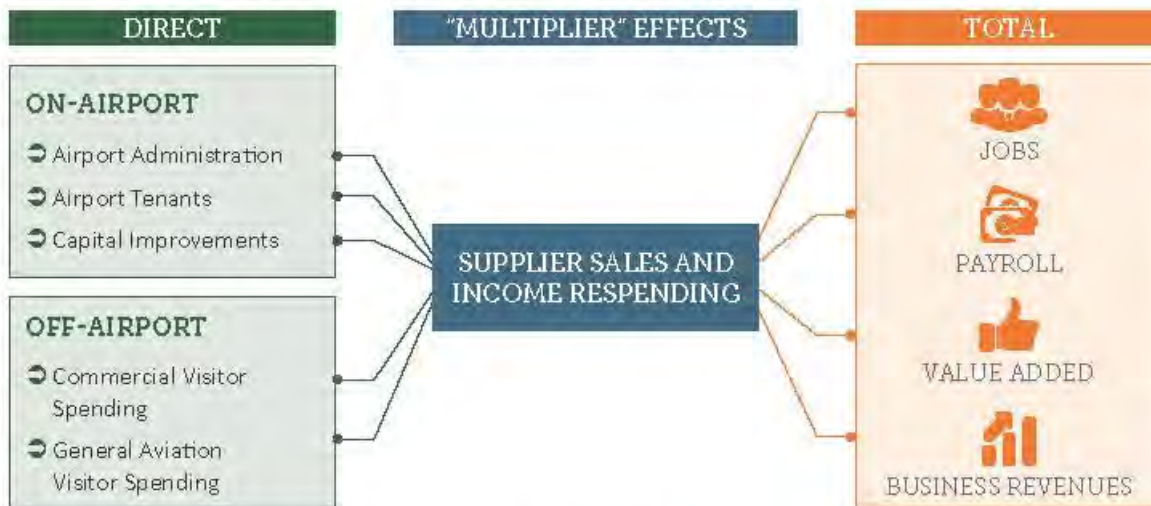
Glenwood Springs Municipal (GWS)



January 2020

Colorado has a robust public-use airport system that supports and contributes to Colorado's state and regional economies. All airports in the system provide important job centers and gateways for out-of-state visitors to reach all parts of Colorado. The 2020 Colorado Aviation Economic Impact Study (CEIS) measured the economic impacts of Glenwood Springs Municipal and all airports in the state using the following methodology:

Calculation of Total Impacts by Measure



Economic Impact Measures

The economic impacts of each airport are defined using the following economic measures:

Jobs: Jobs are the total number of persons employed, regardless of whether they are full time or part time.

Payroll: Payroll is defined as total employment compensation, including wages and other benefits (e.g. health care insurance payments, retirement contributions, etc.). This is also known as “labor income” or “total compensation”.

Value Added: Value added measures the economic productivity of each aviation-related business establishment, calculated as business revenues earned minus the costs of purchasing goods and services from other businesses. Value added reflects a company's or industry's contribution to Colorado's Gross Regional (or State) Product (a local concept synonymous with Gross Domestic Product). It includes all labor compensation, profits, and business taxes paid.

Business Revenues: Business revenues incorporate expenditures needed to administer airports, sales of goods and services by airport tenants, budget expenditures by public sector agencies located on airports, the cost of capital expenditures, and visitor spending in Colorado's hospitality-related sectors. This is also commonly referred to as business “output” or sales.

For more information on the Colorado Aviation Economic Impact Study (CEIS), visit our webpage at:

<https://www.coloradoaviationsystem.com/ceis/>



Individual Airport Impacts

Glenwood Springs Municipal is one of 56 Colorado general aviation airports contributing to the state's aviation economic impacts. The components that comprise the total economic impacts for GWS are summarized below.

Visitors travel to Colorado's GA airports on private and chartered aircraft to do business and visit our state. Off-Airport Visitor Spending measures all GA visitor impacts.

Annual On-Airport Economic Impacts for GWS

	Direct	Supplier Sales	Income Re-Spending
Jobs	64	57	68
Payroll	\$2,712,000	\$3,583,000	\$3,282,000
Value Added	\$6,704,000	\$4,892,000	\$5,958,000
Business Revenues	\$17,164,000	\$8,107,000	\$10,064,000

Annual Off-Airport Visitor Spending Economic Impacts for GWS

	Direct	Supplier Sales	Income Re-Spending
Jobs	9	2	2
Payroll	\$240,000	\$103,000	\$109,000
Value Added	\$419,000	\$167,000	\$198,000
Business Revenues	\$722,000	\$283,000	\$334,000

Glenwood Springs Municipal's Total Impacts

	Jobs	Payroll	Value Added	Business Revenues
On-Airport Activity	189	\$9,577,000	\$17,554,000	\$35,335,000
Visitor Spending	13	\$452,000	\$784,000	\$1,339,000
Total	202	\$10.03 Million	\$18.34 Million	\$36.67 Million

Columns may not add due to rounding.

Total Statewide Economic Impacts

Each individual airport contributes to the statewide economic impacts that result from on- and off-airport activities. In addition to the on-airport and visitor components, the state benefits from the activity that is generated as a result of air cargo. These statewide benefits represent aviation's economic contribution to Colorado's economy. Beyond these quantifiable impacts, there are many more health, safety, and mobility benefits that are experienced due to airport activity.



For more information on the Colorado Aviation Economic Impact Study (CEIS), visit our webpage at:
<https://www.coloradoaviationsystem.com/ceis/>

Operational Improvements

Several enhancements to the airport that have improved, or need to be completed to improve, the quality and efficiency of Airport Operations are as follows:

Addition of Jet A Fuel – completed in 2018

The Airport Manager, with the help of a local pilot, was able to implement a small Jet A fueling system in 2018. Activated by swiping a credit card, the system is self-serve and is monitored via current Airport software. An 1800-gallon fuel truck, stored off-site, allows for refilling of the tank and the ability to purchase larger loads of fuel at a cheaper price. The majority of fuel sales are from *Classic Air Medical*, firefighting helicopters, and commercial contractors.

Selling of Abandoned Aircraft – needs immediate resolution

In 2017, the City's Airport Code was revised to allow the Airport Manager to deal more effectively with the problem of derelict and abandoned aircraft located on the property. A legal process to dispose of truly abandoned aircraft, as well as leverage the owners of aircraft that are not truly abandoned to pay outstanding fees and/or charges or face the risk of their aircraft being impounded was implemented, and yet, holds no weight. Two aircraft at the south end of the airport, have been abandoned since 2005 and 2009. Multiple attempts to contact the last known owners by the Airport Manager have resulted in nothing. The Airport Manager currently has an offer for \$15,000 from an aircraft salvage company to purchase and haul away both aircraft, yet the process of selling the aircraft remains unsolvable.

Minor expansion of HeliPad – needs immediate resolution

Classic Air Medical has requested a minor expansion of the helipad and ramp leading into their hangar, approx. 5,000 sq.ft. At no cost to the airport, the Airport would be able to improve taxiway surfaces on the north end, create a safer working environment for the mechanics doing maintenance outside, and mitigate the amount of rocks and dust blown into the neighboring homes. The expansion of the taxiway would also create an area for fixed-wing medical aircraft (such as a Pilatus PC-12) to load/unload patients, allowing them to utilize the runway during VFR operations and avoid a longer transport for patients.

Proposed asphalt– minor expansion of the helipad and taxiway.



Community Outreach

EAA Chapter – Young Eagles Rally Day

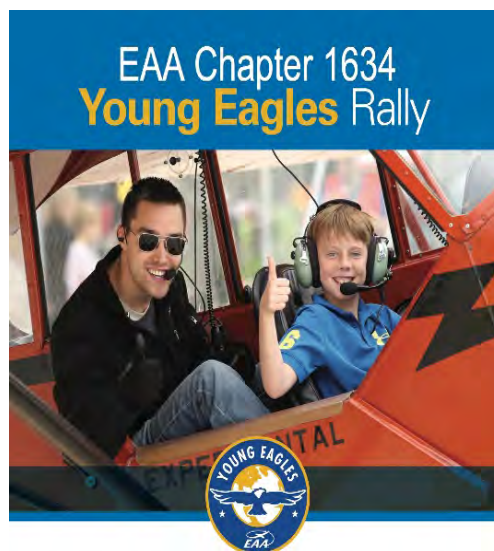
In 2019, the community of pilots at the airport organized and became a nationally recognized *EAA Chapter (Experimental Aircraft Organization)* and created a *Young Eagles Program* for the valley's youth. *EAA* Chapters allow members to share their passion for aviation through a variety of different events, activities, fly-ins, *Young Eagles* Rallies and more. The *Young Eagles* mission is to introduce and inspire kids, ages 8-17, to the world of aviation and give kids the opportunity to receive FREE airplane rides. Pilots donate their time, aircraft and fuel to offer rides to students, of which the students can log towards their pilot's certificate.

Monthly *EAA* meetings were scheduled at the airport (prior to COVID shutdown), drawing in students from Rifle to Eagle to Aspen. Pilots took turns leading discussions about ground school, intro to flight, weather, various job opportunities and more.

In October 2019, the Airport hosted a *Young Eagles* Rally for over 30 students, many of who flew in an airplane or helicopter for the first time. The *EAA* Chapter and *Young Eagles* Rally elicited positive feedback from members of the community and many students and parents have expressed they are looking forward to a time when everyone can safely meet again.

Glenwood Springs High School Graduation – 2020

Due to COVID-19 restrictions on social gatherings, normal high school graduation ceremonies were cancelled. The Airport Manager worked with community locals to creatively and safely host an outdoor graduation ceremony to honor this year's high school seniors. The airport was closed for several hours on May 30th for the Drive-In Graduation Ceremony. A stage for commencement speeches was erected center of the runway and parking spots were designated to the north and south. Two hundred students and over four hundred vehicles full of graduating seniors, their families and school staff attended the event. The Airport Manager organized a flyover of the ceremony which included five airplanes and two helicopters – all local pilots.



Free airplane rides for kids ages 8 to 17
Parent/legal guardian approval and signature required

When

October 19, 2019
8:00 a.m. - 12:00 p.m. (weather permitting)

Where

Glenwood Springs Municipal Airport
1172 County Road 116, Glenwood Springs, CO 81601

Contact

970-445-0965
amy.helm@cogs.us
www.glenwoodspringsairport.com

Hosted by Chapter 1634 "Gem of the Rockies"





Students and staff prepared weeks in advance and parking spots were designated via chairs that the students were allowed to sit in during the outdoor ceremony.



Thirteen rows of vehicles lined the runway to the north and south.



Bird's eye view of the Graduation Ceremony. Photo taken by the safety pilot during the Fly-Over of the event.

Grizzly Creek Fire Helibase

On August 10, 2020 a fire broke out in Glenwood Canyon. Air Support was called in from across the state, and the nation, and fire-fighting helicopters scrambled to find a suitable location to operate from. On August 13, the Airport voluntarily closed its runway to all non-emergency aircraft. *The Great Basin Type 1 Incident Command Team* took over, and the Airport became the temporary helibase. A temporary control tower was erected and 8 to 9 helicopters, maintenance trailers, fuel trucks, and crews parked along the length of the runway and taxiways.

The Airport was feature in *AOPA's* nationally publicized ePilot newsletter for the role it played in fighting the Grizzly Creek Fire. Read the article here:

<https://aopa.org/news-and-media/all-news/2020/september/03/colorado-airport-supports-airattack-on-grizzly-creek-fire>

Table 4: Grizzly Creek Fire Helibase Resource Summary

Date Range	Passengers	Pounds of Cargo	Gallons of Retardant	Gallons of Water	Flight Hours
Aug 14-Sept 7	449	73695	224600	1798443	448



Eight helicopters were staged along the runway and taxiway during the height of the Grizzly Creek Fire.



The Airport was closed for 13 days to create the Command Center and Helibase for Firefighting helicopters, their crews, fuel trucks, maintenance vehicles and more, although crews remained until September 14th. Personnel stayed at hotels in town and ate at local food establishments during their 2-4 week stay.



The proximity to Glenwood Canyon and Spring Valley allowed for rapid response from Type 1, 2 and 3 helicopters, resulting in quick suppression of fires including the fire up Red Canyon Road that could have easily spread into thousands of acres.

Looking Ahead

The Airport Board looks forward to creating solutions for some immediate needs in the coming year.

Relocating Jet A Fueling station

The Airport Board would like to look at options to relocate the fueling operations further south to reduce the noise impacts on surrounding neighborhoods. Several neighbors have complained about the noise and exhaust from helicopter fueling operations late at night (EMS helicopters). Relocating to the south end would mitigate a lot of noise and would be an appropriate time to invest in a larger capacity system that could better accommodate the emergency response helicopters (medical, SAR, firefighting), commercial contractors (*Xcel Energy, CO Dept of Fish and Game, FAA*) as well as transient traffic.

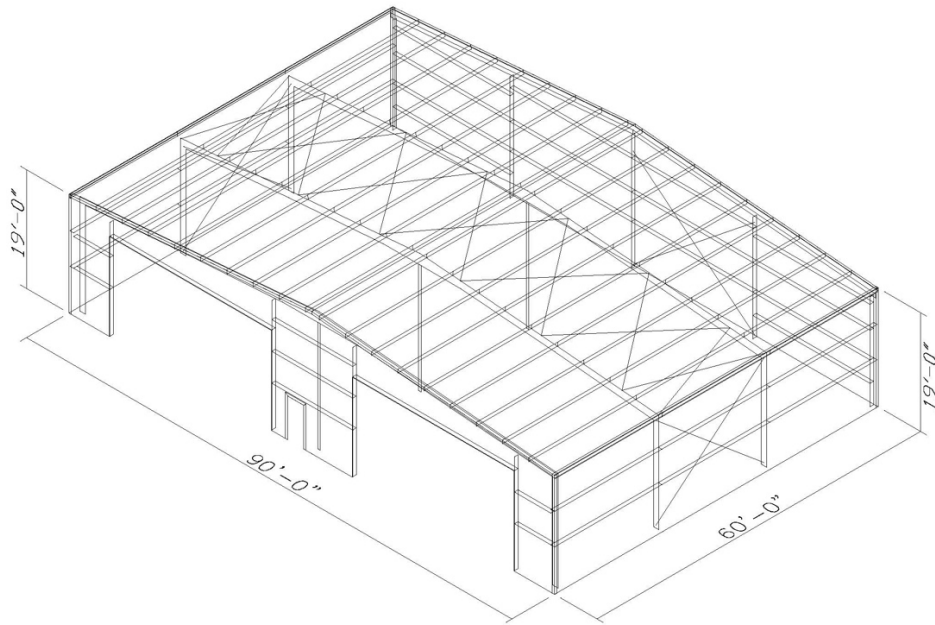
Due to the age of our 100LL system and credit card pedestal, the Airport Board would also like to look at options for upgrading the entire 100LL system. The fuel pedestal is no longer supported by the manufacturer as of July 2020 and fuel dispenser and tank has needed costly maintenance over the past two years to keep the airport operating. If the option to relocate the Jet A fueling operations arose, it could make sense to relocate and upgrade the 100LL fueling operations as well.

Demand for Hangar Space

As of mid-2020, the Airport Manager maintains a waiting list of approximately 50 individuals who are interested in leasing or building new hangars on leased land at their own expense. A number of these requests are from businesses, including helicopter operations, maintenance, flight instruction, and skydiving. Some have proposed building temporary hangar and storage structures as a short-term solution, with the City's approval. While there is some space at the Airport that could probably be used for this purpose, there is no mechanism in the Code to allow for such temporary structures.

Classic Air Medical is seeking approval to build a new hangar facility that would better assist their growing operation and presence here in Glenwood Springs. In May 2020, *Classic* added a Bell 429 (twin engine) helicopter to their Glenwood operations. Seeking ways to better provide for the community, they have proposed building a 60' x 90' hangar complete with a new FBO for the Airport. One side of the hangar would be for *Classic's* assets and include small living quarters for on-duty staff, while the other side would be used for Airport transient aircraft storage/rental or as a community venue. The Airport Manager has been contacted on multiple occasions by *Glenwood Chamber*, schools, and various individuals seeking a unique venue to host events (including weddings). If a new office and FBO for the Airport are not an option at this time, *Classic* remains open to any design options and are excited to work with the City and engineers to create a solution, ideally on the southwest side of the airfield, that would allow for reduced noise and operations on the north end.

Preliminary Hangar Design by Classic. 60' x 90'



Temporary Storage Containers

Njord Rota with *Rota Aviation Consultants*, dba *RAVCO*, submitted a planning application on June 5, 2018, requesting permission for the establishment of temporary storage containers for aviation operations/business at the Airport. The containers would have allowed him space to operate his helicopter charter/flight training business out of Glenwood Springs. His request was denied due to the uncertainty of the future of the airport. Due to the temporary nature and easy ability to relocate the storage containers, the Airport Board is asking for reconsideration of his application.

Armstrong Consultants

Armstrong Consultants is an aviation consultant group that prides itself on being a leader in planning and engineering services that specializes in airports throughout the western United States. *Armstrong Consultants* has a long history of working with NPIAS airports, and it is the desire of the Airport Board to sign a Professional Service Agreement (PSA) with *Armstrong*. The PSA has been reviewed by the City procurement office and a list of tasks has been discussed between the Airport Board and *Armstrong*. The development of an Airport Master Plan that could help identify ways to optimize the level of activity at the Airport and accommodate additional aviation-related businesses and activities is one of the critical items. The demand for hangar space significantly outstrips supply, but there is no plan that identifies appropriate areas for development and growth. Further, no mechanism exists to meet this demand on even a temporary basis. Additionally, other projects exist (e.g. – Jet A relocation and fuel system improvements) where there is a need for professional guidance.

Table 5: Professional Service Agreement Task Items

1. Capital Improvement Plan preparation including planning-level estimates
2. Assistance with 7460 submittals for the development of hangars and other structures
3. Fencing Improvements
4. Fuel System Improvements
5. Apron and Taxiway Rehabilitation
6. Pavement Maintenance
7. Hangar Development Plan
8. Airport Layout Plan Update
9. Airport Master Plan
10. Noise Fencing
11. Jet A relocation
12. Provide other Airport Planning, Engineering, Environmental, and Miscellaneous Airport Consulting Services as may be required.

Funding is applicable only when a Scope of Work (SOW) has been agreed upon. *Friends of the Glenwood Springs Airport*, the 501(c)(3) that supports many of the Airport's community outreach events, as well as *Classic Air Medical*, have agreed to help finance future SOW's.

South Bridge Project

The Airport Board has had several meetings with the City and *Jacobs Engineering* to discuss the South Bridge project. Concerns over the tunnel and its impact to Airport operations are being addressed. Adjustment to current snow plowing operations and/or looking at alternate snow plowing equipment have been discussed as more reasonable options than changing the current tunnel dimensions. The Runway Protection Zone (RPZ) at the south end of Runway 32, where County Road 116 crosses east to west, remains a concern due the increase in traffic predicted with Phase 1. Stop signs that currently exist on either side of the runway have diminutive effect. Various options for mitigating vehicle movement in the RPZ while aircraft are landing, or departing, are still being discussed but include ideas such lowering the grade of the road beneath the current runway threshold and using a pilot-activated lighting (and/or gate) system that only lights up (or lowers) when aircraft are present. *CDOT Aeronautics* and the *FAA* have been consulted and the Airport Board looks forward to continuing discussions and creating solutions that work best for everyone while prioritizing safety in the highly sensitive area.

Attachment 1: Chart of Estimated Revenues and Expenses – 2020

Airport Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$482,206	\$482,206
2019 Increase/(Decrease)	<u>\$4,514</u>	<u>\$22,616</u>
Ending Balance	\$486,720	\$504,822
2020 Fund Balance		
Beginning Balance	\$486,720	\$504,822
2020 Increase/(Decrease)	<u>(\$14,013)</u>	<u>\$55,987</u>
Ending Balance	\$472,707	\$560,809
2021 Fund Balance		
Beginning Balance		\$560,809
2021 Increase/(Decrease)		<u>(\$45,532)</u>
Ending Balance		\$515,277
Cash Balance as of 12/31/2019		\$147,126
2021 Revenues		\$191,900
2021 Expenses		<u>(\$237,432)</u>
2021 Change in Fund Balance		<u>(\$45,532)</u>

Budget Detail Info 21001

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
27 AIRPORT ENTERPRISE FUND - 00040 INTERGOVERNMENTAL					
2755040-42250	STATE AVIATION FUEL TAX REFUND	\$459	(\$0)	\$500	
TOTAL 00040 - INTERGOVERNMENTAL		\$459	(\$0)	\$500	
27 AIRPORT ENTERPRISE FUND - 00060 OTHER					
2755060-42423	LATE FEE	\$80	(\$0)	(\$0)	
2755060-43510	INTEREST	\$789	\$200	\$200	
2755060-44130	MISCELLANEOUS	\$2,242	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$3,110	\$200	\$200	
27 AIRPORT ENTERPRISE FUND - 00050 CHARGE FOR SERVICE/FEES					
2755050-42710	RUNWAY USER FEES	\$1,500	\$3,000	\$3,000	
2755050-42720	LONG TERM TIE DOWNS	\$11,865	\$9,000	\$12,000	
2755050-42730	TRANSIENT TIE DOWN FEES	\$2,400	(\$0)	\$2,000	
2755050-42740	FUEL SALES	\$151,812	\$125,000	\$150,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$167,577	\$137,000	\$167,000	
27 AIRPORT ENTERPRISE FUND - 00055 LEASE/RENT INCOME					
2755055-43610	BUILDING LEASE	\$9,200	\$13,000	\$9,200	
2755055-43620	LAND LEASES	\$18,295	\$15,000	\$15,000	
TOTAL 00055 - LEASE/RENT INCOME		\$27,495	\$28,000	\$24,200	
		\$198,642	\$165,200	\$191,900	

Budget Detail Info 21001

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
27450-51110	REGULAR EMPLOYEES	\$17,796	\$17,510	\$17,510	
27450-51120	PART-TIME EMPLOYEES	\$179	\$5,000	\$5,000	
27450-51250	FICA CONTRIBUTIONS	\$1,375	\$1,339	\$1,339	
27450-51270	UNEMPLOYMENT COMPENSATION	\$54	\$52	\$52	
27450-51280	WORKERS' COMPENSATION	\$0	\$0	\$10	
27450-51360	EMPLOYEE ONBOARDING	\$193	\$0	\$0	
27450-51410	UTILITIES	\$4,708	\$5,000	\$5,000	
27450-51610	SUPPLIES	\$104	\$400	\$400	
27450-51710	PROFESSIONAL SERVICES	\$2,498	\$5,000	\$10,000	Airport Management Consultant
27450-51810	MAINTENANCE & REPAIR	\$8,981	\$5,000	\$5,000	
27450-51930	RENT/LEASE - BUILDING	\$4,440	\$4,440	\$6,600	FBO rent increased from \$370/month to \$555/month in 2019
27450-52130	SPECIAL EVENT POSTING	\$51	\$800	\$800	
27450-52150	ADVERTISING	\$392	\$0	\$0	
27450-52210	PROFESSIONAL DEVELOPMENT	\$293	\$1,600	\$1,600	
27450-52440	PROFESSIONAL SUBSCRIPTION	\$200	\$0	\$0	
27450-52710	CREDIT CARD FEES	\$2,814	\$2,000	\$3,000	
27450-52810	OTHER OPERATING EXPENSE	\$3,037	\$2,500	\$3,000	
27450-53520	LIABILITY AND CASUALTY INSURA	\$6,541	\$6,000	\$6,500	
27450-54310	INTERFUND COST OF SERVICE	\$2,400	\$2,472	\$2,521	
27450-55610	DEPRECIATION	\$9,099	\$9,100	\$9,100	
27450-56110	AVIATION FUEL	\$110,871	\$100,000	\$135,000	
27450-59520	CAPITAL OUTLAY	\$0	\$11,000	\$25,000	Fuel Pedestal
TOTAL 450 - AIRPORT ADMINISTRATION		\$176,026	\$179,213	\$237,432	
		\$176,026	\$179,213	\$237,432	

Tech Memo 2. Economic Impact Methodology

2.1. Introduction

The Colorado public-use airport system supports and contributes to the state and regional economies of Colorado. The airports themselves are important job centers and gateways for out-of-state visitors to reach all corners of the state. Both the operation of airports (including airport administration, airport tenants, and construction activity) and visitor spending from those using both commercial airline service and general aviation (GA) aircraft and airports contribute to the state's economy. This memo outlines the methodology used to capture the total in-state economic impacts of the Colorado public-use airport system.

Colorado has been estimating the contribution of its airports to the state economy approximately every five years since 1996. Over that time span, the Colorado and national economies have changed, and modeling tools and state-of-the-art analytical practices have evolved. However, the basis of measurement - direct impacts and multiplier impacts - has remained constant and the core measures of economic impacts have been airport administration, airport tenants, airport construction, and spending from commercial service and GA visitors.

The major differences in this study from the preceding study published in 2013 are as follows:

- Regional economies are defined more acutely in 2020 with 15 regions, including a special updated region for Denver International Airport (DEN) compared to 2013 which identified six regions, including a separate DEN-specific region.
- “Value Added” has been provided as an additional impact measure.¹
- Terminology associated with impacts have been modified to make the language less technical to readers.

For clarification, the terminology used in this study compared to the terminology used in the 2013 study is shown in **Table 2.1**.

¹ Value added is a component of business revenues and while it has previously been accounted for in the economic impact analysis, it has not previously been presented. A definition is provided on page 2 of this technical memo.

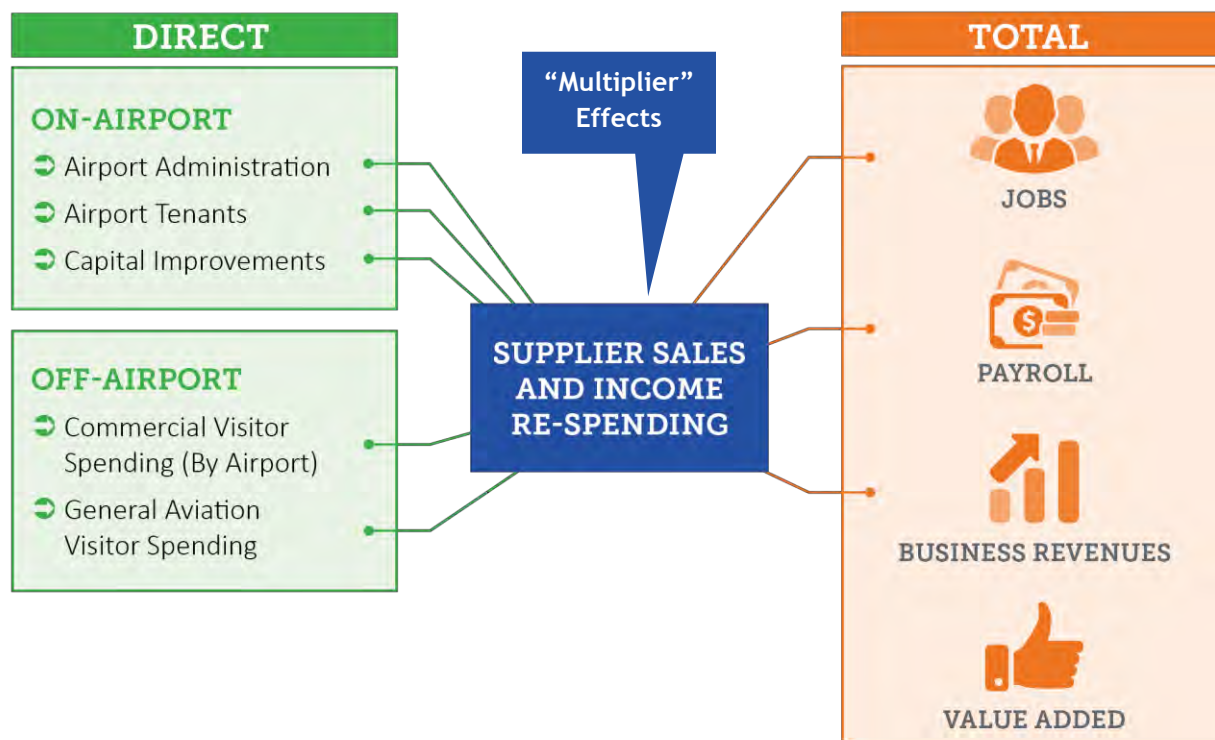
Table 2.1. Terminology Comparison

	2020 CEIS Study	2013 Study
Types of Impacts	Jobs	Jobs/Employment (use varied within study)
	Payroll	Payroll
	Value Added	---
	Business Revenues	Output
Measure of Impacts	Direct	Initial
	Supplier Sales Income Re-Spending	Multiplier
	Total	Total

Source: Economic Development Research Group, Inc. 2019

While Value Added is a new term compared to the prior 2013 study, the same impacts are being measured, even though terminology differs. In particular, supplier sales and income re-spending are two streams of impacts that together make up the “multiplier” effect as it was termed in the 2013 study. These are identified separately in the 2020 study to more precisely demonstrate how airports affect the economy of Colorado. Definitions of terms used in the 2020 study are provided below in the sections “Economic Impact Categories” and “Economic Impact Measures”. An illustration of how both the 2013 and 2020 studies account for economic impacts is provided in **Figure 2.1**.

Figure 2.1. 2020 and 2013 Calculation of Total Impacts

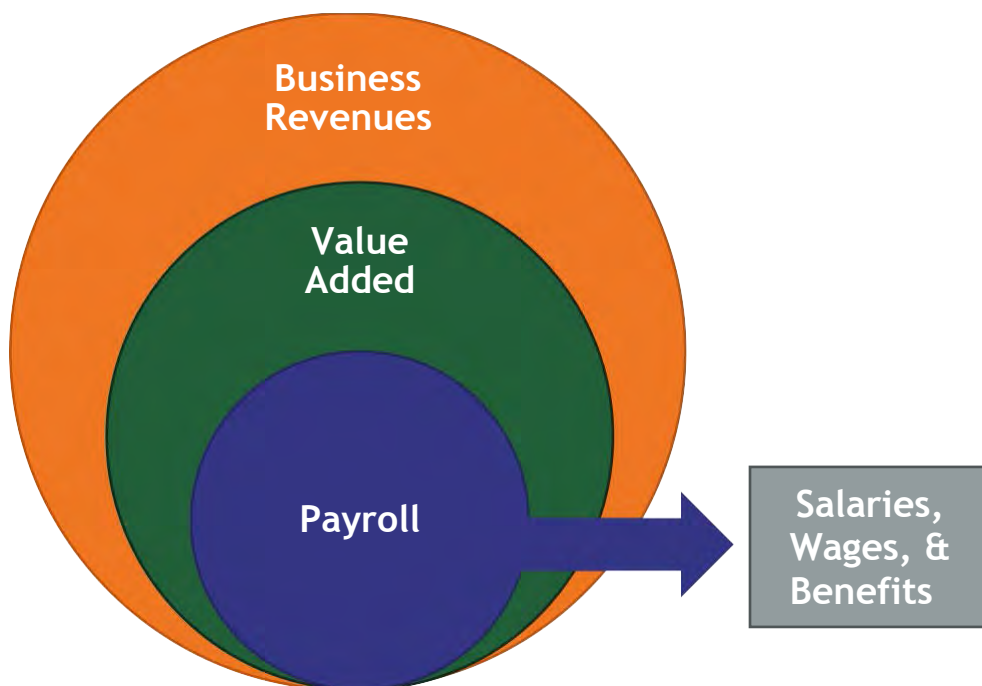


Source: Economic Development Research Group, Inc. 2019

Value added is introduced in the 2020 study to add further depth to profiling the economic impacts of Colorado airports. The term refers to the level of added value contributed by each on-airport and off-airport business analyzed in this study in addition to the value of the goods and services that the businesses purchase. Thus, value added accounts for the components of business revenues that are used to pay workers and taxes, and also accounts for profits and other income streams such as dividends and rents. Value added also accounts for the contribution of businesses and industries to the Colorado State Product (CSP) and the U.S. Gross Domestic Product (GDP).

Figure 2.2 provides a graphical representation of the relationship of the three different dollar measures (not including jobs which are not measured in dollars) and how value added relates to both business revenues and payroll.

Figure 2.2. Economic Impact Measures



Source: Economic Development Research Group, Inc. 2019

2.2. Economic Impact Categories

On-airport and visitor related activities represent the **direct** effects of airport operations on the Colorado economy which include both on and off-airport impacts. These direct effects generate additional impacts, which are composed of supplier-based **purchases of goods and services**, and the impacts of **income** circulating the regional economy from new consumer expenditures. **Supplier impacts** are generated from the purchases of goods and services made by airport-based businesses, on-airport public sector agencies, and businesses in the state's hospitality industries. These purchases are

effectively business sales earned by supplier companies that are located across the state.² The **income re-spending** impacts are derived from direct and supplier businesses that hire additional workers to meet the demand for airport and visitor services. Payroll earned by workers in businesses that benefit from direct or supplier business revenues lead to further spending by households. Additional business revenues, payroll, and jobs are supported as this income re-spending circulates within Colorado. When the total economic impacts are presented, they represent the summation of the direct, supplier, and income re-spending effects for the state. In the 2013 study, the supplier and income re-spending effects were combined and presented as multiplier impacts.

2.3. Economic Impact Measures

The direct, supplier, and income re-spending impacts are defined using the following economic measures:

- **Business Revenues:** Direct business revenues incorporate expenditures needed to administer airports, sales of goods and services by airport tenants, budget expenditures by public sector agencies located on airports, the cost of capital expenditures, and visitor spending in Colorado's hospitality-related sectors. This is also commonly referred to as business "output" or sales.
- **Value Added:** Value added measures the economic productivity of each aviation-related business establishment in Colorado (for purposes of the CEIS), calculated as business revenues earned minus the costs of purchasing goods and services from other businesses. Value added is a company or industry contribution to Colorado's Gross Regional (or State) Product, which is a local concept synonymous with Gross Domestic Product (GDP). It includes all labor compensation, profits, and business taxes paid.
- **Payroll:** For this study payroll is defined as total employment compensation, including wages and other benefits (e.g. health care insurance payments, retirement contributions, etc.). Payroll is a subset of value added. This is also known as "labor income" or "total compensation".
- **Jobs:** Jobs are the total number of persons employed that are associated with business revenues and payroll, regardless of whether they are fulltime or part time.

The dollar measures for business revenues, value added, and payroll cannot be added to each other because value added is a component of business revenues and payroll is a further component of value added as previously presented.

2.4. Geographies

This study was conducted on both a regional and statewide basis. The reason for utilizing a regional approach is to provide airport managers and area officials, residents, and stakeholders with a more localized profile of airports' economic impacts than a broadly drawn statewide analysis, and to recognize that local economies vary across Colorado. Productivity factors, cost of living, and salaries differ in metropolitan districts, resort areas, and rural locations from the eastern to western, and northern to southern sections of the state. This means that across Colorado there are different industry mixes, wage rates, business revenues, and sales per employee. A regional approach best reflects these

² Only the Colorado-based purchases are presented in the results.

local economic characteristics that are supported by each airport. When direct impacts are estimated, the regional economies are used to determine the relationships of jobs, payroll, value added and business revenue by business activity. For this reason, direct impacts are all estimated at regional levels.

As discussed below in a subsequent section on Data Presentation, direct data obtained from surveys conducted in the CEIS include one of the three measures: jobs, payroll, or business revenues; a handful of survey respondents (whether airports or other tenants/businesses) provide two of three; and only some of the survey respondents provide all three direct measures. Note that value added is always calculated. The economic relationships anchored in the regional economies are used to “fill-in” the direct data for each airport for values not assembled from the data collection efforts presented in “Tech Memo 1: Data Collection Process.”

The 14 regions of Colorado’s Office of Economic Development and International Trade (OEDIT) were used for the 2020 CEIS in the regional analysis. In addition, a unique region was developed for DEN given its size and standing as Colorado’s only large hub airport. Supplier purchases and income re-spending are modeled at both a regional and statewide scale to allow for presentations of regional and statewide impacts for each airport, as well as statewide impacts for the Colorado airport system. Regional impacts of airports consist of the regional direct impacts plus regional multiplier impacts. Statewide impacts are the same regional direct impacts plus multiplier effects for all of Colorado. An explanation of differences in impacts from regional and statewide modeling is presented subsequently.

The counties within each OEDIT region and for the DEN region (which overlaps different OEDIT regions) are listed in **Table 2.2**. The OEDIT Regions are depicted in **Figure 2.3**.

Table 2.2. Counties within Each OEDIT Region

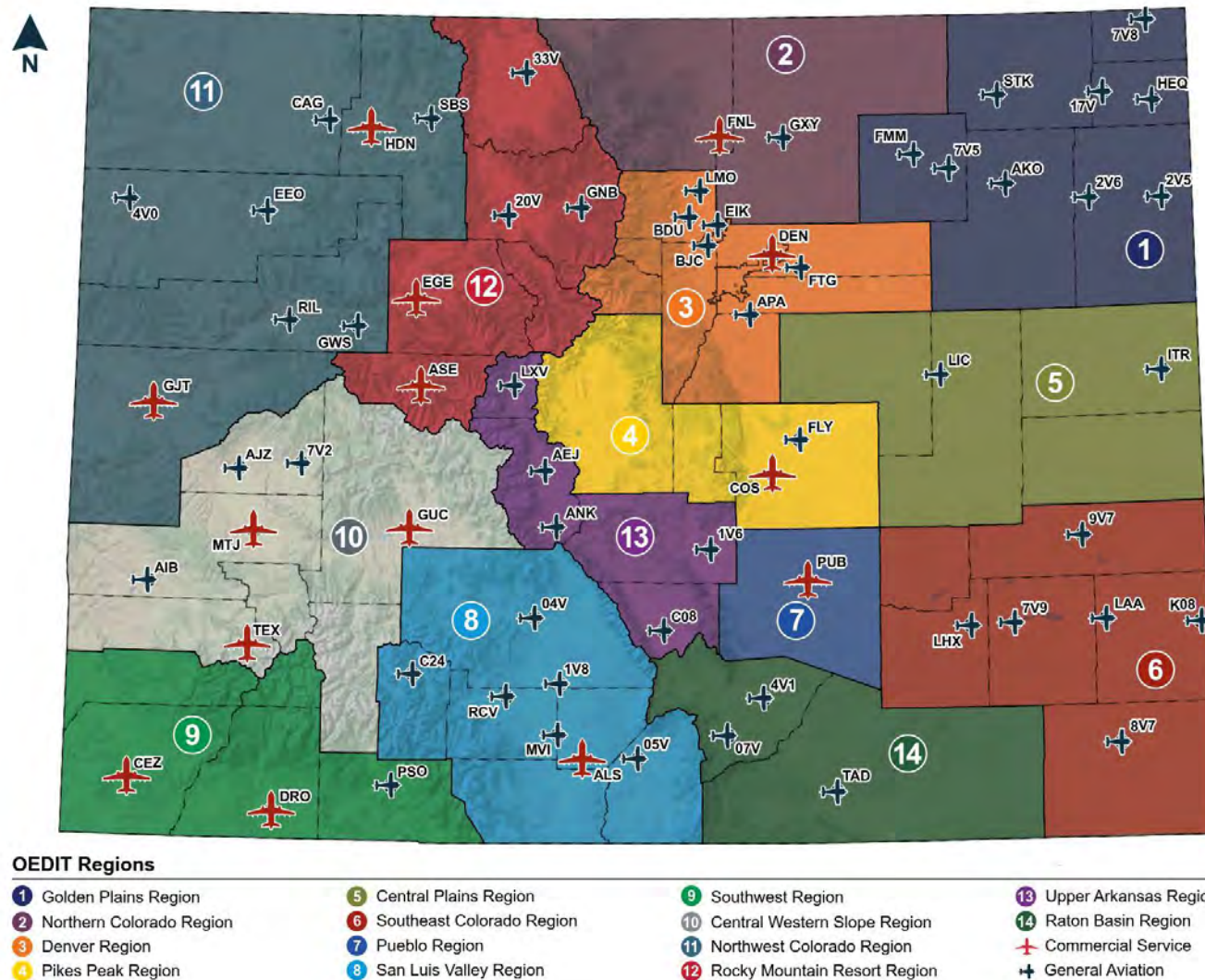
1	Golden Plains	Logan, Morgan, Phillips, Sedgwick, Washington, Yuma
2	Northern Colorado	Larimer, Weld
3	Denver (excluding DEN)	Adams, Arapahoe, Boulder, Broomfield, Clear Creek, Denver, Douglas, Gilpin, Jefferson
4	Pikes Peak	El Paso, Park, Teller
5	Central Plains	Lincoln, Elbert, Kit Carson, Cheyenne
6	Southeast Colorado	Baca, Bent, Crowley, Kiowa, Otero, Prowers
7	Pueblo	Pueblo
8	San Luis Valley	Alamosa, Conejos, Costilla, Mineral, Rio Grande, Saguache
9	Southwest	Archuleta, Dolores, La Plata, Montezuma, San Juan
10	Central Western Slope	Delta, Gunnison, Hinsdale, Montrose, Ouray, San Miguel
11	Northwest Colorado	Garfield, Mesa, Moffat, Rio Blanco, Routt
12	Rocky Mountain Resort	Eagle, Grand, Jackson, Pitkin, Summit
13	Upper Arkansas	Lake, Chaffee, Fremont, Custer
14	Raton Basin	Huerfano, Las Animas



Denver International Airport	Adams, Arapahoe, Boulder, Cheyenne, Clear Creek, Denver, Douglas, Eagle, El Paso, Elbert, Gilpin, Grand, Jackson, Jefferson, Kit Carson, Larimer, Lincoln, Logan, Morgan, Park, Phillips, Sedgwick, Summit, Washington, Weld, Yuma	

Source: Colorado OEDIT 2018

Figure 2.3. OEDIT Regions in Colorado



Sources: Colorado OEDIT, Economic Development Research Group, Inc., Denver International Airport, and Kimley-Horn 2019

2.5. Approach to Data Calculation

2.5.1. Overview

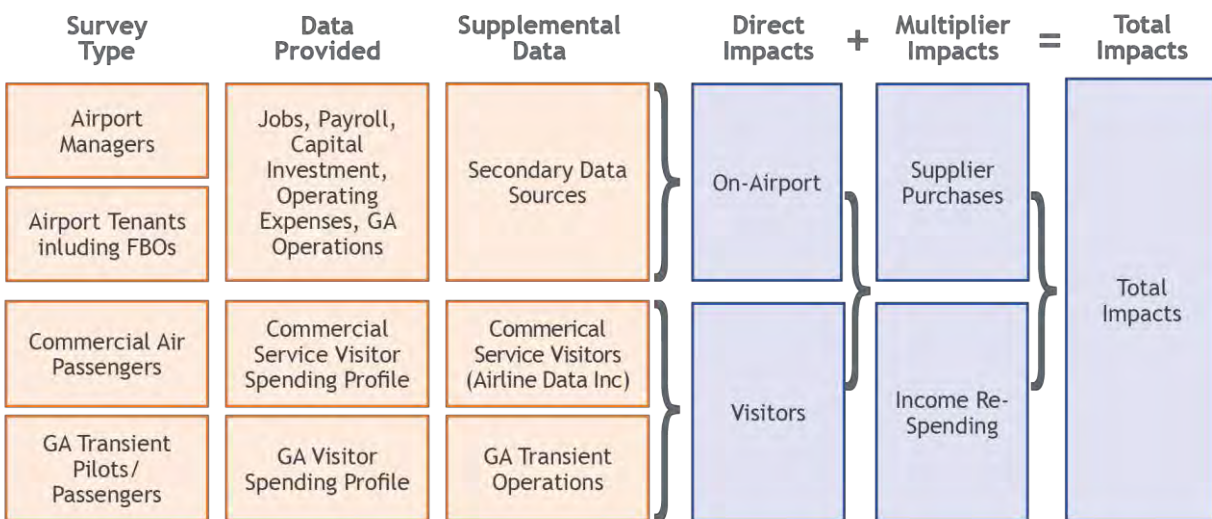
To quantify the economic contribution of Colorado's airports, a variety of primary and secondary data sources were collected. The primary data source for this economic impact study was a series of surveys designed to gather key information for activities generating direct on- and off-airport economic activity. The following groups were surveyed as part of the primary data collection: airport managers, tenants on airport premises, and out-of-state visitors using commercial air transportation service and GA transportation (see Tech Memo 1).

When necessary, additional secondary data were used to fill in any missing information from the surveys for on- and off-airport business activity and visitor spending. These data included establishment-level GIS databases such as Reference USA and ESRI, as well as Federal data sources such as the Bureau of Economic Analysis (BEA) and Federal Aviation Administration (FAA).

The combination of primary and secondary data sources established the foundation for estimating the direct economic impacts of each airport and visitor spending. These data were then integrated into the IMPLAN economic model, which is discussed in detail in **Section 2.6**, to estimate the multiplier effects generated from supplier purchases and employee re-spending.

Figure 2.4 presents an overview of the data collection and economic modeling process.

Figure 2.4. Overview of Data Collection and Economic Modeling Process



Sources: Economic Development Research Group, Inc. and Kimley-Horn 2019

2.5.2. On-Airport Data

As shown in **Figure 2.4**, on-airport impacts consist of those created by airport administration, airport tenants, and construction expenditures. The economic impact analysis of Colorado's airports is anchored by primary data collection from airport managers, on-airport business tenants, and visiting passengers.

Airport Administration. Airport administration includes airport managers, immediate subordinates and staff required to operate airports, including business operations (which may be on the airport or in a city or county office who is the sponsor of the airport), grounds care (including snow removal and lawn care), routine building maintenance, contractors who receive 1099 tax forms from the airport and other jobs. Data received for airport administration often included jobs, payroll, and annual budgets of airports. On occasion only jobs were provided, and regional averages (county level data primarily from the BEA assembled by IMPLAN) were used when needed to estimate payroll and business revenues (equivalent to budget expenditures).³

Construction. Capital expenditures as reported by airport managers were averaged across the previous four years (2015-2018). Averaging smooths out any anomalies (schedule, weather, financing, or others) in capital expenditures over the time period which may be very high for some years and lower in others. Additional expenditures were gathered through the airport tenant survey, in which tenants were asked if they had paid for capital improvements such as building out concession space or constructing a hangar. All data were converted into 2018 nominal dollars. Construction data only accounted for expenditures, which were treated as direct business revenues (these are revenues that are received by companies that perform the construction work). IMPLAN regional relationships between construction revenues and jobs, payroll and value added were used to develop the full profile of direct impacts resulting from capital expenditures on construction.

Airport Tenants. As part of the Airport Manager Survey, the managers were asked to provide names and contact information for all tenants, as well as employment estimates if known. These lists obtained from managers were the basis for outreach to the tenants. After multiple rounds of contacting tenants, responses were received for roughly one in seven airport tenants across the Colorado airport system (excluding DEN). To supplement the tenants' survey and to ensure the accounting for all tenants, a Tenant Tracker was developed based on the lists provided by managers. Employment for tenants were based on survey responses, estimates from airport managers, and from the aforementioned secondary data sources such as Reference USA. Of the 720 tenants of Colorado airports (excluding DEN), the observations from each data source were as follows:

- Tenants responding to the survey that were also included in the tenant tracker data: 99
- Tenants that were included in the tenant tracker, but did not respond the survey: 615
- Tenants with survey responses who were not included in the tenant tracker: 6

For tenants with observations in both data sources, the survey data was assumed to reflect a more accurate estimate of employment and description of business activity since the survey response came directly from the tenants themselves. In addition, a portion of the survey responses included total payroll data and tenant-financed construction expenditures which were used if provided.

Each tenant was assigned an industry classification based on their survey responses, description of business activity noted in the tenant tracker, web-based research, and/or coordination with CDOT Division of Aeronautics staff. Classifying each tenant by industry is important to establish the correct

³ BEA provides estimates of GDP, personal income and employment by state, metropolitan area, and county through its Regional Economic Information System (REIS). These data are used by IMPLAN, LLC and other input/output vendors to develop county-level industry tables.

levels of direct economic activity (jobs, payroll, value added, and business revenues) and to estimate supplier sales and income re-spending associated with each business.

For tenants, two levels of data were obtained per business:

1. Employment (number of jobs) only; or
2. Employment and payroll.

As discussed above under the Geography section, direct values for payroll and business revenues were calculated using IMPLAN if they were not reported through a survey. In instances when employment and payroll were both obtained, the IMPLAN model was adjusted to maintain the same ratio of business revenues to payroll as the shown by the default regional values in the model per region and industry.

Tenant Data Collection for Denver International Airport (DEN). Data collection for DEN was based on the Airport Manager Survey, the Commercial Air Passenger Survey and the GA Transient Pilots and Passengers Survey. However, DEN has developed a strong centralized data management system for its tenants. Data for tenants at DEN were obtained from the Finance Department, which provided the following sources:

- **Security Badge Counts:** The badge data provided by DEN included company names, number of jobs, and type of business in “real-time”. Company types were divided into six categories: air carriers, city employees, contractors, Federal employees, tenants, and vendors. Since three of these categories have broad descriptions (contractors, tenants, and vendors), company names were used to further classify their business activity.
- **Real Estate Reports:** Two reports generated by the commercial real estate firm CBRE provided information about: (a) businesses at DEN and (b) businesses within a five-minute drive of the airport. Each report provided business names, an industry classification, the number of employees, and annual sales.
- **Concessions Reports:** The 2018 Revenue Management Concessions Gross Sales Report for DEN provided year-to-date sales for a variety of concessions businesses including retail, food and beverage, banking, insurance, advertising, and personal services.

There was significant coordination with DEN staff to assure that jobs were not double counted among the three sources of data.

2.5.3. Off-Airport Visitor Spending⁴

Facilitating visitor spending is an important contribution of Colorado airports to the economy of the state and its regions. Air visitors arrived by scheduled airline service through one of Colorado’s 13 commercial service airports with service in 2018, and used GA aircraft at the 70 CEIS airports, including the 13 commercial service airports and 57 additional airports that supported GA service only.⁵

This study counts visitors to Colorado from other states and from international locations who bring money into the state that is spent to support jobs and payroll in the hospitality sectors including

⁴ On-airport spending by visitors and other air passengers is captured as part of the previously discussed tenant analysis.

⁵ Northern Colorado Regional Airport (FNL) did not have airline service provided by a scheduled Part 121, Part 135, or Part 380 commercial service airline during 2018.

lodging, restaurants, retail, entertainment, and local transportation services.⁶ For GA services, the analysis is limited to transient activity that account for about 16 percent of total GA operations conducted in Colorado. For commercial services, this means that local travelers and passengers that connect through an airport are not counted unless the passengers' final destinations are in Colorado. For example, a visitor connecting through DEN with a final destination at Cortez Municipal (CEZ) will count as a visitor at CEZ, but a connection through DEN to Helena, Montana will not count as a visitor in Colorado. In both cases, spending by passengers in the DEN terminal is counted in the analysis of concessions.

2.5.3.1. Commercial Visitors

Visitor spending data were collected from over 3,100 visitors who arrived in Colorado by airline using one of Colorado's 13 commercial service airports. Of these visitors, nearly 2,900 yielded usable data. These data included elements such as the number of travelers in the party, spending for the trip by the entire party, number of nights stayed, and trip purpose among other items. Spending for 1,505 visitors were recorded at DEN and 1,386 visitors reported their spending at the state's additional 12 commercial service airports. The average spending of all usable commercial service passenger surveys is \$1,321 per visitor per trip, and excluding DEN, the average per visitor per trip is \$1,673. For DEN, average spending per visitor per trip is \$998. Per visitor per trip spending in DEN is lower likely because of the more general mix of visitors at the airport, including one day business trips, stays with family and friends, and the prevalence of resort destinations in other regions of Colorado. It is important to note that for DEN, the average spending of \$998 per visitor per trip is weighted by average spending per visitor per trip for domestic visitors (from U.S. locations outside of Colorado) of \$978 and spending by international visitors of \$1,366 based on the number of domestic and international passengers in 2018.

The number of statewide visitor responses far exceeds a benchmark of 95 percent confidence interval and 5 percent margin of error.⁷ Among individual airports, responses received at DEN and Aspen-Pitkin County (ASE) exceeded the 95 percent/5 percent benchmark, while responses from Colorado Springs Municipal (COS), Eagle County Regional (EGE), Gunnison-Crested Butte Regional (GUC), Yampa Valley (HDN), and Montrose Regional (MTJ) achieved a 90 percent confidence interval with margins of error ranging from 5.5 percent to 7.8 percent. Estimates of spending by commercial visitors for these and the remaining commercial service airports were determined by using the statewide results and adjusting based on other visitor spending data and input from the CDOT Division of Aeronautics staff who understand the mix of commercial service providers at Colorado airports.

Counts of domestic and international visitors to the 13 commercial service airports in Colorado were provided by Airline Data, Inc. based on FAA reported data. The spending profiles were applied to the visitor estimates to determine the direct spending by out-of-state tourists coming to Colorado via these commercial service airports. **Table 2.3** shows the number of commercial visitors to Colorado, the average spending per visitor per trip by airport, and the average number of nights spent by the visitors.

⁶ Intra-state air travel is not counted because spending by these travelers moves dollars from one part of the state to another and does not expand the economy of Colorado.

⁷ Meaning that statistically, it is 95 percent certain that visitor spending will be within plus or minus 5 percent of the reported mean average.

It is important to note that in-person commercial service passenger surveys were conducted in January and February 2019 at nine airports, while airports served by a single airline including San Luis Valley Regional (ALS), Cortez Municipal (CEZ), Pueblo Memorial (PUB), and Telluride Regional (TEX) only had hard copy surveys for visitors to return and were facilitated by airport managers and airline station managers. Telluride Regional (TEX) had very limited commercial airline service at the time that visitor surveys were conducted, and no out-of-state surveys were received during the limited window of the surveys. Also relevant to the analysis, it is not possible to know if the spending reported for respondents that are second homeowners and others that had long-term stays is accurately reflected in the surveys that were received.

Table 2.3. Commercial Service Visitors and Spending Per Visitor Per Trip

Associated City	Airport Name	FAA ID	2018 Visitors	Spending per Visitor Per Trip	Average Number of Nights per Trip
Alamosa	San Luis Valley Regional	ALS	3,379	\$475	4.3
Aspen	Aspen-Pitkin County	ASE	189,245	\$2,290	7.0
Colorado Springs	Colorado Springs Municipal	COS	378,112	\$758	6.4
Cortez	Cortez Municipal	CEZ	3,824	\$552	2.4
Denver	Denver International	DEN	9,853,919	\$998	4.1
Durango	Durango-La Plata County	DRO	94,058	\$1,200	6.6
Eagle	Eagle County Regional	EGE	134,159	\$1,930	6.6
Grand Junction	Grand Junction Regional	GJT	97,699	\$510	6.3
Gunnison	Gunnison-Crested Butte Regional	GUC	27,521	\$1,350	5.8
Hayden	Yampa Valley	HDN	75,131	\$1,300	6.4
Montrose	Montrose Regional	MTJ	86,591	\$1,325	5.0
Pueblo	Pueblo Memorial	PUB	3,677	\$471	2.4
Telluride	Telluride Regional	TEX	942	\$1,325	N/A

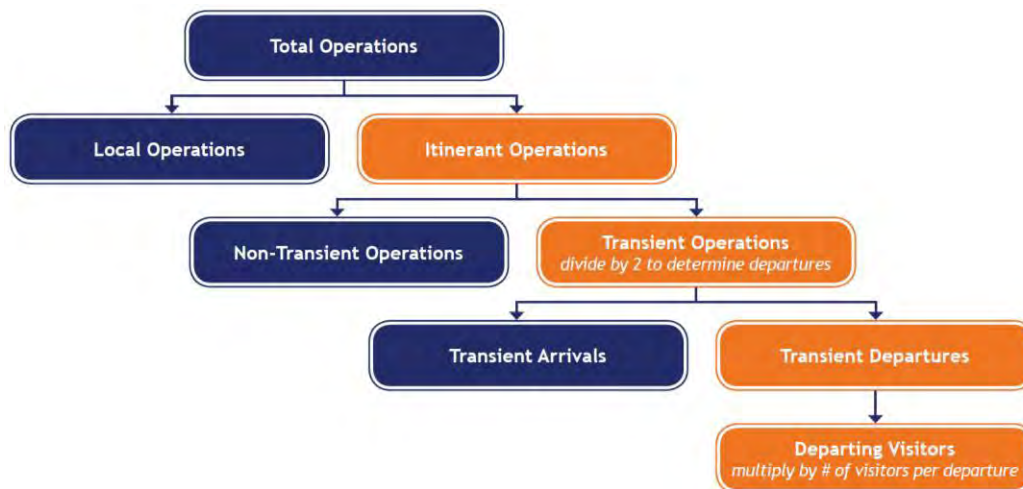
Sources: Commercial Visitor Survey, Airline Data, Inc. and consultations with CDOT Division of Aeronautics staff 2019

2.5.3.2. GA Visitors

GA visitors generate economic activity when they spend money that was generated out-of-state in the local economy of the GA airport they arrive and depart from. As shown in

Figure 2.5, calculating the number of GA visitors by airport starts with examining the total number of GA operations that were recorded in 2018. The number of GA operations were derived from the 2020 Colorado Aviation System Plan (CASP) which utilized data from FAA sources and individual airports. These operations estimates were reviewed with CDOT Division of Aeronautics staff based on their knowledge of activity for validation before proceeding with the remaining steps in estimating GA visitor impacts. For 2018, total GA operations were determined to be over 1.5 million statewide.

Figure 2.5. Method for Determining Transient Departures and Visitors



Sources: Economic Development Research Group, Inc. and Kimley-Horn 2019

Once the total number of GA operations for each airport was determined, the number of itinerant operations was separated from local operations. FAA generally defines an itinerant operation as a landing at an airport by an aircraft arriving from outside the airport area, or a departure from an airport that leaves the airport area. Under this definition, an itinerant operation does not necessarily reflect an operation by a visitor, especially visitors that are from outside Colorado, because the operation could reflect locally based aircraft leaving or returning to their home airport. Itinerant operations were also obtained from FAA sources and individual airports. It is important to note that as a takeoff and a landing are counted as two operations, the number of itinerant operations were divided in half, so that potential visitors and their associated spending are counted only once. Overall, 333,000, or 43 percent of all GA departures in Colorado were estimated to be itinerant in 2018.

In the third step, the number of departing itinerant operations were the basis for estimating the subgroup of itinerant operations that are “transient operations” conducted by out-of-state aircraft. Transient operations represent GA flights that bring out-of-state visitors to Colorado. For this estimation, industry standards of 50 percent of itinerant departures for Commercial Service Airports and 30 percent for airports that support only GA service were utilized. Since most GA airports do not have air traffic control towers and there is no requirement to report activity, there is no accurate method to confirm the percentages, however, these are widely accepted for purposes of estimating GA visitor economic impacts. As a result of these calculations, the total number of transient departures in Colorado was estimated at over 121,000 in 2018, which accounted for 16 percent of all GA departures and 36 percent of itinerant departures.

Finally, airport managers estimated the number of passengers in each transient flight based on fleet mix and the CASP classification of each airport (see

Table 2.4). Using the identified steps, over 599,000 visitors were estimated to have arrived in Colorado using GA aircraft in 2018, an average of almost five visitors per flight.

Table 2.4. Average Passengers per GA Operation by Airport Classification

Airport Classification	Passengers per GA Operation
Commercial Service	4.8
GA Rural	2
GA Regional	5
GA National	6
GA Local	3.5
GA Community	3

Source: Kimley-Horn 2019

The GA Transient Pilot and Passenger Survey (see Tech Memo 1) established a baseline for average GA visitor spending across Colorado of \$442 per visitor per trip. This estimate was used to establish a statewide total for GA visitor spending when applied to total statewide transient departures and passengers. However, the GA Transient Pilot and Passenger Survey did not return responses sufficient to estimate spending by airport, OEDIT region, or by different classifications of airports. To address airport-specific spending levels, the following steps were undertaken:

1. Established the statewide baseline of \$264.8 million, calculated by multiplying \$442 per GA visitor times 599,114 visitors.
2. Adjusted the economic activity and spending rates by airport by comparing the share of Gross State Product (GSP) for each Colorado county that hosts an airport, while using the previously calculated statewide baseline of \$264.8 million as an overall control total Airport-specific spending based on the \$442 per visitor per trip was adjusted up or down based on per capita GSP in the county that each airport is situated compared to per capita GSP across the state.
3. Reviewed results and adjusted for spending based on airport classification, knowledge of specific airports, and their locations within Colorado counties, such as situated in rural versus urban areas. Finally, the adjusted spending per passenger by category was implemented and estimated the direct and indirect spending impacts.

2.6. Economic Modeling Process

The IMPLAN Version 3 1997 economic model system was used for the CEIS to help gain insight of each airport's multiple contributions to its regional economy and the Colorado economy.⁸ IMPLAN is the most widely used input-output model in the United States with data derived from the BEA, Bureau of Labor Statistics (BLS), U.S. Census, and U.S. Department of Commerce to reflect the current economic measures (e.g. jobs, payroll, value added, and business revenues) for over 536 industry classifications,

⁸ All dollars were adjusted to 2018 value.

which roughly corresponds to two- to five-digit groups in the North American Industry Classification System (NAICS).

An IMPLAN economic model was calibrated for each Colorado OEDIT region and for the rest of the state. The economies of each OEDIT region vary between industry mix, productivity of industries, and average payroll per job by industry. Therefore, the effects of business revenues in one OEDIT region may differ from the effects of the same level of business revenues in another. Supplier sales and income re-spending “multiplier” effects were calculated for each OEDIT region and the rest of Colorado to produce both OEDIT region specific and statewide effects. For example, the economic impacts of airports in OEDIT Region 1, Golden Plains include: **(a)** direct impacts based on the economy of the Golden Plains region; **(b)** supplier sales and income re-spending multiplier effects within Golden Plains; and **(c)** supplier sales and income re-spending effects in the rest of Colorado, in this example effectively regions 2 - 15. Data at these different spatial scales enable each airport to be profiled by its **regional impact (a + b)** and its **state impact (a + b + c)**. Moreover, airports in each region can be totaled to show the overall impact of Colorado airports by region as well as statewide.

The multiplier effects of supplier sales and income re-spending vary by the combination of counties that constitute regions, and the size and industry mixes of economies in each region. A larger region means that the marketplace for supplier sales and workers’ re-spending is larger, and the opposite is true for a smaller region. For example, an airplane repair company at an airport in a rural region that needs to buy a manufactured product may have to make the purchase in a neighboring urbanized county because the industry is not present in a sufficient scale in its home region, in which case the dollars would not be counted in the regional multiplier. Similarly, workers may shop for goods and services in that more urbanized county. However, if that airport (and airplane repair company) were part of a larger region that included the urbanized county, then the purchases and sales would be part of the regional multiplier. For this reason, multiplier effects of supplier sales and income re-spending are larger when modeling impacts across the state of Colorado compared to those in a given sub-state region.

2.6.1. Use of IMPLAN

The IMPLAN modeling system was used in the following three ways during the CEIS:

1. To fill in data gaps to estimate direct impacts. This was partially discussed above and is more fully described below.
2. Calculate value added as parts of direct, supplier sales and income re-spending effects (see Section 2.1 above for an explanation of value added).
3. Apply retail margining to isolate only the economic activity associated with the retail industry.
4. Derive multiplier impacts by estimating the additional economic activity associated with supplier purchases and worker re-spending.

Filling in Data Gaps to Estimate Direct Impacts. IMPLAN was used to estimate payroll and business revenues for on-airport tenants and budget expenditures for public entities that only provided employment totals. IMPLAN was also used to determine employment and payroll values based on visitor spending. Payroll, business sales, and expenditures per worker ratios are derived primarily from county-specific U.S. Department of Commerce and Department of Labor data sets. These ratios reflect a measure of productivity (business output per employee) and income level based on the number of

jobs for each industry on-airport and in hospitality sectors. These ratios are used to fill in any missing measurements from the survey data (e.g. jobs, payroll, or business revenues). For example, in cases where payroll was not directly provided by tenants, it was calculated based on average (mean) payroll per worker by industry and Colorado OEDIT region as reported by IMPLAN. The regional OEDIT values were used over the statewide averages, as the regional values are more reflective of the local economies in which these airports operate and where visitors spend their money.

For any business or economic activity that could not be filled with survey or other existing economic data, IMPLAN was used to estimate the subsequent missing direct jobs, payroll, or business revenues. Adjustments required to fill in the missing direct impacts and aggregate industries for the IMPLAN modeling are described below:

- **Single Industry Payroll Data Provided.** Payroll information reported by tenant or airport manager surveys were used for the direct payroll impacts. The industry-specific default regional ratio of payroll to business revenues from IMPLAN was applied to the payroll data to estimate business revenues. In these cases, jobs were also provided in the survey responses.
- **Single Industry Payroll Data Not Provided.** When payroll information was not reported through tenant or airport manager surveys, regional payroll to job and business revenues to job ratios from IMPLAN were applied to the number of reported jobs. In circumstances when IMPLAN did not account for an industry in an airport's region that a tenant or airport manager identified, the operating assumption was that first-hand collected data is a better representation of the airport and region than the IMPLAN county data sets. In these circumstances, Colorado state data from IMPLAN were used to fill in the missing information since regional data were not available. In these cases, jobs were also provided in the survey responses.
- **Aggregated Industry Payroll Data Provided.** To allocate the payroll data reported by tenant or airport manager surveys within an aggregated industry, the total business revenues were proportioned. For example, in a three-industry aggregation, industry A might account for 50 percent of the regional revenues, industry B: 30 percent, and industry C: 20 percent. The reported payroll information was then allocated based on these calculated percentages. Business revenues were estimated according to the relationship between payroll and business revenues. In these cases, jobs were provided in the survey response. An example of this is an aerospace airport tenant that provided both payroll and employment, and includes three industries: aircraft manufacturing, aircraft engine and engine parts manufacturing, and other aircraft parts and auxiliary equipment manufacturing. Note that all of these industries are included in the 536 classifications that are identified in IMPLAN.
- **Aggregated Industry Payroll Data Not Provided.** If payroll information was not reported by tenant or airport manager surveys, the jobs data was used to estimate payroll. Jobs provided in the survey responses were allocated to each industry within an aggregated industry using the percentages of regional revenues described above (e.g. 50 percent, 30 percent, and 20 percent). Regional IMPLAN payroll to job ratios for individual industries were then applied to these jobs to calculate the payroll for each individual industry. After these calculations were completed, the aggregated industry was then re-totaled to present jobs, payroll, and business revenues. Most airport tenants provided jobs without payroll.
- **Only Revenue Data Provided.** For construction expenditures and visitor spending, the only data collected were spending (which equates to total business revenues) without employment or payroll. Airport managers and tenants were asked to provide construction spending for four years such that an average of construction spending would be represented in this study. Visitors

were asked how much money they spent while in Colorado either when using commercial airline service and/or general aviation. This method of using spending to work backward to determine jobs and payroll is used since airport managers, tenants, and visitors are not able to quantify anything other than spending. Using IMPLAN, the spending or business revenues were used to drive regional and state models to generate jobs and payroll, as well as value added. It is important to note that construction impacts are those in Colorado and the retail expenditures were margined, as described below.

Retail Margining. While spending on retail reflects the value of the item sold, only a portion of the sale is actual revenue for the retail store. This portion, referred to as margin costs, reflects the “mark-up” value that retail stores add to the price of goods to cover their operating costs and profit. Only the mark-up produces revenue and economic activity for local retailers. Revenue generated by that mark-up supports employee payroll and operating costs of the business (e.g., rents, utilities, capital, and other business expenses)—not gross revenue collected by the retail business or industry. To isolate the revenues that accrue to retailers, the margin percentage was applied to the value of all retail goods sold. For example, if retail sales total \$1 million, only \$300,000 of these sales may be the mark-up earned by retail establishments, since it may have cost the stores \$700,000 to purchase the items for sale from wholesalers or distributors. The retail margin rates from the BEA range from 31 percent to 37 percent across CDOT regions. This approach was used to accurately reflect the economic impacts of retail spending. Margining was done when working with retail sales data to estimate jobs and payroll. When jobs were provided for retail establishments on-airports, the jobs represent direct effects after margining has occurred and additional margining was not required.

Derive Multiplier Impacts. IMPLAN is an Input/output (I/O) model that is widely used in economic impact analysis. I/O models trace the flows of money in an economy of varying sizes by the patterns of industry purchases and sales with other industries (for supplier sales effects) and household spending (used to calculate income re-spending effects), which help explain how revenues earned in direct transactions have additional impacts in an economy. For this study the economic geographies were determined to be 15 multi-county regions and at a statewide level. At each geographic level IMPLAN is used to trace the circulation of business revenues to calculate the extent that supplier purchases and income re-spending support jobs and payroll for the people of Colorado, additional revenues for businesses and additional value added, which adds to GSP of Colorado.

Multiplier effects begin with businesses on airport or those engaged directly with visitors that use part of their gross revenues to purchase goods and services from other businesses. For example, a restaurant may buy produce from farmers, dry goods from wholesalers, office equipment at stores or manufacturers, and utilize and pay for accounting services. To the extent that these purchases stay in Colorado, they provide business revenues to other businesses in an airport’s home region or to the rest of the state. These revenues are then used by businesses in the supply chain in part to hire workers and pay them wages, and to purchase additional business supplies. Successive rounds of supplier sales occur until the dollars are expelled from Colorado. In instances when airport tenants or hospitality businesses initially purchase goods or services from outside the state, then the dollars are lost to Colorado and are not part of the multiplier effects. Similarly, workers at directly affected businesses or part of the supply chain of the direct businesses use their wages to purchase goods and services (also known as household spending) in Colorado. Purchases run the full gamut of consumer spending, ranging from

furniture to health care and groceries, providing business revenues from income re-spending as long as the dollars used for the purchases stay in state.

2.6.2. Industry Sectoring

Tables 2.5 and 2.6 profile the sectors used for this study out of the 536 that are contained in IMPLAN. Across Colorado airports 47 sectors were used to capture the breadth of on-airport industries and six sectors were used to define visitor spending patterns. The sectors are described and shown below.

On-Airport. Modeling of on-airport and visitor spending impacts spanned the sectors shown in Table 2.5. In some cases, generalized descriptions of certain business activities were not specific and therefore were assigned to an aggregated industry (e.g. retail, entertainment, aerospace manufacturing, etc.). Aggregation leads to averaging measures across industries by region, which avoids large inaccuracies when measuring small or large industries in an economic impact study. Across Colorado airports, 53 percent of all tenant jobs are related to companies providing air transportation, aerospace, air freight and aviation support services (e.g., FBOs). Excluding DEN with its relatively high ratio of terminal-related jobs, 69 percent of airport tenant jobs are represented by these sectors.

Table 2.5. Industries and Sectors Modeled for On-Airport Economic Impacts

Industries and Sectors		
Aerospace	Federal government	Oil/gas drilling
Architectural & engineering services	Food & beverage	Other educational services
Auto repair & maintenance	Freight aviation	Photographic services
Aviation	Ground transportation	Real estate
Business & professional associations	Hospitals	Reliant services
Car rental	Hotels	Retail
Cattle ranching	Labor & civic organizations	Retail - Motor vehicle & parts dealers
Commercial rental & leasing	Legal services	Retail - Non-store retailers
Construction	Management consulting services	Security
Crop farming	Management of companies	Services to buildings
Crop spraying	Manufacturing	State & local government
Data processing	Marketing research	Transportation support services
Distribution	Miscellaneous manufacturing	Vehicle parts manufacturing
Electric power	Office administrative services	Wholesale trade
Entertainment	Offices of physicians	Wireless telecommunications
Environmental services		

Source: EDR Group using the 2017 IMPLAN economic model

Visitor Spending. As described earlier, visitor spending data comes from surveys of airport visitors, both those arriving via commercial service and GA aircraft. **Table 2.6** displays the sectors used to categorize the visitor spending. Visitor spending includes six primary sectors made up of 47 separate industries. The heavy use of aggregation is because a visitor at an airport cannot be realistically asked to divide food expenditures among different types of food and beverage establishments, let alone parse out spending of different types of retail or entertainment. Categories need to be general in order to present visitors with surveys that they can and are willing to quickly answer.

Table 2.6. Industries and Sectors Modeled for Visitor Spending Classifications

Visitor Spending Categories	Industry Sector
Accommodations	Hotels & motels, including casino hotels
	Other accommodations
Car Rental engaged off airport	Automotive equipment rental & leasing
Entertainment	Performing arts companies
	Commercial sports except racing
	Racing & track operation
	Independent artists, writers, & performers
	Museums, historical sites, zoos, & parks
	Amusement parks & arcades
	Gambling industries (except casino hotels)
	Other amusement & recreation industries (including skiing)
	Fitness & recreational sports centers
	Bowling centers
Food & Beverage	Full-service restaurants
	Limited-service restaurants
	All other food & drinking places
Ground Transportation, other than car rental	Retail - Gasoline stores
	Transit & ground passenger transportation
	Transportation support activities
Retail	Retail - Electronics & appliance stores
	Retail - Food & beverage stores
	Retail - Health & personal care stores
	Retail - Clothing & clothing accessories stores
	Retail - Sporting goods, musical instruments, & books
	Retail - General merchandise stores
	Retail - Miscellaneous store retailers

Source: EDR Group using the 2017 IMPLAN economic model



Bookmark ☆

COLORADO AIRPORT SUPPORTS AIR ATTACK ON GRIZZLY CREEK FIRE

September 3, 2020

By Dan Namowitz

A general aviation airport in Colorado played a key role as 600 firefighters waged an air and ground assault on a 32,000-acre wildfire that shut down an interstate highway and was lapping at the edge of the city of Glenwood Springs.



Photo courtesy of Lamp Post Camera Works.

By September 3 the **Grizzly Creek Fire** was about 82-percent contained and had been held in check for several days with some air operations staged from the **Glenwood Springs Municipal Airport**.

"The Grizzly Creek Fire shut down Interstate 70 for the better part of two weeks and was burning right at the edge of Glenwood Springs," said Josh Pruzek, AOPA Northwest Mountain regional manager. "The airport voluntarily shut down to be used as an advance helicopter base, complete with its own temporary tower."

Pruzek said local skies were alive with "slurry bombers of every shape and size overflying the city-owned airport from dawn until dusk as helicopters based at the airport flew their missions. A temporary flight restriction (TFR) for firefighting was in effect in the area from the surface to 13,000 feet msl.

At the peak of the battle against the blaze, the helicopters operating from Glenwood Springs included three Sikorsky UH-60 Black Hawks, one Kaman K-Max, one Bell 205, one Bell 212, two Eurocopter AS350 B-3's, and one Bell 407, according to airport manager Amy Helm.

"Each helicopter comes with its crew, maintenance trailer, fuel truck, and/or personal vehicle, and/or a hotshot crew. Some of these guys have been camping out on the airfield. Needless to say, everyone has been extremely appreciative of the space and the ability to park on pavement," she told AOPA in an email on September 3.

Pruzek credited Helm with "working tirelessly to lead the support effort" at the airport that was voluntarily closed by its tenants and staff to accommodate the fire suppression operation. Helm is also a pilot and aviation mechanic.

AOPA has long pointed out to local government boards that GA airports can play crucial—even lifesaving—roles in natural disasters and other emergencies, and that point has been underlined by Glenwood Springs Municipal's participation in knocking back the Grizzly Creek Fire. The airport's role as a firefighting hub comes just a few months after airport supporters succeeded in a petition drive that reversed a temporary closure of the airport ordered by the city council as a response to the coronavirus pandemic.

As **AOPA reported at that time**, despite the council's unanimous vote to reopen the airport for proficiency flights and ease other pandemic-related municipal restrictions, airport supporters remained wary about the possibility that a 2018 city study of alternate uses of the airport's

property might be leveraged to close the airport, which has a 3,305-foot-long runway and is home base to approximately 75 aircraft.

Pruzek has worked closely with AOPA Airport Support Network volunteer Eric Strautman, a local optometrist, businessman, and Cirrus owner, to promote and defend the airport and urged AOPA members elsewhere to mobilize their considerable resources against such contingencies.

"No airport is safe from closure threats, and the value of GA should be widely proclaimed by pilots to local officials," Pruzek said. "**AOPA's Airport Support Network program** is a critical component of a good offense and defense at the local level."



Dan Namowitz

Associate Editor Web

Associate Editor Web Dan Namowitz has been writing for AOPA in a variety of capacities since 1991. He has been a flight instructor since 1990 and is a 30-year AOPA member.

[GO TO DAN NAMOWITZ'S PROFILE >](#)

Topics: **Advocacy, Airport Advocacy**

LAND USE SCENARIO PLANNING STUDY FOR THE GLENWOOD SPRINGS AIRPORT PROPERTY

To

CITY OF GLENWOOD SPRINGS

From

GRUEN GRUEN + ASSOCIATES

Urban Economists, Market Strategists & Land Use/Public Policy Analysts

In Association With

THE LAND STUDIO & SGM

C1521

August 2019



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APPLYING KNOWLEDGE

CREATING RESULTS

ADDING VALUE

August 2019

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Charlie Willman, Transportation Commission

**Advisory Committee members*

PURPOSE

Provide Information Base to Permit Trade-off Decisions about Future Uses of the Airport Property

LAND USE SCENARIOS

Table i-1: Allocation of Land Area by Use for each Land Use Planning Scenario

Land Use	Scenario 1 Expanded Aviation		Scenario 2 Mixed-Use Village		Scenario 3 Residential Village	
	# Acres	% of Total	# Acres	% of Total	# Acres	% of Total
Aviation	42	67%	2	3%	---	---
Nonresidential	5	8%	8	13%	---	---
Residential	---	---	35	56%	45	71%
Park/Recreation	---	---	2	3%	2	3%
Hillside Open Space/River	16	25%	16	25%	16	25%
TOTAL	63	100.0%	63	100.0%	63	100.0%

Table i-2: New Aviation Building Space and Airfield Improvements for Expanded Aviation Scenario

	# Square Feet of Building Space
Building Improvements	
New east side Box Hangars (adjacent to existing hangars)	18,000
New west side T-Hangars and Box Hangars	50,000
New Box Hangars adjacent to maintenance shop	12,600
<i>Subtotal</i>	<i>80,600</i>
Relocated FBO facilities (Admin/operations space, medical transport hangar, etc)	18,000
TOTAL	98,600
Pavement Improvements	# Square Feet of Land Area
New taxiway along the west side of the existing runway	120,000
Westside hangar access (aprons and taxilanes) and tie-down ramp	155,000
Relocated FBO, fueling, and access/parking area	45,000
Expanded maintenance shop and box hangar access/aprons	160,000
New eastside tie-down ramp	15,000
TOTAL	495,000

Table i-3: Mixed-Use Village Land Use Program and Yields

	Land Area # Acres	Housing # Units	Average Housing Unit Size # Square Feet	Building Area # Square Feet	Average Density
Mixed Residential					
2-story home lots	6	40	2,400	96,000	7 du/ac
Cottage/duplex lots	17	130	1,800	234,000	8 du/ac
Attached townhomes	7	105	1,600	168,000	16 du/ac
Multi-family	5	120	1,000	120,000	24 du/ac
Subtotal Residential	35	395		618,000	11 du/ac
Light Industrial	6	---	---	67,000	0.26 FAR
Retail/Dining	2	---	---	15,000	0.17 FAR
Central Park	2	---	---	---	---
Aviation (Helipad)	2	---	---	7,500	0.09 FAR
Hillside / Fishing Easement	16	---	---	---	---
TOTAL	63	395		707,500	0.26 FAR

Table i-4: Residential Village* Land Use Program and Yields

	Land Area (Gross) # Acres	Housing # Units	Average Housing Unit Size # Square Feet	Building Area # Square Feet	Average Density
Mixed Residential					
2-story home lots	6	40	2,400	96,000	7 du/ac
Cottage/duplex lots	21	150	1,800	270,000	7 du/ac
Attached townhomes	16	225	1,600	360,000	14 du/ac
Multi-family	2	36	1,000	36,000	18 du/ac
Subtotal Residential	45	451		762,000	10 du/ac
Retail/Dining	---	---	---	15,000	0.17 FAR
Central Park	2	---	---	---	---
Hillside / Fishing Easement	16	---	---	---	---
TOTAL	63	451		777,000	0.29 FAR

* Advisory Committee members requested at an August 9, 2019 meeting that a second alternative version of the Residential Village scenario be evaluated. This alternative is referred to as "Scenario 3b" in the subsequent summary. The size of the park use is increased to approximately 12 acres and an additional two acres are dedicated to an aviation Helipad use (the same as provided in the Mixed-Use Village scenario).

Table i-5: Cost-Benefit Summary of the Land Use Planning Scenarios for Glenwood Springs Airport Property

Evaluation Criteria	Existing Airport STATUS QUO	Scenario 1 EXPANDED AVIATION	Scenario 2 MIXED-USE VILLAGE	Scenario 3a RESIDENTIAL VILLAGE (A)	Scenario 3b RESIDENTIAL VILLAGE (B)
Financial return (cost) to City from disposition of City-owned land / implementation of the scenario	None	(\$16,100,000) needed to to bridge financial feasibility gap	\$16,900,000 obtainable land value	\$22,000,000 obtainable land value	\$9,100,000 obtainable land value
Fiscal impacts (City tax/fee revenues)					
Ongoing Annual Tax Revenue:	\$10,300	\$51,800	\$878,300	\$804,200	\$636,000
One-Time Tax/Fee Revenue:	\$0	\$358,900	\$7,011,700	\$8,083,200	\$5,890,000
Economic impacts (on Garfield County)					
Jobs:	44	89	559	382	295
Annual Earnings:	\$2,000,000	\$4,100,000	\$18,100,000	\$9,100,000	\$7,191,000
Annual Output (Volume of Economic Activity):	\$8,100,000	\$16,600,000	\$89,300,000	\$47,800,000	\$36,900,000
Expands/diversifies housing stock and addresses housing "gap" for households earning between 120-160% of Area Median Income	☒	☒	☒ (provides 395 units)	☒ (provides 451 units)	☒ (provides 336 units)
Improves jobs-housing balance and provides opportunities for shorter commutes	☒	☒	☒	☒	☒
Maintains or enhances General Aviation benefits related to education/flight training, tourism and recreation, and fixed-wing emergency/disaster/fire response	☒	☒	☒	☒	☒
Safety/accessibility benefits					
Land and support facilities for helicopter access (to serve a variety of safety-related needs):	☒	☒	☒	☒	☒
Reduces capital cost of South Bridge, implementation of which would improve emergency access and response times:	☒ adds \$6.5M cost for tunnel	☒ adds \$6.5M cost for tunnel	☒ avoids \$6.5M cost	☒ avoids \$6.5M cost	☒ avoids \$6.5M cost
Ability to maintain municipal storage functions at Airport property	☒	☒	☒ (relocation optional, but assumed)	☒ (relocation necessary)	☒ (relocation necessary)
Provides additional recreational/park space and pedestrian/bike trails and connectivity	☒	☒	☒	☒	☒
New park space created:	0 acres	0 acres	2 acres	2 acres	12 acres
Preserves hillside open space and river recreation opportunities	☒	☒	☒	☒	☒

CHAPTER I

EXECUTIVE SUMMARY

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Introduction & Work Completed

INTRODUCTION

The City of Glenwood Springs engaged Gruen Gruen + Associates (“GG+A”), SGM, and The Land Studio to provide an information base and results of objective analysis to permit the City staff, civic leaders, and public stakeholders to evaluate trade-off decisions about future uses of the Glenwood Springs Airport property. The City-owned Airport property totals about 58 acres of land and other adjoining city-owned property consists of nearly six acres, for a total of about 63.5 acres of City-owned property.

Based on physical and market assessments and stakeholder input three primary land use planning scenarios were developed. The scenarios included an enhanced aviation option, a mixed-use (primarily residential and light industrial) option, and a primarily residential use option. GG+A evaluated the real estate economics and financial feasibility of each land use planning scenario. The local economic (job and income) impacts, fiscal (tax and financial return to the City) impacts, community impacts in terms of potential to meet municipal needs, improve recreational offerings, and improve housing opportunities have been evaluated. Accessibility and safety benefits of the three land use planning scenarios have also been considered.

WORK COMPLETED

SGM reviewed available Airport property planning, geotechnical, ecological, environmental, and engineering documents, conducted site visits, and interviewed knowledgeable staff to evaluate existing conditions and factors that impact development options. This included an identification of environmental and ecological conditions associated with the property and evaluation of the existing and/or proposed utilities and services as well as identification of relevant easements and restrictions.

GG+A conducted interactive interviews with representatives of the City Council, Planning and Zoning Commission, Transportation Commission, and Airport Commission. We also conducted interviews with the Assistant City Manager and Economic and Community Development Director, City Engineer, Assistant Community Development Director, Senior Planner, Transportation Manager, Director of Parks and Recreation, and Airport Manager. GG+A also interviewed local property developers and real estate brokers, planning staff at Garfield County and the Town of Carbondale. GG+A directed the interviews to obtaining insight and information about:

- Uses that would be considered for the Airport;
- Competitive advantages and disadvantages of the Airport location for various uses;
- The geographic market areas within which various land uses will compete and from which demand for building space or activities/services will originate;
- Motivations and characteristics of space users attracted to the market area;
- Land use, development, and tenanting trends;
- Demographic make-up, geographic origins, and availability of labor;
- Housing needs and characteristics of households that would consider the relevant market area;
- Trends in rental rates/sales prices, operating expenses, and occupancy rates;
- Prevailing development costs for commercial, industrial, and residential space; and
- Policies influencing development/redevelopment and business attraction, retention and expansion.

GG+A also interviewed representatives of the Rifle Garfield County Airport and Eagle County Regional Airport, and representatives of Valley View Hospital, Classic Air Medical and the Glenwood Springs Airport Manager to obtain insight and information about emergency response and air ambulance needs and capacities. GG+A directed the interviews to obtain insight and information about location decisions, utilization of Airport services, the needs of existing and prospective tenants for services/facilities, general aviation market capacity and supply characteristics and demand trends (flight operations, based aircraft, hangar space and lease rates, etc.) for the Airport and the Airport's competitive position within the market.

GG+A also designed an Airport User Survey that was distributed by City staff electronically (via email) to approximately 100 recipients from an "airport user group" list that was provided by the Airport Manager. The results are summarized in Appendix A. The purpose of the survey was to develop an information base about the number and type of individuals and businesses utilizing the Airport; the nature of current aviation and flight activities; potential impacts on the local economy attributable to these activities (jobs, payroll, etc.); and preferred enhancements to the property and facilities.

GG+A conducted time-series analysis of employment for the local and regional market area to (a) assess the composition and structure of the economic base; (b) identify growing, stable, and contracting industries; and (c) to identify the scale, industry and locational attributes of agglomerations, or "clusters", present in the Roaring Fork Valley, with specific emphasis on the types of economic activities that could locate at the Airport. GG+A also assessed demographic, socio-economic, household formation, and labor force trends to identify implications for housing and commercial building space demand within market area. In addition, GG+A conducted an analysis of time-series taxable retail sales to evaluate retailing trends and conditions in Glenwood Springs. GG+A compared the retail sales to estimates of retail expenditure potential attributable to Glenwood Springs residents.

The Land Studio prepared illustrative conceptual site layouts (bubble diagrams) of three planning scenarios: an enhanced aviation scenario; a mixed-use commercial/light industrial and residential scenario; and a primarily residential scenario (two versions of differing amounts of residential units and park acreage). The conceptual diagrams illustrate potential:

- access and circulation;
- recreational or open space features; and
- developable pad sites or lots for envisioned land uses.

The planning scenarios are quantified programmatically in terms of:

- land area by use;
- proposed densities;
- amount of building space by use; and
- amounts/configurations of parking.

On-site and off-site infrastructure improvements required for each scenario are also identified and the costs of those improvements are estimated.

GG+A evaluated the development economics of the three identified land use scenarios. A primary purpose is to identify whether the private implementation and development of each land use scenario is likely to be financially feasible; and if so how much land value the feasible development scenarios could support. For the planning scenario not found financially feasible, the analysis quantified the degree of public support required to bridge the

feasibility gap.

GG+A completed a cost-benefit assessment of each land use scenario. The cost-benefit analysis focused on:

- “Fiscal” impacts to the City treasury;
- “Economic” benefits (jobs and income impacts to the local economy; and
- “Spillover” benefits related to neighborhood and community enhancement.

Findings & Conclusions

EXISTING AVIATION USE

The Glenwood Springs Municipal Airport (“Airport”) is a small general aviation airport located on approximately 60 acres of City-owned land in southern Glenwood Springs. The Airport primarily serves recreational and small business users. The Airport also serves as a location for flight training and fueling and storage for emergency response and medical transport users. Current flight activities are primarily related to single-engine airplanes and helicopters. The Airport is not approved by the Federal Aviation Administration (“FAA”) as part of its National Plan of Integrated Airport Systems (“NPIAS”), and therefore is ineligible for federal airport improvement program grants. The Airport is a daylight airport, meaning it lacks runway lighting as well as modern instrument landing systems that would be especially crucial for “dark” landings. Because of its short length and limited weight bearing capacity, the existing runway cannot accommodate larger commercial aircraft and corporate jets. The runway cannot be lengthened due to topographical constraints, adjacent land uses, and the physical geometry of the Airport property.

Approximately 70,000 square feet of existing building space, most of it unheated prefabricated metal structures, is estimated to exist on the City-owned Airport property and adjoining private land with access to the Airport.

PHYSICAL SITE CONDITIONS

Soils Conditions and Geo-technical

The Airport property is a suitable development site (for structures ranging from industrial buildings to single- family housing units) because it is predominately characterized by sand to gravelly soils.

Floodway and Topography

Approximately 6.08 acres of the City-owned property is located in the 100 year flood zone, and approximately 0.33 acres is located in the 500-year flood zone. These areas, however, are considered steep slopes which are otherwise undevelopable. Approximately 11 acres of the City-owned property are likely undevelopable due to steep slopes exceeding 20 percent.

Public Infrastructure Assessment

The current water infrastructure is inadequate to serve existing land uses. The City must upgrade the water infrastructure to some degree irrespective of future land use change/development within the Study Area. The Airport property is not currently served by public wastewater infrastructure. However, no significant off-site wastewater infrastructure upgrades are likely to be necessary if additional development in the Study Area is connected into the existing 8” wastewater line in Stockton Road.

The existing transportation system serving the Airport and Study Area experiences congestion and unacceptable Levels of Service. More intensive use of property will require expanded off-site transportation capacity. Already planned City transportation improvements to Midland Avenue and the construction of South Bridge will provide this capacity. Multiple access points will be required for circulation and emergency access if the Airport property is developed. The existing roadway network could best serve the access locations from Mount Sopris Drive, an improved Airport Road and an improved Airport Center Drive.

Water system improvements summarized in Chapter II will be necessary for significant development to be served at the Airport, while maintaining or actually improving service to existing land uses.

If the Airport property is developed, the existing wastewater infrastructure in Cardiff Glen can support future development.

AVIATION USES

The depth of the potential market for aviation land uses is constrained by the small size of the Airport, the limited length and weight-bearing capacity of the existing runway as well as the absence of FAA approvals.

Landside development efforts at general aviation airports are commonly focused on a variety of aviation users (business targets) such as corporate flight departments, aircraft brokerage/charter firms, air cargo operators, aviation/aerospace manufacturers, and maintenance/repair/overhaul (“MRO”) services. These market segments, which are served by other airports, are not realistic candidates for future aviation-related development at the Airport even if desired improvements are made.

The regional market area contains five alternative airports within a 90-minute drive time of Glenwood Springs, including the Rifle Garfield County Airport, Eagle County Regional Airport, Aspen-Pitkin County Airport, Grand Junction Regional Airport, and Meeker Airport. Neither of the two primary sources of competition for aviation activity, in Rifle and Eagle, have existing unoccupied hangar space available for small general aviation aircraft. Both airports do have ample land upon which to expand facilities for general aviation uses and offer support services and amenities not available at the Airport.

The physical infrastructure of the Airport and absence of features such as runway lighting and a published approach limit the capability to serve emergency response operators. The Airport does not provide the features or infrastructure preferred by emergency response and air ambulance operators that utilize fixed wing aircraft, most frequently including the Learjet 35 and King Air B200. According to the Airport Manager, the Pilatus PC-12 single-engine turboprop aircraft (which can utilize short, lower weight bearing runways) and Air Tractor 602 (a single-engine turboprop agricultural aircraft) have occasionally used the Glenwood Spring Airport. The Airport Manager estimates that fixed-wing emergency medical flights into the Glenwood Spring Airport do not exceed seven to 10 flights per year.

Many existing Airport users indicate they would utilize the Airport more often if enhancements were made. Seventy (70) percent of respondents indicated the availability of additional hangar space is “very important” to them or their business. The second and almost equally preferred improvement is the installation of modern Unicom (ground-to-air communications) service. A modern fueling station providing Jet A and 100LL fuel is the third most preferred enhancement.

Demands may arise from uses/activities that have located at the Airport in the past or have not been accommodated or pursued previously due to a lack of building space, such as a recreational aviation (skydiving) business that recently operated from the Airport. Some flight instructors utilizing the Airport also indicate potential support for a formal flight training or education facility that could accommodate classroom-type spaces. The operator of the existing maintenance shop has also indicated that it could service a greater volume of aircraft in a larger/modern maintenance facility.

MUNICIPAL USES

Additional park land and/or recreational fields could be an alternative use for portions of the Airport property. While a residential re-use would require some park land dedication (or fee payment in-lieu of dedication), adjacency to Sullivan Park and Sopris Park on the north end of the existing runway represent an opportunity to create a larger critical mass of outdoor recreational space in southern Glenwood Springs.

Current municipal storage functions at the Airport property, including the “boneyard” and police impound lot, may need to be accommodated within a future re-use of the property. Limited alternatives to relocate these functions may exist but should be explored and evaluated. Potential costs to relocate municipal storage functions are not yet available but are unlikely to be significant relative to the value of alternative uses of the storage function at the Airport (or if utilized as part of other municipal-owned property). Relocating outdoor storage to a centralized location could also improve municipal service efficiency.

The current Municipal Operations Center (“MOC”) facility is ideally located to its labor force which primarily originates from the I-70 corridor west of Glenwood Springs. Relocation of MOC functions to the Airport property in southern Glenwood Springs would likely reduce service efficiencies and raise costs.

Arts and culture-related uses are not strong candidates for relocation or expansion to the Airport property as existing facilities are well located to users and adequate to meet community needs. New municipal uses oriented to community events/performances would function best within or near the core Downtown, closest to the cultural and social center of gravity of the community and where they could spillover sales to restaurants and specialty retailers located in the Downtown and near hotels.

RETAIL USES

Glenwood Springs is a comparatively small community with a very large retailing and restaurant base. A significant share of the existing retail space supply is supported by non-local shoppers and visitors. That is, the local market captures a large “sales surplus” relative to the retail expenditure potential of Glenwood Springs households. The data analytics firm ESRI estimates indicate that local Glenwood Springs households spent approximately \$93 million on Retail Goods and Food Away from Home (i.e., eating and drinking) in 2018. In 2017, taxable retail sales in Glenwood Springs excluding automotive goods approximated \$325 million, or more than three times the retail expenditure potential of local resident households.

While the City’s retailing base has recovered from post-recession lows, inflation-adjusted taxable retail sales have experienced a 16 percent overall decline over the past 10 years. Some retailing sectors such as General Merchandise have continued to decline. The increasing importance of people’s time and the continued growth of e-tailing suggest e-tailing will increasingly substitute for the purchase of standard commodities that are not fun or convenient to buy in person. Shopping centers and areas need to be large and diverse enough to facilitate multi-purpose shopping and service trips. Restaurant and Bar sales are up approximately six percent over 2008 levels, while Apparel and Accessory store sales (a relatively small segment of the retailing base) have increased by approximately 30 percent since 2008. Both sectors of the local retail market tend to be much more “experiential” than necessity goods, and they are largely concentrated within or near Downtown (a location that is both large and diverse in its offerings).

Highly visible and accessible retailing locations have space and land available closer to I-70 and Downtown, an agglomeration that has already established market area dominance. The Airport property is not centrally located to the local population base, is not proximate to an established critical mass of retailing, dining, and entertainment activities and is not part of the cluster of visitor attractions and lodging amenities that spillover sales to retail and dining uses.

One development team has indicated interest in encouraging the existing Wal-Mart store to relocate to the Airport property because the completion of the South Bridge would better position the store to capture sales from residents living in Glenwood Springs or west of Glenwood Springs who may also commute Up Valley. Although completion of South Bridge would greatly improve accessibility and allow for more significant exposure to traffic

volumes, it would be better City policy to first attempt to encourage Wal-Mart to locate near other stores and be part of retail agglomerations containing a variety of shopping opportunities whose synergy attracts more customers. It would be advantageous for Glenwood Springs to have fewer, but larger, well-integrated shopping nodes than numerous smaller centers and free-standing buildings that siphon off relatively small sales dollars so as to make more difficult the development of larger projects with greater trade areas and more frequent visitation, or higher per visit expenditures.

Retail land uses will not be a leading highest-and-best use candidate for alternative use of the Airport property. The site is not as well-positioned to capture sources of non-local retail demand as the established regional-serving uses in west Glenwood Springs along Interstate 70. With the potential exception of a Wal-Mart type development, most potential retail use opportunities are likely to be “residual” uses, oriented to local-serving convenience, necessity, and/or food-type uses that function as amenities that can support the attraction and development of other land uses.

EMPLOYMENT (OFFICE AND INDUSTRIAL USES)

The current market for the development of land at the Airport is stronger for industrial use than office use. Current market rents for office space are not typically high enough to feasibly support new speculative office space development.

The employment base of Glenwood Springs and Garfield County are not oriented to economic sectors prone to use private office space such as finance, insurance, and professional, business, and technical services. The local economic base is heavily comprised by government, education, and healthcare services and industries serving the visitor and tourism base such as leisure and hospitality and retail trade.

Southern Glenwood Springs does not currently contain a critical mass of private or public office space users, office space inventory, and set of support services and amenities which office space users require (i.e., the Airport property does not provide significant “agglomeration” advantages for major office space users).

Speculative development of private office space is also constrained by a relatively high and growing proportion of workers, employed in industry sectors traditionally associated with the consumption of office space, working from home. Over 15 percent of the Garfield County labor force in professional and business services and information services is estimated to work from home.

Industrial users have much more difficulty finding available suitable space in Glenwood Springs and the Roaring Fork Valley. The Airport property is the last remaining industrial zoning district with potentially developable land located within City limits.

The primary geographic market area within which industrial space development will compete generally includes the west I-70 corridor and Highway 82 corridor in the northern/mid-valley portions of the Roaring Fork Valley. Internal movements, expansions, and consolidations within the primary market area can be expected to account for the preponderance of future industrial space development opportunities. Beyond existing industrial businesses in Glenwood Springs and other mid-valley locations which may seek expansion or modernization opportunities, the Airport property (with completion of South Bridge) could also be expected to capture demand from contractors located in the I-70 corridor seeking industrial spaces closer to their Up Valley sources of business.

Industrial space users are predominately serving the local market, as opposed to exporting goods/services beyond the Roaring Fork Valley, and are engaged in a wide array of economic activities and services. Most industrial/flex space users in the Roaring Fork Valley tend to be small, with building space requirements of less than 10,000

square feet and frequently much smaller. The construction industry is the largest industrial sector employer in Garfield County and has been expanding more significantly than other industrial activities. Interviews with brokers frequently cited contractors as the leading sources of demand for industrial/flex space.

Prototypical space for a small-scale industrial building development could include a roll-up back and attractive “store type” fronts that can serve a variety of office, light assembly, and showroom, and distribution uses with uniformity of building design, signage, and awnings. Given the typical size of many of their products and the importance of advertising product availability, outdoor display space is often needed. Contractors, a primary source of industrial space demand, also frequently require outdoor storage capability.

Existing substantially built-out workplace centers in Glenwood Springs range from about eight to 12 acres while the Carbondale Kay Industrial Park, also substantially built-out, contains about 13 acres. The Aspen Airport Business Center containing a wide variety of employment and residential uses consists of 70 acres, of which 20 acres were originally allocated for industrial uses.

RESIDENTIAL USES

Strong consensus exists among local real estate brokers, developers, housing specialists, and City representatives interviewed that all types of housing are in short supply in Glenwood Springs. Housing is a vital component of economic development and civic leaders have identified affordable workforce housing as a policy action priority.

Glenwood Springs is characterized by a high jobs-housing balance, with approximately 2.4 jobs per housing unit. Approximately three-quarters of workers employed in Glenwood Springs (about 7,000 workers) are “incommuters”, originating primarily from the I-70 corridor west of Glenwood Springs. The primary geographic market area within which new housing product will compete reflects this commute shed and generally includes Garfield County. The significant volume of in-commuters also points to the likelihood of pent-up demand (from existing workers/households) if additional housing can be provided at attainable prices.

About 22 percent of all households in Glenwood Springs are estimated to rent a single-family housing unit, which is nearly as high as the 24 percent of households estimated to rent multi-family housing units. Recent growth in renter households has corresponded with a rather sharp decline in owner-occupied, single-family housing units.

The two primary market segments associated with existing sources of housing demand/need in Glenwood Springs are for-sale market rate housing and below market rate (affordable) rental housing. Households earning less than 80 percent of Area Median Income (“AMI”, adjusted for household sizes) are estimated to comprise about 45 percent of all households in Glenwood Springs, many of whom expend more than 30 percent of their before-tax income on housing and related expenses.

The Airport property has the potential to be a highly desirable residential location. Its size provides an opportunity to create a “new town in town community” featuring a complementary package of housing products, amenities, and services not available elsewhere within City limits. The completion of South Bridge would also be appealing to dual-income households (with members who commute to different locations) given the direct accessibility it would create to the primary commute corridor – Highway 82. The property also provides unobstructed up valley views of Mount Sopris and portions of the property abut natural open space (the Roaring Fork River). Additionally, the Sopris Elementary School has a positive reputation and capacity to accommodate additional school-aged children. According to the Chief Operating Officer of Roaring Fork Schools, enrollment at Sopris Elementary has declined from approximately 600 students in 2014/2015 to below 360 students. Sopris Elementary can support 499 students without using modular classrooms. The Riverview School, current attendance area boundary does not include the Airport property but does include the communities of Carbondale and Basalt. The Riverview School

currently has physical capacity to accommodate additional students with total capacity of 450 students in the existing building.

According to the Chief Operating Officer, the Roaring Forks Schools would benefit from housing availability for school district staff.

Recent price increases for both ownership and rental housing have been significant. Colorado Division of Housing Multi-Family Housing Vacancy & Rental Survey data indicates that the average monthly rent for apartments in Glenwood Springs increased from \$0.77-per-square-foot in 2014 to \$1.28-per-square-foot as of third quarter 2018 (a 66 percent escalation). The average resale prices for single-family and multi-family ownership units have increased by 18 and 24 percent, respectively, over the past four years.

Anticipated countywide household growth suggest that Glenwood Springs could grow by approximately 1,200 households over the next 10 years if it simply maintains its relative position in the broader housing market (predicated on land being made available for residential use, such as the Airport property and adequate public infrastructure capacity). Factoring in frictional vacancy to provide for adequate mobility in the housing market, and projects currently under construction (e.g. Lofts at Red Mountain, Six Canyon) suggests that approximately 1,000 additional housing units will be needed over the next 10 years. More than 80 percent of the housing need or demand is likely to be for detached or attached single-family units if housing preferences do not deviate considerably from existing patterns. Demand can be expected to support the development of significant housing uses at the Airport property, although housing will also need to be created at other locations for the housing market to function competitively.

Land Use Scenarios

The future use of the small City-owned parcel (deeded for a park use) adjacent to Sopris Elementary is assumed to remain unchanged; it is therefore excluded from the land use scenario development envelopes. Portions of the Roaring Fork River, floodplain, and steep river bank on the southern perimeter of the property also represent another ± 16 acres that remain undeveloped in each land use scenario.

FIGURE I-1: LAND USE SCENARIO OVERVIEW



Scenario 1 (Expanded Aviation) maintains approximately 42 acres or two-thirds of the property for expanded aviation use. About five acres located south of the runway and planned South Bridge tunnel are included for non-aviation light industrial uses. This site could also be utilized for a variety of alternate non-aviation uses, including municipal storage for the City of Glenwood Springs public works and police departments or other land use concepts such as combinations of light industrial space and multi-family residential units in a live/work type of development.¹

Scenario 2 (Mixed-Use Village) includes approximately 35 acres of residential land use representing about 60 percent of the property. Nonresidential light industrial and commercial uses are allocated eight acres south of the proposed South Bridge alignment, representing about 13 percent of the property. A central park space of about

¹ The financial feasibility and fiscal and economic impact estimates presented in this report assume the land illustratively planned for non-aviation use in the "Expanded Aviation" scenario is kept for outdoor municipal storage functions.

two acres is also provided. An additional two acres of land in Scenario 2 is reserved for an aviation use. Multiple helipads, a maintenance and storage hangar, and fueling facilities are provided adjacent to compatible light industrial or municipal uses at the southernmost point of the City-owned property.

Scenario 3 (Residential Village) represents a land use concept that would more significantly address the demand for single-family housing in Glenwood Springs. Residential uses totaling about 45 acres, or 70 percent of the property, have been conceptually planned to provide a variety of single-family housing products. A small amount of neighborhood commercial is included in a “vertically” mixed-use format, with multi-family units located above ground-floor commercial space. Again, Scenario 3 includes approximately two acres of the property for a central park/recreation space.

Advisory Committee members requested at an August 9, 2019 meeting that a second alternative version of the Residential Village scenario be evaluated. This alternative is referred to as "Scenario 3b" in the subsequent summary. The size of the park use is increased to approximately 12 acres (from two acres) and an additional two acres are dedicated to an aviation Helipad use (the same as provided in the Mixed-Use Village scenario).

Development Economics of Land Use Scenarios

SCENARIO 1: EXPANDED AVIATION SCENARIO FEASIBILITY

A financial feasibility or funding gap of approximately \$16 million is estimated to exist for the Expanded Aviation land use scenario. This is without providing for any “profit” in capital investment required and does not consider the present value of future costs and revenues to reflect potential time, risks, and other resources needed to implement the scenario. If the annual ground lease rate and tie-down fee were increased to finance the entirety of the estimated funding gap over a 10-year period, the rate would need to be increased to approximately \$15,680 per aircraft. This represents a 2,700 percent increase to the existing user fee which is \$575 annually per aircraft. The results of the Airport user survey and input from Airport Manager and other stakeholders does not indicate the magnitude of the increase in fees will be readily accepted without negatively impacting the amount and pace of demand for hangar space.

Even if the existing user fee could be raised by 1,000 percent to \$5,750 annually per aircraft to finance some of the capital cost over a 10-year bond or loan term, a funding gap of approximately \$10.6 million would still exist. This would require grant funding from CDOT of a magnitude that far exceeds the grant contributions received over the prior 25 years which have totaled \$772,000.

SCENARIO 2: MIXED-USE VILLAGE FEASIBILITY

Gross Residual Land Value Estimate for Mixed-Use Village

TABLE I-1: ESTIMATED GROSS RESIDUAL (FINISHED LOT) LAND VALUE FOR MIXED-USE VILLAGE

	Units or Acres #	Gross Residual Land Value \$ Per Unit/Acre	Gross Residual Land Value \$ Total
Scenario 2: Mixed-Use Village			
Two-story homes	40 units	142,000	5,680,000
Cottage/duplex homes	130 units	107,000	13,910,000
Attached townhomes	105 units	91,000	9,555,000
Multi-family apartments	120 units	38,000	4,560,000
Light industrial	6 acres	675,000	4,050,000
Retail/dining	2 acres	178,000	356,000
Park	2 acres	0	0
Aviation (helipad)	2 acres	0	0
TOTAL			38,111,000
Source: Gruen Gruen + Associates			

The gross residual land value (finished lot value) for the Mixed-Use Village scenario is estimated to total approximately \$38,111,000 or \$811,000 per developable acre. The single-family residential uses are estimated to support a gross residual land value of \$29.1 million based on 275 units included among a mix of larger two-story home lots, smaller cottage/duplex home lots, and attached townhome uses. Finished lot values for the detached and attached single-family residential uses are estimated to range from about \$91,000 to \$142,000 per unit. The estimated finished lot values for single-family residential uses do not factor in revenues potentially attributable to lot premiums, options, and upgrades, nor does it consider the possibility for obtainable prices and values to increase over time. To the extent that the initial phases of residential development are successful and improve the appeal of the site as a housing location, the land values supported by later stages of residential development will

increase.

The multi-family apartment use is estimated to support a gross residual land value of \$4,560,000 based on the inclusion of 120 units. This reflects an estimated gross residual land value of approximately \$38,000 per multi-family unit. Light industrial uses are estimated to support a residual land value of \$675,000 per acre or \$4,050,000 for six acres included in the Mixed-Use Village scenario. Retail uses are estimated to support a gross residual land value of \$356,000 for two acres (a residual land value of \$178,000 per acre).

Net Residual Land Value Estimate for Mixed-Use Village

TABLE I-2: ESTIMATED NET RESIDUAL LAND VALUE FOR MIXED-USE VILLAGE

	\$ Per Acre ¹	\$ Total
Gross (Finished) Residual Land Value	811,000	38,111,000
Less: Land Development Cost	(452,000)	(21,230,000)
Net Residual Land Value	359,000	16,881,000
Discounted "Bulk" Land Value ²	287,000	13,505,000
¹ Based on 47 developable acres (includes land allocated to internal streets, park space, and so forth).		
² Reflects 20 percent discount to account for time required to improve and then absorb lots, a land developer's weighted cost of capital, and other risks related to sales pricing and construction costs.		
Sources: SGM; Gruen Gruen + Associates.		

Deducting \$21.2 million in estimated land development costs for the Mixed-Use Village scenario from the estimated gross (finished lot) residual land value of \$38.1 million results in a net residual land value estimate of approximately \$16.9 million. This equates to \$359,000 per acre of developable land. The estimate of net residual land value reflects the inherent assumption that the City's asset enhancement and disposition strategy, if it elects to pursue the disposition of any portion of the Airport property for development of non-aviation uses, would be to sell land in phases for specific uses that would be built relatively soon after land acquisition.

Another disposition option is to monetize (sell) in a single or series of bulk transactions. In this alternative, prospective prudent investor-developers would take into account carrying costs (financing costs, property taxes, etc.) of development, the time required to sell the lots, and other risks such as lower than anticipated prices, higher than expected costs, changes in the capital markets or delays in construction or absorption. Therefore, in order to estimate an obtainable value for the disposition of the land holding in a single transaction, we discount the estimated net residual land value by 20 percent. This suggests a potential bulk value for the unimproved property on the magnitude of \$13.5 million or approximately \$290,000 per acre.

SCENARIO 3: RESIDENTIAL VILLAGE FEASIBILITYGross Residual Land Value Estimate for Residential Village**TABLE I-3: ESTIMATED GROSS RESIDUAL (FINISHED LOT) LAND VALUE FOR RESIDENTIAL VILLAGE**

	Scenario 3a			Scenario 3b		
	Units or Acres #	Gross Residual Land Value		Units or Acres #	Gross Residual Land Value	
		\$ Per Unit/Acre	\$ Total		\$ Per Unit/Acre	\$ Total
Two-story homes	40 units	142,000	5,680,000	None	142,000	0
Cottage/duplex homes	150 units	107,000	16,050,000	125 units	107,000	13,375,000
Attached townhomes	225 units	91,000	20,475,000	175 units	91,000	15,925,000
Vertical mixed-use ¹	36 units	22,000	792,000	36 units	22,000	792,000
Park	2 acres	0	0	12 acres	0	0
Aviation (helipad)	None	0	0	2 acres	0	0
TOTAL			42,997,000			30,092,000
¹ Includes retail/dining space located under multi-family units in a vertically mixed-use building configuration.						
Source: Gruen Gruen + Associates						

The gross residual land value (finished lot value) for the first Residential Village scenario (Scenario 3a) is estimated to total approximately \$42,997,000 or \$915,000 per developable acre. The single-family residential uses are estimated to support a gross residual land value of \$42.2 million based on 415 units included among a mix of larger two-story home lots, smaller cottage/duplex home lots, and attached townhome uses. The vertical mixed-use component, with multi-family units above ground-floor retail/dining space, is estimated to support a gross residual land value of \$22,000 per multi-family unit or \$792,000 in total.

The gross residual land value estimate for the second Residential Village scenario (Scenario 3b) is estimated to total approximately \$30,092,000 or \$640,000 per developable acre. Expanding the size of the park use to 12 acres, allocating two acres for an aviation helipad use, and thereby removing approximately 120 housing units (primarily detached single-family units) results in approximately \$12.9 million less finished lot value.

Net Residual Land Value Estimate for Residential Village**TABLE I-4: ESTIMATED NET RESIDUAL LAND VALUE FOR RESIDENTIAL VILLAGE**

	Scenario 3a		Scenario 3b	
	\$ Per Acre ¹	\$ Total	\$ Per Acre ¹	\$ Total
Gross (Finished) Residual Land Value	915,000	42,997,000	640,000	30,092,000
Less: Land Development Cost	(448,000)	(21,040,000)	(448,000)	(21,040,000)
Net Residual Land Value	467,000	21,957,000	192,000	9,052,000
Discounted "Bulk" Land Value ²	374,000	17,566,000	154,000	7,242,000
¹ Based on 47 developable acres (includes land allocated to internal streets, park space, and so forth).				
² Reflects 20 percent discount to account for time required to improve and then absorb lots, a land developer's weighted cost of capital, and other risks related to sales pricing and construction costs.				
Sources: SGM; Gruen Gruen + Associates.				

Deducting \$21 million in estimated land development costs from the estimated gross (finished lot) residual land value of \$43 million results in a net residual land value estimate of approximately \$22 million for the first Residential Village scenario with 451 housing units (Scenario 3a). This equates to \$467,000 per acre of developable land. The second Residential Village scenario (Scenario 3b) is estimated to support a net residual land value

estimate of approximately \$9.1 million or \$192,000 per acre.

To estimate an obtainable value for the disposition of the land holding in a single transaction, we again discount the estimated net residual land value by 20 percent. This suggests a potential bulk value for the unimproved property on the magnitude of \$17.6 million or approximately \$374,000 per acre for Scenario 3a. The potential bulk value for the unimproved property under the alternative Residential Village scenario (Scenario 3b) is reduced to approximately \$7.2 million or \$154,000 per acre.

Cost-Benefit Assessment

This section presents a summary of the costs and benefits or advantages and disadvantages associated with each of the land use scenarios.

The Expanded Aviation scenario as reviewed above will be highly infeasible to implement without significant new sources of operating or capital funding - such as substantially higher Airport user fees, contributions from CDOT that far exceed previous grants awarded, private donations via fundraising organizations such as the Friends of the Airport non-profit, and/or financial subsidy from other City of Glenwood Springs funds.

In contrast, either of the alternative Mixed-Use Village or Residential Village scenarios are likely to generate significant value if they the Airport property is made available for disposition and development. The difference in financial return to the City between maintaining and enhancing/expanding the aviation use, relative to either alternative land use scenario, is estimated to be on the magnitude of \$33 to \$38 million. Combine this with the additional capital cost of tunneling under the existing runway (\$6.5 million) to accommodate the preferred South Bridge alignment and the magnitude of the difference approximates \$40 to \$45 million. Both neighborhood residents (see Appendix B) and civic leaders have indicated that a top priority is improving roadway accessibility in southern Glenwood Springs.

To put this opportunity cost into perspective, Tables I-5 and I-6 below summarize the economic (jobs, income, and output) and fiscal (additional City tax and fee revenue) benefits that are estimated to result from the implementation of each land use scenario. Because the Expanded Aviation scenario is unlikely to be viable to implement, the cost-benefit assessment also provides information on the Airport as it exists now (under the “status quo”) as a more realistic reference point.

**TABLE I-5: ANNUAL ON-GOING ECONOMIC IMPACT OF
LAND USE SCENARIOS (AT FULL BUILD-OUT) ON THE GARFIELD COUNTY ECONOMY**

	Output	Earnings	Employment (Jobs)
Status-Quo (Existing Airport)	\$8,100,000	\$2,000,000	43.8
Scenario 1: Expanded Aviation	\$16,600,000	\$4,100,000	89.0
Scenario 2: Mixed-Use Village	\$89,300,000	\$18,100,000	558.8
Scenario 3a: Residential Village	\$47,800,000	\$9,100,000	382.4
Scenario 3b: Residential Village	\$36,900,000	\$7,200,000	294.6
Sources: RIMSII, Regional Production Division, Bureau of Economic Analysis; Gruen Gruen + Associates.			

Upon full build-out of the Expanded Aviation scenario, the annual economic impact on the local (Garfield County) economy is estimated at approximately \$17 million. This scenario is estimated to support about 89 total jobs and \$4.1 million in annual labor earnings.

By comparison, the existing status quo activity at the Airport is estimated to support a total of 44 direct and indirect jobs with associated income of approximately \$2.0 million.

The impacts associated with full build-out of the Mixed-Use Village scenario are the greatest, primarily given the inclusion of light industrial land uses. The annual economic impact on the Garfield County economy is estimated at approximately \$89 million. This scenario supports an estimated 559 jobs and \$18.1 million in annual labor earnings.

The first Residential Village scenario with 451 housing units (Scenario 3a) generates an annual local economic impact of about \$48 million. This primarily relates to spending of new households. Approximately 382 jobs and \$9.1 million of annual labor earnings are estimated to be supported in a full build-out condition of Scenario 3a.

The alternative Residential Village scenario with a greater amount of park space and fewer housing units (Scenario 3b) generates an annual local economic impact of approximately \$37 million. Approximately 295 jobs and \$7.2 million of annual labor earnings are estimated to be supported in a full build-out condition of the second Residential Village scenario.

TABLE I-6: CITY FEE AND TAX REVENUES GENERATED BY EACH LAND USE SCENARIO

	One-Time Revenues at Construction ¹	Annual Property and Sales Tax from Operations (following build-out) ²
Status-Quo (Existing Airport)	\$0	\$10,300
Scenario 1: Expanded Aviation	\$358,925	\$51,800
Scenario 2: Mixed-Use Village	\$7,011,668	\$878,300
Scenario 3a: Residential Village	\$8,083,186	\$804,200
Scenario 3b: Residential Village	\$5,890,000	\$636,000
¹ Includes Construction Use tax, Utility System Improvement fees, and School Land Dedication in-lieu fees.		
² Indirect sales tax estimates are included.		
Sources: RIMS II, Bureau of Economic Analysis; City of Glenwood Springs; Gruen Gruen + Associates.		

One-time revenues at construction (including construction use tax, utility system improvement fees, and school land dedication in-lieu fees) are estimated at \$359,000 for the Expanded Aviation scenario; \$7,012,000 for the Mixed-Use Village scenario; and \$5,890,000 to \$8,083,000 for the Residential Village scenarios. The one-time use tax and impact fee generated through redevelopment of the City-owned property for non-aviation uses could help fund substantial off-site improvements to City water infrastructure, roadway infrastructure, and educational facility improvements.

The recurring annual tax revenues (including City property and sales tax) upon full build-out are estimated at \$52,000 for the Expanded Aviation scenario; \$878,000 for the Mixed-Use Village scenario; and \$636,000 to \$804,000 for the Residential Village scenarios.

ADDITIONAL COST AND BENEFIT CONSIDERATIONS

Housing Shortage and Affordable Housing Provision

- The Expanded Aviation scenario provides no additional residential land and would therefore not further civic objectives that relate to expanding the housing inventory and creating affordable or “attainable” housing opportunities. The imbalance between jobs and available housing in Glenwood Springs would not be materially impacted one way or the other by the Expanded Aviation scenario.
- Residential land uses included in the Mixed-Use Village and Residential Village scenarios would represent a

meaningful contribution to the production of needed housing and improving the local jobs-housing balance.

- The land use scenarios do not include specific affordable housing components and the City of Glenwood Springs does not currently require affordable housing as part of development applications. However, the market-rate prices estimated for housing uses (described in Chapter V) equate to renting or selling units to households earning between 120-160 percent of AMI for which a significant need for additional housing is recognized.²
- Land disposition proceeds and new City tax revenues from the Mixed-Use Village or Residential Village scenarios would become available to encourage affordable housing creation in a variety of ways, either on- or off-site, or through direct investments and housing/land trust partnerships.³ Permitting density bonuses, impact or other fee waivers, or streamlined development review could also help to encourage affordable housing development on the site.

Community Safety and Accessibility

- Improved roadway accessibility is a priority of both civic leaders and City residents. The most desired “neighborhood enhancement” of households living near the Airport, as described in Appendix B, is improved roadway infrastructure and access. The City has already identified and for many years has been planning the improvements that would mitigate current deficiencies and improve access: the 27th Street Bridge replacement (already underway); Midland Avenue improvements; and preferred South Bridge alignment connecting Midland Avenue with Highway 82. South Bridge has life safety implications similar in nature to helicopter (air) access. Existing roadway conditions negatively impact emergency response times.
- The Expanded Aviation scenario provides the only alternative to accommodate fixed-wing flights for air medical transportation or fire/natural disaster response operations. While the frequency of such flights is reported to be very low (less than a dozen such flights per year according to the Airport Manager and Valley View hospital representatives), the availability of a paved runway can save critical minutes particularly in instances of brain trauma. The Expanded Aviation scenario, however, does not lengthen the runway, install runway lighting, provide instrument landing systems, or alter surrounding environs.
- The Mixed-Use Village scenario (and alternate version of the Residential Village scenario) preserves approximately two acres for an aviation (helipad) use to accommodate hangar, maintenance, fueling, and takeoff requirements of helicopters. This maintains the ability to provide a local public access option (without requiring the effort and resources to plan, acquire, and develop an alternative nearby location) for air medical transport operators, search and rescue, wildfire response, and many other beneficial activities including those provided by state and federal agencies and telecommunications providers.
- The illustrative location of the helipad use at the southernmost point of the City-owned property is both proximate to the Roaring Fork River (to provide immediate access to water during firefighting operations); adjacent to compatible light industrial or municipal uses; furthest removed from residential land uses; and directly accessible to unobstructed open spaces sometimes required for takeoffs during hot temperatures.
- Safety concerns do exist with the proximity of an active runway and flight paths to residential land uses and places of public assembly (e.g., Sopris Elementary). The possibility for increased conflict would be heightened with a considerable expansion to hangar space, based aircraft, and flight activities. The results of the neighborhood resident survey described in Appendix B suggest that nearby households with children

² The *Roaring Fork Valley Regional Housing Study* completed earlier this year identifies a variety of housing affordability “gaps” within the region. That analysis indicates the “deficit” of workforce housing affordable to households earning between 120 percent and 160 percent of Area Median Income (“AMI”) is already large at 1,200 units and projected to grow.

³ The land required for the 120 units of multi-family housing included in the Mixed-Use Village scenario, for example, could be improved with infrastructure and utilities and then dedicated at no cost. The overall obtainable land value for the City-owned property would still exceed \$12 million.

are much more likely to favor redevelopment of the Airport property for non-aviation uses.

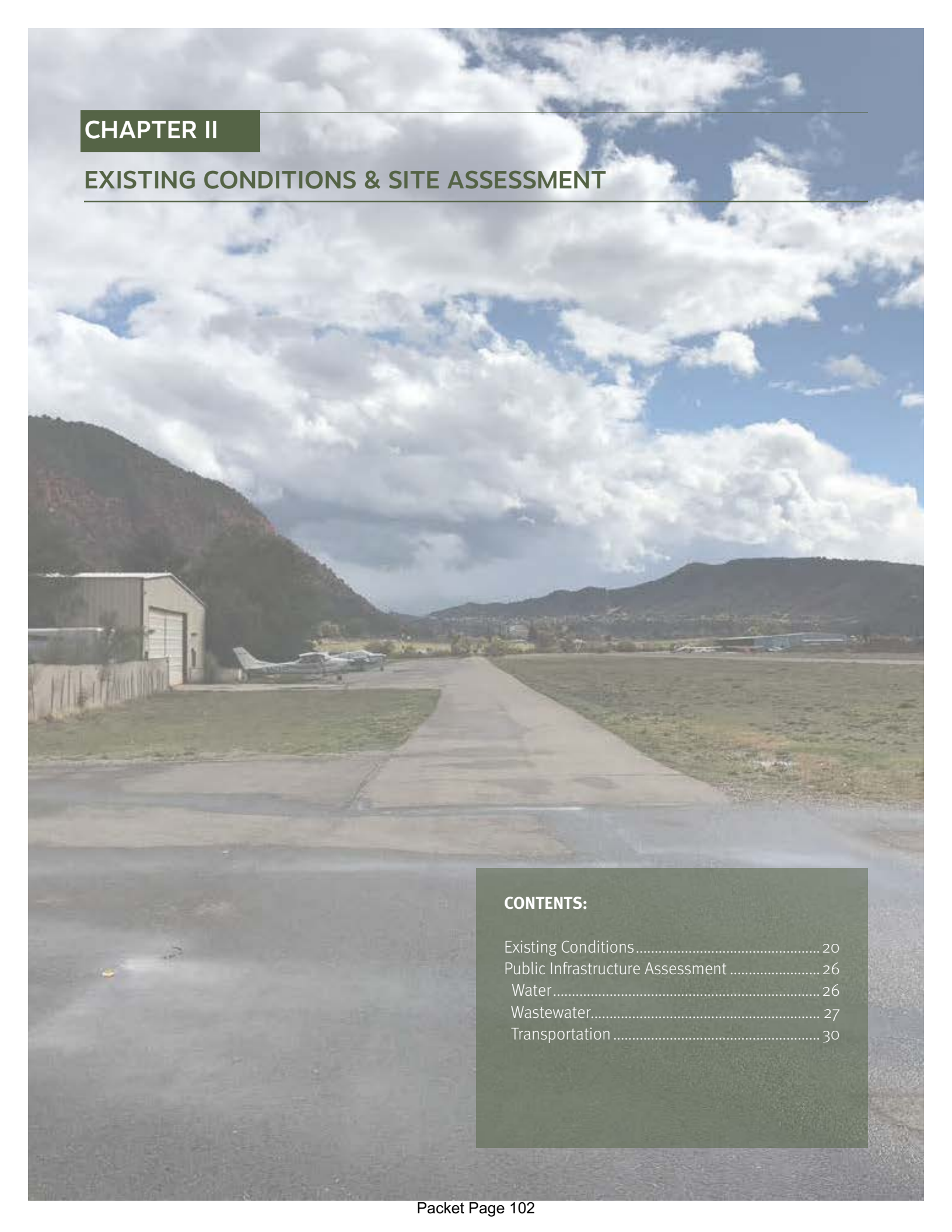
Open Space and Park/Recreation Considerations

- All three land use scenarios preserve approximately one-quarter of the City-owned property (16 acres) for undeveloped hillside open space and river access. Recreational opportunities along the Roaring Fork River including fishing and floating easements exist for all three scenarios.
- The Mixed-Use Village and Residential Village scenarios would provide additional park space and multi-use fields. One of the Residential Village scenarios (Scenario 3b) demonstrates a large 12-acre park with two soccer fields, two baseball fields, two basketball courts, open space, trails, and associated parking.
- Removal of the existing aviation use would also provide opportunities to enhance pedestrian/bike access and mobility. Each land use scenario illustrates a pedestrian/bike spine connecting future land uses to existing neighborhoods. Pedestrian connections to Sopris Elementary School could be enhanced if the Airport property is converted to non-aviation land uses. A new playground, ball fields, and community garden, for example, could also be more easily and more safely accommodated under the Mixed-Use Village or Residential Village scenarios.

Additional General Aviation Benefits

Community and social benefits related to fixed-wing aviation activities that will be lost or “forgone” if the Airport property is redeveloped for either alternative land use scenario include:

- Educational benefits related to flight training, youth education and scholarship programs (such as the free Youth Eagles Flight program), and other seminars and services like Eco Flight which educates/advocates for wildlife conservation and utilizes small aircraft to do so;
- Aviation expos and related social events;
- Leisure and tourism from visitors with access to personal aircraft; and
- Aviation-related recreational activities related to skydiving, hang-gliding, gyros, trikes, etc.



CHAPTER II

EXISTING CONDITIONS & SITE ASSESSMENT

CONTENTS:

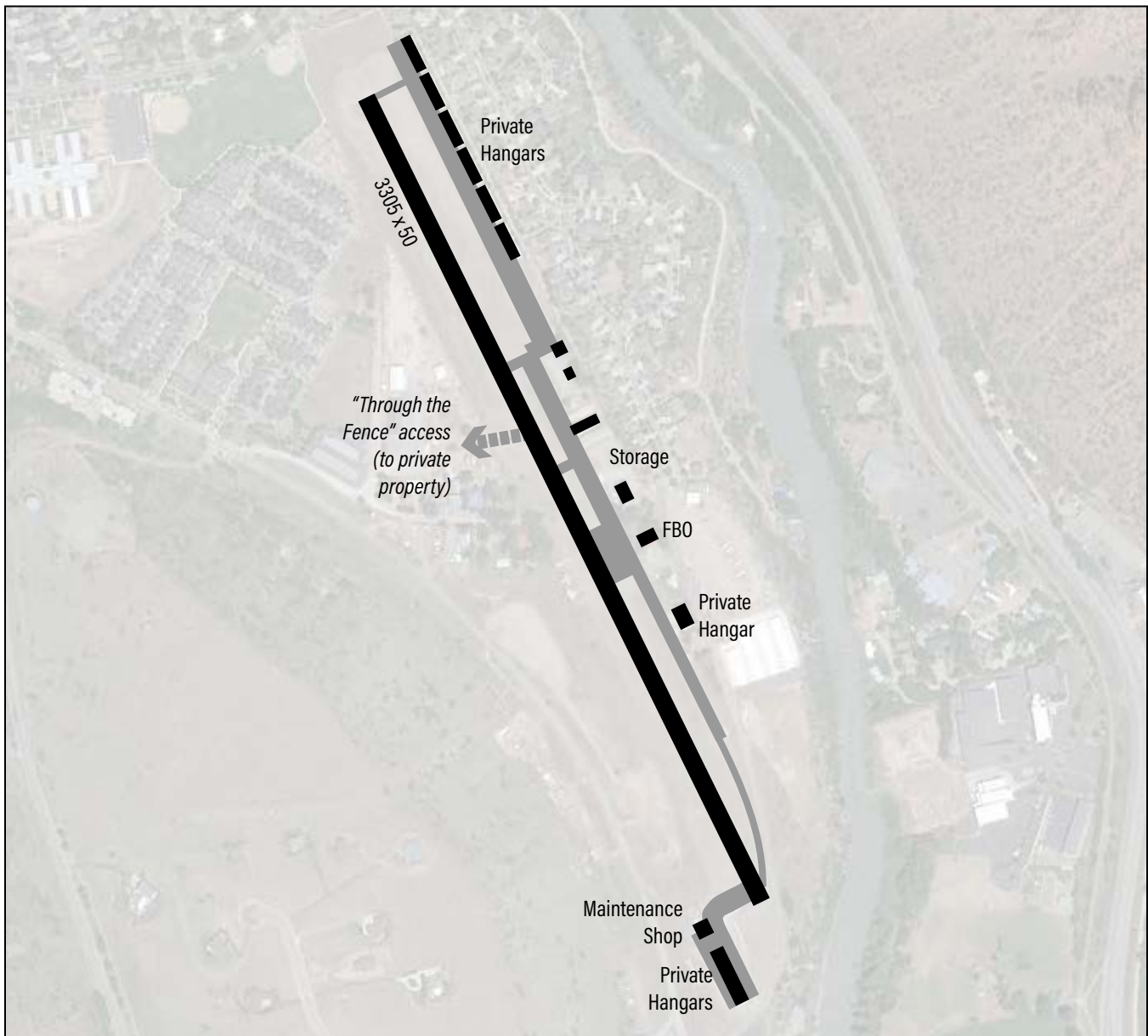
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Existing Conditions

EXISTING AVIATION USE

The Glenwood Springs Municipal Airport (“Airport”) is a small general aviation airport located on approximately 60 acres of City-owned land in southern Glenwood Springs. It is operated by the City of Glenwood Springs through an enterprise fund. Map II-1 illustrates the existing layout and buildings. The Airport primarily serves recreational and small business users. The Airport also serves as a location for some flight training and fueling and storage for emergency response and medical transport users. Current flight activities are primarily related to single-engine airplanes and helicopters. The Airport is not approved by the Federal Aviation Administration (“FAA”) as part of its National Plan of Integrated Airport Systems (“NPIAS”), and therefore is ineligible for federal airport improvement program grants. The Airport is a daylight airport, meaning it lacks runway lighting as well as modern instrument landing systems that would be especially crucial for “dark” landings.

MAP II-1: EXISTING AIRPORT LAYOUT



The existing asphalt runway measures 3,305 feet in length by 50 feet in width and is reported to have a single-wheel weight bearing capacity of 15,000 pounds. The asphalt runway was reconstructed in 2015 with approximately \$330,000 of grant assistance from CDOT. Because of its short length and limited weight bearing capacity, the existing runway cannot accommodate larger commercial aircraft and corporate jets. The runway cannot be lengthened due to topographical constraints, adjacent land uses, and the physical geometry of the Airport property.

Table II-1 summarizes the existing “on-airport” building spaces. Approximately 70,000 square feet of existing building space, most of it unheated prefabricated metal structures, is estimated to exist on the City-owned Airport property and adjoining private land with access to the Airport.

TABLE II-1: EXISTING AIRPORT FACILITIES

Building(s)	Building Space # Square Feet	Year Built	Structure Type
Maintenance Shop	4,080	1985	Steel/pre-fab metal
Private Hangars - Southwest side	11,880	1985	Steel/pre-fab metal
Private Hangar - Southeast side	4,032	1972	Steel/pre-fab metal
Warehouse	5,000	1976	Masonry
Private Hangar - East side	6,860	1960	Steel/pre-fab metal
Single-Family Homes (Airport Admin/Operations)	2,662	1937	Wood frame
Single-Family Home	2,500	1938	Wood frame
Private Hangars - Northeast side	32,400	2003	Steel/pre-fab metal
Total	69,414		

Sources: Garfield County Assessor; Gruen Gruen + Associates.

Existing Airport administration and operations functioning as the Fixed Based Operator (“FBO”) facility is located on the east side of the runway in a single-family residential structure built in 1937. The maintenance shop operated by Aircraft Repair LLC, located at the southwest end of the runway, consists of approximately 3,800 square feet of hangar/shop space and a 500-square-foot office reportedly built in 1985. An additional 55,000 square feet of privately-owned hangar space is located on-airport. The newest hangars were built in 2003, located on the northeast end of the runway. They contain 18 condominium units totaling 32,400 square feet of hangar space. The hangars are unheated prefabricated metal structures. An additional 23,000 square feet of private hangar space exists (generally built in the 1970s-80s) on the southern ends of the runway.



AIRPORT FINANCIAL PERFORMANCE

The Airport is operated under a cost-recovery model in which fees and prices are set in accordance with operating expenses. The Airport Enterprise Fund has effectively been “revenue neutral”, as it is required to be, occasionally generating small operating profits and losses. Table II-2 summarizes the past operating performance of the Airport Enterprise Fund based on audited financial statements. Between 2015 and 2018, the Airport Enterprise Fund generated small annual operating surpluses of roughly \$8,000 to \$24,000. The fund is reported to have a current balance of approximately \$482,000 as of year-end 2018.

TABLE II-2: AIRPORT OPERATING REVENUES AND EXPENSES

	2015 Actual	2016 Actual	2017 Actual	2018 Actual
Total Operating Revenue	\$144,300	\$148,059	\$153,551	\$182,160
Operating Expenses*	(\$133,240)	(\$135,866)	(\$145,759)	(\$157,878)
Net Profit (Loss)	\$11,060	\$12,193	\$7,792	\$24,282
* Includes depreciation for the runway.				
Sources: City of Glenwood Springs; Gruen Gruen + Associates.				

Fuel sales comprise more than 70 percent of Airport operating revenues. In 2016 and 2017, approximately 25,000 gallons of 100LL Avgas fuel were sold. The Airport began selling Jet A fuel on a “trial” basis this past year and fuel sales grew by approximately 15 percent between 2017 and 2018. Retail fuel prices at the Airport have been traditionally set with a \$1.00 (per gallon) mark-up above the wholesale fuel cost. User fees, tie-down fees, and building and land leases generate approximately \$40,000 of annual operating revenue.

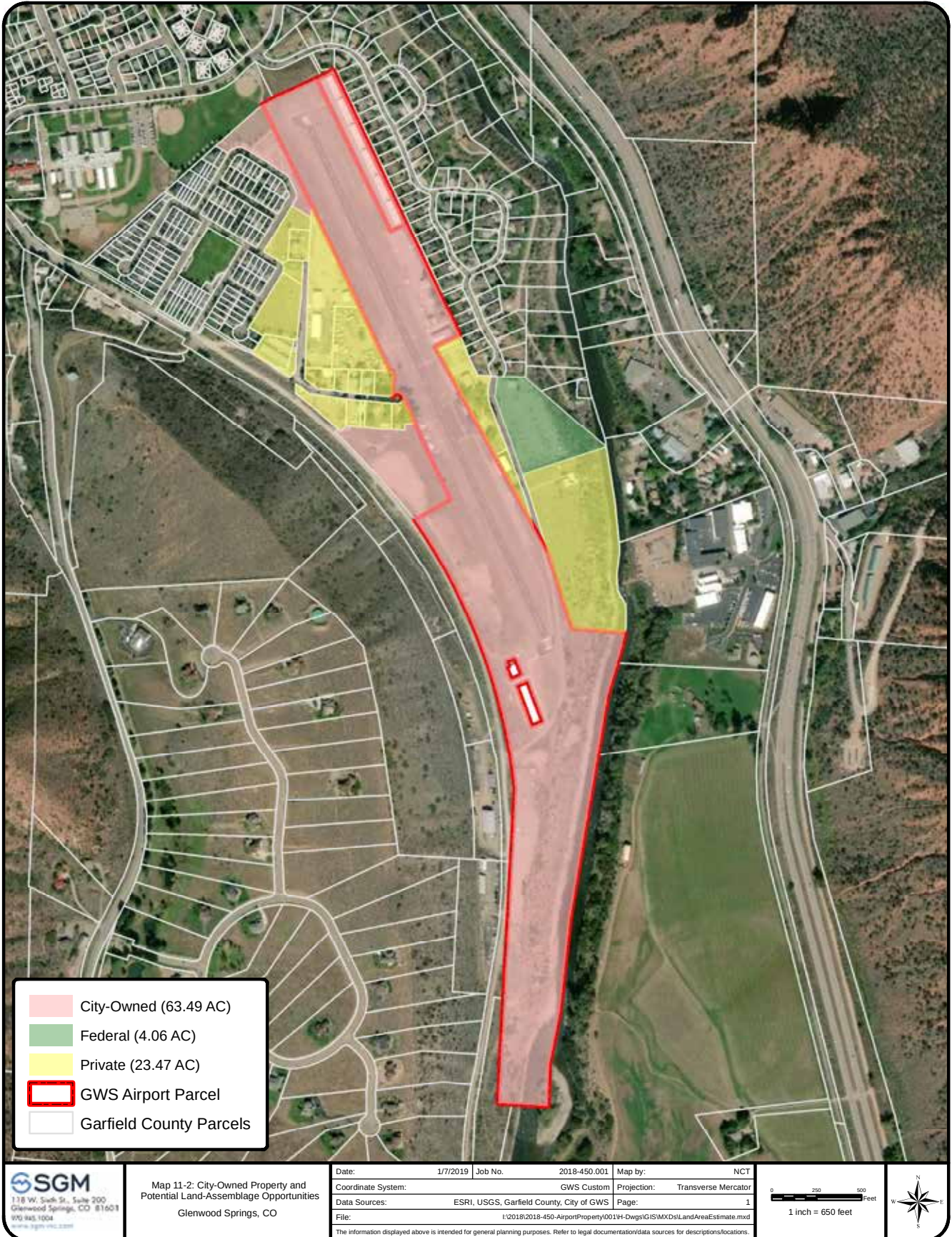
SCENARIO PLANNING STUDY AREA

The scenario planning study area (“Study Area”) includes 91 gross acres of land. Table II-3 and Map II-2 summarize Study Area land ownership. City-owned property totals approximately 63.5 acres or about 70 percent of the Study Area. Approximately 28 acres of privately-owned and Federal land adjoins City-owned property. The Study Area extends beyond City-owned property because it may be prudent for some adjacent land owners to participate in redevelopment if a re-use of the Airport property is pursued.

TABLE II-3: STUDY AREA LAND SUMMARY

	Gross Land Area # Acres	Percent of Total %
CITY-OWNED PROPERTY:		
Airport Parcel	57.78	63.5
Other City-owned Property	5.71	6.3
Subtotal	63.49	69.8
OTHER PROPERTY:		
Federal Property (U.S. Forest Service)	4.06	4.5
Private Owners	23.47	25.8
Subtotal	27.53	30.2
TOTAL	91.02	100.0
Sources: Garfield County GIS Parcel Data; SGM.		

MAP II-2: SCENARIO PLANNING STUDY AREA AND PROPERTY OWNERSHIP



PHYSICAL SITE CONDITIONS

An abbreviated review of the physical site assessment and research conducted by SGM is provided below.

Soils Conditions and Geo-technical

- Research was performed to gain insight on the specific soil information utilizing the SCS WebSoil survey. The majority of the existing soils (approximately 71.5 percent) fall into the Atencio-Azeltine complex map unit name. These types of soils range from a sandy loam (0-11 inches in depth) to an extremely gravelly sand (18-60 inches in depth).
- The Airport property is a suitable development site (for structures ranging from industrial buildings to single-family housing units) because it is predominately characterized by sand to gravelly soils.

Ecological and Environmental

- It would be prudent to conduct a Phase I Environmental Assessment prior to making more intensive use of any City-owned property, given the existing and past uses of the property. A Phase I is intended to allow a user to satisfy one of the requirements to qualify for the innocent landowner, contiguous property owner, or bona fide prospective purchaser limitations on Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) liability (or landowner liability protections).
- The Study Area is located within several mapped habitats for species¹ of interest. Although the Colorado Parks and Wildlife (CPW) division is not a regulating body, further ecological study would be warranted in a development application and review process.
- The portion of the Roaring Fork River crossing and adjacent to the Airport property supports jurisdictional wetlands. Potential impacts to these wetlands would require permitting through the US Army Corps of Engineers.

Floodway and Topography

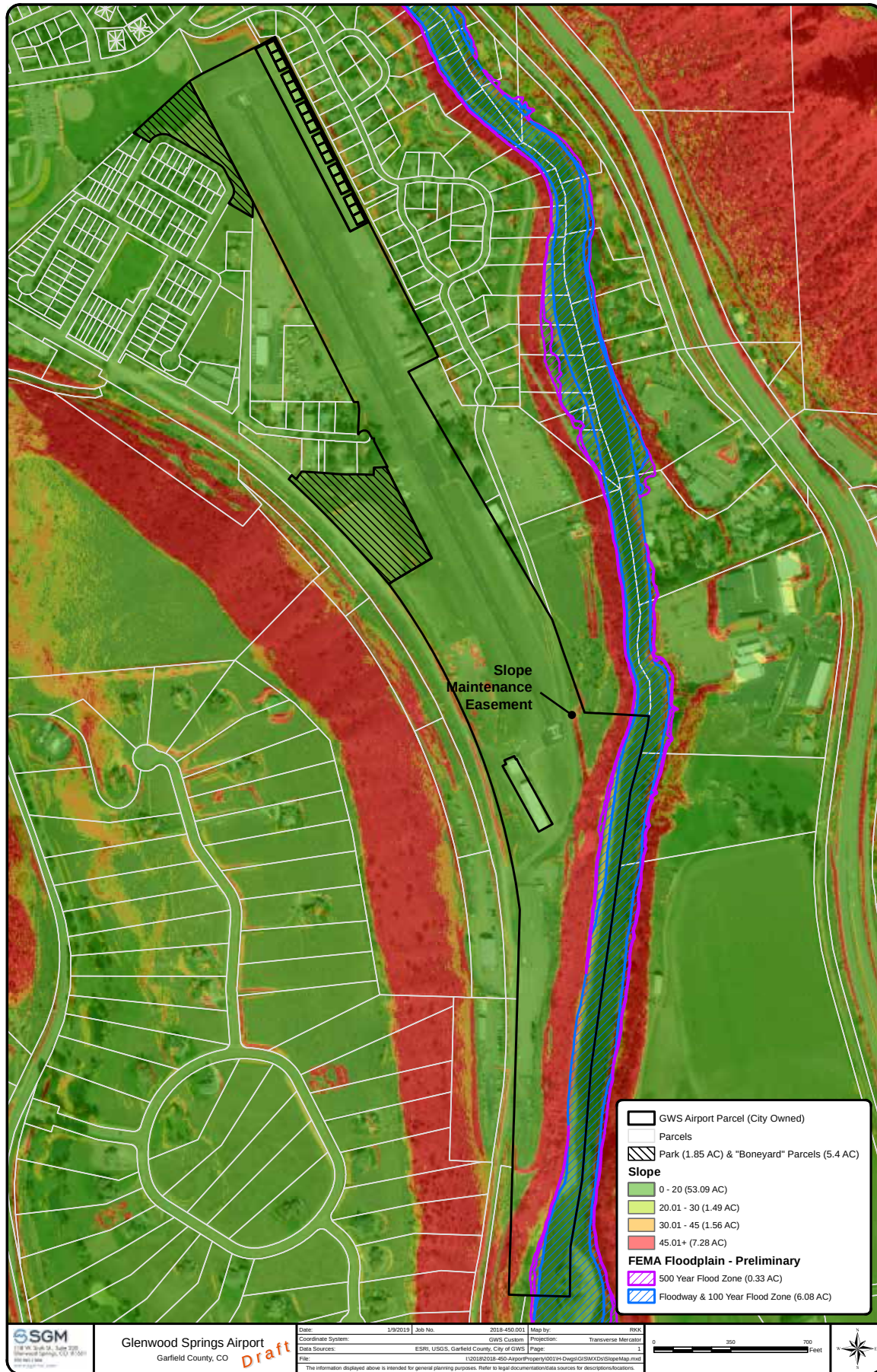
- Approximately 6.08 acres of the City-owned property is located in the 100 year flood zone, and approximately 0.33 acres is located in the 500 year flood zone. These areas, however, are considered to be on steep slopes which are otherwise undevelopable.
- Approximately nine acres of the City-owned property fall on steep slopes exceeding 30 percent, primarily along the Roaring Fork River bank. An additional 1.5 acres of land exhibits slopes between 20 and 30 percent. Municipal Code prohibits all development on slopes exceeding 30 percent and nonresidential development on slopes exceeding 20 percent. Garfield County requires special engineering study for development of lots with slopes exceeding 20 percent. Approximately 11 acres of the City-owned property are likely undevelopable due to steep slopes exceeding 20 percent.
- Surface runoff in the form of sheet flow runs from the west to east. Surface runoff is directed to the Roaring Fork River on the east side of the property. The site has minimal vegetation with little evidence of significant erosion caused by drainage.

Easements

- Two main easements/restrictions are noted for the City-owned Airport parcel: the right-of-way (ROW) for Airport Center Road; and a slope maintenance easement along the eastern boundary of the property.

¹ Including: Bald eagle Winter Forage and Winter Range; Elk Winter Range; Mule Deer Severe Winter Range, Summer Range, Winter Concentration and Winter Range; and Black Bear Fall Concentration Area.

MAP II-3: CITY-OWNED PROPERTY IN RELATION TO SLOPES AND FLOODWAYS



Public Infrastructure Assessment

SGM completed an assessment of the existing public infrastructure (water, wastewater, and transportation systems) currently serving the Study Area and city-owned Airport property. The primary findings resulting from the assessment are as follows:

1. The current water infrastructure is inadequate to serve existing land uses. The City must upgrade their water infrastructure to some degree irrespective of future land use change/development within the Study Area;
2. The Airport property is not currently served by public wastewater infrastructure. However, no significant off-site wastewater infrastructure upgrades are likely to be necessary if additional development in the Study Area is connected into the existing 8" wastewater line in Stockton Road; and
3. The existing transportation system serving the Airport and Study Area experiences congestion and unacceptable Levels of Service. More intensive use of property will require expanded off-site transportation capacity. Already planned City transportation improvements to Midland Avenue and the construction of South Bridge will provide this capacity. Multiple access points will be required for circulation and emergency access if the Airport property is developed. The existing roadway network could best serve the access locations from Mount Sopris Drive, an improved Airport Road and an improved Airport Center Drive.

WATER ASSESSMENT

The City's sole production source is the Red Mountain water treatment plant, which treats surface water from Grizzly Creek, No Name Creek, and occasionally the Roaring Fork River. An existing 12" main serves as the primary transmission conduit between Cardiff Glen and the Red Mountain Water Treatment Plant (WTP). Cardiff Glen is primarily served by the Cardiff Glen Tank, which is located on the Main Glenwood Pressure Zone encompassing everything south of the Colorado River in addition to the Hot Springs Pool area. Other tanks on the main Glenwood Zone include the 12th Street Tanks and the Red Mountain Tank. Operational staff have historically had difficulty filling the Cardiff Glen Tank during peak demand season. In addition, the hydraulic grade of the Cardiff Glen Tank is significantly lower than other tanks on the Main Glenwood Zone (between 6 and 23 feet). This difference indicates that the existing distribution system's transmission capacity may be insufficient to meet current demands, while maintaining enough storage volume to meet emergency, fire suppression needs, and future development. Therefore, the system improvements summarized below would be necessary for significant development to be served at the Airport, while maintaining or actually improving service to existing land uses.

Existing Distribution System

- 20+ year old 12" ductile iron pipe (DIP) located in Midland Ave that runs south in Midland Ave to south corner of Cardiff Glen subdivision.
- 8" DIP lines run on the northern and eastern side of the property (see Map II-4).
- A 4" DIP line runs from the 12" main in Midland across the Airport property in a west to east direction.

Storage

- The Study Area is primarily served by the 0.5MG Cardiff Glen Tank (see Map II-4). This tank is approximately

1,700' from the Airport's west property line and sits at an approximate elevation of 6,048'.

Conclusion

The existing transmission main underneath Midland Avenue is undersized to carry existing system demands during peak demand season. This is due to outdoor irrigation in Cardiff Glen. The existing 0.51 MG Cardiff Glen Tank is appropriately sized for existing demands, but the City cannot maintain enough storage volume to provide fire suppression storage and emergency storage (minimum storage volume of 0.44 MG). Therefore, the City must upgrade their water infrastructure to some degree irrespective of further development in the Study Area.

At a minimum, the City will need to upgrade the South Midland Corridor from 12" to 18" (from 27th Street to 4 Mile Road) and install control valves at the 12th Street Tanks and the Red Mountain Tank. Control valves would temporarily isolate these tanks, raising the hydraulic grade at the Red Mountain WTP and forcing water towards Cardiff Glen. As opposed to installing control valves, the City could manually actuate valves to force water to Cardiff Glen.

Further development in Cardiff Glen would necessitate additional water system improvements. First, an additional storage tank would need to be constructed in Cardiff Glen. Depending on projected demands, this tank would need to be between one (1) and two (2) million gallons. This tank would be placed on the existing Cardiff Glen Tank site with a similar base elevation. Additionally, most or all of the North Midland corridor would need to be upgraded from 12" to 18". Then, depending on projected demands, a booster pump station would need to be installed at the intersection of 27th Street and Midland Avenue and a check valve vault would need to be installed on Blake Avenue.

WASTEWATER / SEWER ASSESSMENT

The Airport property does not have public wastewater infrastructure. However, the adjacent subdivisions do have public wastewater. Cardiff Glen to the west has existing 8" public sewer lines, Park West to the northwest has existing 8" and 12" public sewer lines, and Park East to the east has 3" and 8" private sewer lines, and the school property between Cardiff Glen and Park West is connected to the mainline sewer with a 12" public line.

- All three (3) adjacent subdivisions and the school gravity feed to an 18" mainline that gravity feeds north to Lift Station 13000 located at 101 7th Street.
- Lift Station 13000 pumps to the wastewater treatment facility located in west Glenwood Springs. Two 16" force mains deliver the effluent to the facility with one working at a time.
- The wastewater treatment facility went online in August of 2012. It was designed for flows of 2.3 MGD. The type of treatment is extended aeration with aerobic digesters and oxidation ditches. Odor control is provided by air ionization and air circulation. After the water is treated, it is disinfected by ultra violet radiation and discharged into the Colorado River west of the Midland Bridge in West Glenwood Springs.

Capacity

- The wastewater treatment facility was designed to handle 2.3 MGD. Currently, the facility is receiving approximately 1.0 MGD or 43 percent of design flows.
- The existing infrastructure at Cardiff Glen is an 8" PVC gravity line. An 8" PVC gravity line running at $\frac{3}{4}$ full can flow approximately 587,000 GPD. Based off county GIS data and parcel counts, it is assumed that the Cardiff Glen wastewater lines are running approximately 60,000 GPD (165 parcels/EQRs at 350 gallons/day).

Therefore, it is assumed that there is an additional 527,000 GPD in the 8" lines before they approach $\frac{3}{4}$ full and connect with the 12" PVC line at the Mountain Dr and Mt. Sopris Dr intersection.

- Once a gravity line is $\frac{3}{4}$ full it has another $\frac{1}{4}$ to keep up with any unexpected peak demands on the system.

Conclusion

If the Airport property is developed, the existing wastewater infrastructure in Cardiff Glen can support future development. Future development could potentially gravity feed to the north and connect to the existing wastewater infrastructure in Cardiff Glen at the manhole located in Stocton Road. The existing 8" wastewater line is estimated to support an additional 527,000 GPD which could, for example, support approximately 1,500 additional single-family residential units.

MAP II-4: EXISTING WATER AND WASTEWATER INFRASTRUCTURE



TRANSPORTATION ASSESSMENT

The existing roadway infrastructure providing direct access to and around the Study Area and Airport property generally includes:

- South Midland Avenue – referring to the portion of Midland Avenue located south of the 27th Street roundabout, is a two-lane primary collector roadway that serves the west side of the Roaring Fork River. Access across the river is provided at 8th Street and 27th Street only at this time, with a proposed South Bridge crossing anticipated in the future. South Midland Avenue provides access to the local and collector roadways currently providing direct access to the Airport property;
- Airport Road - a two-lane local street serving the west side of the Airport property. The road is an extension of South Midland Avenue and begins at intersection of South Midland Avenue and Four Mile Road. The existing roadway surface is a pavement/gravel combination and is approximately 20 feet in width;
- Airport Center Road (County Road 116) - a two-lane local street and extension of Airport Road on the east side of the runway serving the Airport property. The existing roadway surface is a pavement/gravel combination and is approximately 20 feet in width;
- Mount Sopris Drive - a paved, 24-foot wide two-lane collector roadway that intersects with South Midland Avenue on the west and serves Sopris Elementary, Glenwood Park and Park East neighborhoods located north and east of Airport property; and
- Sky Ranch Drive - a paved two-lane local street serving the Park East neighborhood on the east side of the Airport property measuring approximately 20 feet in width. Sky Ranch Drive is accessed via Mount Sopris Drive.

Planned Roadway Improvements

The 27th Street corridor experiences congestion during peak hours today and is currently a constraint to accommodating additional development within the South Glenwood Springs travelshed. The City recently started on the 27th Street Bridge reconstruction and at some time in the future, will reconstruct South Midland Avenue and the South Bridge connection. A two-lane bridge section with a roundabout at 27th Street/South Grand was selected as the preferred solution. Future improvements will accommodate approved and unbuilt units within the South Glenwood Springs travelshed, plus an additional 16 percent traffic increase from unknown sources within the travelshed. Without South Bridge, the scope of improvements required for the 27th Street and Midland Avenue corridors expand significantly to serve future traffic volumes.

In 2003, the City secured federal funding to analyze another connection to South Glenwood Springs from State Highway 82 which has culminated in the South Bridge Environmental Assessment (EA). This document is in the process of being approved with a Record of Decision likely to be presented in the coming months. When approved, the approximate \$40-50 million South Bridge project will require funding from local, county, state, federal and other sources due to the bridge, interchange, and other intersection improvements needed for this new connection. Currently, a tunnel is incorporated into the preferred alternative for South Bridge that would maintain the existing Airport runway. An approximately \$6.5 million reduction in cost can be achieved by eliminating the tunnel under the runway.

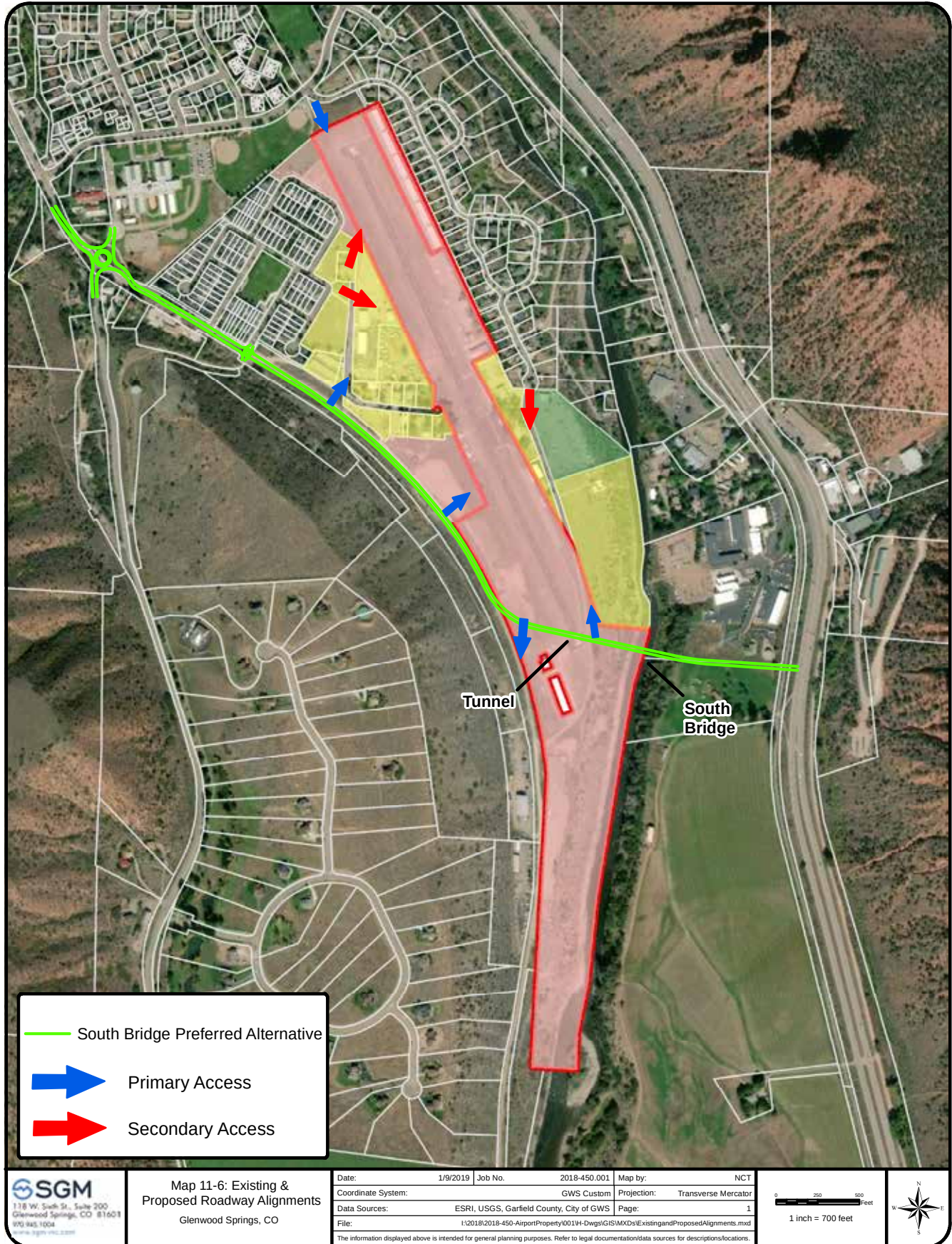
Airport Property Access Options

Access to the Airport property could be pursued at several locations as shown on Map II-5. Multiple access points will be required for circulation and emergency access.

The existing roadway network could best serve the access locations from Mount Sopris Drive, an improved Airport Road (24-foot width, like existing South Midland cross section) and an improved Airport Center Drive. Access from Mount Sopris Drive will require acquiring the private parcel at the north end of the existing runway. Access from an improved Airport Road (extension of South Midland Avenue) can be by direct connection to the Airport property, and / or through the private parcels adjoining the City-owned property to the west. The South Bridge preferred design alternative is provided as an overlay on Map II-5. Potential roundabouts or three-way intersections on an improved Airport Road are also illustrated.

Improvements to Sky Ranch Drive and Cardiff Glen roadways (current ~ 20-foot width) may be required to serve volumes greater than 1,500 vehicles per day. Existing Right-of-Way and property constraints would make it challenging to expand the capacity of these roadways. Accordingly, they should not be anticipated to provide direct access to the Airport property if alternative more intensive land use is considered.

MAP II-5: PROPOSED ROADWAY ALIGNMENTS AND POTENTIAL ACCESS POINTS





CHAPTER III

LAND USE MARKET RECONNAISSANCE

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Introduction

This chapter reviews the market research and analysis completed for aviation and non-aviation land uses. The purpose of the market reconnaissance is to inform future land use scenarios for the Airport property by “screening” acceptable land use alternatives according to likely market potential or civic need. One future land use scenario involves keeping the existing aviation use of the property. Therefore, potential airport enhancements and sources of demand for additional general aviation uses/facilities have been investigated as part of this market reconnaissance. Non-aviation land uses that have also been evaluated with respect to market potential (or community need) include:

- Municipal land uses;
- Retail/Commercial land uses;
- Employment (Office and Industrial/Flex) uses; and
- Residential uses.

The outputs of the initial market reconnaissance help to establish which land uses and real estate product types are likely to have enough market support or community need to warrant further evaluation, including physical, financial feasibility, and cost-benefit analysis (topics which are addressed in subsequent chapters of this report).

Approach and Work Completed

In order to discipline our analysis of potential land use options for the Airport property, we conducted interactive interviews with representatives of the City Council, Planning and Zoning Commission, Transportation Commission, and Airport Commission. We also conducted interviews with the Assistant City Manager and Economic and Community Development Director, City Engineer, Assistant Community Development Director, Senior Planner, Transportation Manager, Director of Parks and Recreation, and Airport Manager. GG+A also interviewed local property developers and real estate brokers, planning staff at Garfield County and the Town of Carbondale, representatives of the Rifle Garfield County Airport and Eagle County Regional Airport, and obtained answers to questions from the Chief Community Relations Officer of the Valley View Hospital.

These interviews were directed at obtaining an understanding of and information, insights, and hypotheses on the following:

- the current attitudes or perceptions about the Airport property and goals and objectives for the area;
- each type of land use permissible under applicable development regulations, or which the City Council may accept;
- the relevant geographic areas from which businesses or consumers could be attracted to the postulated land uses and potential competing supply options;
- the advantages and disadvantages of the location for alternatives uses and potential prices obtainable for varying types of building space at the Airport property; and
- The capacity of aviation services near the City of Glenwood Springs.

GG+A also designed an Airport User Survey that was distributed by City staff electronically (via email) to approximately 100 recipients from an “airport user group” list that was provided by the Airport Manager. The

results are summarized in Appendix A. The purpose of the survey was to develop an information base about the number and type of individuals and businesses utilizing the Airport; the nature of current aviation and flight activities; potential impacts on the local economy attributable to these activities (jobs, payroll, etc.); and preferred enhancements to the property and facilities.

Key Findings and Basic Conclusions

Aviation Uses

- The depth of the potential market for aviation land uses is constrained by the small size of the Airport, the limited length and weight-bearing capacity of the existing runway as well as the absence of FAA approvals.
- Landside development efforts at general aviation airports are commonly focused on a variety of aviation users (business targets) such as corporate flight departments, aircraft brokerage/charter firms, air cargo operators, aviation/aerospace manufacturers, and maintenance/repair/overhaul (“MRO”) services. These market segments, which are served by other airports, are not realistic candidates for future aviation-related development at the Airport even if desired improvements are made.
- The regional market area contains five alternative airports within a 90-minute drive time of Glenwood Springs, including the Rifle Garfield County Airport, Eagle County Regional Airport, Aspen-Pitkin County Airport, Grand Junction Regional Airport, and Meeker Airport. Neither of the two primary sources of competition for aviation activity, in Rifle and Eagle, have existing unoccupied hangar space available for small general aviation aircraft. Both airports do have ample land upon which to expand facilities for general aviation uses and offer support services and amenities not available at the Airport.
- The physical infrastructure of the Airport and absence of features such as runway lighting and a published approach limit the capability to serve emergency response operators. The Airport does not provide the features or infrastructure preferred by emergency response and air ambulance operators that utilize fixed-wing aircraft, most frequently including the Learjet 35 and King Air B200. According to the Airport Manager, the Pilatus PC-12 single-engine turboprop aircraft (which can utilize short, lower weight bearing runways) and Air Tractor 602 (a single-engine turboprop agricultural aircraft) have occasionally used the Glenwood Springs Airport. The Airport Manager estimates that fixed-wing emergency medical flights into the Glenwood Springs Airport do not exceed seven to 10 flights per year.
- Many existing Airport users indicate they would utilize the Airport more often if enhancements were made. Seventy (70) percent of respondents indicated the availability of additional hangar space is “very important” to them or their business. The second and almost equally preferred improvement is the installation of modern Unicom (ground-to-air communications) service. A modern fueling station providing Jet A and 100LL fuel is the third most preferred enhancement.
- Demands may arise from uses/activities that have located at the Airport in the past or have not been accommodated or pursued previously due to a lack of building space, such as a recreational aviation (skydiving) business that recently operated from the Airport. Some flight instructors utilizing the Airport also indicate potential support for a formal flight training or education facility that could accommodate classroom-type spaces. The operator of the existing maintenance shop has also indicated that it could service a greater volume of aircraft in a larger/modern maintenance facility.

Municipal Uses

- Additional park land and/or recreational fields could be an alternative use for portions of the Airport property. While a residential re-use would require some park land dedication (or fee payment in-lieu of dedication), adjacency to Sullivan Park and Sopris Park on the north end of the existing runway represent an opportunity to create a larger critical mass of outdoor recreational space in southern Glenwood Springs.
- Current municipal storage functions at the Airport property, including the “boneyard” and police impound lot, will likely need to be accommodated within a future re-use of the property. Limited alternatives to relocate these functions may exist but should be explored and evaluated. Potential costs to relocate

municipal storage functions are not yet available but are unlikely to be significant relative to the value of alternative uses of the storage function at the Airport (or if utilized as part of other municipal-owned property). Relocating outdoor storage to a centralized location could also improve municipal service efficiency.

- The current Municipal Operations Center (“MOC”) facility is ideally located to its labor force which primarily originates from the I-70 corridor west of Glenwood Springs. Relocation of MOC functions to the Airport property in southern Glenwood Springs would likely reduce service efficiencies and raise costs.
- Arts and culture-related uses are not strong candidates for relocation or expansion to the Airport property as existing facilities are well located to users and adequate to meet community needs. New municipal uses oriented to community events/performances would function best within or near the core Downtown, closest to the cultural and social center of gravity of the community and where they could spillover sales to restaurants and specialty retailers located in the Downtown and near hotels.

Retail Uses

- Glenwood Springs is a comparatively small community with a very large retailing and restaurant base. A significant share of the existing retail space supply is supported by non-local shoppers and visitors. That is, the local market captures a large “sales surplus” relative to the retail expenditure potential of Glenwood Springs households. The data analytics firm ESRI estimates indicate that local Glenwood Springs households spent approximately \$93 million on Retail Goods and Food Away from Home (i.e., eating and drinking) in 2018. In 2017, taxable retail sales in Glenwood Springs excluding automotive goods approximated \$325 million, or more than three times the retail expenditure potential of local resident households.
- While the City’s retailing base has recovered from post-recession lows, inflation-adjusted taxable retail sales have experienced a 16 percent overall decline over the past 10 years. Some retailing sectors such as General Merchandise have continued to decline. The increasing importance of people’s time and the continued growth of e-tailing suggest e-tailing will increasingly substitute for the purchase of standard commodities that are not fun or convenient to buy in person. Shopping centers and areas need to be large and diverse enough to facilitate multi-purpose shopping and service trips. Restaurant and Bar sales are up approximately six percent over 2008 levels, while Apparel and Accessory store sales (a relatively small segment of the retailing base) have increased by approximately 30 percent since 2008. Both sectors of the local retail market tend to be much more “experiential” than necessity goods, and they are largely concentrated within or near Downtown (a location that is both large and diverse in its offerings).
- Highly visible and accessible retailing locations have space and land available closer to I-70 and Downtown, an agglomeration that has already established market area dominance. The Airport property is not centrally located to the local population base, is not proximate to an established critical mass of retailing, dining, and entertainment activities and is not part of the cluster of visitor attractions and lodging amenities that spillover sales to retail and dining uses.
- One development team has indicated interest in encouraging the existing Wal-Mart store to relocate to the Airport property because the completion of the South Bridge would better position the store to capture sales from residents living in Glenwood Springs or west of Glenwood Springs who may also commute Up Valley. Although completion of South Bridge would greatly improve accessibility and allow for more significant exposure to traffic volumes, it would be better City policy to first attempt to encourage Wal-Mart to locate near other stores and be part of retail agglomerations containing a variety of shopping opportunities whose synergy attracts more customers. It would be advantageous for Glenwood Springs to have fewer, but larger, well-integrated shopping nodes than numerous smaller centers and free-standing buildings that siphon off relatively small sales dollars so as to make more difficult the development of larger projects with greater

trade areas and more frequent visitation, or higher per visit expenditures.

- Retail land uses will not be a leading highest-and-best use candidate for alternative use of the Airport property. The site is not as well-positioned to capture sources of non-local retail demand as the established regional-serving uses in west Glenwood Springs along Interstate 70. With the potential exception of a Wal-Mart type development, most potential retail use opportunities are likely to be “residual” uses, oriented to local-serving convenience, necessity, and/or food-type uses that function as amenities that can support the attraction and development of other land uses.

Employment (Office and Industrial) Uses

- The current market for the development of land at the Airport is stronger for industrial use than office use. Current market rents for office space are not typically high enough to feasibly support new speculative office space development.
- The employment base of Glenwood Springs and Garfield County are not oriented to economic sectors prone to use private office space such as finance, insurance, and professional, business, and technical services. The local economic base is heavily comprised by government, education, and healthcare services and industries serving the visitor and tourism base such as leisure and hospitality and retail trade.
- Southern Glenwood Springs does not currently contain a critical mass of private or public office space users, office space inventory, and set of support services and amenities which office space users require (i.e., the Airport property does not provide significant “agglomeration” advantages for major office space users.
- Speculative development of private office space is also constrained by a relatively high and growing proportion of workers, employed in industry sectors traditionally associated with the consumption of office space, working from home. Over 15 percent of the Garfield County labor force in professional and business services and information services is estimated to work from home.
- Industrial users have much more difficulty finding available suitable space in Glenwood Springs and the Roaring Fork Valley. The Airport property is the last remaining industrial zoning district with potentially developable land located within City limits.
- The primary geographic market area within which industrial space development will compete generally includes the west I-70 corridor and Highway 82 corridor in the northern/mid-valley portions of the Roaring Fork Valley. Internal movements, expansions, and consolidations within the primary market area can be expected to account for the preponderance of future industrial space development opportunities. Beyond existing industrial businesses in Glenwood Springs and other mid-valley locations which may seek expansion or modernization opportunities, the Airport property (with completion of South Bridge) could also be expected to capture demand from contractors located in the I-70 corridor seeking industrial spaces closer to their Up Valley sources of business.
- Industrial space users are predominately serving the local market, as opposed to exporting goods/services beyond the Roaring Fork Valley and are engaged in a wide array of economic activities and services. Most industrial/flex space users in the Roaring Fork Valley tend to be small, with building space requirements of less than 10,000 square feet and frequently much smaller. The construction industry is the largest industrial sector employer in Garfield County and has been expanding more significantly than other industrial activities. Interviews with brokers frequently cited contractors as the leading sources of demand for industrial/flex space.
- Prototypical space for a small-scale industrial building development could include a roll-up back and attractive “store type” fronts that can serve a variety of office, light assembly, and showroom, and distribution uses with uniformity of building design, signage, and awnings. Given the typical size of many of their products and the importance of advertising product availability, outdoor display space is often needed.

Contractors, a primary source of industrial space demand, also frequently require outdoor storage capability.

- Existing substantially built-out workplace centers in Glenwood Springs range from about eight to 12 acres while the Carbondale Kay Industrial Park, also substantially built-out, contains about 13 acres. The Aspen Airport Business Center containing a wide variety of employment and residential uses consists of 70 acres, of which 20 acres were originally allocated for industrial uses.

Residential Uses

- Strong consensus exists among local real estate brokers, developers, housing specialists, and City representatives interviewed that all types of housing are in short supply in Glenwood Springs. Housing is a vital component of economic development and civic leaders have identified affordable workforce housing as a policy action priority.
- Glenwood Springs is characterized by a high jobs-housing balance, with approximately 2.4 jobs per housing unit. Approximately three-quarters of workers employed in Glenwood Springs (about 7,000 workers) are “in-commuters”, originating primarily from the I-70 corridor west of Glenwood Springs. The primary geographic market area within which new housing product will compete reflects this commute shed and generally includes Garfield County. The significant volume of in-commuters also points to the likelihood of pent-up demand (from existing workers/households) if additional housing can be provided at attainable prices.
- About 22 percent of all households in Glenwood Springs are estimated to rent a single-family housing unit, which is nearly as high as the 24 percent of households estimated to rent multi-family housing units. Recent growth in renter households has corresponded with a rather sharp decline in owner-occupied, single-family housing units.
- The two primary market segments associated with existing sources of housing demand/need in Glenwood Springs are for-sale market rate housing and below market rate (affordable) rental housing. Households earning less than 80 percent of Area Median Income (“AMI”, adjusted for household sizes) are estimated to comprise about 45 percent of all households in Glenwood Springs, many of whom expend more than 30 percent of their before-tax income on housing and related expenses.
- The Airport property has the potential to be a highly desirable residential location. Its size provides an opportunity to create a “new town in town community” featuring a complementary package of housing products, amenities, and services not available elsewhere within City limits. The completion of South Bridge would also be appealing to dual-income households (with members who commute to different locations) given the direct accessibility it would create to the primary commute corridor – Highway 82. The property also provides unobstructed up valley views of Mount Sopris and portions of the property abut natural open space (the Roaring Fork River). Additionally, the Sopris Elementary School has a positive reputation and capacity to accommodate additional school-aged children. According to the Chief Operating Officer of Roaring Fork Schools, enrollment at Sopris Elementary has declined from approximately 600 students in 2014/2015 to below 360 students. Sopris Elementary can support 499 students without using modular classrooms. The Riverview School current attendance area boundary does not include the Airport property but does include the communities of Carbondale and Basalt. The Riverview School currently has physical capacity to accommodate additional students with total capacity of 450 students in the existing building. According to the Chief Operating Officer, the Roaring Forks Schools would benefit from housing availability for school district staff.
- Recent price increases for both ownership and rental housing have been significant. Colorado Division of Housing Multi-Family Housing Vacancy & Rental Survey data indicates that the average monthly rent for apartments in Glenwood Springs increased from \$0.77-per-square-foot in 2014 to \$1.28-per-square-foot as of third quarter 2018 (a 66 percent escalation). The average resale prices for single-family and multi-family ownership units have increased by 18 and 24 percent, respectively, over the past four years.

- Anticipated countywide household growth suggest that Glenwood Springs could grow by approximately 1,200 households over the next 10 years if it simply maintains its relative position in the broader housing market (predicated on land being made available for residential use, such as the Airport property and adequate public infrastructure capacity). Factoring in frictional vacancy to provide for adequate mobility in the housing market, and projects currently under construction (e.g. Lofts at Red Mountain, Six Canyon) suggests that approximately 1,000 additional housing units will be needed over the next 10 years. More than 80 percent of the housing need or demand is likely to be for detached or attached single-family units if housing preferences do not deviate considerably from existing patterns. Demand can be expected to support the development of significant housing uses at the Airport property, although housing will also need to be created at other locations for the housing market to function competitively.

Aviation Land Uses

This section presents a review of existing aviation activity at the Airport and the broader market within which the Airport operates. The market reconnaissance provides context about potential aviation-related land use opportunities and preferred Airport enhancements.

Current Activities and Market(s) Served

The depth of the potential market for aviation land uses is limited by the size of the Airport and runway and the absence of FAA certifications. Landside development efforts at general aviation airports are typically focused on a combination of aviation users (business targets) such as:

- Corporate flight departments;
- Aircraft brokerage, leasing, and charter firms;
- Air cargo operators;
- Aviation/aerospace manufacturers; and
- Maintenance, repair and overhaul (“MRO”) services.

These revenue-generating, economy stimulating market segments have not been attracted to the Airport and are not realistic candidates for future aviation-related development at the Airport given physical constraints, the absence of FAA certification, and regional supply competition. Potential market opportunities are oriented to existing (or previous) Airport users and local-serving general aviation activities. The type of general aviation activities and airport users currently utilizing the Airport are summarized below:

- Recreation / leisure and personal transport: A primary component of existing aviation activity at the Airport relates to recreation, leisure, and personal transportation.¹ For example, the Airport User Survey results indicate that 12 percent of existing Airport users are retired pilots. An additional 35 percent of current Airport users are self-employed individuals, or small business owners, who report they have no staff or business establishments located in Glenwood Springs that require the use of the Airport. About one-half of all existing users indicated that they transported leisure visitors to/from Glenwood Springs via the Airport in 2017. Recreation-related businesses such as sight-seeing and sky diving tours, although not currently operating at the Airport, have also located at the Airport in the past.
- Flight instruction / training: The Airport serves as a satellite location for the Alpine Flight School, which is based out of the Eagle County Airport, but performs aircraft maintenance and flight training (for short runway and mountain landings) at the Airport. The Airport User Survey indicates other flight instructors utilize the Airport for similar training and educational purposes, such as the Aspen Higher Learning Flight Academy, CFI, Aspen Aero Flight School, Mountain Flying Aviation, CMF, and Quizaire LLC.

¹ While there are no “official” estimates of flight activity for the Airport from the FAA, Airnav.com reports that 81 percent of flight activity in 2015 at the Airport was comprised of “local General Aviation” flights. This means that less than 20 percent of flight activity is related to “itinerant” or transient operations – that is, flights originating from beyond the local area (whether to refuel, stay overnight(s) for a visit, and so forth).

- Emergency transport and disaster response: The Airport serves as a location for the “Flight for Life” program. Classic Air Medical, an emergency helicopter air transport operator, began operations out of Valley View Hospital in 2016. According to representatives of the Valley View Hospital, prior to 2016, a variety of emergency medical transport providers served patients of the Hospital, but did not base aircraft at the Hospital.
 - Classic Air Medical utilizes the Glenwood Springs Airport for fueling, maintenance and storage of a helicopter in inclement weather. According to the Classic Air Base Manager, patients are typically transported from the Valley View Hospital to the Rifle Garfield County Airport for fixed-wing flights. Patients (and not the hospital) are responsible for payment to Classic Air Medical for emergency transport services provided. Classic Air Medical and Valley View Hospital have clinical and operating agreements which, among other things, provides for the helicopter asset of Classic Air Medical to use the Hospital helipad at no cost.
 - Classic Air Medical serves 100-200 patients per year. Emergency medical transport needs in the region may be more than 200 incidents per year but because of bad weather, air service cannot be utilized. According to the Base Manager for Classic Air Medical, patients are most often transported by helicopter from Valley View Hospital to the Denver University Hospital. Classic Air Medical also transports patients to St. Mary’s Hospital in Grand Junction and the Denver Children’s Hospital.
 - Classic Air has not flown any fixed-wing aircraft to or from the Glenwood Springs Airport. The staff of Classic Air Medical estimate that Denver’s Children Hospital may have flown fixed-wing aircraft to the Glenwood Springs Airport four or five times in the past year. Flights can only occur during daytime and when weather permits because the Glenwood Springs Airport does not have facilities for instrument landings or runway lighting. Classic Air Medical would not base fixed-wing aircraft at the Airport. Classic Air Medical already has an asset- a helicopter- it deems most appropriate at the Airport. According to the Base Manager, it would not benefit Classic Air Medical or the community to base a fixed-wing aircraft at the Glenwood Springs Airport. Classic Air Medical does base fixed-wing aircraft at other airports which have the facilities for instrumentation landings, and which permit operating night and day and in all weather conditions.
 - According to the Base Manager and Chief Pilot for Classic Air Medical, few helicopter flights originate from the Glenwood Springs Airport as opposed to the Valley View Hospital helipad. They occur when a patient is very heavy and under conditions of very hot temperatures (that can occur in the summer months) which require more area to take off and get lift. According to the Base Manager, Classic Air Medical would not construct (or pay for the costs to construct) new hangar space if the Glenwood Springs Airport was expanded and does not currently need any additional hangar space; its current hangar is satisfactory. If the Airport was expanded or enhanced, Classic Air Medical would not add any additional equipment or staff.
 - In addition to air medical transport, the Airport has also served as a support facility and refueling station for wildfire fighting operations, reportedly for 60 days this past season. A Chinook helicopter was based at the Airport to assist in dropping water on the Lake Christine fire. The Airport User Survey indicates that the aircraft of six current users were involved in fire-fighting activities in 2017. The Eagle County Airport and Rifle Garfield County Airport host significantly more fire-fighting equipment and personnel because of greater land capacity, higher-quality infrastructure, and available support services.

Competitive Market Area and Supply

The market area contains five alternative airports within a 90-minute drive time of Glenwood Springs, including the Rifle Garfield County Airport, Eagle County Regional Airport, Aspen-Pitkin County Airport, Grand Junction Regional Airport, and Meeker Airport. This high level of airport accessibility is unique for a relatively small community located outside of a major urbanized area.

Table III-1 summarizes the characteristics of each airport.

TABLE III-1: INFRASTRUCTURE AT AIRPORTS WITHIN 90-MINUTE DRIVE TIME OF GLENWOOD SPRINGS						
	Glenwood Springs Municipal Airport (GWS)	Rifle Garfield County Airport (RIL)	Eagle County Regional Airport (EGE)	Aspen-Pitkin County Airport (ASE)	Meeker Coulter Field Airport (EEO)	Grand Junction Regional Airport (GJT)
Airport Classification	Non-FAA	FAA General Aviation	FAA Primary Commercial	FAA Primary Commercial	FAA General Aviation	FAA Primary Commercial
Runway size (length x width)	3,305 x 50 ft	7,000 x 100 ft	9,000 x 150 ft	8,006 x 100 ft	6,503 x 100 ft	10,501 x 150 ft
Runway weight capacity*						
Single Wheel	15	90	75	80	30	110
Double Wheel	N/A	200	140	100	60	180
Double Tandem	N/A	250	255	160	N/A	260
Control Tower	NO	NO	YES	YES	NO	YES
Runway Identifier Lights	NO	YES	YES	YES	YES	YES
Local General Aviation, Estimated % of Flight Traffic	81%	33%	17%	13%	30%	19%
* Maximum weight bearing capacity in thousands of pounds.						
Sources: Federal Aviation Administration; Airnav.com; Gruen Gruen + Associates.						

Three of the five airports located within a 90-minute drive are FAA-designated Primary Commercial airports offering scheduled passenger service (in Eagle, Aspen, and Grand Junction) and featuring FAA control towers and runway identifier lights. These airports can accommodate a wide array of aircraft including commercial passenger and corporate jets. As summarized in Table III-1, the existing runway of the Airport is significantly smaller than all other runways accessible within a 90-minute drive. At a length of 3,305 feet, the next shortest runway is located at the Meeker Coulter Field Airport which is nearly double its size at 6,500 feet in length. The nearby Rifle Garfield County Airport features a 7,000-foot runway that can accommodate much larger aircraft weighing up to 250,000 pounds.

The Rifle Garfield County Airport and Eagle County Regional Airport are the two primary (and nearest) sources of supply competition for aviation users and activities. Interviews GG+A completed with representatives of each airport indicate that both have ample operational (and land) capacity to accommodate significantly more general aviation activity. As summarized below in Table III-2, surplus operational capacity exists at each airport located within a 90-minute drive of Glenwood Springs.

TABLE III-2: OPERATIONAL CAPACITY AT AIRPORTS WITHIN 90-MINUTE DRIVE OF GLENWOOD SPRINGS

	Demand/Capacity Ratio ¹	
	2010 Estimate	2030 Forecast
Glenwood Springs Municipal Airport	8%	9%
Rifle Garfield County Airport	4%	5%
Eagle County Regional Airport	19%	21%
Aspen-Pitkin County Airport	19%	25%
Meeker Coulter Field Airport	5%	5%
Grand Junction Regional Airport	27%	32%
¹ The ratio compares actual and projected flight operations to the “Annual Service Volume” capacity of each airport given their size, layout, and features. Figures thus represent the percent of hypothetical operational capacity utilized (and forecast to be utilized).		
Sources: Colorado Department of Transportation, Division of Aeronautics, <i>Colorado Aviation System Plan Technical Report</i> ; Gruen Gruen + Associates.		

According to the Colorado Department of Transportation’s Division of Aeronautics, the volume of flight activity at nearby airports could effectively quadruple before airport expansion alternatives would need to be evaluated (the FAA encourages this when airports begin to reach 60 percent of their designed operational capacity). Interviews and the secondary projections are consistent, indicating that operational capacity is not a constraint throughout the regional aviation market area. The three general aviation airports in the broader market, including GWS, are all projected to be operating below 10 percent of capacity by 2030.

Neither of the two primary sources of competition for aviation activity, in Rifle and Eagle, have existing unoccupied hangar space available for small general aviation aircraft. Both airports do have ample land upon which to expand facilities for general aviation uses.

- The Rifle Garfield County Regional Airport has identified more than 10 acres of aviation land for expansion of hangars and tie-downs. The Airport Layout Plan (ALP) identifies future hangar space development of approximately 150,000 square feet. Some of this future expansion is planned specifically for small personal general aviation aircraft, including two 10,000-square-foot hangar buildings and a 2.2-acre area for aircraft tie-downs, in the ALP. Additional hangar development may be pursued in the future as the Rifle Garfield County Regional Airport’s 90,000 square feet of heated hangar space (for transient/seasonal users) is frequently fully booked months in advance.
- Jacobs Engineering² recently completed a conceptual engineering study to evaluate alternatives and capital costs to expand the general aviation hangar area and associated taxilanes at the Rifle Garfield County Regional Airport. The preferred alternative identifies 90,700 square feet of total new hangar space configured to include T-hangars as well as box/corporate hangars and 89,200 square feet of additional airfield pavement area. The preferred alternative would also extend a new access roadway, water and electric utility lines, and drainage systems. The opinion of probable cost for the general aviation area expansion sitework is \$1,769,400.
- The Eagle County Regional Airport is also undergoing significant expansion. Its 50,000-square-foot commercial terminal building development broke ground last year and 230,000 square feet of heated hangar space and 25 acres of ramp storage are also currently in development. These will feature custom build hangar options with a specific taxiway connector for general aviation hangar space users. The Eagle County Regional Airport is also building 30,000 square feet of “executive” hangar space including five acres for ramp storage and has acquired approximately five acres (on other side of runway) for build-to-suit hangar development.

⁴ See: https://garfield-county.granicus.com/MetaViewer.php?view_id=3&clip_id=1369&meta_id=144441

Emergency Transport and Disaster Response

Multiple stakeholder interviews and commentary gathered from the Airport User Survey emphasized the importance of the Airport's supporting role in emergency and fire-related response operations. The Airport does not provide the infrastructure and features preferred by the types of fixed-wing aircraft reported by the CDOT Division of Aeronautics to be typically used in emergency response and air ambulance operations.

The Flight for Life air ambulance service, for example, utilizes Beechcraft KingAir 200 aircraft that are based in Centennial and Durango. Helicopters have limited speed, range, and payload relative to fixed-wing aircraft. According to the CDOT Division of Aeronautics, "the KingAir B200 and the Learjet 35 are representative of the aircraft used in Colorado to provide emergency transport." These two fixed-wing aircraft are reported to require minimum emergency runway lengths on the Western Slope of approximately 5,300 and 6,800 feet, respectively.³ The Airport also does not provide medium- or high-intensity runway lighting, a rotating beacon, or a published approach – features preferred by emergency flight operators. According to the Airport Manager, the Pilatus PC-12 single-engine turboprop aircraft which can utilize short, lower weight bearing runways and the Air Tractor 602 (a single-engine turboprop agricultural aircraft) have occasionally used the Glenwood Spring Airport. The Airport Manager estimates that fixed-wing emergency medical flights into the Glenwood Spring Airport do not exceed seven to 10 flights per year.

Representatives of the two nearest airport competitors both indicated their facilities are used frequently in support of medical transport, emergency response, and fire-fighting operations. The Rifle Garfield County Regional Airport is also home to the Center of Excellence, an administrative research branch of the Colorado Division of Fire Prevention and Control. While helicopters will typically station and refuel wherever is most proximate to a fire, fixed-wing aircraft are generally utilized to drop retardant. In past fire seasons, these aircraft such as single engine air tankers and DC10s have operated out of Rifle Garfield County Regional Airport and Eagle County Regional Airport. Fixed-wing aircraft fighting the Lake Christine fire operated out of the Rifle Garfield County Regional Airport. Both the Rifle Garfield County Airport and Eagle County Regional Airport have significantly more physical space and capacity from which to organize disaster response operations, the runway infrastructure and fueling capacities to accommodate nearly any aircraft, and better immediate access to amenities and ancillary services (e.g., lodging, car rental) that can help temporarily support the significant labor force often involved in fire-fighting operations.

Preferred Airport Enhancements and Aviation Development Opportunities

Interviews with Airport staff, commissioners, and survey of Airport users suggest the following potential improvements or expansions preferred:

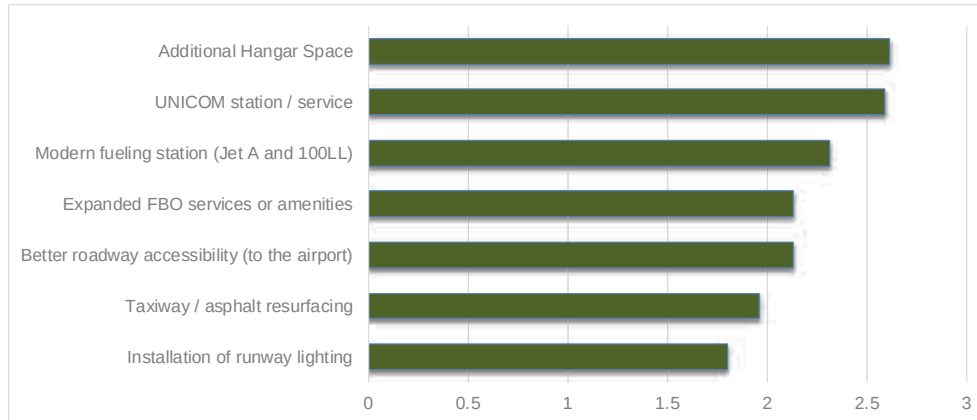
- Additional hangar space;
- Improved fueling systems;
- Modern Fixed Base Operator ("FBO") facility;
- Improved roadway accessibility;
- Unicom (ground-air communication) station;
- Expanded maintenance facility;
- Asphalt/taxiway resurfacing; and
- Clear path to hangar permitting.

³ See Table 4-11, "Runway Length Objective Factors", Colorado Division of Aeronautics, Colorado Aviation System Plan Technical Report, May 2012.

The Airport Manager reports that a waiting list for hangar space of approximately 30 aircraft exists and that many of these users would build hangars immediately if a clear path to hangar permitting and other uncertainties about the future of the Airport were resolved. As reviewed below, the demand for additional hangar space appears to originate primarily from existing Airport users. The results of the survey of Airport users provide additional perspective from current users about preferred enhancements and potential hangar space demands. Appendix A presents a summary of the responses and results of the survey.

Figure III-1 summarizes the weighted scores (according to Airport User Survey respondents) among preferred enhancements to the Airport. A “very important” alternative is associated with a value of 3.0, and “not important” is assigned a value of 1.0.

FIGURE III-1: WEIGHTED SCORE OF PREFERRED AIRPORT ENHANCEMENTS



Seventy (70) percent of respondents indicated that the availability of additional hangar space is “very important,” resulting in a weighted score of 2.61. The second almost equally preferred improvement is the installation of modern Unicom (ground-to-air communications) service. A modern fueling station

providing Jet A and 100LL fuel is the third most preferred enhancement with a weighted score of 2.31.

Approximately one-half of all airport users indicated that a modern fueling station⁴ is very important to them.

An expanded and modernized FBO facility and improved roadway accessibility to the Airport scored identically, with only approximately one-third of respondents indicating these improvements are very important. Taxiway resurfacing and the installation of runway lighting each scored below 2.0, indicating that more than 50 percent of Airport users view these improvements as “not important.” The leisure and recreational-oriented nature of the Airport is suggested by user preferences. Corporate aviation users which are far higher sources of revenue generation for airports and economic impact require these kinds of basic infrastructure and services.

A total of 48 survey respondents indicated that creating additional hangar space was “very important” to them or their business. Approximately 80 percent of these users, or 38 respondents, indicated that they or their business would occupy the additional hangar space if it was available or permitted to be built. These demands primarily relate to the year-round storage of personal or business aircraft. The majority of the users evidencing the highest levels of interest in occupying new hangar space (30 of 38 respondents) already have aircraft based at the Airport. Some users with aircraft and operations based at other airports in the region such as Grand Junction and Eagle County Regional indicated they would relocate or establish satellite locations at the Airport if hangar space were available.

If the respondents expressing interest have the ability to pay for construction of hangars and other associated costs, the potential demand from existing Airport users for additional general aviation facilities could exceed

⁶ The Airport currently has two separate fuel tanks/locations, one for 100LL fuel and another “makeshift” Jet A station on a cart. See the following article for discussion of modern self-serve fueling facilities at general aviation airports: <https://www.aviationpros.com/airports/airport-revenue/article/10692819/selfservice-fuel-airport-moneymaker>

50,000 square feet of hangar space. This potential expansion would double the amount of on-airport hangar space available. The most recently constructed hangar buildings at the Airport include 1,800-square-foot units. Approximately two-thirds of respondents (48 respondents) indicated they would occupy more hangar space at the Airport if the preferred enhancements were made. Thus, if one-half of these users expressing interest were to occupy an additional hangar unit, the potential building space need would total 43,000 square feet.

The survey results and our interviews also indicate that additional hangar development opportunities could conceivably arise from uses/activities that have located at the Airport in the past or have not been accommodated or pursued previously due to a lack of building space. For example, a recreational aviation business serving the summer tourism market (skydiving tours) was previously located at the Airport from 2015 through 2018 and occupied approximately 2,500 square feet of hangar space. The user recently lost its lease but would self-develop a new facility at the Airport if provided the opportunity to do so. Several flight instructors that utilize the Airport have also indicated potential support for a formal flight training or education facility that, beyond providing hangar space for based aircraft storage or aircraft rentals, could accommodate classroom spaces. The operator of the existing maintenance shop has also indicated that it could service a greater volume of aircraft in a larger/modern maintenance facility.

Municipal Uses

This section synthesizes the results of our discussions with Public Works and Parks and Recreation department staff and review of prior planning documents about potential municipal needs related to the Airport property.

Potential Recreational Needs

- Facilities housing the Community Center and Arts Center are well located to users and adequate to meet community needs. These recreational uses are not likely to be candidates for relocation or expansion to the Airport property.
- The Airport property has been considered as a possible location for additional community gathering space, including a theatre and event center. These uses would function best within or near the core Downtown, closest to the cultural and social center of gravity of the community and where they could spillover sales to restaurants and specialty retailers located in the Downtown and near hotels. Interviews suggest redevelopment in the Confluence area west of Downtown could be a suitable location for a Performing Arts Center.
- Additional park land and/or recreational fields could be an alternative use for portions of the Airport property. The 2011 Comprehensive Plan recommends that active recreational fields be included in an evaluation of the Airport property.⁵ While a residential re-use would require park land dedication (or fee payment in-lieu of dedication), adjacency to Sullivan Park and Sopris Park on the north end of the existing runway represent an opportunity to create a larger critical mass of outdoor recreational space in southern Glenwood Springs.

Potential Public Works / Storage Needs

- Current municipal storage functions at the Airport property, including the “boneyard” and police impound lot, will either need to be relocated or accommodated within a future re-use of the property. According to municipal staff, limited alternatives to relocate these functions exist.
- Potential costs to relocate municipal storage functions are not yet available but are unlikely to be significant relative to the value of alternative uses of the storage function at the Airport (or if utilized as part of other municipal-owned property). Relocating outdoor storage to a centralized location could also improve municipal service efficiency.
- The City’s Maintenance and Operations Center (“MOC”) in west Glenwood Springs houses a variety of municipal equipment and workers, including portions of the Parks and Recreation, Electric, and Public Works departments. The facility built approximately 10 years ago, is sited on an alluvial fan and has experienced structural issues. Public Works representatives hope to obtain another five to 10 or more years of useful life from the MOC facility. Some or all functions accommodated at the MOC could be candidates for longer-term relocation to the Airport property, especially if municipal outdoor storage functions are kept at the site. Interviews suggest, however, that the current MOC facility is ideally located to its labor force which primarily originates from the I-70 corridor west of Glenwood Springs. Relocation of MOC functions to the Airport property in southern Glenwood Springs would not be optimal, with respect to the deployment of municipal vehicle fleet (i.e., snow removal) and workers and would likely reduce service efficiency and raise costs.

⁵ See Chapter 8, Page 94: <https://gwsco.gov/DocumentCenter/View/133/2011-Glenwood-Springs-Comprehensive-Plan-PDF>

Retail/Commercial Uses

GG+A conducted a market reconnaissance of retail uses by inspecting the Airport and surrounding area, reviewing secondary data including retail space supply, taxable sales data, and interviewing local area brokers and developers knowledgeable about market conditions in order to reach a judgment about the nature and scale of potential retail/commercial demand opportunities for the Airport property.

Retail Inventory and Taxable Sales Trends

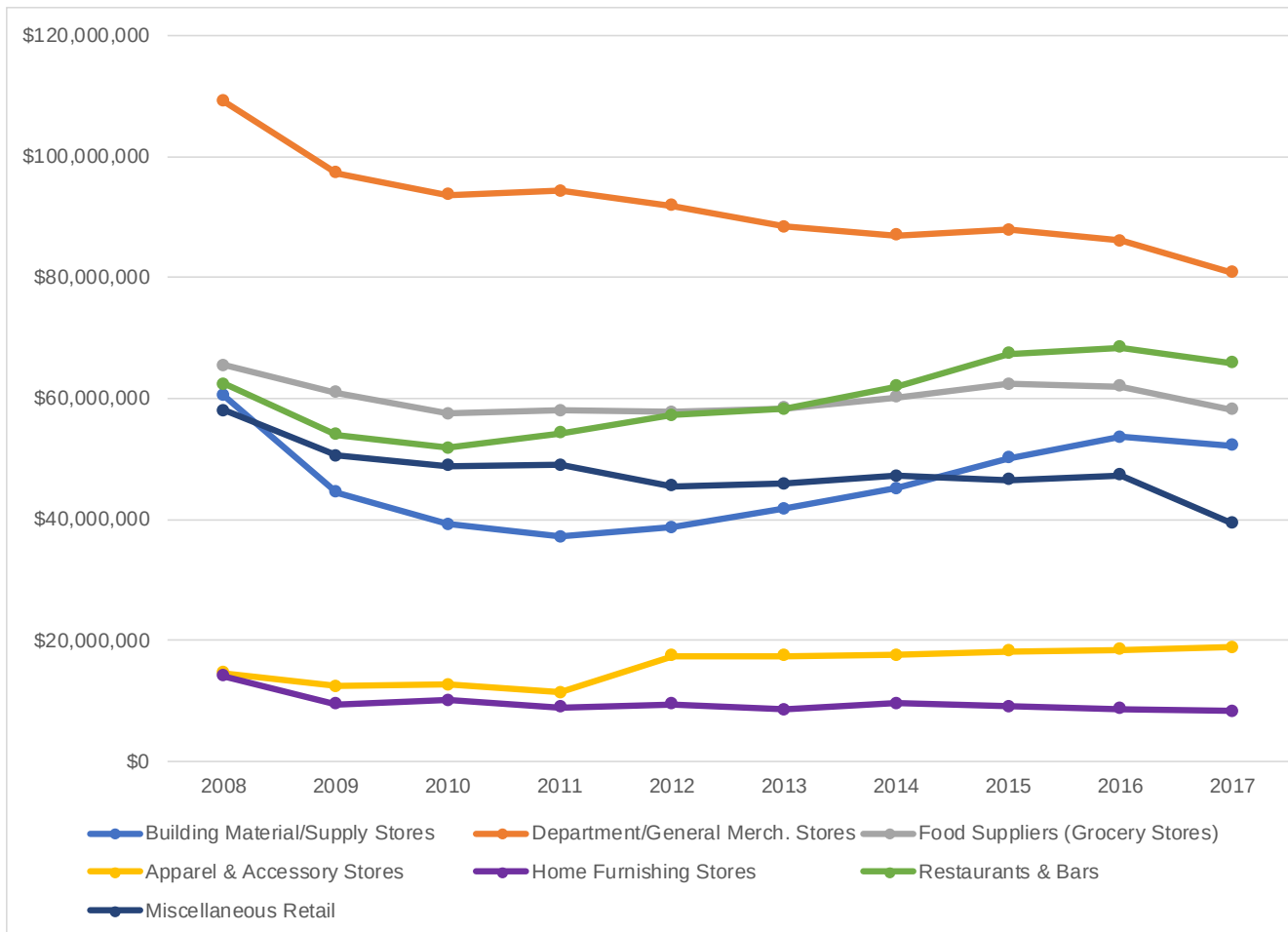
As of 2017, the City of Glenwood Springs contained a total residential population of 9,977 according to State of Colorado Department of Local Affairs (“DOLA”) estimates. Secondary demographic information vendor ESRI estimates a slightly higher City population, 10,433, for 2018.

The Glenwood Springs market is estimated to contain approximately 1.4 million square feet of retail space.⁶ This equates to roughly 140 square feet of retail space per capita. This volume of retail space on a per capita basis is unusually high. For example, recent analysis completed by GG+A suggests that the Metro Denver area by comparison contains about 53 square feet of retail space per capita. Nationwide, the retail space inventory approximates 41 square feet per capita.

The comparison between population and retail space inventory is one basic indicator that a significant share of the existing retail space supply in Glenwood Springs is supported by non-local shoppers and visitors. This means the City captures a large “sales surplus” relative to the retail expenditure potential of its local resident households. ESRI estimates, for example, that in 2018 local Glenwood Springs households had total expenditure potential of \$93 million for Retail Goods and Food Away from Home (i.e., eating and drinking). In 2017, taxable retail sales in Glenwood Springs excluding automotive goods approximated \$325 million, or more than three times the retail expenditure potential of local resident households.

The City’s retail sales base has recovered from post-recession lows, although some non-automotive retailing segments such as Department Stores/General Merchandise, Home Furnishings, and Miscellaneous Retail have experienced persistently declining real sales. Figure III-2 summarizes real (inflation-adjusted) taxable sales by category in Glenwood Springs.

⁶ According to recent estimates summarized in the *6th Street Corridor Master Plan Economic Assessment*.

FIGURE III-2: REAL TAXABLE RETAIL SALES IN GLENWOOD SPRINGS BY CATEGORY, 2008-2017

Non-automotive taxable retail sales totaled \$384 million in 2008 and \$323 million in 2017, representing an overall decline of approximately 16 percent over the 10-year period. Glenwood Spring's historically largest source of taxable sales – Department (i.e. General Merchandise) Store sales – has declined by roughly \$30 million or 28 percent over the past 10 years. Similarly, Miscellaneous Retail sales have declined by approximately 30 percent since 2008. Adjusted for inflation, only two retailing categories achieved higher sales in 2017 than they did in 2008: Apparel and Accessories; and Restaurants and Bars. Restaurant and Bar sales are up approximately six percent over 2008 levels, while Apparel and Accessory store sales (a relatively small segment of the retailing base) have increased by approximately 30 percent since 2008. Food (grocery store) sales have remained comparatively stable over the past 10 years at about \$60 million.

Existing Supply Competition

Although the taxable sales base has recovered from its bottom in 2010-11, the City's two major retail centers (the 395,000-square-foot Glenwood Meadows shopping center and 230,000-square foot Glenwood Springs Mall) have experienced prolonged vacancies which property owners continue to market. Both neighborhood/community shopping centers are located along Highway 6 near I-70 providing highway visibility, ease of access, and proximity to major lodging and tourism-related businesses including the Glenwood Hot Springs, Two Rivers Park, and Yampah Spa & Vapor Caves. The centers are described more as follows:

- Built in 2005, Glenwood Meadows center is anchored by Target, Lowe's, and Bed Bath & Beyond. The center is currently marketing a 9,964-square foot junior anchor space available in the first quarter 2019. Natural

Grocers and Marshalls now occupy the 31,000-square-foot space formerly occupied by Sports Authority. Three other smaller spaces totaling about 3,700 square feet are also available. The trade area served by the mall extends beyond Glenwood Springs to include Garfield County, western Eagle County, and Pitkin County (Aspen and Snowmass). The center is asking \$24 per square foot net rent for one of its smaller shop spaces. One 0.96-acre pad site adjacent to the mall is available for future development; and

- Glenwood Springs Mall is an older 230,000-square-foot center located further west of Glenwood Meadows along Highway 6 fronting I-70. The center is anchored by Tractor Supply Co. and Ross Dress for Less. The center currently has over 115,000 square feet of space available including two 40,000-60,000 spaces and one pad site. JC Penney closed its store at the mall in 2017 and Kmart shuttered its store in 2012. The mall appears to have been impacted by the opening of Walmart in 1987 and Target (at Glenwood Meadows in 2005) as well by secular trends negatively impacting mid-line department stores and the growth in e-tailing and changes in consumer shopping patterns and preferences.

Other major retailers/grocers in Glenwood Springs include a free-standing City Market grocery store on Grand Avenue; an older Walmart store; and an Office Depot in the Roaring Fork Marketplace located south of Downtown along Glen Avenue which serves as the main north-south arterial from Glenwood Springs toward Aspen. In addition, Downtown Glenwood Springs' four block area contains a concentration of specialty retail, art galleries, and restaurants.

Competitive Advantages and Disadvantages of the Airport Property for Retail Uses

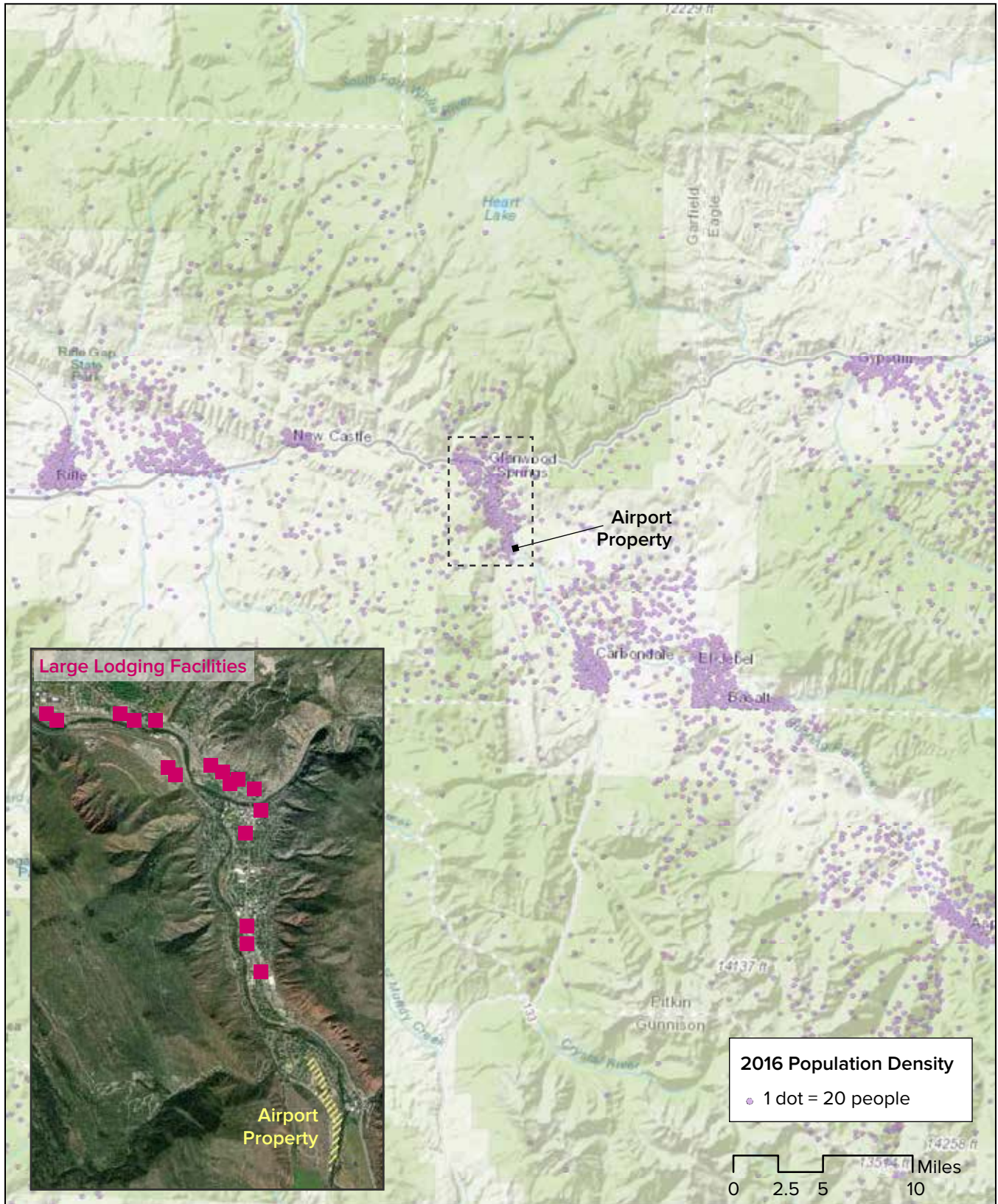
A primary competitive advantage of the Airport property for retail/commercial use is physical in nature. It is one of the few remaining large, flat, and contiguous land areas in Glenwood Springs with potential to accommodate a larger-format retailer. The completion of South Bridge would also shift travel patterns within southern Glenwood Springs, potentially creating opportunities for enhanced traffic exposure.

Competitive disadvantages for commercial uses at the Airport property include:

- The Airport property is not centrally located to the local population base and is less accessible to portions of the established regional trade area that extend west and east along the I-70 corridor;
- More highly visible and accessible retail centers/locations have space and land available closer to I-70 and Downtown, locations which have already established market area dominance; and
- Visitor attractions and lodging facilities that anchor the tourism market (which, by extension support much of the local retail market) are not generally located near the Airport property.

Map III-1 illustrates the regional population density as well as local lodging uses in relation to the Airport property. The Airport property is not centrally located to the local population base and is less accessible to portions of the established regional trade area that extend west and east along the I-70 corridor, and visitor attractions and lodging facilities that anchor the tourism market (which, by extension support much of the local retail market) are not generally located near the Airport property.

MAP III-1: POPULATION DENSITY AND LODGING USES IN RELATION TO AIRPORT PROPERTY



Conclusions and Recommendations

As indicated by the stark differences in operating and financial performance between Wal-Mart and bankrupt Sears/Kmart, market share battles have evolved into battles of winners and losers, both in terms of individual retailers and locations. Locations that provide the most accessible places are no longer enough for success. Also required are places that provide the most quality of time.

The increasing importance of people's time and the continued growth of eetailing suggest eetailing will increasingly substitute for the purchase of standard commodities that are not fun or convenient to buy in person. Shopping centers and areas need to be large and diverse enough to facilitate multi-purpose shopping and service trips. To survive the competitive threat from the Internet as well as existing and future existing competing centers, well designed, accessible centers with plentiful parking and a diverse set of uses and attractions are more likely to produce successful stores than freestanding big-box or single land-use locations. One development team indicated interest in trying to encourage the relocation of the existing Wal-Mart store to the Airport site because the completion of the South Bridge project would position the store if located on the Airport property to capture residents living in Glenwood Springs or west of Glenwood Springs who may also commute Up Valley. Although completion of South Bridge would greatly improve accessibility and allow for more significant exposure to traffic volumes, the Airport property is not proximate to an established critical mass of retailing, dining, and entertainment activities. The Airport is not linked with visitor attractions and lodging amenities that spillover sales to retail and dining uses.

It would be better policy to first attempt to encourage Wal-Mart to locate near other stores and be part of retail agglomerations containing a variety of shopping opportunities whose synergy attracts more customers. It would be advantageous for Glenwood Springs to have fewer, but larger, well-integrated shopping nodes than numerous smaller strip centers and free-standing buildings that siphon off relatively small sales dollars so as to make more difficult the development of larger and more compelling projects with greater trade areas and more frequent visitation, or higher per visit expenditures.

Accordingly, given the advantages and disadvantages that apply and ample supply of retail space relative to supportable local demand, retail land uses will not be a leading highest-and-best use candidate for alternative use of the Airport property. The local retail market is supported to a significant degree by tourism visitation and a regional-serving trade area that generally extends out in three directions (West, East, South). The Airport property is not as well-positioned to capture these sources of non-local retail demand relative to established locations near Interstate 70 and larger concentrations of both employment and population.

Most potential retail use opportunities are likely to be residual, oriented to local-serving convenience, necessity, and/or food-type uses that improve the appeal of the location for workers or residents. The supportable scale of retail uses at the site will largely depend on the amount and type of infill housing and employment uses considered for alternative or additional uses of Airport property. At this juncture, we estimate several acres of land would be sufficient to accommodate retail/restaurant uses.

Employment (Office and Industrial) Uses

Office Market Conditions and Existing Supply Competition

Our field research and discussions with local area brokers and economic development professionals indicate that Glenwood Springs does not contain a significant amount of office space or a large base of private economic activities traditionally associated with the consumption of office space. Much of the office space is concentrated in and around the Downtown, with the largest users typically related to government/public administration (e.g., City, County, Federal land agencies). The Garfield County and City of Glenwood Springs administrative offices are located Downtown, occupying about four acres of land along 8th Street. Colorado Mountain College purchased a Downtown office building in 2011 to relocate from a nearby office building and expand its office space.

A review of office space listings on Loopnet.com (a national online commercial property listing service) show several active listings for available space Downtown or located along Grand Avenue north of the Airport. The actively marketed buildings are older with net rents ranging from \$12 to \$20 per square foot. Prevailing market rents for office space are not typically high enough to amortize new construction costs.

Successful office developments depend on how well they enable businesses to be more productive and satisfy their customers with innovations that produce better products and services. To succeed, office projects must be located and built with or near other activities that will enhance productivity and attract and hold talented labor. Successful office space developments typically must meet the following criteria:

- A central or highly accessible location to major transportation nodes;
- A large commute shed providing access to a significant concentration of a highly skilled and well-educated workforce;
- Proximity to a diverse set of housing uses;
- Proximity to retail, lodging, and other support services and amenities, including eating and drinking establishments and day-care and fitness facilities;
- Market responsive product types with appropriate technology capabilities; and with
- Locations within agglomerations or a “critical mass” that help businesses attract and retain labor and operate cost effectively and productively.

Southern Glenwood Springs does not currently contain a critical mass of private or public office space users, office space inventory, and set of support services and amenities which office space users require (i.e., the Airport site does not provide significant agglomeration advantages for major office space users).

This finding reflects the employment base of Glenwood Springs and Garfield County is not oriented to economic sectors prone to use private office space such as finance, insurance, and professional, business, and technical services. As summarized below in Table III-4, the local employment base is heavily weighted to construction and building trades, government service, retail trade, education and healthcare, and leisure/hospitality services.

TABLE III-4: CITY OF GLENWOOD SPRINGS EMPLOYMENT BY SECTOR

	2012		2017		5-Year Change	
	# Jobs	% Share of Total	# Jobs	% Share of Total	# Jobs	%
Mining & Logging	7	0.1	26	0.3	19	271.4
Construction	223	2.7	474	4.8	251	112.6
Manufacturing	52	0.6	45	0.5	(7)	(13.5)
Wholesale Trade	137	1.6	77	0.8	(60)	(43.8)
Retail Trade	1,328	15.8	1,550	15.6	222	16.7
Transportation & Warehousing	157	1.9	40	0.4	(117)	(74.5)
Information	96	1.1	57	0.6	(39)	(40.6)
Financial Activities	375	4.5	408	4.1	33	8.8
Professional & Business Services	543	6.5	744	7.5	201	37.0
Education & Healthcare	1,748	20.8	2,022	20.3	274	15.7
Leisure & Hospitality	1,559	18.5	2,133	21.4	574	36.8
Other Services	224	2.7	263	2.6	39	17.4
Government	1,958	23.3	2,119	21.3	161	8.2
Total	8,407	100.0	9,960	100.0	1,553	18.5
Sources: Colorado Department of Labor and Employment; Development Research Partners; Gruen Gruen + Associates.						

Four industry sectors comprise almost 80 percent of the local employment base: Leisure and Hospitality; Government; Education and Healthcare; and Retail Trade. These sectors have also accounted for 80 percent of recent job growth in the City. None of these industry sectors are typically associated with the use of industrial space or private/multi-tenant office space. Table III-5 summarizes the number of firms in Glenwood Springs by size and economic sectors associated with office space use.

TABLE III-5: NUMBER OF FIRMS, BY SIZE, IN TRADITIONAL OFFICE SPACE-USING SECTORS¹

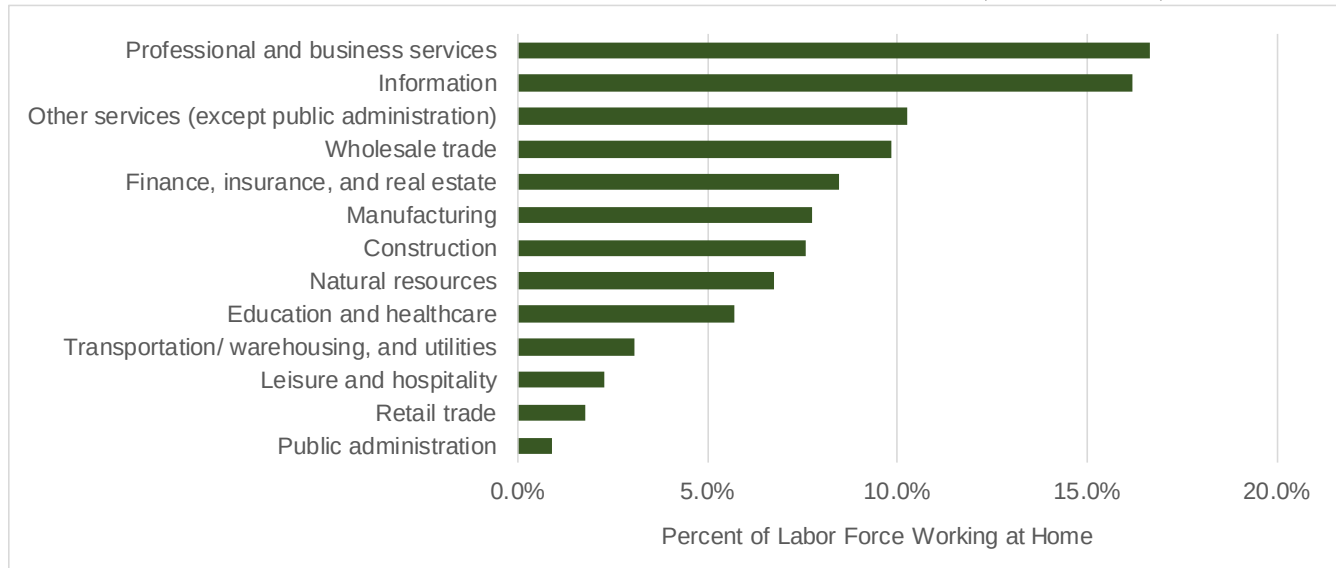
	Fewer than 5 employees # Firms	5 to 9 employees # Firms	10 to 19 employees # Firms	20 or more employees # Firms	Total # Firms
2006					
Finance and insurance	32	8	12	3	55
Real Estate	66	6	2	0	74
Information	9	7	4	0	20
Professional, scientific, and technical services	109	19	9	7	144
Subtotal	216	40	27	10	293
2016					
Finance and insurance	21	9	10	3	43
Real Estate	47	4	3	2	56
Information	10	5	1	0	16
Professional, scientific, and technical services	108	22	5	6	141
Subtotal	186	40	19	11	256
¹ Estimates for Glenwood Springs zip code 81601.					
Sources: U.S. Census Bureau, Zip Code Business Patterns; Gruen Gruen + Associates.					

Only 11 firms in office space using sectors have 20 or more employees. Ten years earlier, 10 firms fell into this employment category. Firms in office space using sectors employing 10 to 19 employees declined from 27 in 2006 to 19 in 2016. The number of firms in office space using sectors employing five to nine employees stayed the

same at 40 although there was some change in the sectoral make-up including growth in professional, scientific, and technical services and finance and insurance and decline in information and real estate services. The number of firms in office space sectors employing five or fewer individuals declined from 216 to 186 with much of the decline occurring in the finance, insurance, and real estate sectors.

Speculative development of private office space is also constrained by a relatively high and growing proportion of workers, employed in industry sectors traditionally associated with the consumption of office space, working from home. Figure III-3 shows that a decline in smaller office space-using employers may also reflect the growth in work from home by individuals in the professional and business, and information services sectors. Over 15 percent of the Garfield County labor force in professional and business services and information services work from home.

FIGURE III-3 WORK-FROM-HOME EMPLOYMENT IN GARFIELD COUNTY (2017 ESTIMATE)



Sources: U.S. Census Bureau, 2013-2017 American Community Survey; Gruen Gruen + Associates.

Industrial/Flex Market Conditions and Existing Supply

Interviews with the local real estate and development community report that industrial users have difficulty finding space in Glenwood Springs and the Roaring Fork Valley. The Airport property is the last remaining industrial zoning district with potentially developable land located within City limits. A review of industrial space listings on Loopnet.com and the local MLS show only one active listing for available space in the City, though several industrial properties are being marketed as investment purchase opportunities with net leases in place.

Sources of Demand for Industrial Space and Primary Market Area Within Which the Airport Site Will Compete for Industrial Businesses

Most industrial space users predominately serve the local market as opposed to exporting goods/services beyond the Roaring Fork Valley and are engaged in a wide array of economic activities and services: encompassing everything from construction and building trades; light manufacturers; welding and woodworking shops; breweries; industrial bakeries; outdoor recreation; beverage distribution; industrial cleaning services; automotive repair; to marijuana grows/dispensaries and flooring and tile wholesalers. The local industrial market serves the important “catch-all” role, accommodating businesses and activities that require spaces able to serve multiple functions at a single site. Most industrial/flex space users in the Roaring Fork Valley tend to be small, with building space requirements of less than 10,000 square feet and frequently much smaller. The construction industry is the largest industrial sector employer in Garfield County and has been expanding more significantly than other

industrial activities. Interviews with brokers frequently cited contractors as the leading sources of demand for industrial/flex space. Contractors are more vulnerable to economic downturns and fluctuations in the regional housing market, though many industrial users in the primary market area are directly or indirectly serving local household and population growth.

The interviews with knowledgeable real estate brokers developers, review of supply and tenanting trends, and consideration of the labor shed captured by existing employers suggest that the primary geographic market area within which industrial space development will compete generally includes the west I-70 corridor and Highway 82 corridor in the northern/mid-valley portions of the Roaring Fork Valley. The competitive market area generally tracks from Rifle to Gypsum and south to Carbondale and Basalt areas. Aspen is a secondary market area that represents a potential source of demand for industrial space but not a direct source of competition. Internal movements, expansions, and consolidations within the primary market area can be expected to account for the preponderance of future industrial space development opportunities. Beyond accommodating existing industrial businesses in Glenwood Springs and other mid-valley locations who seek to expand operations or require more modern facilities, the Airport property (with completion of South Bridge) could also be expected to capture demand from contractors located in the I-70 corridor seeking industrial spaces closer to their Up Valley sources of business.

Industrial Space Inventory and Supply Competition

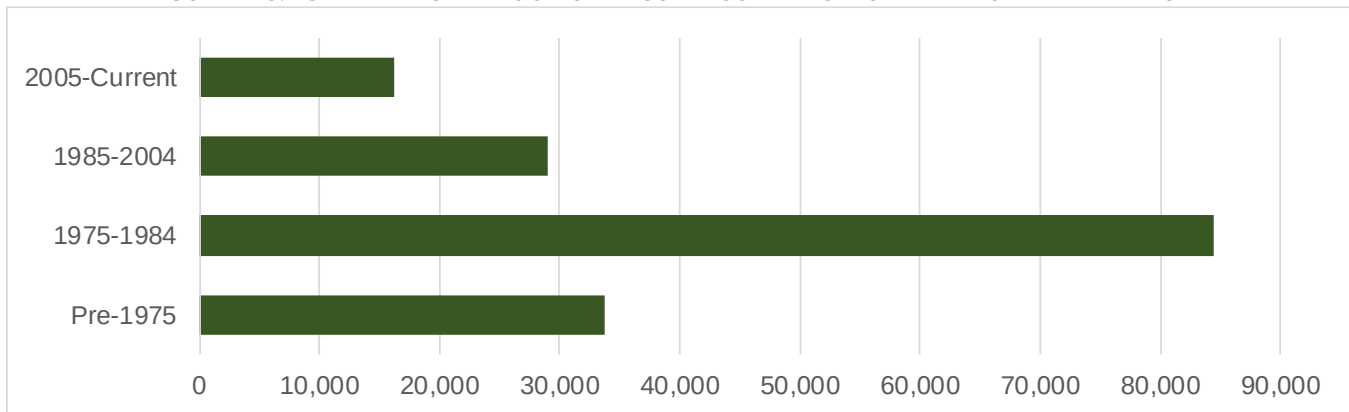
The industrial market is reported to be extremely tight with limited land opportunities throughout the Roaring Fork Valley. When existing spaces do become available, they are frequently not well-attuned to contemporary industrial needs. Net annual rents for existing often older small industrial spaces tend to approximate \$10 to \$12 per square foot of building space. The Glenwood Springs area and other locations within the market area have experienced some loss/relocation of industrial activity because of these supply constraints. One homegrown manufacturing company, Meier Skis, recently relocated from the Valley View Business Center (just south of Glenwood Springs on Highway 82) to Denver. The custom ski maker could not find suitable opportunities to grow and expand the business in Glenwood Springs and was experiencing labor challenges. Other examples include Mountain Beverage Company, which relocated a Coors Distributing facility previously located in the Colorado River Industrial Park to a larger facility in Gypsum. The FedEx distribution facility, recently developed at the Eastbank site just south of Glenwood Springs, relocated from Carbondale due a lack of suitable opportunities to expand the footprint of the ground shipping facility.

The City of Glenwood Springs has a limited industrial land and building space inventory, estimated to total less than 175,000 square feet according to our review of County Assessor data. Most of the existing inventory is in two small industrial parks located along the Colorado River – the West Glen Industrial Park and Colorado River Industrial Park, which contain more than one-half of the City’s industrial space inventory. These two locations are essentially built-out with only two unimproved parcels totaling about 1.5 acres (currently used for outdoor storage). The three largest industrial space users include a beverage distributor and two indoor marijuana grow operations, both of which have opened in the past five years.⁷

The industrial space inventory in Glenwood Springs is increasingly old. Figure III-5 below summarizes the building space inventory by year built. The majority of existing space was built in the late 1970s and early 1980s. The most recent development was a 16,000-square-foot warehouse/greenhouse built in the Colorado River Industrial Park in 2016.⁸

⁷ See for example: <https://www.prweb.com/releases/2014/06/prweb11915932.htm>

⁸ County Assessor records suggest the total capital investment for the facility (including land purchase and building permit valuation) was approximately \$2.2 million or about \$140-per-square-foot of building space.

FIGURE III-5: ESTIMATED GLENWOOD SPRINGS INDUSTRIAL SPACE INVENTORY BY YEAR BUILT

Other primary sources of competition within the Roaring Fork Valley are well-occupied and primarily built out.

The 70-acre Aspen Airport Business Center, which originally began as a 20-acre development in the 1960s catering to local industrial businesses pushed out of town by increasing rents and resort activity, has evolved over time into a mixed-use development featuring considerable housing, retailing, and industrial uses. Today the business center is characterized by an “agglomeration of businesses that range in nature from retail to repair and sell everything from ski clothing and accessories to furniture, automobiles, health food, liquor and cell phones. The Aspen Airport Business Center also contains homes in various sizes, shapes and types, from old, densely packed townhouses and condos to single-family homes.”⁹ While the business center provides more “affordable” spaces than typically available elsewhere in Aspen, interviews suggest that rents are considerably higher than could be commanded in Glenwood Springs. One recent lease (for an industrial bakery) reportedly leased space at above \$70 per square foot.

An interview with the Planning Director of Carbondale points to a similar lack of industrial space and available sites for industrial-oriented development. Some industrial properties have in the past been lost to conversion to residential and commercial uses. The City does not anticipate much if any future new industrial development occurring within municipal limits. The 13-acre “Kay PUD” industrial site and 12-acre area situated north of Downtown Carbondale are the two remaining areas which accommodate true industrial users. The Kay PUD has accommodated a mix of industrial, stand-alone commercial, as well as housing uses. One of the industrial buildings has been developed as a multi-story use, with residential units located above ground-floor industrial/warehouse units. Some challenges with the vertical mixed-use arrangement have arisen (primarily related to noise) as not all of the residential tenants are utilizing their units for “live/work” purposes.

Within the Valley, most future industrial opportunities are likely to be situated in the unincorporated County. Light industrial land uses such as the Valley View Business Center are predominately concentrated in the “Cattle Creek” area centered around the intersection of Spring Valley Road and Highway 82, approximately three miles south of Glenwood Springs. The largest remaining development site within the area (approximately 280 acres) however has been proposed for development of primarily single-family residential uses.

⁹ “The ABC: from business park to small town,” The Aspen Times, <https://www.aspentimes.com/news/the-abc-from-business-park-to-small-town/>

Recommendations and Conclusions

Potential users for an Airport location would primarily be industrial-construction-related or destination commercial businesses that:

- (1) benefit from the accessibility of the location and may draw from or serve a relatively wide trade area including to Aspen;
- (2) need space for storage, assembly or showroom (and outdoor display); and
- (3) do not need or want to pay the rents for office or retail space in Downtown or traditional retail centers or in higher-cost Aspen or Carbondale locations.

Such businesses could include:

- Heating and air conditioning, electrical, plumbing, painting and wall-covering contractors, kitchen and bathroom cabinets, and other building trades;
- Makers, distributors, and installers of garage and overhead doors, windows and doors, carpet and other flooring, lighting, cabinets, fire safety, and security systems;
- A broad array of home, building, landscape, and equipment maintenance, repair, and cleaning services; RV, heavy truck, ATV, golf cart, or other specialized vehicle sales and service;
- Automotive repair, detailing, and related automotive services; and
- Recreational equipment, such as fitness equipment, outdoor playsets, and trampolines.

Prototypical space for a small-scale industrial building development could include a roll-up back and attractive “store type” fronts that can serve a variety of office, light assembly, and showroom, and distribution uses with uniformity of building design, signage, and awnings. Given the typical size of many of their products and the importance of advertising product availability, outdoor display space is often needed. Contractors, a primary source of industrial space demand, also frequently require outdoor storage capability.

Residential Uses

Strong consensus exists among local real estate brokers, developers, housing specialists, and City representatives interviewed that all types of housing are in short supply in Glenwood Springs. Housing is a vital component of economic development and civic leaders have identified “affordable housing” as a policy action priority. Therefore, we have reviewed for-sale and rental housing market conditions to reach preliminary judgments about the scale and type of housing demand that applies to the Airport property.

Competitive Advantages and Disadvantages of the Airport Property for Residential Uses

The Airport property has the potential to be a highly desirable residential location given:

- Its size, at more than 60 contiguous acres, is much larger than other smaller infill development opportunities elsewhere within the City and market area. A primary advantage of the Airport property for residential uses relates to the potential to create a “new town in town community” with the ability to create and brand a new neighborhood featuring a complementary package of housing products, amenities, and services not available elsewhere in City limits;
- South Bridge would provide residential uses with direct accessibility to Highway 82 which serves as the primary commute corridor up and down the Roaring Fork Valley. This would be especially appealing to dual-income households (with members who commute to different locations);
- The Airport property has unobstructed up valley views of Mount Sopris and portions of the property abut natural open space (the Roaring Fork River); and
- Sopris Elementary School, which is walkable from the property, has a positive reputation and capacity to accommodate additional school-aged children. According to the Chief Operating Officer of Roaring Fork Schools, enrollment at Sopris Elementary has declined from approximately 600 students in 2014/2015 to below 360 students. Sopris Elementary can support up to 499 students without using modular classrooms. The Riverview School current attendance area boundary does not include the Airport property but does include the communities of Carbondale and Basalt. The Riverview School currently has physical capacity to accommodate additional students with total capacity of 450 students in the existing building. According to the Chief Operating Officer, the Roaring Forks Schools would benefit from housing availability for school district staff.

Constraints or disadvantages associated with the Airport property for residential use primarily relate to a lack of direct access to public transportation service (currently) and proximity to some existing land uses including self-storage and outdoor storage that may be viewed negatively by prospective home buyers or renters.

Demographic Trends and Housing Inventory Context

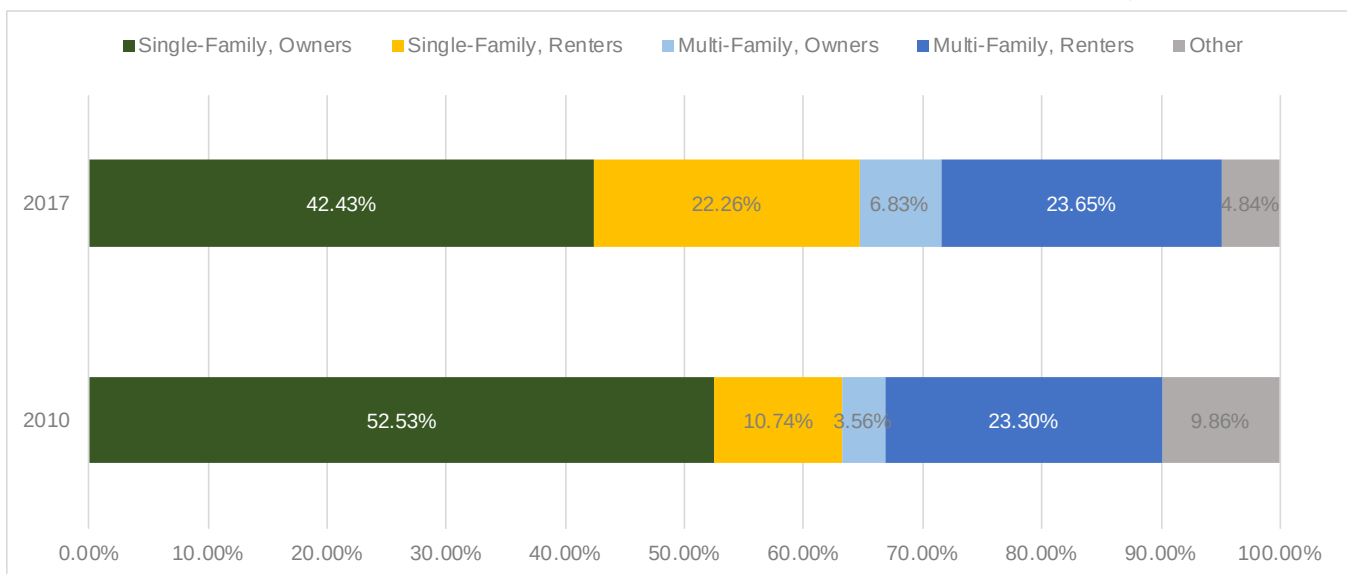
The residential market is characterized, like other land uses, by a scarcity of development opportunities within City limits, which is reflected in recent population and household growth patterns. As summarized below in Table III-6, the City population grew by an estimated 1,900 persons or 25 percent between the 2000 and 2010 Census. The overall growth in housing inventory is estimated to have expanded by 760 units over this 10-year period. Rates of population, household, and housing inventory growth have since slowed considerably.

TABLE III-6: CITY OF GLENWOOD SPRINGS POPULATION, HOUSEHOLD, AND HOUSING UNIT GROWTH

	2000 Census #	2010 Census #	2017 Estimate #
Total Population	7,736	9,614	9,977
Household Population	7,633	9,437	9,800
Households	3,216	3,778	3,923
Housing Units	3,353	4,113	4,177
Housing Vacancy Rate	4.1%	8.1%	6.1%
Sources: U.S. Census Bureau; Colorado Department of Local Affairs; Gruen Gruen + Associates.			

The Colorado Department of Local Affairs (“DOLA”) estimates that the City population grew by approximately 360 people, less than four percent, between 2010 and 2017. The household base has grown by a similar proportion (about four percent) since 2010, reflecting limited new housing opportunities provided over the period. The housing vacancy rate is estimated to have declined from 8.1 percent in 2010 to 6.1 percent in 2017. While a six percent housing vacancy rate would typically be considered healthy, note that much of the “vacant” housing inventory is not available to accommodate workforce or other housing needs.¹⁰

The housing inventory in the City of Glenwood Springs has not grown much in recent years, although the composition of its household base with respect to housing tenure (i.e., ownership versus rental housing) has shifted. Figure III-6 below summarizes the City household base by tenure and type of housing structure for 2010 and 2017.

FIGURE III-6: CITY OF GLENWOOD SPRINGS HOUSEHOLDS BY HOUSING TYPE AND TENURE, 2010-2017

According to 2017 American Community Survey estimates, more than 22 percent of all households in Glenwood Springs rent a single-family housing unit. This percentage is close to as high as the 24 percent of households estimated to rent multi-family housing units. Renter-occupied households have grown by approximately 27 percent since 2010, while owner-occupied households have declined by approximately 17 percent. Almost all the local growth in renters over recent years has been accommodated by single-family housing units, which correspondingly has associated with a sharp decline in owner-occupied, single-family housing in Glenwood Springs since 2010.

¹⁰ 2017 American Community Survey estimates suggest that only 15 percent of vacant housing units are available for rent or purchase. Most of the vacant housing inventory relates to units rented but not occupied on a permanent basis, or housing for “seasonal, recreational, or occasional use”.

A significant source of housing need within the local rental market has been historically related to housing low income households and families. Table III-7 stratifies the City’s household base by income level, housing tenure (whether households rent or own housing), and “cost-burden” rate. Note that a “cost-burdened” household refers to a household that spends more than 30 percent of their before-tax income on housing and related expenses (e.g., utilities).

TABLE III-7: CITY OF GLENWOOD SPRINGS HOUSEHOLDS BY AMI, HOUSING TENURE, AND COST-BURDEN RATE

	AMI ≤ 80% %	AMI > 80% %	TOTAL %
Owner Households:			
Housing Cost < 30% of Income	3.8	27.7	31.5
Housing Cost ≥ 30% of Income	7.1	9.8	16.9
Renter Households:			
Housing Cost < 30% of Income	9.0	15.6	24.6
Housing Cost ≥ 30% of Income	25.2	1.8	27.0
TOTAL	45.0	55.0	100.0
Sources: U.S. Department of Housing and Urban Development, 2015 CHAS; Gruen Gruen + Associates.			

“Low-Income” households (earning less than 80 percent of Area Median Income or “AMI”, adjusted for household size) are estimated to comprise about 45 percent of all households in Glenwood Springs. Most of these Low-Income households are renters spending more than 30 percent of their before-tax income on housing and related expenses. About one-third of all existing Glenwood Springs households are estimated to be Low-Income, cost-burdened households. At the opposite end of the housing spectrum, owner-occupied households earning more than 80 percent of AMI who spend less than 30 percent of income on housing and related expenses (i.e., they can “afford” their housing) make-up almost 30 percent of the existing household base.

The two market segments associated with the largest sources of existing housing demand/need in Glenwood Springs are therefore: (1) for-sale market rate housing; and (2) below market rate (affordable) rental housing.

Primary Market Area and Jobs-Housing Balance

Glenwood Springs has a high jobs-housing balance, with approximately 2.4 jobs per housing unit. The generally accepted ratio for a balanced relationship between jobs and housing tends to fall somewhere within 1.2-to-1.4-jobs-per-housing unit.¹¹ Communities such as Glenwood Springs with high jobs-housing “imbalances” are much more susceptible to housing shortages and housing cost increases that serve to shift jobs out and retard beneficial economic development.

Approximately three-quarters of workers employed in Glenwood Springs are “in-commuters”, originating primarily from the I-70 corridor west of Glenwood Springs. The primary geographic market area within which new housing product will compete reflects this commute shed and generally includes Garfield County. Land Title Guarantee Company’s *Garfield County Market Analysis* statistics, for example, indicate that approximately 84 percent to 88 percent of for-sale residential buyers have originated “locally” from within the county each year between 2013 and 2017. The second most frequent source of housing purchases has reportedly been from out of state, comprising about 10 percent of all sales made over the past five years.

¹¹ An August 2008 *Urban Land* “Mixing It Up” article, for example, suggests that an ideal jobs-housing ratio is generally between 1.2 and 1.4 jobs per housing unit, and that communities with an integrated set of land uses minimize traffic generation and increase “capture internal rates” for services, retail, restaurants and other uses. (“Mixing It Up,” *Urban Land*, Walters, Jerry, Ewing, Reid. August 2008, p. 126).

The significant degree of in-commuting also suggests that considerable “pent up” demand for housing is likely to exist from non-local workers if new residential development can be supplied at attainable prices.

Rental Housing Market Conditions

The rental market is characterized by a limited amount of new market-rate apartment product. As reviewed previously, a significant portion of the market is single-family housing for rent. Two new multi-family rental developments currently under construction in west Glenwood Springs will deliver significant new market-rate inventory. The 181-unit Lofts at Red Mountain and 116-unit Six Canyon projects are scheduled for completion in 2019/2020. These two developments will represent a 32 percent increase to the multi-family rental housing inventory. An additional 76 multi-family rental units have also obtained approvals (the “South Blake” apartments) for an approximately six-acre site located north of Wal-Mart and east of the 27th Street Bridge.

The first phase of the Lofts at Red Mountain project is currently pre-leasing with asking monthly rents of approximately:

- \$2.70 to \$3.20 per square foot for small studio units; and
- \$2.30 to \$2.70 per square foot for one- and two-bedroom units.

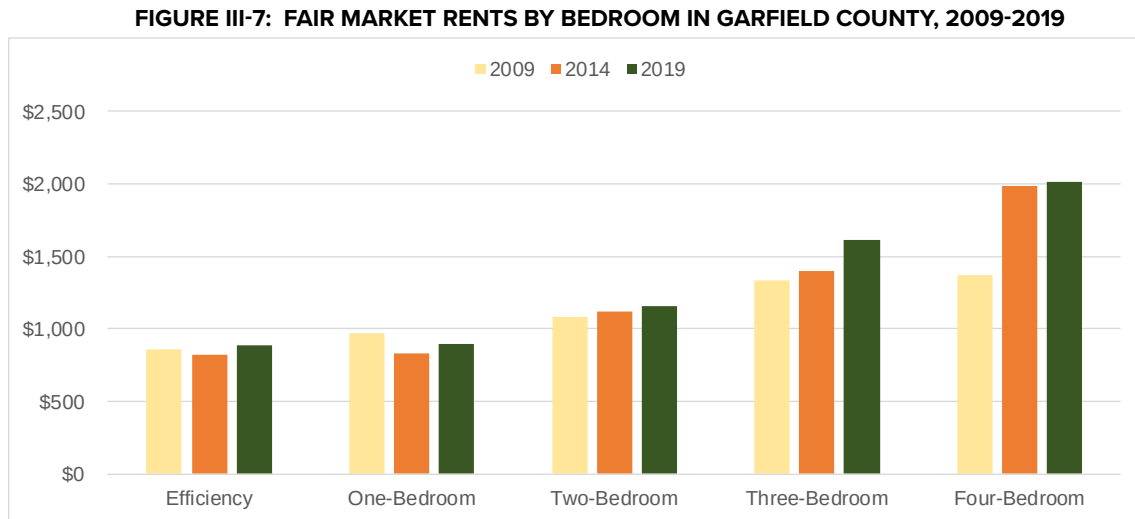
The asking rents for new apartment product are considerably higher than prevailing market rents in Glenwood Springs and the primary market area, according to secondary data. Table III-8 summarizes historical vacancy and average rental rates for the Glenwood Springs apartment market according to Colorado Division of Housing *Multi-Family Housing Vacancy & Rental Survey* data.

TABLE III-8: GLENWOOD SPRINGS APARTMENT MARKET TRENDS¹

	Vacancy Rate %	Average Monthly Rent	
		\$ Per Unit	\$ Per Square Foot
2009	3.6	864	0.98
2010	5.5	870	1.02
2011	5.5	842	1.13
2012	1.8	804	1.00
2013	10.3	782	0.82
2014	2.4	724	0.77
2016	1.8	808	0.86
2016	2.9	855	0.91
2017	2.8	864	0.95
2018	2.1	979	1.28
¹ Estimates for the third quarter of each year. Estimates based on a sampling of apartment properties, not the full inventory.			
Sources: Colorado Division of Housing, <i>Colorado Multi-Family Housing Vacancy & Rental Survey</i> ; Gruen Gruen + Associates.			

Vacancy rates have reportedly been under three percent since 2014. Market rents for studio, one- and two-bedroom units in Garfield County, according to HUD data, have remained relatively stable over the past 10 years. Average rents for two-bedroom units are up approximately seven percent relative to 2009 levels, while average rents for one-bedroom units have declined by eight percent. The largest rental rate increases have occurred among larger three- and four-bedroom units, which relative to 2009, have increased by 21 percent and 46 percent respectively.

Figure III-7 shows monthly rents by bedroom in Garfield County from 2009 to 2019.



Rents for all categories have increased since 2014. Monthly rents average about \$2,000 for four-bedrooms, over \$1,500 for three bedrooms, over \$1,000 for two-bedrooms, and \$900 for one-bedroom and efficiency units. Rents for one-bedroom units are the only size category in which rents were higher in 2009 than today.

For-Sale (Ownership) Market Conditions

A clear housing price “ladder” within the market area/commute shed exists, with prices increasing from west to east. The same unit in Glenwood Springs will tend to sell for much more than it would in Parachute or Rifle, while a comparably sized unit located further up the Roaring Fork Valley in Carbondale will command a higher price than in Glenwood Springs. Table III-9 summarizes the relative differences in for-sale housing prices.

TABLE III-9: OWNER-OCCUPIED HOUSING PRICE LADDER IN GARFIELD COUNTY

Area	Single-Family 2018 Average Sale Price \$ Per Square Foot	Multi-Family 2018 Average Sale Price \$ Per Square Foot
Carbondale	\$310	\$303
Glenwood Springs	\$244	\$236
New Castle	\$229	\$184
Silt	\$211	\$134
Rifle	\$174	\$128
Battlement Mesa	\$139	\$113
Parachute	\$127	\$91
Sources: Land Title Guarantee Company; Gruen Gruen + Associates.		

Glenwood Springs is the second highest rung on the housing ladder with average single-family sales prices of \$244 per square foot and average multi-family sales prices of \$236 per square foot. Carbondale sales prices average \$310 for single-family and \$303 per square foot for multi-family uses. Sales price per square foot are considerably lower for the other communities shown on the Table III-9.

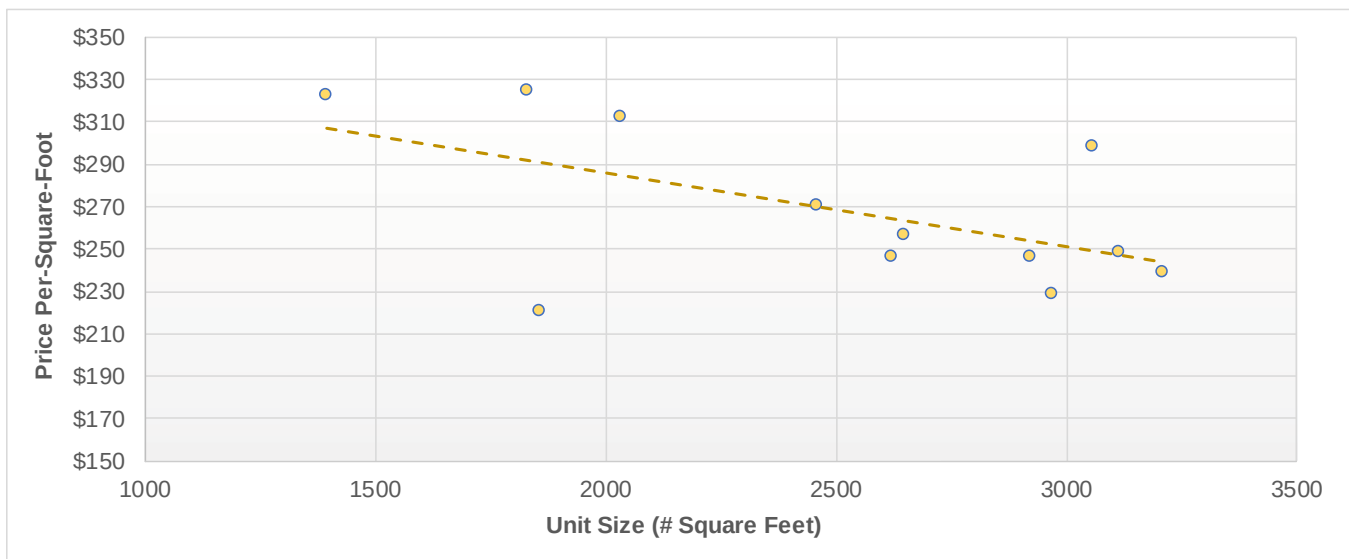
Table III-10 summarizes the number of annual single-family and multi-family residential sales in Glenwood Springs as well as average resale pricing trends.

TABLE III-10: GLENWOOD SPRINGS FOR-SALE MARKET TRANSACTIONS AND PRICING TRENDS

	Transactions #	Single-Family Average Price		Multi-Family Average Price	
		\$ Per Unit	\$ PSF	\$ Per Unit	\$ PSF
2015	382	474,759	207	221,280	190
2016	367	514,223	230	245,922	215
2017	384	593,847	257	271,109	229
2018 ¹	371	542,023	244	288,746	236
Change		67,264	37	67,466	46
¹ Year-to-date through November 2018					
Sources: Land Title Guarantee Company; Gruen Gruen + Associates.					

The average single-family resale price per-square-foot has increased by approximately 18 percent since 2015, from \$207 in 2015 to \$244 in 2018 (through November). The average single-family price per unit approximated \$475,000 in 2015 and has increased by about \$67,000 (to just over \$542,000 in 2018). Multi-family resale pricing has increased more significantly since 2015, with average per-square-foot prices growing by 24 percent since 2015. The average multi-family unit price increased from \$221,000 in 2015 to nearly \$289,000 through the first 11 months of 2018.

Figure III-8 summarizes a sample of new construction sales (single-family) occurring over the past year in unincorporated subdivisions located near Glenwood Springs, including Springridge Reserve, Ironbridge, Four Mile Ranch, and Pinyon Mesa.

FIGURE III-8 NEW CONSTRUCTION SINGLE-FAMILY SALES PRICES

New construction sales pricing has ranged from approximately \$220 to \$330 per square foot. Eight of the 12 sales were for single-family units ranging in size from approximately 2,500 to 3,200 square feet with per-square-foot pricing of approximately \$230 to \$270 per square foot. Sales prices for three smaller new construction homes have exceeded \$300 per square foot.

Four single-family lots ranging in size from approximately 2.0 to 2.8 acres have sold within the past year in the Four Mile Ranch subdivision directly west of the Airport property. The lot prices have ranged from \$120,000 to \$150,000. Interviews with several brokers suggest smaller “in town” single-family lots could be absorbed at similar prices.

Estimate of Housing Demand/Need to Accommodate Potential Growth

This section reviews an order-of-magnitude “top down” projection of potential housing demand in Glenwood Springs based on published household forecasts for Garfield County, prepared by the DOLA State Demography Office.¹² This approach provides context about the scale of local housing demand/need attributable only to future growth if Glenwood Springs were to simply maintain its relative position in the broader housing market. This would require the availability of land available for residential use (such as the Airport property) and the capacity of public infrastructure to accommodate additional housing development. The estimates reviewed below do not quantify potential housing demands associated with the turnover of existing households (commonly associated with lifecycle events such as aging or children moving out of the home) or housing replacement needs; nor do they quantify potential housing demand/needs associated with existing County households who may work in Glenwood Springs but reside elsewhere.

Table III-11 summarizes a projection of households by size and age of householder for Garfield County.

TABLE III-11: PROJECTED HOUSEHOLD GROWTH IN GARFIELD COUNTY BY HOUSEHOLD AGE AND TYPE				
	2019 #	2029 #	10-Year Projected Growth	
			#	%
Single-Person Households:				
Under age 45	1,540	1,876	336	21.8
Age 45 to 64	2,248	2,651	403	17.9
Age 65 or older	1,948	2,997	1,049	53.9
Subtotal	5,736	7,524	1,788	31.2
2+ Person Households, without Children:				
Under age 45	2,653	3,235	582	21.9
Age 45 to 64	4,340	5,118	778	17.9
Age 65 or older	2,888	4,443	1,555	53.8
Subtotal	9,881	12,796	2,915	29.5
2+ Person Households, with Children:				
Under age 45	4,798	5,892	1,094	22.8
Age 45 to 64	1,826	2,153	327	17.9
Age 65 or older	111	170	59	53.2
Subtotal	6,735	8,215	1,480	22.0
TOTAL	22,352	28,535	6,183	27.7
Sources: DOLA, State Demography Office; Gruen Gruen + Associates.				

DOLA projections indicate that the Garfield County household base is anticipated to grow by approximately 6,200 households or 28 percent between 2019 and 2029. Small single-person households are projected to account for approximately 30 percent of growth over the period. Larger households containing two or more people, but no children under the age of 18, are projected to account for nearly 50 percent of all household growth over the next 10 years. Households with children under the age of 18 are projected to represent the smallest segment of future growth (approximately 25 percent of growth between 2019 and 2029).

Senior households aged 65 or older are projected to represent the largest segment of growth, accounting more than 43 percent of all countywide household growth over the next 10 years. Younger householders under the age of 45 are projected to account for about one-third of household growth.

¹² See the following for a summary of the projection methodology: https://drive.google.com/uc?export=download&id=oB_M7zgfu2piFcIjkbGM3VG55Nzg

Table III-12 summarizes an estimate of Glenwood Spring's current share (or capture) of countywide households by age and type of housing based on 2013-2017 American Community Survey data estimates.

TABLE III-12: GLENWOOD SPRINGS CURRENT SHARE OF COUNTYWIDE HOUSEHOLDS BY AGE AND TYPE OF HOUSING¹

	Occupying Single-Family ² Housing	Occupying Multi-Family Housing	Total
Householder Under 45 Years of Age	18%	22%	19%
Householder Between 45 and 64 Years of Age	17%	23%	18%
Householder 65 Years of Age or Older	16%	30%	19%
¹ Percentages are rounded and denote share of countywide households currently residing in Glenwood Springs.			
² Includes both detached and attached (i.e., townhome, duplex) units.			
Sources: U.S. Census Bureau, 2017 American Community Survey; Gruen Gruen + Associates.			

Glenwood Springs currently contains approximately 19 percent of all households in Garfield County. Historically, the City has captured or accommodated a larger share of multi-family housing development, particularly units occupied by senior households. The City's existing capture rates by age of householder and type of housing occupied (above) are applied to the 10-year projection of countywide household growth to estimate potential future housing units needed¹³ in Glenwood Springs, as summarized in Table III-13.

TABLE III-13: ORDER-OF-MAGNITUDE HOUSING DEMAND PROJECTION FOR GLENWOOD SPRINGS ¹

	Single-Family #	Multi-Family #	Total #
Existing Households	2,600	1,400	4,000
Plus: 10-Year Potential Household Growth	750	440	1,190
Future Households (2029)	3,350	1,840	5,190
Plus: Frictional Vacancy @ ± 5%	170	90	260
Future Housing Unit Supply Required (2029)	3,520	1,930	5,450
Less: Existing Housing Unit Inventory ²	2,720	1,460	4,180
Less: Housing Units Under Construction ³	0	300	300
Additional Housing Units Needed over 10 Years	800	170	970
¹ Figures are rounded.			
² Based on most recently available DOLA estimate of approximately 4,180 total housing units as of 2017.			
³ Includes approximately 300 multi-family rental units currently under construction the Lofts at Red Mountain and Six Canyon developments. Additional entitled capacity exists for multi-family use in the South Blake project (north of existing Wal-Mart), but these 79 units are not included.			
Sources: U.S. Census Bureau; DOLA; Gruen Gruen + Associates.			

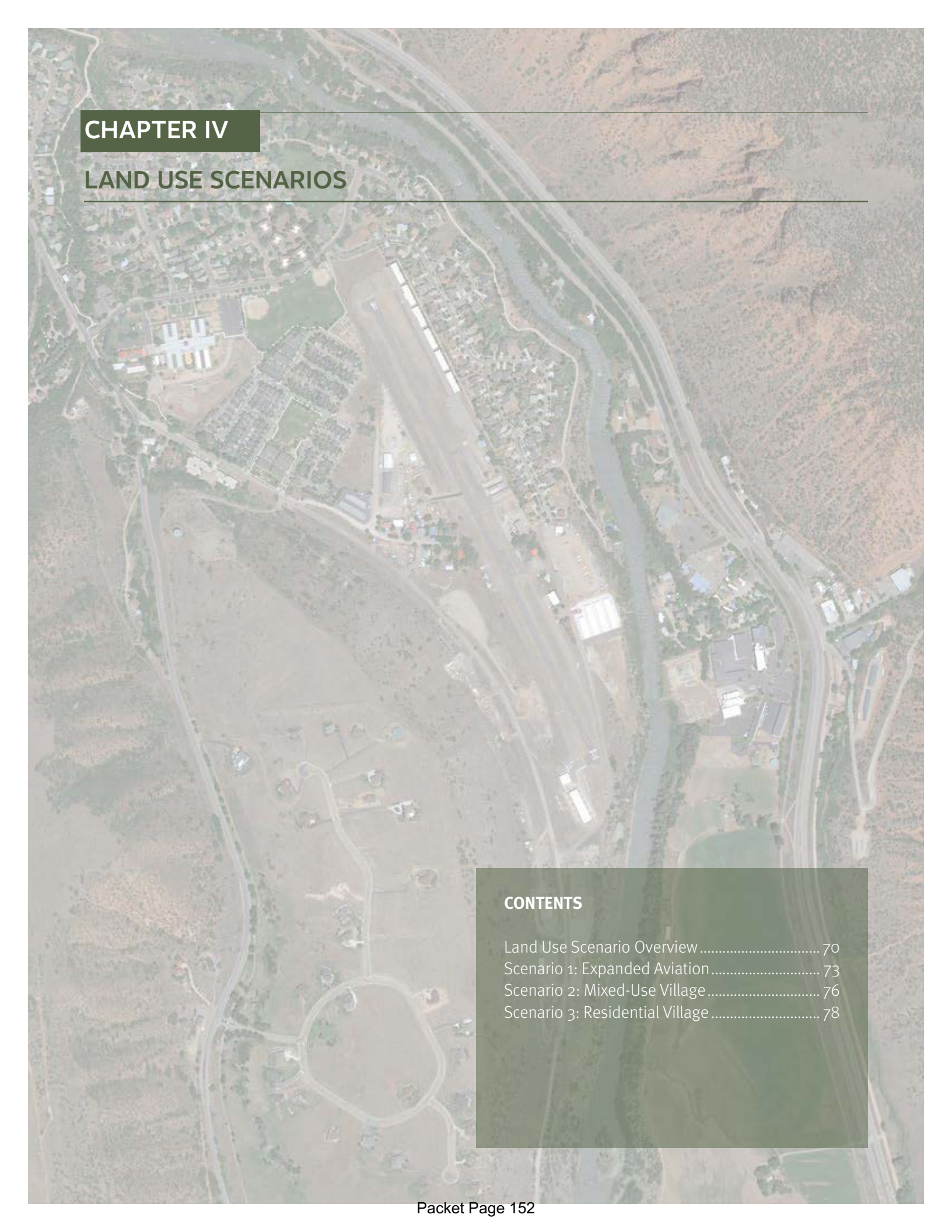
The estimates above summarize an order-of-magnitude projection of additional housing potentially needed in Glenwood Springs if: (a) five percent frictional vacancy is factored in; (b) the composition of housing preferred by size/type of household is consistent with existing patterns; and (c) the additions due to current construction are included.

The countywide household projections from DOLA indicate the potential for Glenwood Springs to grow by

¹³ By way of example: DOLA projects countywide growth of 1,788 households over the next 10 years in householders under the age of 45. Glenwood Springs is assumed to capture 19 percent of these households (its existing share). This equates to 340 households. Such households (headed by a person under the age of 45) currently occupy housing in Glenwood Springs at the following splits: 55 percent in single-family units; and 45 percent in multi-family units. This equates to potential housing needs of 187 single-family units and 153 multi-family units, for the Under 45 age cohort, over the next 10 years. The process is repeated for each cohort to develop the overall estimates summarized in Table III-13.

approximately 1,200 households over the next 10 years if the community simply maintains its share in the broader countywide housing market. Factoring in frictional vacancy to provide for adequate mobility in the housing market suggests that around 5,500 total housing units could be needed by 2029. When the existing housing inventory and projects of significance that are currently under construction (two multi-family developments, the Lofts at Red Mountain and Six Canyon) are taken into consideration, approximately 1,000 additional housing units will be needed over the next 10 years.

More than 80 percent of the housing need or demand estimated for Glenwood Springs is likely to be for detached or attached single-family units if future housing preferences do not deviate considerably from existing patterns. To satisfy the estimated amount of potential demand for housing would require other locations in Glenwood Springs in addition to the Airport property.



CHAPTER IV

LAND USE SCENARIOS

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Land Use Scenario Overview

The results of the market reconnaissance and interactive stakeholder interviews provide a basis for three alternative land use programs for the City-owned property, including an expansion of the current aviation use. The land use scenario for expanded aviation use reflects considerable input from the Airport Manager, airport users, and other airport stakeholders.

The existing conditions and site analysis (Chapter II) and conceptual land planning exercise have been used to refine and develop the three *illustrative*, but realistic land use scenarios presented in this chapter. This chapter characterizes the three land use scenarios in terms of (a) land area by use, (b) potential densities, (c) building space by use, and (d) potential building heights. Accompanying concept diagrams are provided and potential off-site infrastructure improvements of significance are also summarized.

Consideration is given to the potential arrangement of land uses on the City-owned site, associated building space yields, and connections to off-site roadway infrastructure. This is particularly important because of the irregular shape of the property, the presence of the Roaring Fork River along its southern perimeter, and the need for public infrastructure improvements (as identified in Chapter II) for all three scenarios. These conditions could affect the potential value, feasibility, and associated costs and benefits of alternative or expanded land uses. Note that public infrastructure improvements already planned - namely, the South Bridge project - are reflected in each physical land use scenario.

Figure IV-1 briefly outlines the three scenarios.

FIGURE IV-1: LAND USE SCENARIO OVERVIEW



- Expanded and enhanced Airport
- Capacity for ± 80,000 square feet of additional hangar space
- New administration/operations facility and fueling systems created on west side of the runway
- Light Industrial uses introduced (or, existing municipal uses could be maintained)
- South Bridge accommodated with tunnel under runway
- Horizontally mixed land uses
- Approximately 75% residential and 25% nonresidential land use
- South Bridge provides a natural separator
- Mixed residential neighborhood on the north side
- Small-scale commercial and light industrial uses located on south side
- Helipads and aviation support facilities provided
- Primarily residential land uses
- Greater emphasis on single-family housing
- Small vertically mixed-use commercial/residential included
- Supporting recreational use included in Central Park
- No light industrial, municipal storage, or aviation (helipad) uses provided

LAND AREA ALLOCATION

Table IV-1 summarizes the amount of land area allocated to each use for the three scenarios. The future use of the small City-owned parcel (deeded for a park use) adjacent to Sopris Elementary is assumed to remain unchanged; it is therefore excluded from the land use scenario development envelopes. Portions of the Roaring Fork River, floodplain, and steep river bank on the southern perimeter of the property also represent another ± 16 acres that remain undeveloped in each land use scenario.

TABLE IV-1: ALLOCATION OF LAND AREA BY USE

Land Use	Scenario 1 Expanded Aviation		Scenario 2 Mixed-Use Village		Scenario 3 Residential Village	
	# Acres	% of Total	# Acres	% of Total	# Acres	% of Total
Aviation	42	67%	2	3%	---	---
Nonresidential	5	8%	8	13%	---	---
Residential	---	---	35	56%	45	71%
Park	---	---	2	3%	2	3%
Hillside Open Space/River	16	25%	16	25%	16	25%
TOTAL	63	100.0%	63	100.0%	63	100.0%

Sources: The Land Studio, Inc.; Gruen Gruen + Associates.

Scenario 1 maintains approximately 42 acres or two-thirds of the property for expanded aviation use. About five acres located south of the runway and planned South Bridge tunnel are included for non-aviation light industrial uses. This site could also be utilized for a variety of alternate non-aviation uses, including municipal storage for the City of Glenwood Springs public works and police departments or other land use concepts such as combinations of light industrial space and multi-family residential units in a live/work type of development.

Scenario 2 includes approximately 35 acres of residential land use representing about 60 percent of the property. Nonresidential light industrial and commercial uses are allocated eight acres south of the proposed South Bridge alignment, representing about 13 percent of the property. A central park space of about two acres is also provided. An additional two acres of land in Scenario 2 is reserved for an aviation use. Multiple helipads, a maintenance and storage hangar, and fueling facilities are provided adjacent to compatible light industrial or municipal uses at the southernmost point of the City-owned property.

Scenario 3 represents a land use concept that would more significantly address the demand for single-family housing in Glenwood Springs. Residential uses totaling about 45 acres, or 70 percent of the property, have been conceptually planned to provide a variety of single-family housing products. A small amount of neighborhood commercial is included in a “vertically” mixed-use format, with multi-family units located above ground-floor commercial space. Again, Scenario 3 includes approximately two acres of the property for a central park/recreation space.

Advisory Committee members requested at an August 9, 2019 meeting that a second version of Scenario 3 be evaluated. This alternative is referred to as “Scenario 3b” in the subsequent sections of this chapter and report. The size of the park use is increased to approximately 12 acres (from two acres) and an additional two acres are dedicated to the same illustrative aviation use (helipad) provided in Scenario 2.

Scenario 1: Expanded Aviation

The Expanded Aviation Scenario was developed with considerable input from Airport staff, users, and other representatives. Baseline information and feedback was initially established via the Airport User Survey (described in Appendix A) and discussions with the Airport Manager and Airport Commissioners. In addition to commentary received at the March 6, 2019 community meeting held at Sopris Elementary School, the consulting team gathered additional input from the Glenwood Springs Aircraft Owners and Pilot Association, RAVCO (an Airport user that would like to expand its facilities), and Classic Air Medical. Additionally, after the Expanded Aviation scenario was developed in draft form, it was shared with the Airport Manager and other users/pilots for review. It was confirmed that the scenario met their expectations for expanded aviation activity and hangar space capacity.

Table VI-2 summarizes new aviation building space conceptually planned within the Expanded Aviation scenario.

TABLE IV-2: NEW AVIATION BUILDING SPACE	
	# Square Feet
New east side Box Hangars (adjacent to existing hangars)	18,000
New west side T-Hangars and Box Hangars	50,000
New Box Hangars adjacent to maintenance shop	12,600
<i>Subtotal</i>	<i>80,600</i>
Relocated FBO facilities (Admin/operations space, medical transport hangar, etc.)	18,000
TOTAL	98,600
Source: The Land Studio, Inc.	

The Expanded Aviation scenario provides for approximately 80,000 square feet of new general aviation hangar space and an expanded maintenance shop. The hangar space includes a combination of individual box hangars as well as smaller T-hangars.¹⁴ Approximately 30 additional aircraft tie-down spaces are also included. Airport operations, parking, and fueling stations are assumed to be relocated to the west side of the runway onto City-owned property. This area also provides a permanent base for medical transport and emergency/fire response helicopters, including a helipad and hangar to accommodate maintenance and temporary storage needs. Additional amenities such as a restaurant and classroom spaces could also be created at a relocated and expanded administration/operations building with direct access to Airport Road and the proposed South Bridge.

Zoning opportunities for the proposed land uses in the Expanded Aviation scenario include the Light Industrial (LI) District, and potentially the PUD District. Generally, opportunities exist within the Light Industrial zone district for the proposed uses and their standards, though greater flexibility in the application of zoning and development standards than would otherwise be achieved through this zone district may be available within a PUD District in exchange for greater benefit to the City of Glenwood Springs.

The Expanded Aviation scenario increases the total building space to approximately 221,000 square feet representing an overall floor-area-ratio of 0.08.

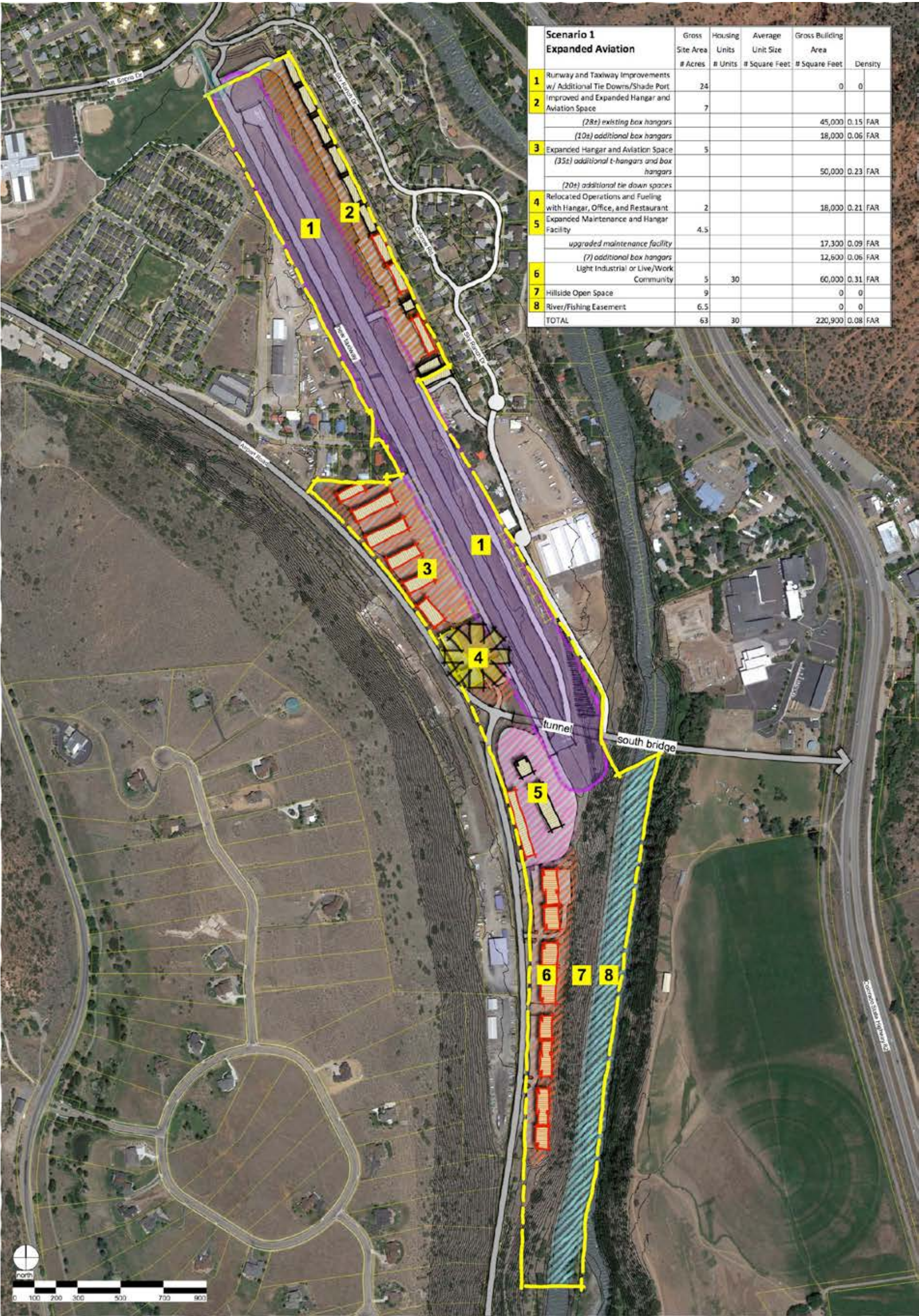
¹⁴ T-hangars refer to hangar buildings that “stack” the hangars to optimize space; however, they require aircraft access and aprons on two sides of the building.

AIRFIELD INFRASTRUCTURE

The Expanded Aviation scenario will require development of additional airfield infrastructure. The east side of the runway has physical space to accommodate only 10 additional box hangars. The Expanded Aviation scenario includes the following airfield improvement (pavement) areas:

- A new taxiway along the west side of the existing runway totaling 120,000 square feet;
- Westside hangar access (aprons and taxilanes) and tie-down ramp totaling 155,000 square feet;
- Relocated FBO, fueling, and access/parking area totaling 45,000 square feet;
- Expanded maintenance shop and box hangar access/aprons totaling 160,000 square feet;
- Upgraded eastside taxiway and hangar access totaling 175,000 square feet; and
- New eastside tie-down ramp totaling 15,000 square feet.

FIGURE IV-2: EXPANDED AVIATION SCENARIO LAND USE DIAGRAM



Scenario 1 Expanded Aviation

Draft Updated May 18, 2019 by The Land Studio, Inc.

City of Glenwood Springs
AIRPORT PROPERTY SCENARIO PLANNING STUDY
Gruen Gruen + Associates | The Land Studio | SGM



Scenario 2: Mixed-Use Village

The Mixed-Use Village scenario illustrates horizontally mixed land uses on the site while maintaining a small portion of the City-owned property for aviation use. A permanent base for medical transport and emergency/ fire response helicopters (including multiple helipads and a large aircraft hangar to accommodate maintenance and temporary storage needs) is provided. This aviation land use is illustratively sited at the southernmost point of the City-owned property where extended runway lengths (for takeoffs during hot temperatures) could be accommodated without obstructions from other building structures.

Table IV-3 summarizes the land use scenario program and estimated building space and housing unit yields.

TABLE IV-3: MIXED-USE VILLAGE LAND USE PROGRAM AND YIELDS

	Land Area (Gross) # Acres	Housing # Units	Average Housing Unit Size # Square Feet	Gross Building Area # Square Feet	Average Density
Mixed Residential					
2-story home lots	6	40	2,400	96,000	7 du/ac
Cottage lots	17	130	1,800	234,000	8 du/ac
Attached townhomes	7	105	1,600	168,000	16 du/ac
Multi-family	5	120	1,000	120,000	24 du/ac
Subtotal Residential	35	395		618,000	11 du/ac
Light Industrial	6	---	---	67,000	0.26 FAR
Retail/Dining	2	---	---	15,000	0.17 FAR
Central Park	2	---	---	---	---
Aviation (Helipad)	2	---	---	7,500	0.09 FAR
Hillside / Fishing Easement	16	---	---	---	---
TOTAL	63	395		707,500	0.26 FAR
Sources: The Land Studio, Inc.; Gruen Gruen + Associates.					

Scenario 2 includes 395 residential units on 35 acres of land, 67,000 square feet of light industrial space on six acres, 15,000 square feet of retail and restaurant space on two acres of land, two acres of park space, and two acres dedicated for an aviation helipad use. The scenario provides for total gross building area of approximately 708,000 square feet representing an overall floor-area-ratio of 0.26.

Given the depth of demand/need for housing in Glenwood Springs, the 35 acres of gross land area allocated to residential uses has been conceptually planned to accommodate a variety of housing product types at different unit sizes and price points, including:

- Smaller “cottage” lot single-family homes (or duplexes) comprising about one-half of all residential land use. Units could be built at a density of approximately eight units per acre with an average home size approximating 1,800 square feet. One or two car garages for off-street parking will be provided. This generates a lot area of approximately 5,700 square feet per unit;
- Larger traditional two-story homes, averaging about 2,400 square feet in size, are included for just under six acres at a density of approximately seven units per acre. One or two car garages for off-street parking will be provided. This generates a lot area of approximately 6,500 square feet per unit;
- Attached townhomes consisting of two- and three-story units are included for approximately seven acres of residential land. Townhome units averaging approximately 1,600 square feet in size could be built at a

density of approximately 16 units per acre (in clusters of 4-6 units per building). Each townhome will require 1.5 parking spaces per dwelling unit, plus one guest space per each 5 dwelling units (1.7 spaces per unit). This generates a lot area of approximately 2,900 square feet per unit; and

- A total of 120 multi-family housing units on approximately five acres. Three-story buildings with surface parking could be built at a density of approximately 24 units per acre. Each building may contain (30) 1,000-square-foot units with 1.5 parking spaces per dwelling unit, plus one guest space per each 5 dwelling units (1.7 spaces per unit). This generates a lot area of approximately 1,800 square feet per unit.

Light Industrial uses included in the Mixed-Use Village scenario provide for several small-scale buildings/lots of approximately one acre in size with direct accessibility to Airport Road. In addition to mitigating land and building constraints that discourage business formation, attraction, retention and expansion in Glenwood Springs, one of the lots or buildings may be an appropriate location for a dedicated “maker or creator” space of potentially 10,000 square feet to 20,000 square feet for research and development, small-scale manufacturing, light assembly activities, and office space activities by start-up or early growth businesses and “artisan” manufacturers and construction specialties.¹⁵ Opportunities exist for rear truck loading at some of the light industrial structures.

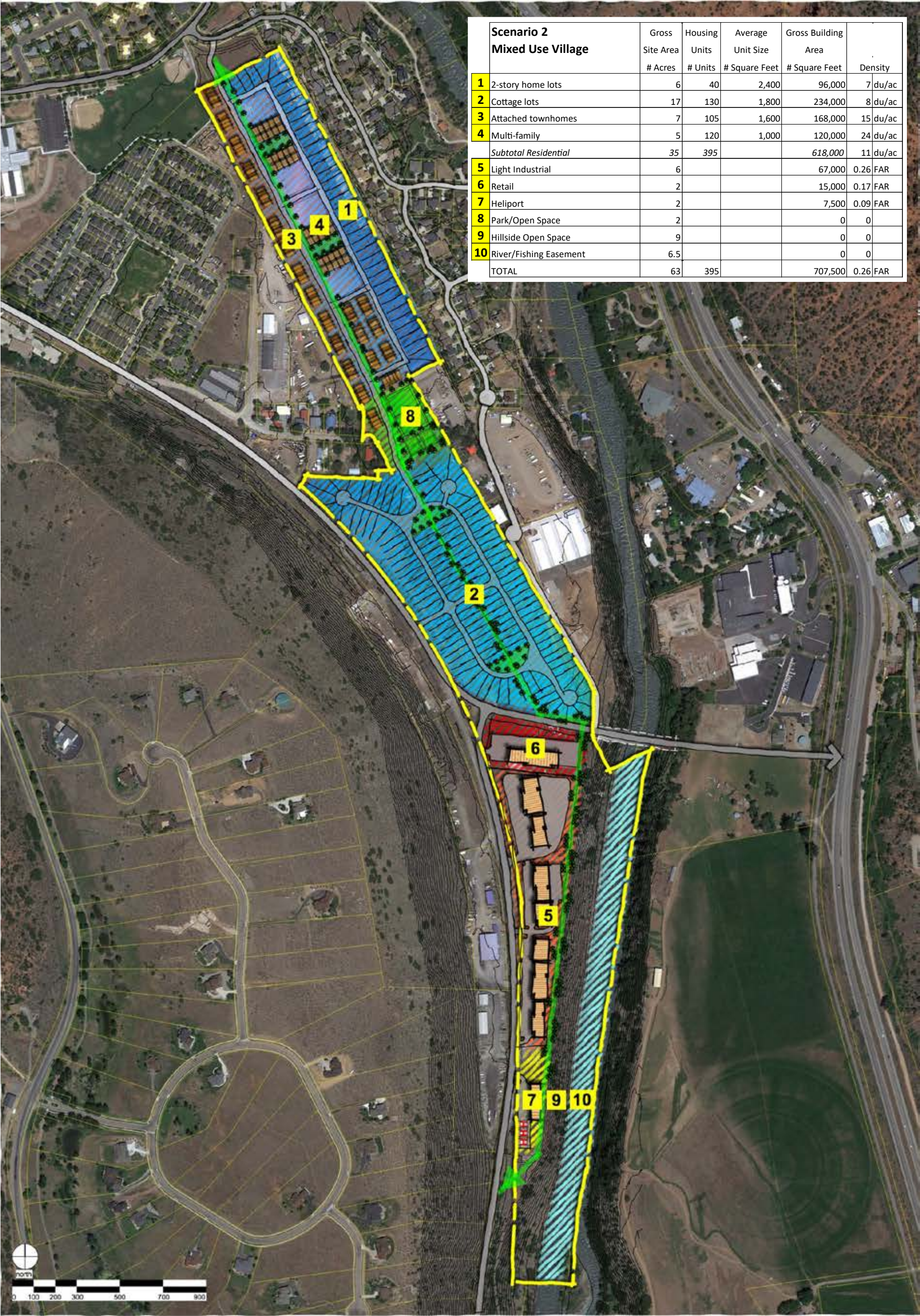
A small retail/dining use of approximately two acres provides access and visibility to the planned South Bridge connection. Approximately 15,000 square feet of building space is accommodated on the site at a floor-area-ratio of 0.17. This reflects the market reconnaissance indicating local-serving food, dining, convenience and service-type uses will be likely sources of demand. The retail use is included primarily as an amenity to support other residential and nonresidential development that could be built under the Mixed-Use Village scenario.

A two-acre Central Park is proposed with a pedestrian connection spine to the neighborhoods and uses both north and south. This park is illustrated with small soccer/game fields that are youth league appropriate in size. Some parking can be provided at this location though the focus is for pedestrian and bike access from the neighborhoods. Additional small parks are encouraged along the pedestrian spine within each of the neighborhoods. This acreage would be in addition to the two-acre Central Park and calculated as part of neighborhood open space.

Zoning opportunities for the proposed land uses in the Mixed-Use Village Scenario include the Residential High-Density District (RH) District, Mixed-Use Corridor (M1) District, Light Industrial (L1) District, and potentially the PUD District. Generally, opportunities exist within the RH, M1, and L1 zone districts for the proposed uses and their standards, though greater flexibility in the application of zoning and development standards than would otherwise be achieved through these zone districts may be available within a PUD District in exchange for greater benefit to the City of Glenwood Springs.

² This is consistent with a recommendation of the November 2018 Glenwood Springs *Economic Development Strategy* report prepared by Development Research Partners: “A larger scale maker-space, or dedicated space for growing second-stage businesses, could be located near or on the Airport property.” (Page 31)

FIGURE IV-3: MIXED-USE VILLAGE SCENARIO LAND USE DIAGRAM



Scenario 2 Mixed Use Village

Draft Updated May 18, 2019 by The Land Studio, Inc.

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Scenario 3: Residential Village

Due to the demand for housing in Glenwood Springs, the first Residential Village scenario (Scenario 3a) illustrates a greater number of housing units and removes light industrial and aviation uses from the land use mix. Residential uses have again been conceptually planned to accommodate a variety of housing product types at different unit sizes and price points with parks/open space and a small amount of neighborhood commercial/restaurant space.

Table IV-4 summarizes the land use scenario program and estimated building space and housing unit yields.

TABLE IV-4: RESIDENTIAL VILLAGE (SCENARIO 3A) LAND USE PROGRAM AND YIELDS

	Land Area (Gross) # Acres	Housing # Units	Average Housing Unit Size # Square Feet	Gross Building Area # Square Feet	Average Density
Mixed Residential					
Two-story home lots	6	40	2,400	96,000	7 du/ac
Cottage lots	21	150	1,800	270,000	7 du/ac
Attached townhomes	16	225	1,600	360,000	14 du/ac
Vertical mixed-use (multi-family)	2	36	1,000	36,000	18 du/ac
Subtotal Residential	45	451		762,000	10 du/ac
Retail/Dining ¹	---	---	---	15,000	0.17 FAR
Central Park	2	---	---	---	---
Hillside / Fishing Easement	16	---	---	---	---
TOTAL	63	451		777,000	0.29 FAR
¹ Located under multi-family units in a vertically mixed-use building configuration.					
Sources: The Land Studio, Inc.; Gruen Gruen + Associates.					

Scenario 3a includes 451 residential units on 45 acres of land, 15,000 square feet of retail and dining space located on the ground-floor of a multi-family use, and two acres dedicated for a central park. The first Residential Village scenario provides for total gross building area of approximately 777,000 square feet representing an overall floor-area-ratio of 0.29.

As in Scenario 2 above, gross land area allocated to residential uses has been conceptually planned to accommodate a variety of housing product types at different unit sizes and price points. The number of multi-family units is reduced and land allocated to smaller single-family lots and attached townhomes is increased. The planning assumptions related to unit and lot sizes, parking requirements, and building heights for residential uses have been unchanged from the Mixed-Use Village scenario.

A total of 36 multi-family housing units, located over ground-floor retail/dining space, are located on approximately two acres along the proposed South Bridge connection. A three-story building with surface parking could be built at a density of approximately 18 units per acre plus the ground-floor retail/dining space. This three-story building may contain (36) 1,000 square foot units with 1.5 parking spaces per dwelling unit, plus one guest space per each 5 dwelling units (1.7 spaces per unit).

A two-acre Central Park is proposed with a pedestrian connection spine to the neighborhoods and uses both north and south. This park is illustrated with small soccer/game fields that are youth league appropriate in size. Some parking can be provided at this location though the focus is for pedestrian and bike access from the neighborhoods. Additional small parks are encouraged along the pedestrian spine within each of the

neighborhoods. This acreage would be in addition to the two-acre Central Park and calculated as part of neighborhood open space.

Zoning opportunities for the proposed land uses in the Residential Village scenario would be similar to districts that could apply to the Mixed-Use Village scenario.

Table IV-5 summarizes the land use program and estimated building space and housing unit yields for the second Residential Village scenario (Scenario 3b). This alternative, requested by Advisory Committee members at an August 9, 2019 project team meeting, illustrates two primary differences: (a) the size of the recreation and park use is increased to approximately 12 acres; and (b) two acres are dedicated for an aviation helipad use.

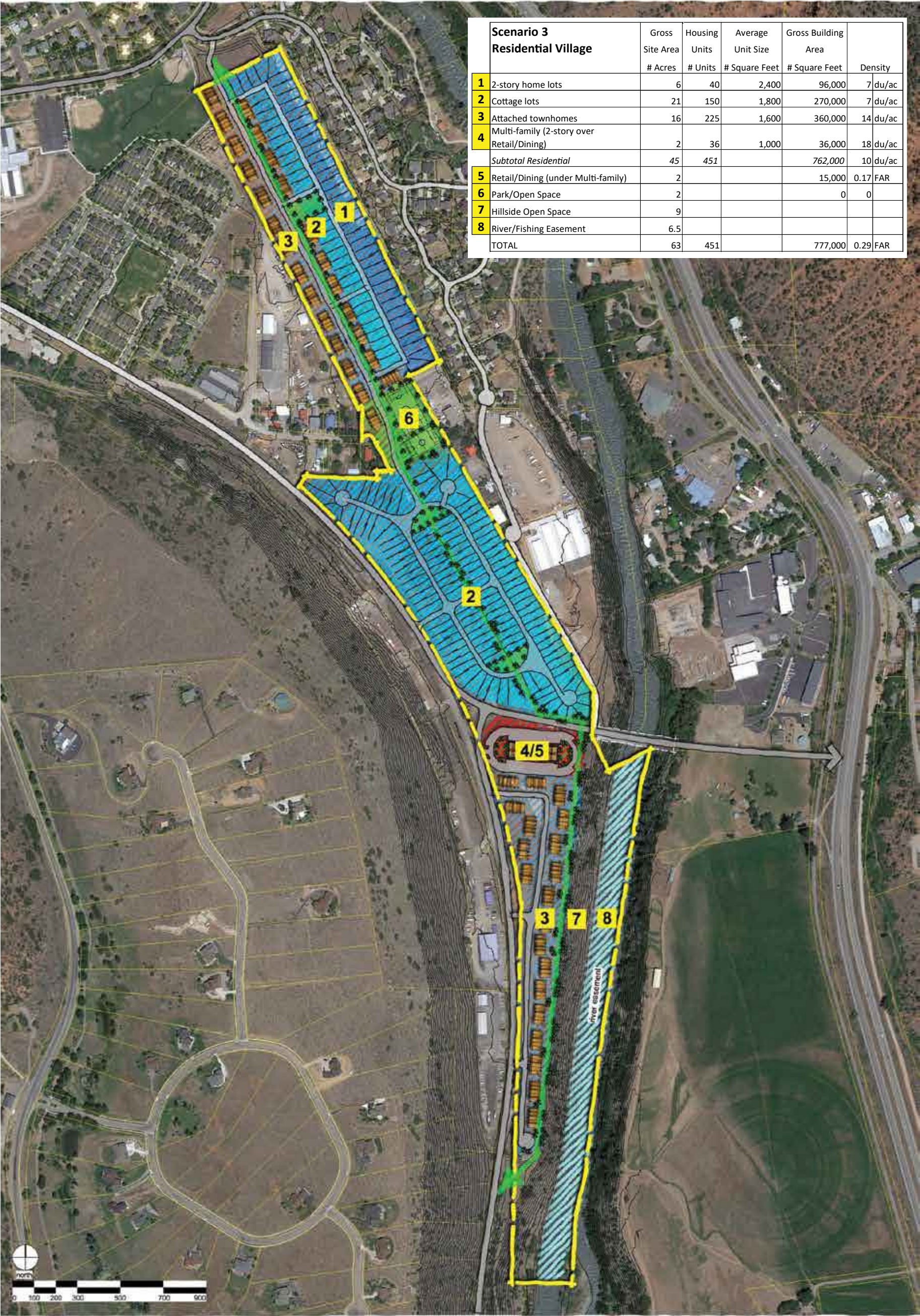
TABLE IV-5: RESIDENTIAL VILLAGE (SCENARIO 3B) LAND USE PROGRAM AND YIELDS

	Land Area (Gross) # Acres	Housing # Units	Average Housing Unit Size # Square Feet	Gross Building Area # Square Feet	Average Density
Mixed Residential					
Cottage lots	19	125	1,800	225,000	7 du/ac
Attached townhomes	12	175	1,600	280,000	15 du/ac
Vertical mixed-use (multi-family)	2	36	1,000	36,000	18 du/ac
Subtotal Residential	33	336		541,000	10 du/ac
Retail/Dining ¹	---	---	---	15,000	0.17 FAR
Park/Recreation	12	---	---	---	---
Aviation (Helipad)	2	---	---	7,500	0.09 FAR
Hillside / Fishing Easement	16	---	---	---	---
TOTAL	63	336		563,500	0.21 FAR
¹ Located under multi-family units in a vertically mixed-use building configuration.					
Sources: The Land Studio, Inc.; Gruen Gruen + Associates.					

Scenario 3b includes 336 residential units on 33 acres of land, 15,000 square feet of retail and dining space located on the ground-floor of a multi-family use, 12 acres of park and recreational space, and two acres for a helipad use. This second Residential Village scenario provides for total gross building area of approximately 564,000 square feet representing an overall floor-area-ratio of 0.21.

This proposed area for a larger recreation use in Scenario 3b is located in close proximity to existing ball fields, community garden, and the Sopris Elementary School playground and parking. Locating the larger park and recreation area close to existing recreation facilities and Sopris Elementary School will provide opportunities for larger field recreation programs, recreation tournaments, shared parking, and pedestrian connections between the facilities. The 12 acre site is illustrated with two soccer fields, two baseball fields, two basketball courts, open space, trails, and associated parking. This illustration of potential recreation is intended to provide a sense of scale and opportunity for the park/recreation area. The illustration is not intended to define a proposal for preferred future recreation on this site.

FIGURE IV-4: RESIDENTIAL VILLAGE (SCENARIO 3A) LAND USE DIAGRAM



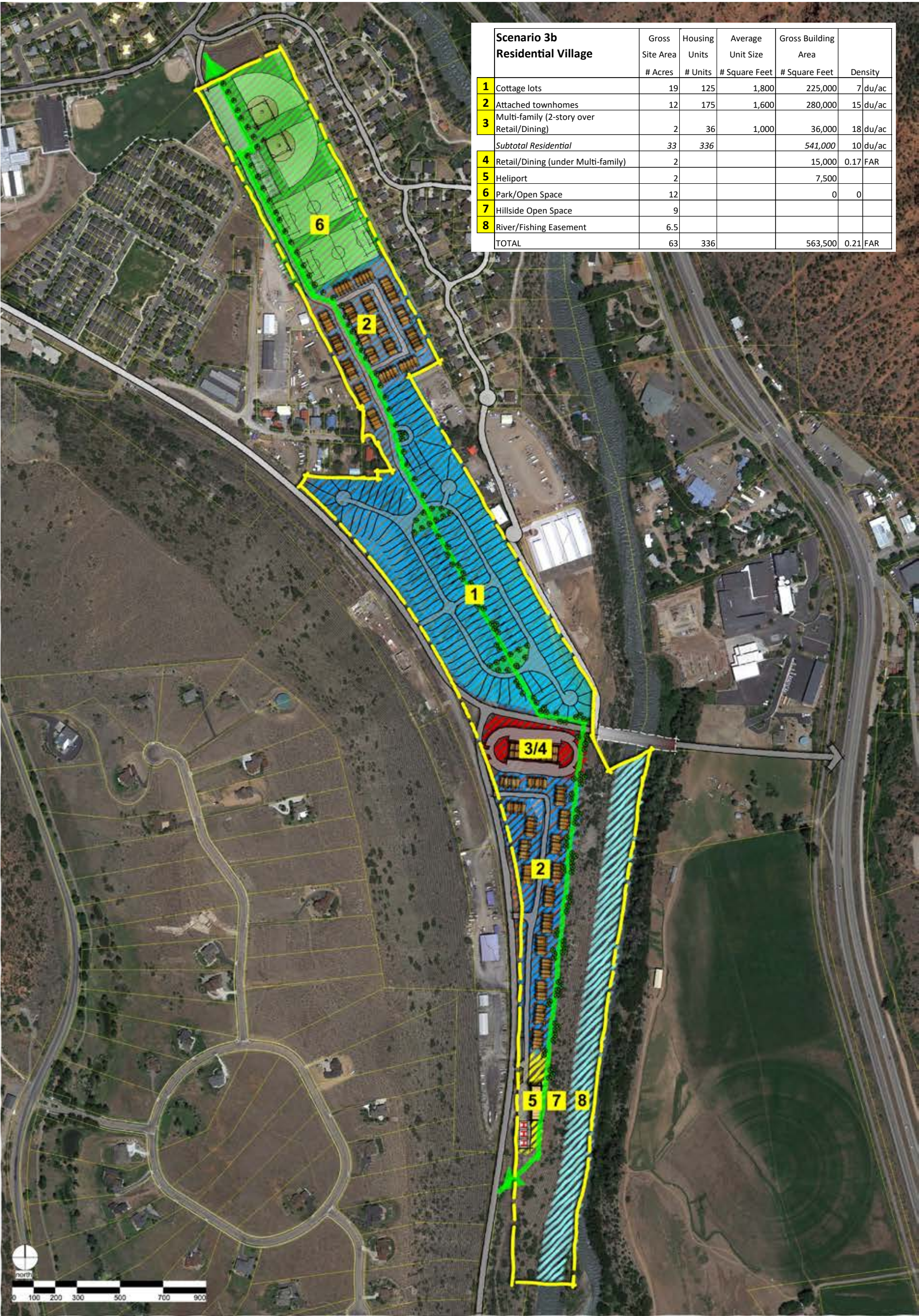
Scenario 3 Residential Village

Draft Updated May 18, 2019 by The Land Studio, Inc.

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FIGURE IV-5: RESIDENTIAL VILLAGE (SCENARIO 3B) LAND USE DIAGRAM



Scenario 3b Residential Village/Park

Prepared August 21, 2019 by The Land Studio, Inc.

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CHAPTER V

LAND USE SCENARIO DEVELOPMENT FEASIBILITY

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Introduction

This chapter presents the evaluation of the development economics of the three identified land use scenarios. A primary purpose is to identify whether the private implementation and development of each land use scenario is likely to be financially feasible; and if not, to identify what degree of public support would be required to bridge the feasibility gap. This is an important consideration in any cost-benefit evaluation because if a land use scenario is infeasible, the positive fiscal, economic, or other community benefits associated with the scenario will not be realized. In addition, the development economic analysis summarized in this chapter also provides an analytical framework through which to quantify the potential value of the Airport property for alternative non-aviation land uses, estimates of which are presented below.

ANALYTICAL APPROACH

Analysis of the **Expanded Aviation** scenario assumes that the current ownership and operating model for the Airport does not change. In other words, the City is assumed to lease additional land with appropriate conditions that will allow Airport users or other private entities to self-develop additional aviation facilities/hangars on currently unused portions of the property. The feasibility analysis focuses on the relationship between additional capital improvement costs to extend airfield infrastructure and make other enhancements, and additional user fee and net operating revenue that could potentially result from the **Expanded Aviation** scenario.

The **Mixed-Use Village** scenario and **Residential Village** scenarios are analyzed under a different approach. This chapter presents the results of a residual land value analysis used to estimate the value of the reuse and disposition of the Glenwood Springs Airport for industrial, retail, and residential uses. The residual land value methodology is similar to what is often referred to as an income approach, and provides an estimate of the amount of money a developer could afford to pay for the ±47 acres of the site conceptually planned for the residential, light industrial, and retail uses described in Chapter IV. Note that residual land value estimates for residential uses included in each alternative scenario are estimated at **market-rate sales prices and rents**. Potential trade-offs associated with provision of affordable or “attainable” housing are addressed in Chapter VI.

GG+A estimated the residual land value of prototypical “for-sale” single-family housing product options assuming a required rate of return or profit margin on the sales price of each unit. We input estimates of obtainable prices and of costs, including the necessary profit margin, in order to calculate the finished land costs that the attached and detached for-sale residential development options could support. In this calculation, we assume that the developer would be a residential builder seeking to earn a fair return on a for-sale product, rather than an investor which would calculate feasibility by considering the return it would earn from rents over time. The builder profit margin requirement used to estimate the land residual is 10 percent for single-family detached product and 12 percent for attached townhome product.

We used a similar methodology of estimating the land value that would be supported by the investment returns of the forecast revenues and costs associated with multi-family apartment uses, light industrial uses, and retail/restaurant building uses. A hurdle rate or return requirement of 15 percent Internal Rate of Return (“IRR”) is assumed for the industrial, retail, and multi-family apartment land uses. A project is feasible if a developer can achieve a return on the developer/investor equity that meets a hurdle rate commensurate with the associated risk.

In essence, we asked the following question:

How much could a prospective developer pay for the land needed to site the postulated industrial, retail, and apartment development alternatives and earn the specified IRR?

Revenue inputs for the residual land value analysis were taken from the GG+A market studies and are detailed below for the industrial, retail, and multi-family apartment uses and three types of for-sale residential products. Structure or vertical development cost estimates reflect the results of interviews with local area developers and builders and review of recent building permit valuations in Glenwood Springs and nearby communities. Impact and other fee estimates are based on information available from the City of Glenwood Springs. Land development (“horizontal”) cost estimates are drawn from interviews and SGM. Assumptions about financial parameters are also specified.

Following the more detailed review of the **Expanded Aviation** scenario, this chapter summarizes these parameters including structure or vertical development cost, market, and financing and investment variables that have been estimated for prototypical non-aviation land uses.

The gross residual land value estimates for the individual land uses and real estate products are presented below under Conclusions. We then present an estimate of the total gross residual value for the Glenwood Springs Airport site based on the land use mix described in scenarios two and three. We deduct estimated land development and infrastructure improvement costs from the estimated gross residual land values (quantifying value of land in an improved or “finished” condition) in order to estimate a net residual land value for the City-owned property under each land use scenario.

Because the City of Glenwood Springs does not face traditional carrying costs like that a developer would incur and need not dispose of land on a wholesale basis, but can dispose of land when market opportunities present themselves and capitalize on the appreciation of the enhancement of the asset it helps bring about, the estimated gross and net residual land value estimates presented below do not specifically factor in the time it would take to absorb all of the potential surplus land.

In order, however, to demonstrate an obtainable value for the unimproved land if it were “monetized” in a single bulk disposition, we discount the net residual land values by 20 percent. This additional discount factor reflects risks and certain carrying costs related to land development and a land developer’s likely cost of capital.

Feasibility Conclusions

SCENARIO 1: EXPANDED AVIATION SCENARIO FEASIBILITY

A financial feasibility or funding gap of approximately \$16 million is estimated to exist for the Expanded Aviation land use scenario. This is without providing for any “profit” in capital investment required and does not consider the present value of future costs and revenues to reflect potential time, risks, and other resources needed to implement the scenario. If the annual ground lease rate and tie-down fee were increased to finance the entirety of the estimated funding gap over a 10-year period, the rate would need to be increased to approximately \$15,680 per aircraft. This represents a 2,700 percent increase to the existing user fee which is \$575 annually per aircraft. The results of the Airport user survey and input from Airport Manager and other stakeholders does not indicate the magnitude of the increase in fees will be readily accepted without negatively impacting the amount and pace of demand for hangar space.

Even if the existing user fee could be raised by 1,000 percent to \$5,750 annually per aircraft to finance some of the capital cost over a 10-year bond or loan term, a funding gap of approximately \$10.6 million would still exist. This would require grant funding from CDOT of a magnitude that far exceeds the grant contributions received over the prior 25 years which have totaled \$772,000. Some of the funding gap could also be met through private fundraising (e.g., via the Friends of the Airport non-profit organization).

SCENARIO 2: MIXED-USE VILLAGE FEASIBILITY

Gross Residual Land Value Estimate

Table V-1 summarizes the gross residual (finished lot) land value estimates for uses included in the Mixed-Use Village scenario.

TABLE V-1: ESTIMATED GROSS RESIDUAL (FINISHED LOT) LAND VALUE FOR MIXED-USE VILLAGE

	Units or Acres #	Gross Residual Land Value \$ Per Unit/Acre	Gross Residual Land Value \$ Total
Two-story homes	40 units	142,000	5,680,000
Cottage/duplex homes	130 units	107,000	13,910,000
Attached townhomes	105 units	91,000	9,555,000
Multi-family apartments	120 units	38,000	4,560,000
Light industrial	6 acres	675,000	4,050,000
Retail/dining	2 acres	178,000	356,000
Park	2 acres	0	0
Aviation (helipad)	2 acres	0	0
TOTAL			38,111,000

Source: Gruen Gruen + Associates

The gross residual land value (finished lot value) for the Mixed-Use Village scenario is estimated to total approximately \$38,111,000 or \$811,000 per developable acre.

The single-family residential uses are estimated to support a gross residual land value of \$29.1 million based on 275 units included among a mix of larger two-story home lots, smaller cottage/duplex home lots, and attached townhome uses. As described in the body of this chapter, finished lot values for the detached and attached single-

family residential uses are estimated to range from about \$91,000 to \$142,000 per unit. Total vertical development costs are estimated to range from approximately \$250- to \$275-per-square-foot including builder profit, or approximately \$430,000 to \$608,000 per single-family unit.

The estimated finished lot values for single-family residential uses do not factor in revenues potentially attributable to lot premiums, options, and upgrades, nor does it consider the possibility for obtainable prices and values to increase over time. To the extent that the initial phases of residential development are successful and improve the appeal of the site as a housing location, the land values supported by later stages of residential development will increase.

The multi-family apartment use is estimated to support a gross residual land value of \$4,560,000 based on the inclusion of 120 units. This reflects an estimated gross residual land value of approximately \$38,000 per multi-family unit. The vertical development costs for prototypical multi-family units are estimated at about \$209 per square foot of gross building space or \$209,000 per unit (before land, infrastructure, financing costs, and developer/investor profit). Light industrial uses are estimated to support a residual land value of \$675,000 per acre or \$4,050,000 for six acres included in the Mixed-Use Village scenario. Vertical development costs for light industrial uses are estimated at approximately \$120-per-square-foot of building space. Retail uses are estimated to support a gross residual land value of \$356,000 for two acres (a residual land value of \$178,000 per acre). Vertical development costs for the prototypical retail use are estimated at approximately \$250-per-square-foot of building space.

Net Residual Land Value Estimate

Table V-2 summarizes the net residual land value estimate for the Mixed-Use Village scenario.

TABLE V-2: ESTIMATED NET RESIDUAL LAND VALUE FOR MIXED-USE VILLAGE		
	\$ Per Acre¹	\$ Total
Gross (Finished) Residual Land Value	811,000	38,111,000
Less: Land Development Cost	(452,000)	(21,230,000)
Net Residual Land Value	359,000	16,881,000
Discounted "Bulk" Land Value ²	287,000	13,505,000
¹ Based on 47 developable acres (includes land allocated to internal streets, park space, and so forth).		
² Reflects 20 percent discount to account for time required to improve and then absorb lots, a land developer's weighted cost of capital, and other risks related to sales pricing and construction costs.		
Sources: SGM; Gruen Gruen + Associates.		

Deducting \$21.2 million in estimated land development costs for the Mixed-Use Village scenario from the estimated gross (finished lot) residual land value of \$38.1 million results in a net residual land value estimate of approximately \$16.9 million. This equates to \$359,000 per acre of developable land.

The estimate of net residual land value reflects the inherent assumption that the City's asset enhancement and disposition strategy, if it elects to pursue the disposition of any portion of the Airport property for development of non-aviation uses, would be to sell land in phases for specific uses that would be built relatively soon after land acquisition. Another disposition option is to monetize (sell) in a single or series of bulk transactions. In this alternative, prospective prudent investor-developers would take into account carrying costs (financing costs, property taxes, etc.) of development, the time required to sell the lots, and other risks such as lower than anticipated prices, higher than expected costs, changes in the capital markets or delays in construction or absorption. Therefore, in order to estimate an obtainable value for the disposition of the land holding in a single

transaction, we discount the estimated net residual land value by 20 percent.¹ This suggests a potential bulk value for the unimproved property on the magnitude of \$13.5 million or approximately \$290,000 per acre.

SCENARIO 3: RESIDENTIAL VILLAGE FEASIBILITY

Gross Residual Land Value Estimate

Table V-3 summarizes the gross residual (finished lot) land value estimates for uses included in the Residential Village scenarios.

TABLE V-3: ESTIMATED GROSS RESIDUAL (FINISHED LOT) LAND VALUE FOR RESIDENTIAL VILLAGE						
	Scenario 3a			Scenario 3b		
	Units or Acres #	Gross Residual Land Value		Units or Acres #	Gross Residual Land Value	
		\$ Per Unit/Acre	\$ Total		\$ Per Unit/Acre	\$ Total
Two-story homes	40 units	142,000	5,680,000	None	142,000	0
Cottage/duplex homes	150 units	107,000	16,050,000	125 units	107,000	13,375,000
Attached townhomes	225 units	91,000	20,475,000	175 units	91,000	15,925,000
Vertical mixed-use ¹	36 units	22,000	792,000	36 units	22,000	792,000
Park	2 acres	0	0	12 acres	0	0
Aviation (helipad)	None	0	0	2 acres	0	0
TOTAL			42,997,000			30,092,000
¹ Includes retail/dining space located under multi-family units in a vertically mixed-use building configuration.						
Source: Gruen Gruen + Associates						

The gross residual land value (finished lot value) for the first Residential Village scenario (Scenario 3a) is estimated to total approximately \$42,997,000 or \$915,000 per developable acre. The single-family residential uses are estimated to support a gross residual land value of \$42.5 million based on 415 units included among a mix of larger two-story home lots, smaller cottage/duplex home lots, and attached townhome uses. The vertical mixed-use component, with multi-family units above ground-floor retail/dining space, is estimated to support a gross residual land value of \$22,000 per multi-family unit or \$792,000 in total.

Again, the estimated finished lot values for single-family residential uses do not factor in revenues potentially attributable to lot premiums, options, and upgrades, nor does it consider the possibility for obtainable prices and values to increase over time. To the extent that the initial phases of residential development are successful and improve the appeal of the site as a housing location, the land values supported by later stages of residential development will increase.

The gross residual land value (finished lot value) for the alternative Residential Village scenario (Scenario 3b) is estimated to total approximately \$30,092,000 or \$640,000 per developable acre. Expanding the size of the park use to 12 acres and allocating two acres for an aviation helipad use results in approximately \$12.9 million less finished lot value.

¹ This 20 percent “discount” factor is commensurate with completing land development over an initial three-year period and then selling finished lots over a four-year period (after initial off-site improvements are completed) at a ten percent (10%) weighted cost of capital.

Net Residual Land Value Estimate

Table V-4 summarizes the net residual land value estimate for the Residential Village scenarios.

TABLE V-4: ESTIMATED NET RESIDUAL LAND VALUE FOR RESIDENTIAL VILLAGE SCENARIOS				
	Scenario 3a		Scenario 3b	
	\$ Per Acre ¹	\$ Total	\$ Per Acre ¹	\$ Total
Gross (Finished) Residual Land Value	915,000	42,997,000	640,000	30,092,000
Less: Land Development Cost	(448,000)	(21,040,000)	(448,000)	(21,040,000)
Net Residual Land Value	467,000	21,957,000	192,000	9,052,000
Discounted "Bulk" Land Value ²	374,000	17,566,000	154,000	7,242,000
¹ Based on 47 developable acres (includes land allocated to internal streets, park space, and so forth). ² Reflects 20 percent discount to account for time required to improve and then absorb lots, a land developer's weighted cost of capital, and other risks related to sales pricing and construction costs.				
Sources: SGM; Gruen Gruen + Associates.				

Deducting \$21 million in estimated land development costs from the estimated gross (finished lot) residual land value of \$43 million for Scenario 3a results in a net residual land value estimate of approximately \$22 million. This equates to \$467,000 per acre of developable land for the first Residential Village scenario with 451 total housing units. The net residual land value for the alternative Residential Village scenario, accommodating only 336 housing units, is estimated at approximately \$9.1 million or \$192,000 per acre of developable land.

To estimate an obtainable value for the disposition of the land holding in a single transaction, we again discount the estimated net residual land value by 20 percent. This suggests a potential bulk value for the unimproved property on the magnitude of \$17.6 million or approximately \$374,000 per acre for Scenario 3a. The discounted bulk value for the unimproved property under Scenario 3b is approximately \$7.2 million or about \$154,000 per acre.

Land Development Costs

Table V-5 summarizes order-of-magnitude land development cost estimates prepared by SGM. The conceptual land use scenario diagrams were utilized to estimate quantities of material required (tons of base aggregate and asphalt, linear feet of new sewer line, etc.). Per-unit costs to install infrastructure and prepare the site were then applied to estimate total “horizontal” hard construction costs. The hard cost estimates include both off-site and on-site costs related to sitework, roadways and drainage, and wet and dry utilities. The Expanded Aviation scenario also includes on-site costs to create new airfield infrastructure (taxiways, taxilanes, aprons, etc.).

TABLE V-5: LAND DEVELOPMENT COST ESTIMATES

	Scenario 1 Expanded Aviation		Scenario 2 Mixed-Use Village		Scenario 3 Residential Village	
	\$ Total	%	\$ Total	%	\$ Total	%
Off-Site Improvements	3,932,000	26.1	4,068,000	19.2	3,903,000	18.6
On-Site Improvements	8,104,000	53.9	12,916,000	60.8	12,929,000	61.4
HARD COST	12,036,000	80.0	16,984,000	80.0	16,832,000	80.0
Soft Cost/Contingency ¹ @ 25% of Hard	3,009,000	20.0	4,246,000	20.0	4,208,000	20.0
TOTAL COST	15,045,000	100.0	21,230,000	100.0	21,040,000	100.0
¹ Mobilization, contingency, and engineering and construction management fees equal to 25 percent of hard costs. Does not include utility system improvement (tap) fees.						
Sources: SGM; Gruen Gruen + Associates.						

Off-site improvement costs are estimated to approximate \$4 million for each land use scenario and range from 19 percent to 26 percent of total estimated land development cost. The off-site costs principally relate to roadway improvements and utility extensions. Off-site costs related to utilities are all based upon existing termination points and include water, sewer, electric, gas, and fiber. Off-site roadway costs for each scenario include connections to existing or planned roadways at three locations (on the north to Mt. Sopris Drive, on the east to Sky Ranch Drive, and on the west/south to the planned South Bridge connection) and an extension of Airport Road to the southern portion of the City-owned property.

On-site improvement costs for the Expanded Aviation scenario are estimated at \$8.1 million. More than 50 percent of the estimated on-site cost relates to airfield infrastructure which is assumed to be provided without any drainage systems to convey surface flows off aircraft aprons and taxilanes.² These costs primarily relate to creation of a second parallel taxiway and additional taxilanes, aprons, and ramps west of the existing runway. Wet and dry utilities are appropriately extended throughout the site to provide water, sewer, electric/gas, and communications service to all new and existing hangar locations on City-owned property. The on- and off-site improvement cost is estimated at approximately \$12 million before any mobilization, engineering, construction management, and contingency factors are included. Applying soft costs and a contingency factor equal to 25 percent of hard construction cost suggests a total land development cost for the Expanded Aviation scenario of about \$15 million.

On-site land development costs for the Mixed-Use Village and Residential Village scenarios are estimated at \$12.9 million. Site preparation and internal roadways comprise approximately 60 percent of the on-site cost for each

² A technical analysis recently completed by Jacobs Engineering for the Rifle Garfield County Airport estimated direct sitework costs equal to \$730-per-square-foot of new airfield pavement area designed for single-wheel aircraft weighing no more than 12,500 pounds (before cost contingencies and design/management fees). The airfield infrastructure estimates included for Scenario 1 are more optimistic (lower cost) because they do not include drainage structures.

Jacobs Engineering, “East Ramp and West GA Hangar Expansion Planning,” March 1, 2019. See: https://garfield-county.granicus.com/MetaViewer.php?view_id=3&clip_id=1369&meta_id=144441

scenario. Provision of appropriately sized water and sewer utilities, plus dry utility items again including electric, gas, and communication services, represent the remainder of on-site land development costs. The total on- and off-site cost is estimated at approximately \$17.0 million for the Mixed-Use Village scenario and approximately \$16.8 million for the Residential Village scenario. Applying the same soft cost and contingency factor (equal to 25 percent of hard construction cost) indicates that total land development costs to convert the City-owned property to non-aviation use could approximate \$21 million.

Expanded Aviation Land Use Scenario

Additional Operating Income

Table V-6 summarizes an estimate of net operating income the Expanded Aviation scenario could potentially generate in a prototypical future year based on existing user fee rates, assuming the scenario is fully built-out and 100 percent occupied.

TABLE V-6: ANNUAL NET INCOME FROM EXPANDED AVIATION SCENARIO

	Current 2019 Budget \$	Expanded Aviation Future Year \$	Incremental Change \$
Revenue:			
State Fuel Tax Refund	500	1,250	750
Aviation Fuel	115,000	287,500	172,500
User Fees/Tie-Down Fees	11,000	32,000	21,000
Land Leases	15,000	49,500	34,500
Building Leases	13,000	13,000	0
Operating Revenue	154,500	383,250	228,750
Expense: ¹			
Aviation Fuel	87,500	218,750	131,250
Personnel	17,700	17,700	0
Depreciation	9,100	9,100	0
Other Expenses	35,800	35,800	0
Operating Expense	150,100	281,350	131,250
Net Operating Income	4,400	101,900	97,500
¹ Optimistically assumes all current day-to-day operating expenses (but for wholesale fuel expenses) can be maintained.			
Sources: City of Glenwood Springs; Gruen Gruen + Associates.			

The 80,000 square feet of new hangar space identified in the Expanded Aviation scenario includes approximately 60 additional hangar units (35 T-Hangar units and 25 Box Hangar units). Assuming each of the units are permanently occupied with one aircraft, additional ground lease revenue would increase by \$34,500. Annual tie-down fees for the approximately 30 new ramp spaces provided in the Expanded Aviation Scenario would increase by \$21,000 if the spaces each generate \$700 in annual user fee revenue (this is the average rate between an annual and monthly tie-down). Collectively, annual revenue from land leases and user fees could grow by about \$56,000 assuming the additional capacity provided by the Expanded Aviation scenario is fully occupied by new (not existing) aircraft.

Additional net revenues could also result from fuel sales. Retail fuel prices at the Airport have been traditionally set with a \$1.00 (per gallon) mark-up above the wholesale fuel cost and about 25,000 to 30,000 gallons of fuel are reportedly sold in a given year. The Airport is budgeted to sell 27,500 gallons of aviation fuel this year. For purposes of this financial analysis, we assume that more than doubling the inventory of hangar space and based aircraft would result in a significant increase in fuel sales. Some existing Airport users also indicated they would fly more frequently if improvements to the facilities are made. Creating additional hangar capacity may also allow for additional aviation activities (e.g., skydiving tours, flight training) to relocate to the Airport. For purposes of this feasibility analysis, it is assumed that the Expanded Aviation scenario could result in an additional 41,250 gallons of fuel sold in a prototypical future year. This represents a 150 percent increase to the existing volume of aviation fuel sold at the Airport. If the \$1.00 per gallon margin can be maintained, the additional fuel sales represent

approximately \$41,250 of additional annual net revenue (retail sales “net” of wholesale fuel cost).

Optimistically assuming all current day-to-day operating expenses (but for wholesale fuel expenses) can be maintained without any increase to respond to the assumed increase in user activity and occupancy of hangar space, annual net income to the Airport Enterprise Fund would increase by approximately \$97,000 to \$101,900.

Capital Improvement Costs

Table V-7 summarizes an order-of-magnitude capital cost estimate for the Expanded Aviation scenario based primarily upon the land development cost estimates prepared by SGM. The cost to construct private hangars are not included in this estimate. Such costs are assumed to be absorbed by hangar space users. The additional cost associated with the preferred South Bridge alignment (approximately \$6.5 million to tunnel under the existing runway) is also not included here.

TABLE V-7: ESTIMATED CAPITAL IMPROVEMENT COSTS FOR EXPANDED AVIATION SCENARIO

	Estimated Cost \$	Percent of Total %
Off-Site infrastructure	3,932,000	23.5
On-Site infrastructure	8,104,000	48.4
Super Unicom system	100,000	0.6
Self-Serve fueling system	250,000	1.5
New Admin./Operations building (± 10,000 square feet)	1,000,000	6.0
HARD COST	13,386,000	80.0
Soft Cost/Contingency @ 25% of Hard	3,346,500	20.0
TOTAL CAPITAL COST	16,732,500	100.0

Sources: SGM; Gruen Gruen + Associates.

The total capital cost for the Expanded Aviation scenario is estimated at \$16.7 million. In addition to on- and off-site land development costs, this includes an additional \$1,350,000 cost to construct a new 10,000-square-foot facility/hangar for Airport administration and operations, acquire a new Super Unicom system³, and install a self-serve fueling system providing 100LL and Jet A fuel.⁴

³ The Airport Manager has previously estimated the cost to replace the Super Unicom system at approximately \$96,000.

⁴ Self-serve fueling station costs will vary by tank capacity and installation method (below or above ground). Small systems reportedly will cost at least \$200,000 while larger systems can cost as much as \$1 million. See for example: <https://airportimprovement.com/article/texas-helps-general-aviation-airports-upgrade-fuel-systems>

Capital Funding Capacity

Table V-8 summarizes the debt funding capacity of the incremental income estimated to result from the Expanded Aviation scenario in a prototypical future year. A 10-year repayment (amortization) period is assumed given the useful life of airside pavement infrastructure.⁵

TABLE V-8: FUNDING CAPACITY OF NET ANNUAL REVENUE INCREASE

	Expanded Aviation \$
Annual Increase in Net Operating Income	97,500
Loan Principal Supported ¹	648,695
Capital Funding Gap	16,083,805
Annual User Fee Revenue to Finance Gap (Per Aircraft)²	15,684
¹ Assumes 1.25 debt coverage ratio and low annual interest rate of 3.5 percent on a 10-year loan/revenue bond.	
² Estimate equals the capital funding gap divided by assumed future scenario of 160 based aircraft, amortized at the same loan assumptions.	
Source: Gruen Gruen + Associates	

The estimated annual increase in net income for the Airport Enterprise Fund in a prototypical future year would take approximately 172 years to recover a nominal capital investment of \$16.7 million. Based upon a debt service coverage ratio of 125 percent (e.g., \$125 of revenue for every \$100 of debt issued) and a low annual interest rate of 3.5 percent, the annual net income from expanded Airport operations in a prototypical future year could potentially support a loan or bond principal of about \$650,000 if amortized over 10 years.

This suggests a capital funding gap of at least \$16 million will exist to implement the Expanded Aviation scenario. The gap represents about \$100,000 per based aircraft assuming the number of future aircraft grows to 160 (from about 70 currently). If the annual ground lease rate and tie-down fee were increased to finance the entirety of the estimated gap, it would need to be set at approximately \$15,680 per aircraft. This represents a 2,700 percent increase to the existing user fee which is \$575 annually per aircraft.

Because the Airport is not eligible for FAA funding, the feasibility analysis indicates that either user fees will need to be raised considerably (for all Airport users, not just new users), significant grant funding will need to be secured from the CDOT Division of Aeronautics, or some combination of both. A representative of CDOT indicated that the improvements included in the Expanded Aviation scenario could be eligible for discretionary grant funding. CDOT does not have a prescriptive project eligibility or specific “points-based” criteria and the Colorado Aeronautical Board has full discretion in awarding grants. However, projects are typically prioritized in a fashion similar to FAA funding with a “runway-out” philosophy, with less priority given to pavement or improvements furthest from the runway. The estimated size of the capital funding gap associated with the Expanded Aviation scenario is roughly twice as large as the total amount of discretionary grant funding CDOT has awarded to all non-NPIAS airports throughout Colorado over the past 10 years. The Division of Aeronautics issued \$9.4 million in discretionary grant funding to all non-NPIAS airports in Colorado between 2009 and 2019.

According to the CDOT Division of Aeronautics, the Airport has been awarded a total of \$772,000 in grants since

⁵ Substantial capital costs to resurface or rehabilitate taxiways and aprons can arise within 20 years of initial construction. The rehabilitation of the existing runway and apron in 2015 cost approximately \$2.00-per-square-foot in today’s dollars. Although the Glenwood Springs Airport is not eligible, airports applying for Federal AIP grants can be eligible for “pavement rehabilitation” and “asphalt seal coat, slurry coat, and joint sealing” projects, for example, after minimum useful life requirements of 10 years and three years, respectively, have been met. See Table 3-7 of the attached AIP cost-benefit guidebook: https://www.faa.gov/airports/aip/aip_handbook/media/AIP-Handbook-Order-5100-38D-Chg1.pdf#page=62

the inception of the discretionary aviation grant program in 1992. The largest grant of \$360,000 was issued in 2014 for the rehabilitation of the runway and apron. Other prior improvements funded by CDOT grants have included: multiple pavement maintenance projects, installation of a PAPI navigational aide, snow removal equipment, a Super Unicom, fencing, an Airport Layout Plan, a helipad and a fuel leak detection system.

Assumptions Utilized to Estimate Residual (Finished Lot) Land Values for Uses Included in Scenarios 2 (Mixed-Use Village) and Scenario 3 (Residential Village)

This section summarizes estimates related to vertical development costs, market parameters (rents and sales prices), and financing and investment assumptions that are used to quantify the “finished” (improved) land values for prototypical non-aviation land uses.

SINGLE-FAMILY RESIDENTIAL USES

Revenue Estimates

Based on the research analysis of residential uses summarized previously (in Chapter III: Market Reconnaissance) and input received from residential builders and brokers, we estimate obtainable base sales prices of approximately \$310- to \$330-per-square-foot for the prototypical single-family units. Secondary sales data and interviews suggest that existing well-maintained single-family housing units in neighborhoods near the City-owned Airport property will tend to sell for about \$250- to \$350-per-square-foot. The pricing estimates therefore reflect only a slight premium for new construction housing units in southern Glenwood Springs.⁶

Table V-9 presents an estimate of the obtainable revenues per unit. To be conservative, we do not include estimates of unit options/upgrades or potential lot premiums.⁷

TABLE V-9: ESTIMATED SALE REVENUES FROM PROTOTYPICAL SINGLE-FAMILY UNITS

	Larger Traditional Homes	Smaller Cottage/Duplex Homes	Attached Townhomes
Average Unit Size in Square Feet	2,400	1,800	1,600
Average Price Per Square Foot	\$313	\$333	\$325
Average Revenue Per Unit ¹	\$750,000	\$600,000	\$520,000
¹ Excludes revenues attributable to upgrades/options, lot premiums or price escalation during build-out of project.			
Source: Gruen Gruen + Associates			

Average prices for the three prototypical single-family product options included in the Mixed-Use Village and Residential Village land use scenarios could be provided generally within the \$500,000 to \$750,000 price points for which significant pent-up demand for ownership housing exists.

The average sales price for the larger detached two-story homes (including an average of 2,400 square feet of above-grade living area) is estimated at \$750,000 or approximately \$313-per-square-foot. The average price for the smaller “cottage lot” detached homes is estimated at \$600,000 or about \$333-per-square-foot. The average price for a typical 1,600-square-foot attached townhome unit is estimated at \$325-per-square-foot or \$520,000 per unit.

⁶ For example, the weighted average sales price for 28 detached single-family units sold over the prior year in nearby neighborhoods (including Park East, Park West, Cardiff Glen, Glenwood Park, and Sopris Station) has been approximately \$310-per-square-foot of gross living area.

⁷ A housing unit or lot along the Roaring Fork River with unobstructed views of Mount Sopris is not assumed to sell for any more or less than the same unit at the north end of the property near the elementary school, etc.

Vertical Development Cost Estimates

Table V-10 summarizes the estimated “vertical” or structure development costs for the prototypical single-family housing units. Impact and tap fees are included in these estimates. No costs related to land development and infrastructure are included in the vertical development cost estimates as these costs are separately estimated.

TABLE V-10: ESTIMATED VERTICAL DEVELOPMENT COST FOR PROTOTYPICAL SINGLE-FAMILY UNITS

	Larger Traditional Homes		Smaller Cottage/ Duplex Homes		Attached Townhomes	
	Per Unit \$	Per Sq. Ft. \$	Per Unit \$	Per Sq. Ft. \$	Per Unit \$	Per Sq. Ft. \$
Hard Cost	408,000	170	333,000	185	280,000	175
Permit & Impact Fees ¹	27,355	11	21,874	12	19,327	12
Other Soft Costs @ 13% of Sales ²	97,500	41	78,000	43	67,700	42
Builder Profit Margin @ 10% of Sales (Detached) and 12% of Sales (Attached)	75,000	31	60,000	33	62,400	39
Total Vertical Cost	607,855	253	492,874	274	429,327	268
¹ Includes estimated building permit fees, construction use tax, City utility system improvement fees, and school land dedication in-lieu fees.						
² Includes selling expenses (broker commissions, closing costs, marketing), architecture/engineering, financing costs, insurance/warranty reserves, general overhead, etc.						
Sources: GG+A Interviews; Gruen Gruen + Associates.						

Total vertical development costs are estimated to range from approximately \$250- to \$275-per-square-foot including builder profit. Based on information provided by home builders and general contractors, hard structure costs are estimated to range from about \$180- to \$200-per-square-foot including permit and impact fees.⁸ The construction labor market and a lack of “production” home builders in the valley is reportedly a major factor influencing hard construction costs for single-family housing units. Some units located in the I-70 corridor with better access to lower-cost subcontractors have been built for hard costs below these estimates. Modular off-site construction methods have also been used in places like Gypsum and Dotsero to provide modest single-family units at lower cost. Such methods, however, are not assumed in these estimates.

The vertical cost estimates include permit and impact fees due at building permit issuance and/or certificate of occupancy ranging from approximately \$19,000 to \$27,000 per unit. These costs include building permit fees, construction use tax (3.7 percent tax on construction materials), City utility system improvement fees, and school land dedication in-lieu fees.

Other “soft” costs related to selling units (including brokerage commissions, closing costs, and marketing/advertising), architecture/engineering fees, cost of funds (financing), general conditions and insurance costs, and general administration/overhead costs are estimated at 13 percent of gross sales prices. This represents a cost of approximately \$42-per-square-foot or about \$68,000 to \$98,000 per unit.

⁸ Interviews as well as building permit records suggest that single-family units have been recently built at or below these hard construction costs in single-family housing developments such as Iron Horse Mesa (in Silt), Castle Valley Ranch (New Castle), Aspen Ridge (Gypsum), Villas at Cotton Ranch (Gypsum), Hawks Nest at Buckhorn Valley (Gypsum), and Village Lane Townhomes (Carbondale).

A builder profit margin for detached single-family (and/or duplex units) is included at 10.0 percent of sales revenues. This equates to a profit of \$60,000 to \$75,000 per unit for the detached product options.⁹ A higher builder profit margin of 12.0 percent of sales revenues for the attached townhome units is provided to compensate for a higher degree of absorption and liability risk usually associated with attached housing construction. This represents a profit of about \$62,000 per town home unit.

Gross Residual Land Value Estimates

Table V-11 summarizes the estimated gross (before land development costs) residual land values of the single-family unit types.

TABLE V-11: ESTIMATED FINISHED LOT LAND VALUES FOR SINGLE-FAMILY UNITS			
	Larger Traditional Homes	Smaller Cottage/Duplex Homes	Attached Townhomes
Average Sale Revenue Per Unit	\$750,000	\$600,000	\$520,000
Less: Vertical Cost Per Unit ¹	(\$607,855)	(\$492,874)	(\$429,327)
Finished Lot Value Per Unit	\$142,145	\$107,126	\$90,673
¹ Including home builder profit margin and impact/tap fees.			
Source: Gruen Gruen + Associates			

The larger traditional single-family housing product generates the highest gross residual land value of approximately \$142,000 per finished lot. The smaller cottage ranch or patio home product generates the second highest gross residual land value at over \$107,000 per finished lot. The attached townhome product generates the lowest residual land value at approximately \$91,000 per unit.

LIGHT INDUSTRIAL AND RETAIL USES

Market Parameters

Table V-12 summarizes the market or revenue parameters for the prototypical retail and light industrial uses.

TABLE V-12: MARKET PARAMETERS FOR PROTOTYPICAL LIGHT INDUSTRIAL AND RETAIL USES		
	Light Industrial	Retail
Gross Building Area (Square Feet) Per Acre	10,000	7,500
Annual Net Rent Per Square Foot	\$14.00	\$24.00
Rent Escalation	2.5% annually	10.0% every 5 years
Occupancy (following construction):		
Year 1	100%	100%
Year 2+	100%	100%
Vacancy and Credit Loss Factor	5%	5%
Source: Gruen Gruen + Associates		

The estimates of rents, sales prices, occupancy rates, operating costs and leasing commission costs are drawn from the review of market conditions described in Chapter III. This research included interviews with developers and brokers and review of secondary real estate market data. For the industrial space development, we estimate an obtainable annual net rent of \$14-per-square-foot. For the retail space development, we estimate obtainable annual net rent of \$24-per-square-foot.

⁹ According to the most recent National Association of Home Builders (NAHB) construction cost survey, the average builder profit margin on new single-family home construction was \$45,902 representing about 10.5 percent of the average home sales price.

<https://www.nahbclassic.org/generic.aspx?genericContentID=260013/>

For both uses, the analysis effectively assumes that buildings would be pre-leased or “built to suit”. A standard vacancy and credit loss factor of 5.0 percent is included to account for tenant turnover and lease defaults.

Vertical Development Costs

Table V-13 summarizes the estimated vertical or building space hard and soft development costs for light industrial and retail uses.

TABLE V-13: ESTIMATED VERTICAL DEVELOPMENT COSTS FOR LIGHT INDUSTRIAL AND RETAIL USES		
	Light Industrial \$ Per Square Foot	Retail \$ Per Square Foot
Hard Construction Cost, Including Tenant Improvements	100.00	200.00
City Water/Wastewater Impact Fees ¹	3.34	20.89
Additional Soft Costs including Lease Commissions at 15.0% of Hard	15.00	30.00
Vertical Development Cost	118.34	250.89
¹ Assumes 0.30 EQRs per 1,000 square feet of industrial building space and 1.875 EQRs per 1,000 square feet of retail building space. The estimate for retail use is based on full-service restaurant uses occupying one-half of the building space.		
Source: Gruen Gruen + Associates		

The hard costs for the construction of light industrial space are estimated at \$100 per square foot including minimal tenant improvements. City water and wastewater system improvement fees (impact fees) are included at \$3.34 per square foot. Additional soft costs for vertical construction, including lease commissions, are estimated to total 15 percent of hard costs or approximately \$15 per square foot. The total development cost for the prototypical light industrial use is estimated at about \$118 per square foot of building space, before land, infrastructure, financing costs, and developer/investor profit.

The hard costs for the construction of prototypical retail space are estimated at \$200 per square foot. City water and wastewater system improvement fees equal to approximately \$21 per square foot are included. Both the hard construction and impact fee estimates assume at least one-half of a typical retail building would be occupied by restaurant uses. Additional soft costs for vertical construction, including lease commissions, are estimated to total 15 percent of hard costs or approximately \$30 per square foot. The total development cost for the prototypical retail use is estimated at about \$250 per square foot of building space, before land, infrastructure, financing costs, and developer/investor profit.

Investment and Financing Parameters

Table V-14 summarizes the financial terms stipulated for the investment analysis of the prototypical light industrial and retail uses.

TABLE V-14: INVESTMENT AND FINANCING ASSUMPTIONS FOR LIGHT INDUSTRIAL AND RETAIL USES		
	Light Industrial	Retail
Equity Investment as Percent of Project Total	30.0%	30.0%
Internal Rate of Return (IRR) Feasibility Requirement	15.0%	15.0%
Sale Year for IRR Calculation	10	10
Mortgage Rate	6.5%	6.5%
Mortgage/Amortization Term in Years	25	25
Year Mortgage Taken Out	2	2
Construction Loan Financing Costs – Annual Interest Rate	5.0%	5.0%
Construction Loan Fee	1.0%	1.0%
Capitalization Rate – Sale Year	6.5%	7.5%
Sales Expense as Percent of Sales Price	2.0%	2.0%
Source: Gruen Gruen + Associates		

Financial parameters include equity and debt terms, construction and permanent loan arrangements, Internal Rate of Return (IRR) requirements, and capitalization rates. We assume an equity investment of 30 percent of project costs. We estimate a construction loan interest rate of 5.0 percent and a loan fee of one point (i.e., one percent of the loan value). We assume a permanent mortgage loan is obtained in the second year of the project to take out or retire the construction loan. We conservatively estimate an annual interest rate of 6.5 percent for the permanent mortgage and a loan amortization schedule of 25 years. We estimate the capitalization rate or required yield on the purchase of an income-producing property of 6.5 percent for light industrial uses and 7.5 percent for retail uses. We assume expenses associated with the sale of the property of two percent of the transaction value.

Gross Residual Land Value Estimates

GG+A's real estate investment model REALISM™ was used to calculate the supportable land value that would permit the investor-developer to earn a 15 percent internal rate of return on the equity investment, given the forecast cash flows of the development. Table V-15 presents the results of the real estate economic analysis of prototypical light industrial and retail development uses on a per-acre basis.

TABLE V-15: GROSS (BEFORE LAND DEVELOPMENT COSTS) RESIDUAL LAND VALUES		
	Light Industrial \$ Per Acre	Retail \$ Per Acre
Residual Land Value	675,316	178,168
Per-Square-Foot of Land	15.50	4.09
Total Project Value ¹	1,883,304	2,098,925
Equity	564,991	629,677
Permanent Loan	1,318,313	1,469,247
Annual Debt Service	108,077	120,451
¹ Land value plus development and construction financing cost.		
Source: Gruen Gruen + Associates		

The results of the analysis indicate that light industrial space development can support a finished land value of

approximately \$675,000 per acre or \$15.50 per square foot of improved land. In other words, a developer could pay \$675,000 for one acre of industrial land, construct 10,000 square feet of building space on that one acre, and would earn a 15 percent annual rate of return on its equity investment (\$565,000). The permanent loan would total \$1,318,000 for a total project value of \$1,883,000 per acre of light industrial development.

The results of the analysis indicate that retail space development can support a finished land value of approximately \$178,000 per acre or \$4.09 per square foot of improved land. A developer could pay \$178,000 for one acre of retail land, construct 7,500 square feet of retail/restaurant building space on that one acre, and would earn a 15 percent annual rate of return on its equity investment (\$630,000). The permanent loan would total \$1,469,000 for a total project value of \$2,099,000 per acre of retail development.

MULTI-FAMILY APARTMENT USES

The land use scenarios include two prototypical multi-family apartment uses, one of which entails two floors of multi-family space over ground floor commercial space. This is referred to as the “vertical mixed-use” alternative in the estimates below.

Market Parameters

Table V-16 summarizes the market or revenue parameters for the prototypical multi-family apartment uses. The development feasibility analysis assumes all units are leased at “market rate” and do not account for provision of any affordable below market-rate units.

TABLE V-16: MARKET PARAMETERS FOR PROTOTYPICAL MULTI-FAMILY USES

	Multi-Family	Vertical Mixed-Use (Multi-Family over Commercial)
Average Housing Density (Units per Acre)	24.0	18.0
Gross Building Area (Square Feet) Per Acre	24,000	25,500 ¹
Average Gross and Net Unit Size in Square Feet ²	1,000 / 850	1,000 / 850
Average Monthly Rent Per Square Foot	\$2.40	\$2.40
Rent Escalation	2.5% annually	2.5% annually
Annual Operating Expense Per Unit	\$6,000	\$6,000
Occupancy (following construction):		
Year 1	75%	75%
Year 2+	100%	100%
Vacancy and Credit Loss Factor	5%	5%
¹ Includes 18,000 square feet of gross multi-family building area and 7,500 square feet of ground floor commercial building area for each acre of development. Ground floor space is assumed to be leased at the same terms described previously for retail/dining uses (i.e., \$24 per square foot net rent and 10 percent rent escalation every five years). ² Reflects a 15 percent “loss factor” for common areas within prototypical multi-family buildings (e.g., amenity spaces, entryways and hallways, elevator cores, etc).		
Sources: GG+A Interviews; Gruen Gruen + Associates.		

For both prototypical uses including multi-family units, we estimate an average net unit size of 850 square feet with an average monthly rent of \$2.40 per square foot. This represents an average monthly rent of approximately \$2,000 per apartment unit.¹⁰ No additional fees related to parking are assumed. The analysis further assumes that

¹⁰ The average rent estimates represent more affordable price points than anticipated by the two multi-family apartment developments currently under construction in Glenwood Springs (Six Canyon and Lofts at Red Mountain). A development representative for one of these projects indicated that monthly base rents are anticipated to average about \$2.55 per square foot. Both projects do, however, provide better accessibility to Interstate 70 and Downtown Glenwood Springs than would be provided by multi-family use at the Airport property.

average rents will escalate at 2.5 percent annually. Operating expenses are included at \$6,000 per apartment unit representing approximately 30 percent of gross income.

The prototypical apartment uses are assumed to be 75 percent leased in the first year following construction and 100 percent leased thereafter. A vacancy and credit loss factor of 5.0 percent is included.

Vertical Development Costs

Table V-17 summarizes the estimated vertical or building space hard and soft development costs for multi-family uses.

TABLE V-17: ESTIMATED VERTICAL DEVELOPMENT COSTS FOR MULTI-FAMILY USES		
	Multi-Family \$ Per Gross Square Foot	Vertical Mixed-Use \$ Per Gross Square Foot
Hard Construction Cost	175	197
City Water/Wastewater Impact and School In-Lieu Fees ¹	7	11
Additional Soft Costs at 15.0% of Hard	26	30
Vertical Development Cost	209	238
¹ Assumes 0.51 EQRs per multi-family housing unit and 1.875 EQRs per 1,000 square feet of ground floor commercial space.		
Source: Gruen Gruen + Associates		

The hard costs for the construction of a three-story wood frame multi-family apartment building are estimated at \$175 per gross square foot or \$175,000 per unit.¹¹ Additional impact and school in-lieu fees are estimated at \$7.37 per gross square foot or approximately \$7,400 per unit. Additional soft costs for vertical construction are estimated to total 15 percent of hard costs or approximately \$26 per gross square foot. The total development cost for the prototypical multi-family use is estimated at about \$209 per square foot of gross building space (before land, infrastructure, financing costs, and developer/investor profit).

The hard costs for the construction of prototypical mixed-use building are estimated at about \$200 per gross square foot. This reflects a higher cost assumption of \$185 per square foot for the multi-family building area and a ground-floor cost of \$225 per square foot for commercial space, including tenant improvements. City water and wastewater system improvement fees and school in-lieu fees equal to approximately \$11 per square foot (overall) are included. Additional soft costs for vertical construction are again estimated to total 15 percent of hard costs or approximately \$30 per square foot. The total development cost for the prototypical vertical mixed-use alternative is estimated at about \$238 per square foot of total gross building space.

Investment and Financing Parameters

Table V-18 summarizes the financial terms stipulated for the investment analysis of the prototypical multi-family and vertical mixed-use concepts.

¹¹ The recorded permit values for the Lofts at Red Mountain and Cardiff Mesa multi-family housing developments suggest hard construction costs of \$151 to \$162 per gross square foot of building area. Permit values for the higher-density Six Canyon project indicate a hard construction cost of approximately \$210 per gross square foot. This project, however, includes four floors of wood frame construction over a concrete parking podium. Neither of the prototypical multi-family uses are assumed to include podium structures.

TABLE V-18: INVESTMENT AND FINANCING ASSUMPTIONS FOR MULTI-FAMILY AND VERTICAL MIXED-USE

	Multi-Family	Vertical Mixed-Use
Equity Investment as Percent of Project Total	30.0%	30.0%
Internal Rate of Return (IRR) Feasibility Requirement	15.0%	15.0%
Sale Year for IRR Calculation	10	10
Mortgage Rate	6.5%	6.5%
Mortgage/Amortization Term in Years	25	25
Year Mortgage Taken Out	2	2
Construction Loan Financing Costs – Annual Interest Rate	5.0%	5.0%
Construction Loan Fee	1.0%	1.0%
Capitalization Rate – Sale Year	6.0%	6.5%
Sales Expense as Percent of Sales Price	2.0%	2.0%
Source: Gruen Gruen + Associates		

Many of the same financial and investment parameters described previously for light industrial and retail uses are applied to the multi-family uses. Equity investment equal to 30 percent of project costs is again assumed. We estimate a construction loan interest rate of 5.0 percent and a loan fee of one point (i.e., one percent of the loan value). We assume a permanent mortgage loan is obtained in the second year of the project to take out or retire the construction loan. We conservatively estimate an annual interest rate of 6.5 percent for the permanent mortgage and a loan amortization schedule of 25 years.

We estimate the capitalization rate or required yield on the purchase of an income-producing property of 6.0 percent for the prototypical multi-family use. A higher capitalization rate of 6.5 percent is assumed for the vertical mixed-use prototype, which because of the mix of uses and configuration may be perceived to have higher risks and uncertainty. We assume expenses associated with the sale of the property of two percent of the transaction value.

Gross Residual Land Value Estimates

Table V-19 presents the results of the real estate economic analysis of prototypical multi-family and vertical mixed-use development on a per-acre basis.

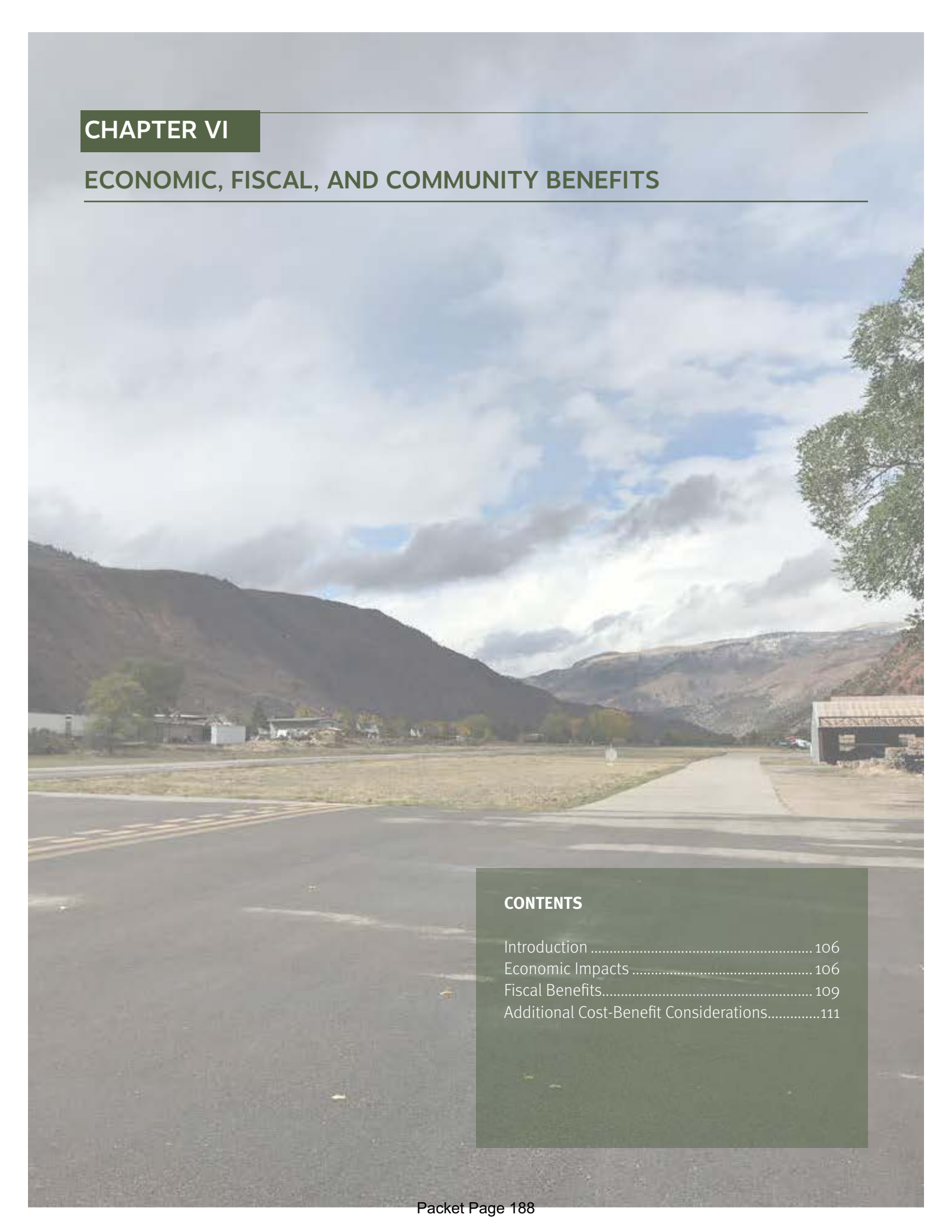
TABLE V-19: RESIDUAL LAND VALUES FOR MULTI-FAMILY AND VERTICAL MIXED-USE

	Multi-Family \$ Per Acre	Vertical Mixed-Use \$ Per Acre
Residual Land Value	918,568	395,492
Per Housing Unit	38,274	21,972
Per-Square-Foot of Land	21.09	9.08
Total Project Value ¹	6,029,291	6,580,687
Equity	1,808,787	1,974,206
Permanent Loan	4,220,504	4,606,481
Annual Debt Service	346,003	377,646
¹ Land value plus development and construction financing cost.		
Source: Gruen Gruen + Associates		

The results of the analysis indicate that multi-family development can support a finished land value of approximately \$919,000 per acre or \$21 per square foot of improved land. This represents a finished land value of approximately \$38,000 per multi-family unit. An investor-developer could pay about \$919,000 for one acre

of land improved for three-story multi-family use and would earn a 15 percent annual rate of return on its equity investment (\$2.1 million). The permanent loan would total \$4,220,000 for a total project value of \$6,029,000 per acre of multi-family development.

The results of the analysis indicate that a vertical mixed-use configuration, including multi-family units above ground floor commercial space, will likely support a lower finished land value estimated at approximately \$395,000 per acre or \$9 per square foot of land holding the same annual equity return requirement constant (at 15 percent).



CHAPTER VI

ECONOMIC, FISCAL, AND COMMUNITY BENEFITS

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Introduction

GG+A completed a cost-benefit assessment of each land use scenario. The cost and benefits (or advantages/disadvantages) are focused on:

- “Fiscal” impacts to the City treasury;
- “Economic” benefits (jobs and income impacts to the local economy); and
- “Spillover” benefits related to neighborhood and community enhancement.

These estimates and considerations are summarized in this chapter. Fiscal and economic impacts associated with each land use scenario are also compared to the status-quo (existing Airport use).

Economic Impacts of Land Use Scenarios

This section presents the economic impacts estimated to result from the on-going occupancy and operations of the three land use scenarios upon full build-out. The economic impacts quantified in this chapter reflect the differing aviation and non-aviation economic activities and land uses associated with each scenario.

METHODOLOGY

The economic benefits of the three land use scenarios are estimated using RIMS II multipliers produced by the Bureau of Economic Analysis, a division of the U.S. Department of Commerce. The economic benefits include direct effects (e.g., on-site jobs) as well as indirect effects for Garfield County. All estimates are presented in 2019 dollars; that is, they do not account for future inflation.

TYPES OF ECONOMIC IMPACTS ESTIMATED

The development and occupancy of additional residential and nonresidential building space, including for aviation uses, will cause an economic impact beyond the direct expenditures and on-site operations. Secondary or “multiplier” effects result from increased production in the industries directly affected by on-going operations. The direct and indirect economic impacts are presented in terms of:

1. employment (full- and part-time jobs);
2. labor income (employee compensation and proprietors’ income) associated with the added jobs; and
3. economic output (the value of all goods and services produced).

Direct Economic Impacts

Direct economic impacts are the number of jobs, income, and output produced in the industries directly affected by the day-to-day operations of businesses occupying building space. The direct impact of on-going operations is measured by the number of on-site (direct) jobs and the associated income and output. Direct economic impacts will occur in Glenwood Springs.

Indirect Economic Impacts

Indirect impacts refer to the changes in the number of jobs, income, and output produced, based on the

interdependencies among economic sectors. Businesses buy products and services from each other, creating indirect impacts on other businesses. In other words, a change in one industry or business “ripples” through other industries or businesses. In addition to these indirect or spillover effects, indirect impacts also include what is sometimes referred to as induced impacts, or the impacts of increased personal consumption that result from the creation of additional jobs and income. New households occupying housing at the Airport Property would also create induced impacts through local household spending on a variety of goods and services.

The on-going operations of future tenants or users will each generate different indirect impacts because of the specific interdependencies among industries within the differing economic sectors. For example, a portion of the wages paid to workers of an industrial building (direct employment) and a portion of the wages paid to employees of firms providing goods or services to the industrial building (indirect employment) will then be spent locally to purchase goods and services (induced effect) in the local economy. Similarly, tenants of retail space will pay wages to employees, which, in turn, will spend some of their wages in Garfield County for the purchase of additional goods and services. The process of re-circulation continues until the impacts diminish to zero.

ANNUAL ON-GOING ECONOMIC IMPACTS GENERATED BY LAND USE SCENARIOS

Table VI-1 shows the estimated annual on-going total (direct and indirect) economic impacts attributable to the occupancy and operations of building space at full build-out of each land use scenario. Impacts associated with the status-quo (existing Airport use) are also estimated and presented for comparison.

TABLE VI-1: ANNUAL ECONOMIC IMPACTS ON GARFIELD COUNTY

	Status Quo (Existing Airport)		
	Employment ¹	Income ²	Output ³
Airport Operations	1.7	\$27,061	\$81,300
Airport Tenants/Users	42.1	\$1,986,327	\$7,981,087
Total	43.8	\$2,013,388	\$8,062,387
	Scenario 1: Expanded Aviation		
	Employment ¹	Income ²	Output ³
Airport Operations	1.7	\$27,061	\$81,300
Airport Tenants/Users	87.3	\$4,120,966	\$16,558,095
Total	89.0	\$4,148,027	\$16,639,395
	Scenario 2: Mixed-Use Village		
	Employment ¹	Income ²	Output ³
Residential	272.4	\$6,412,964	\$35,411,175
Light Industrial	209.6	\$9,594,080	\$46,326,251
Retail	68.3	\$1,694,175	\$5,981,070
Aviation (Helipad)	8.4	\$397,265	\$1,596,217
Total	558.8	\$18,098,484	\$89,314,713
	Scenario 3a: Residential Village		
	Employment ¹	Income ²	Output ³
Residential	336.9	\$7,929,103	\$43,783,011
Retail	45.5	\$1,129,450	\$3,987,380
Total	382.4	\$9,058,553	\$47,770,391
	Scenario 3b: Residential Village		
	Employment ¹	Income ²	Output ³
Residential	240.6	\$5,663,828	\$31,274,586
Retail	45.5	\$1,129,450	\$3,987,380
Aviation (Helipad)	8.4	\$397,265	\$1,596,217
Total	294.6	\$7,190,543	\$36,858,183
¹ Total jobs created in terms of full- and part-time employment.			
² Annual labor income associated with job creation.			
³ Annual volume of economic activity from occupancy and operations.			
Sources: RIMS II, Regional Production Division, Bureau of Economic Analysis; Gruen Gruen + Associates.			

The status-quo activity associated with the existing Airport use is estimated to support a total of 44 direct and indirect jobs with associated annual income of approximately \$2.0 million. The total direct and indirect output impact is estimated at approximately \$8.1 million within the Garfield County economy.

At build-out of Scenario 1: Expanded Aviation, a total of 89 direct and indirect jobs are estimated to be generated by the operation and occupancy of expanded aviation land uses at the Airport property. Total direct and indirect income approximates \$4.1 million at full build-out. The total direct and indirect output impact approximates \$16.6 million. Tenants and Airport users account for the majority of economic activity at the Airport.

At build-out of Scenario 2: Mixed-Use Village, a total of approximately 559 direct and indirect jobs are estimated to be generated by the operation and occupancy of residential, industrial, retail, and aviation (helipad) land uses at the Airport property. Total direct and indirect income approximates \$18.1 million at full build-out. The total direct and indirect output impact approximates \$89.3 million. Industrial uses account for 53 percent of total income and

52 percent of total output. Residential uses account for another 35 percent of total income and 40 percent of total output.

At build-out of Scenario 3a: Residential Village, a total of approximately 382 direct and indirect jobs are estimated to be generated by the operation and occupancy of residential and retail land uses at the Airport property. Total direct and indirect income approximates \$9.1 million at full build-out. The total direct and indirect output impact approximates \$47.8 million. Residential uses account for the majority of impacts.

At build-out of Scenario 3b: Residential Village, a total of approximately 295 direct and indirect jobs are estimated to be generated by the operation and occupancy of residential, retail, and aviation (helipad) land uses at the Airport property. Total direct and indirect income approximates \$7.2 million at full build-out. The total direct and indirect output impact approximates \$37 million.

Fiscal Benefits of Land Use Scenarios

This section summarizes the primary sources of City of Glenwood Springs tax revenue estimated to result from the build-out, operation, and occupancy of the aviation, residential, and nonresidential land uses specified in the land use scenarios. City tax revenues generated by the status-quo (existing Airport use) are also estimated and presented for comparison.

While municipal service costs are not estimated for the land use scenarios, new City tax revenues will exceed any additional operating cost.

METHODOLOGY

The estimates of annual or "recurring" revenue are presented for the build-out condition of each scenario. One-time city fee and tax revenues are also presented. For simplicity, we have assumed that current tax rates will remain constant and all estimates are presented in constant 2019 dollars.

TYPES OF FISCAL BENEFITS ESTIMATED

The fiscal benefits estimated for each land use scenario include:

1. annual sales tax revenues;
2. annual property tax revenues;
3. one-time construction use tax;
4. one-time utility system improvement (impact) fees; and
5. one-time school land dedication in-lieu fees.

ANNUAL CITY TAX REVENUES AT BUILD-OUT

Table VI-2 summarizes the estimates of annual tax revenue at build-out of each of the land use scenarios to the City of Glenwood Springs.

TABLE VI-2: ANNUAL CITY TAX REVENUE ATTRIBUTABLE TO LAND USE SCENARIOS AT BUILD-OUT¹					
	Status-Quo \$	Scenario 1 Expanded Aviation \$	Scenario 2 Mixed-Use Village \$	Scenario 3a Residential Village \$	Scenario 3b Residential Village \$
Property Tax	2,900	18,000	168,100	153,000	110,600
Sales Tax ²	7,400	33,800	710,200	651,200	525,400
Annual Total	10,300	51,800	878,300	804,200	636,000
¹ Figures have been rounded.					
² Based on the total City sales tax rate of 3.7 percent. Includes direct and indirect estimates.					
Sources: City of Glenwood Springs; Gruen Gruen + Associates					

The status-quo use of the Airport property is estimated to generate approximately \$10,000 of annual property and sales tax revenue for the City of Glenwood Springs.

Development and operation and occupancy of aviation building space for Scenario 1: Expanded Aviation is estimated to generate \$51,800 annually for the City of Glenwood Springs at build-out.

Development and operation and occupancy of residential, industrial, and retail building space and aviation (helipad) use for Scenario 2: Mixed-Use Village on the Airport property is estimated to generate about \$878,000 annually for the City of Glenwood Springs at build-out.

Development and operation and occupancy of residential and retail building space for Scenario 3a: Residential Village on the Airport property is estimated to generate over \$804,000 annually at build-out. Scenario 3b which includes more park space and less housing is estimated to generate approximately \$636,000 annually upon build-out for the City of Glenwood Springs.

ONE-TIME CITY TAX AND FEE REVENUES

In addition to the recurring tax revenues summarized above, the three land use scenarios will also generate significant one-time tax and impact fee revenue to the City of Glenwood Springs. Estimates include use tax on construction materials, City utility system improvement (tap) fees, and school impact fees in-lieu of land dedication (for residential uses). Table VI-3 summarizes the estimates of one-time tax and impact fee revenue at build-out of each of the three land use scenarios to the City of Glenwood Springs.

TABLE VI-3: ONE-TIME TAX AND FEE REVENUE ATTRIBUTABLE TO LAND USE SCENARIOS				
	Scenario 1 Expanded Aviation \$	Scenario 2 Mixed-Use Village \$	Scenario 3a Residential Village \$	Scenario 3b Residential Village \$
Construction Use Tax	89,500	1,780,000	2,061,700	1,498,100
Utility System Improvement Fees	269,500	4,407,100	5,082,800	3,703,800
School Land Dedication In-Lieu Fees	0	824,500	938,600	688,100
Total	358,900	7,011,700	8,083,200	5,890,000
Sources: City of Glenwood Springs; Gruen Gruen + Associates				

The Expanded Aviation scenario is estimated to generate total cumulative use tax and utility system and school impact fees of approximately \$359,000. The Mixed-Use Village scenario is estimated to generate total cumulative use tax and utility system and school impact fees of approximately \$7,012,000. The Residential Village scenarios are estimated to generate approximately \$5,890,000 to \$8,083,000 of cumulative use tax and utility system and school impact fees.

Additional Community Cost-Benefit Considerations

AFFORDABLE HOUSING

The land use scenarios do not include specific affordable housing components and the City of Glenwood Springs does not currently require affordable housing as part of development applications. However, the residential land uses included in the Mixed-Use Village and Residential Village scenarios would represent a meaningful contribution to the production of needed housing. The Expanded Aviation scenario provides no additional residential land and would therefore not further civic objectives that relate to expanding the housing inventory and creating affordable or “attainable” housing opportunities. The imbalance between jobs and available housing in Glenwood Springs would not be materially impacted one way or the other by the Expanded Aviation scenario.

The Roaring Fork Valley Regional Housing Study completed earlier this year identifies a variety of housing affordability “gaps” within the region. That analysis indicates the “deficit” of housing affordable to households earning between 120 percent and 160 percent of AMI is already large at 1,200 units and projected to grow. The market-rate prices estimated for housing uses (in Chapter V) equate to renting or selling units to this exact segment of the household base (120-160 percent of AMI) for which a significant need for housing is recognized. For example:

- The average market rent assumption for multi-family units (about \$2,000/month for an average 850-square-foot unit) represents the gross rent affordable to a household earning 130 percent of AMI; and
- The average sales price assumptions for ownership housing represent affordable prices at or around 160 percent of AMI assuming a 5.0 percent annual interest rate on a mortgage and other expenses (property tax, home insurance, PMI) of about 2.0 percent annually of the purchase price.

The existing deficit in workforce housing affordable to those with incomes generally between 120 and 160 percent of AMI suggests that the pent-up demand for the types and price points of “market rate” housing suggested in the alternative land use scenarios is likely to be large. The Airport property as it has been illustratively programmed under could meet a significant need in the broader housing market without any specific affordable price- or deed-restrictions.

However, should the City chose to pursue a specific affordable housing program or criteria for the Airport property targeting lower income segments under the Mixed-Use Village or Residential Village scenarios, a variety of alternatives could be explored such as:

- Designating specific parcels of the Airport property for affordable housing development, and contributing the land at no or minimal cost to reduce the overall cost of new housing production. This local participation would improve the chances of securing state and federal sources of funding for low-income housing development;
- Allocating disposition proceeds and/or City tax revenues gained through redevelopment of the Airport

property to facilitate the development of additional affordable housing elsewhere in the community;

- Encouraging the development of more affordable housing by permitting density bonuses, providing impact or other fee waivers, and streamlining development review; and
- Establishing land or housing trust partnerships to create on-site affordable housing units in exchange for City investment in certain projects.

COMMUNITY SAFETY AND ACCESSIBILITY

Improved roadway accessibility is a priority of both civic leaders and City residents. The most desired “neighborhood enhancement” of households living near the Airport, as described in Appendix B, is improved roadway infrastructure and access. The City has already identified and for many years has been planning the improvements that would mitigate current deficiencies and improve access: the 27th Street Bridge replacement (already underway); Midland Avenue improvements; and preferred South Bridge alignment connecting Midland Avenue with Highway 82. South Bridge has life safety implications similar in nature to helicopter (air) access. Existing roadway conditions negatively impact emergency response times.

Expanding and enhancing (or simply keeping the existing aviation use) make the planned South Bridge improvements more challenging to accomplish and fund. Even a significantly expanded and highly successful version of the existing general aviation use of the property (as assumed for purposes of this land use comparison study) will not generate funds to help pay for roadway improvements. Redevelopment the Airport property for alternative land uses could provide significant funds via land disposition proceeds and additional tax revenues.

The Expanded Aviation scenario does provides the only alternative to accommodate fixed-wing flights related to air medical transportation or fire/natural disaster response operations. While the frequency of such flights is reported to be very low (less than a dozen such flights per year according to the Airport Manager and Valley View hospital representatives), the availability of a paved runway can save critical minutes particularly in instances of brain trauma. The Expanded Aviation scenario, however, does not lengthen the runway, install runway lighting, provide instrument landing systems, or alter surrounding environs.

The Mixed-Use Village scenario and alternate Residential Village scenario (Scenario 3b) preserve approximately two acres for an aviation (helipad) use to accommodate hangar, maintenance, fueling, and takeoff requirements of helicopters. This maintains the ability to provide a local public access option (without requiring the effort and resources to plan, acquire, and develop an alternative nearby location) for air medical transport operators, search and rescue, wildfire response, and many other beneficial activities including those provided by state and federal agencies and telecommunications providers.

The illustrative location of the helipad use at the southernmost point of the City-owned property is both proximate to the Roaring Fork River (to provide immediate access to water during firefighting operations); adjacent to compatible light industrial or municipal uses; furthest removed from residential land uses; and directly accessible to unobstructed open spaces sometimes required for takeoffs during hot temperatures.

Legitimate safety concerns do exist with the proximity of an active runway and flight paths to residential land uses and places of public assembly (e.g., Sopris Elementary). The possibility for increased conflict is heightened with a considerable expansion to hangar space, based aircraft, and flight activities. The results of the neighborhood resident survey described in Appendix B suggest that nearby households with children are much more likely to favor redevelopment of the Airport property for non-aviation uses.

OPEN SPACE AND PARK/RECREATION CONSIDERATIONS

All three land use scenarios preserve approximately one-quarter of the City-owned property (16 acres) for undeveloped hillside open space and river access. Recreational opportunities along the Roaring Fork River including fishing and floating easements exist for all three scenarios.

The Mixed-Use Village and Residential Village scenarios would provide park space and multi-use fields, as well as enhanced pedestrian/bike access and mobility. Both the Mixed-Use Village and Residential Village scenarios include a two-acre central neighborhood park and an illustrative pedestrian/bike spine connecting future land uses to existing neighborhoods. Pedestrian connections to Sopris Elementary School could also be enhanced if the Airport property is converted to non-aviation land uses. A new playground, ball fields, and community garden, for example, could also be more easily and more safely accommodated under the Mixed-Use Village or Residential Village scenarios.

GENERAL AVIATION BENEFITS

Community and social benefits related to fixed-wing aviation activities that will be lost or “forgone” if the Airport property is redeveloped for either alternative land use scenario include:

- Educational benefits related to flight training, youth education and scholarship programs (such as the free Youth Eagles Flight program), and other seminars and services like Eco Flight which educates/advocates for wildlife conservation and utilizes small aircraft;
- Aviation expos and related social events;
- Leisure and tourism from visitors with access to personal aircraft (Appendix A provides perspective on current visitation drawn through use of the Airport); and
- Aviation-related recreational activities related to skydiving, hang-gliding, gyros, trikes, etc.

Appendix A: Airport User Survey Results

INTRODUCTION

GG+A designed an Airport User Survey that was distributed by City staff electronically (via email) to approximately 100 recipients from an “airport user group” list that was provided by the Airport Manager. The purpose of the survey was to develop an information base about the number and type of individuals and businesses utilizing the Airport; the nature of current aviation and flight activities; potential impacts on the local economy attributable to these activities (jobs, payroll, etc.); and preferred enhancements to the property and facilities.

The rate of response was very high. A total of 86 responses were collected over a one-month period from November 13, 2018 to December 14, 2018. Fifteen (15) of the responses appear to be from individuals (business owners or employees) who had multiple persons responding from their same firm or organization. We have attempted to filter the data so that “double-counting” from multiple respondents completing the same survey for one entity does not occur. The survey results summarized below have removed “duplicate” responses, where applicable, so that double counting does not occur on topics related to economic activity, based aircraft, annual on-airport expenditures, and so forth. In addition, based on our review of the responses and follow up discussion, some respondents completed the survey inaccurately indicating employment or activities at the Airport that were either located off-site or were no longer conducted at the Airport. Some but not all of such inaccuracies have been corrected.

EMPLOYMENT STATUS

Table A-1 summarizes the employment status of the survey respondents.

TABLE A-1: EMPLOYMENT STATUS OF RESPONDENTS

	Responses #	Percent of Total %
Business owner or self-employed	48	55.8
Employed by a private company or organization	22	25.6
Retired	9	10.5
Employed by government, military, or non-profit organization	3	3.5
Other	3	3.5
Student	1	1.2
Total	86	100.0
Source: Gruen Gruen + Associates		

Seventy-three (73) respondents indicated they are a business owner, self-employed, or employed by a private firm, government, or non-profit. These respondents were asked to describe the primary service or good their firm or organization provides. The largest category of response (approximately 40 percent of the total) was for some type of aviation-related activity, such as flight training/instruction or education, air medical transport services, and aircraft maintenance and repair. Activities generally related to construction, engineering and/or real estate make-up the second largest category of employed respondents at 26 percent.

BASED AIRCRAFT

Table A-2 summarizes the number of based aircraft at Glenwood Springs Airport.

TABLE A-2: NUMBER OF BASED AIRCRAFT		
	Responses #	Percent of Total %
None	30	42.3
1	33	46.5
2	3	4.2
3	2	2.8
4	0	0.0
5	1	1.4
6	1	1.4
7	0	0.0
8	1	1.4
Total	71	100.0
Source: Gruen Gruen + Associates		

Thirty (30) respondents, or 42 percent of the respondents do not have based aircraft at the Airport. Another 33, or 47 percent of respondents have one based aircraft. Eight (8) respondents, or 11 percent have two or more based aircraft at the Airport. Survey respondents base a total of 64 aircraft at the Airport.

AIRPORT-RELATED EMPLOYMENT & PAYROLL

Table A-3 summarizes the number of respondents who reported they have employment which is on-site at the Airport and off-site which would not exist but for the presence of the Airport.

TABLE A-3: AIRPORT USERS WITH ON- AND OFF-AIRPORT EMPLOYMENT ¹				
	Does your employer (or you/your business) have any of its workforce permanently based at the Glenwood Springs Airport?		Does your employer (or you/your business) have an off-airport establishment elsewhere in Glenwood Springs that would not exist were it not for the presence of the Glenwood Springs Airport?	
	Responses #	Percent of Total %	Responses #	Percent of Total %
Yes	12	18.5	16	24.2
No	53	81.5	50	75.8
Total	65	100.0	66	100.0
¹ Includes self-employed individuals which “base” themselves at the Airport.				
Source: Gruen Gruen + Associates				

Twelve (12) respondents reported they have workers on-site at the Airport. Sixteen (16) respondents indicated they have workers and business establishments located off-site that would not otherwise exist but for the presence of the Airport. The majority of respondents do not have workers either on-site or off-site.

The total number of employees which respondents reported include 16 full-time and eight part-time employees are located at the Airport (i.e., on-site). This equates to 20 full-time equivalent jobs on-site at the Airport. Approximately two-thirds of these employees are reported to live in Glenwood Springs. The 12 respondents indicating they have full or part-time employees based at the Airport occupy approximately 16,000 square feet of on-airport building space.

Total annual payroll of approximately \$1.0 million is associated with the 12 airport users who reported having employees (or themselves) based on-site at airport. This equates to approximately \$51,000 of income per worker for on-site Airport jobs.

Table A-4 summarizes the number of respondents which indicated they have off-airport employment by the size of employment category (i.e., number of employees).

TABLE A-4: OFF-AIRPORT EMPLOYMENT				
Employment Size Category (# Employees)	Full-Time Employees Located Off-Airport in Glenwood Springs		Part-Time Employees Located Off-Airport in Glenwood Springs	
	Responses #	Percent of Total %	Responses #	Percent of Total %
None	1	7.7	7	53.8
1 to 5	6	46.2	5	38.5
6 to 10	2	15.4	0	0.0
11 to 15	2	15.4	0	0.0
16 to 29	0	0.0	0	0.0
30 or more	2	15.4	1	7.7
Total	13	100.0	13	100.0
Source: Gruen Gruen + Associates				

Thirteen of the 16 respondents which indicated they have off-airport employment reported their employment size category (i.e., number of employees). Two respondents reported they have 30+ full-time employees working off-airport in Glenwood Springs. One respondent indicated they have a large number (30+) of part-time employees. The majority of respondents indicated their employment size category as 10 or fewer employees.

Total annual payroll for off-airport employees is reported at \$14,310,000. The two largest employers (each with 30+ employees) account for 77 percent of total annual off-airport payroll expenditure.

Table A-5 shows the number of respondents by the amount of non-residential building space occupied off-airport.

TABLE A-5: AMOUNT OF NON-RESIDENTIAL BUILDING SPACE OCCUPIED OFF-AIRPORT		
	Non-residential building space occupied in Glenwood Springs (by Businesses/Employers Dependent Upon the Airport)	
	Responses #	Percent of Total %
Less than 5,000 square feet	6	46.2
5,000 to 9,999 square feet	3	23.1
10,000 to 19,999 square feet	2	15.4
20,000 to 49,999 square feet	0	0.0
50,000 to 99,999 square feet	1	7.7
100,000 square feet or more	1	7.7
Total	13	100.0
Source: Gruen Gruen + Associates		

Nearly one-half of respondents occupy building space of less than 5,000 square feet. Another three respondents occupy between 5,000 to 9,999 square feet. Two respondents occupy between 10,000 to 19,999 square feet. Two of the 13 respondents occupy 50,000 square or more of non-residential building space.

FLIGHT ACTIVITIES

Table A-6 summarizes the number of respondents by amount of flight activity from vendors or clients.

TABLE A-6: FLIGHTS MADE BY VENDORS/CLIENTS TO VISIT RESPONDENTS IN GLENWOOD SPRINGS		
2017 Flights	Responses #	Percent of Total %
None	23	29.9
1-2	4	5.2
3-5	6	7.8
6-10	10	13.0
11-20	10	13.0
21-30	5	6.5
31-50	7	9.1
51-100	4	5.2
More than 100	8	10.4
Total	77	100.0
Source: Gruen Gruen + Associates		

Approximately 30 percent of respondents reported no vendor or client flight activity in 2017. Ten respondents reported flight activity of one to five flights from vendors/clients. Twenty (20) respondents reported flight activity of between six to 20 flights. Twelve (12) respondents reported flight activity of between 21 to 50 flights; and another 12 respondents reported flight activity of 50 or more flights.

The survey also asked: “In 2017, did you (or your business/employer) use aircraft to transport visitors to Glenwood Springs for vacations or leisure activities?” A smaller number of respondents indicated they had flight activity from leisure travel visitors than those who indicated they had flight activity from business activities (i.e., vendors/clients). Fifty-four (54) percent of respondents who answered the question, or 38 respondents, indicated they used their aircraft to transport leisure visitors to Glenwood Springs in 2017, which compares to 70 percent of respondents indicating their business activities generated flights associated with vendor/client visits.

Table A-7 summarizes the number of respondents by amount of flight activity from leisure travel visitors.

TABLE A-7: FLIGHTS MADE BY RESPONDENTS TO TRANSPORT LEISURE VISITORS TO GLENWOOD SPRINGS		
2017 Flights	Responses #	Percent of Total %
1-2	6	15.4
3-5	5	12.8
6-10	11	28.2
11-20	9	23.1
21-30	3	7.7
31-50	3	7.7
51-100	2	5.1
Total	39	100.0
Source: Gruen Gruen + Associates		

Of the 39 respondents who indicated they had flight activity related to leisure travel, the majority of respondents reported activity of 10 or fewer flights in 2017. Only five respondents indicated they had significant flight activity of 31+ or more flights. This compares to 19 respondents who indicated they had a similar amount of flight activity

related to business from vendors or clients.

Table A-8 summarizes the number of respondents who reported the number of hotel room nights booked by leisure travelers.

TABLE A-8: TOTAL ROOM NIGHTS BOOKED (2017) BY LEISURE TRAVELERS TRANSPORTED BY AIRPORT USERS		
	Responses #	Percent of Total %
1-10 room nights	27	75.0
11-20 room nights	5	13.9
21-30 room nights	1	2.8
31-50 room nights	3	8.3
Total	36	100.0
Source: Gruen Gruen + Associates		

Of the 36 respondents who reported room night bookings, the majority, or 27 respondents indicated they booked between one and 10 room nights in 2017 due to leisure travel flight activity. Using the midpoint of each room night category results in an estimate of 355 hotel room nights booked in Glenwood Springs in 2017. This amount of room night demand is a very small proportion of the City's total available room nights. The Chamber of Commerce reports 1,700 hotel and B&B rooms in the City. This results in 620,500 available room nights. The Airport's leisure travel room night demand estimate of 355 is approximately 0.05 percent of the City's room nights.

ON-AIRPORT EXPENDITURES

Table A-9 summarizes the direct non-payroll expenditures made at the Airport.

TABLE A-9: ON-AIRPORT EXPENDITURES (2017)		
	Total \$	Average \$ Per Based Aircraft ¹
Aircraft Maintenance	540,659	8,448
Fuel Purchases	261,930	4,093
Hangar Lease Fees	77,141	1,205
Tie-Down Fees	18,730	293
¹ Survey results indicate respondents base a total of 64 aircraft at the Airport.		
Source: Gruen Gruen + Associates		

Aircraft maintenance comprises the largest amount of expenditure totaling over \$540,000 in 2017. The next largest expenditure is fuel purchases at nearly \$262,000. Hangar lease fees and tie-down fees total another \$96,000 of Airport expenditures. In total, respondents reported total on-airport non-payroll expenditures of over \$898,000 in 2017.

PREFERRED AIRPORT ENHANCEMENTS

One purpose of the survey was to identify those Airport enhancements that are important or preferred by users. One survey question contained a list of Airport improvements/enhancements. Each respondent was asked to rate each improvement as either “not important”, “somewhat important”, or “very important.” Table A-10 presents the mean rankings for the preferred Airport improvements, with a score of 1 signifying the least important and a score of 3 the most important of the improvements preferred by Airport users.

TABLE A-10: WEIGHTED SCORE OF PREFERRED AIRPORT IMPROVEMENTS/ENHANCEMENTS

	Weighted Score ¹ #
Additional Hangar Space	2.61
UNICOM station / service	2.59
Modern fueling station (Jet A and 100LL)	2.31
Better roadway accessibility (to the airport)	2.13
Expanded FBO services or amenities	2.13
Taxiway / asphalt resurfacing	1.96
Installation of runway lighting	1.8
¹ “Very important” reflects weight of 3.0 and “Not important” reflects weight of 1.0.	
Source: Gruen Gruen + Associates	

The most preferred improvement at the Airport is additional hangar space. The next most preferred improvement is a UNICOM station/service followed by a modern fueling station. Better roadway accessibility and expanded FBO services were the fourth and fifth highest rated improvements. The least important improvements are taxiway/ asphalt resurfacing and runway lighting.

The Airport users were asked if they would base more aircraft at the Airport, hire additional employees in the City, fly more frequently in/out of the Airport, or occupy more hangar space if the most important improvements were made at the Airport. Table A-11 below describes the effect of preferred enhancements being made at the Airport.

TABLE A-11: USE OF AIRPORT IF MOST IMPORTANT IMPROVEMENTS WERE MADE

Airport Use	No #	Not Applicable #	Yes #	Total Responses #
Base additional aircraft at the airport?	18	17	34	69
Hire additional employees in Glenwood Springs (either on-airport or elsewhere)?	26	26	19	71
Fly more frequently into/out of the airport?	4	6	61	71
Occupy more building/hangar space at the airport?	10	13	48	71
Source: Gruen Gruen + Associates				

The largest change in Airport usage is that 61, or 85 percent of respondents would fly into or out of the Airport more frequently. The second largest change in usage would be the occupancy of more building/hangar space. Forty-eight (48), or about two-thirds of respondents indicated they would occupy more space. About half of respondents reported they would also base additional aircraft at the Airport. The smallest change in Airport usage relates to hiring additional employees in Glenwood Springs. Only 19 respondents, about one-quarter of the sample indicated they would hire additional employees.

Appendix B: Neighborhood Survey Results

The City of Glenwood Springs wanted to obtain additional perspective from households residing near the Glenwood Springs Airport about three land use scenarios being evaluated by GG+A.

The survey was distributed approximately six weeks before costs and benefits to the City and other stakeholders (likely to result from each land use scenario) had been estimated, including identification of which scenarios may be financially infeasible. Therefore, the survey results provide general perspective about resident land use preferences but do not necessarily represent the opinions that neighborhood residents might have if financial, fiscal, and economic trade-offs associated with each land use scenario were presented to them.

SURVEY APPROACH

GG+A designed and administered an electronic survey to gain additional perspective about the preferences of City residents as well as non-residents currently living in residential neighborhoods near the Airport property. City of Glenwood Springs staff distributed a postcard to approximately 450 residential mailing addresses in the Cardiff Glen, Park East, Glenwood Park, Four Mile Ranch and other subdivisions proximate to the Airport with instructions to complete an electronic survey.

A total of 103 survey responses were completed and submitted between April 24, 2019 and May 27, 2019 (the deadline specified in the postcard). Ninety-two (92) of the responses originated from a unique IP address. Eleven responses came from duplicate IP addresses which suggests some people may have responded to the survey multiple times or multiple people accessed the survey from the same computer network (e.g., a public Wi-Fi) or device. The overall distribution of responses to questions gauging preferences and household and demographic attributes, however, are generally unaffected by the responses from duplicate IP addresses. They are included and presented in the total response frequencies summarized below.

Summary of Survey Sample in Relation to Population

Table B-1 summarizes demographic and household attributes of the survey sample (103 responses) in relation to recent estimates for the Census Block Group generally corresponding to the geographic area in which the survey postcard was distributed.

TABLE B-1: SURVEY SAMPLE CHARACTERISTICS		
	Survey Sample	Southern Glenwood Springs ¹
Households with one or more children	36.9%	48.3%
Average household size (persons)	2.61	2.76
Renter households	5.8%	44.0%
Employed (age 16+ population)	75.7%	79.8%
¹ Estimate for Block Group 2 of Tract 9517.01. This area generally corresponds to Voting Ward 5 plus the unincorporated Four Mile Ranch subdivision.		
Sources: U.S. Census Bureau, 2013-2017 American Community Survey 5-Year Estimates; Gruen Gruen + Associates.		

Approximately 37 percent of survey respondents live in a household with at least one child (age 18 or younger). The average household size of the survey sample was approximately 2.6 persons. Respondents that own their housing unit represented the vast majority, about 94 percent, of the survey sample.

GG+A reviewed estimates available from the 2013-2017 American Community Survey (“ACS”) to identify if the survey sample is consistent with household and demographic characteristics of southern Glenwood Springs. A primary conclusion is that the survey sample and associated results are under representative of renter households. Approximately 44 percent of households in southern Glenwood Springs (Block Group 2 of Tract 9517.01) are estimated to rent their housing according to the most recent ACS. Less than six percent of survey responses came from renters.

Relative to neighborhood demographics, the survey sample also appears slightly skewed towards smaller sized households and households without children. Approximately 37 percent of survey respondents live in a household that includes children. The most recent ACS indicates that nearly one-half of all households in southern Glenwood Springs (48 percent) include at least one child. The average household size is also estimated to be slightly larger than households represented by the survey sample.

LAND USE SCENARIO PREFERENCES

The respondents were asked to indicate if they would favor expanding the Airport to include additional hangar space, a new fueling station, and a modern Unicom system. Table B-2 summarizes the responses.

TABLE B-2: IN FAVOR OF EXPANDED AVIATION SCENARIO

	# of Respondents	% of Respondents
Yes	40	38.8
No	56	54.4
Don't know	7	6.8
Total	103	100.0
Source: Gruen Gruen + Associates		

Fifty-six (56) respondents do not favor expanding the Airport with additional aviation improvements. Forty (40) respondents do favor the expansion or enhancement of the Airport.

Respondents were next asked to indicate if they would favor redeveloping the Airport to include industrial, office, retail, and residential uses and a helipad. Table B-3 summarizes the responses.

TABLE B-3: IN FAVOR OF MIXED-USE VILLAGE SCENARIO

	# of Respondents	% of Respondents
Yes	22	21.8
No	73	72.3
Don't know	6	5.9
Total	103	100.0
Source: Gruen Gruen + Associates		

A larger number of respondents, 73 respondents, are not in favor of redeveloping the Airport property with a mix of non-aviation uses. Fewer respondents (22 or about 21.8 percent) favor redevelopment with non-aviation uses than the number of respondents who favor expanded aviation uses.

The respondents were then asked to indicate if they favor redeveloping the Airport with primarily residential uses and a small amount of retail uses, with a different location for emergency fire response and emergency medical transport services. Table B-4 summarizes the responses.

TABLE B-4: IN FAVOR OF RESIDENTIAL VILLAGE SCENARIO

	# of Respondents	% of Respondents
Yes	37	35.9
No	65	63.1
Don't know	1	1.0
Total	103	100.0
Source: Gruen Gruen + Associates		

Sixty-five (65) respondents are not in favor of redeveloping the Airport property with residential and retail uses. Thirty-seven (37) respondents are in favor of this scenario. This is similar to the level of support for the Expanded Aviation scenario and much higher than associated with the Mixed-Use Village scenario.

We compared the number of “Yes” and “No” responses to each land use scenario as a function of locational, household, and other characteristics. The only statistically significant cross tabulation relates to the presence

of children in the household. Other characteristics such as duration of residency in the Glenwood Springs Area, neighborhood, housing tenure, and employment status are not statistically significant.

Table B-5 summarizes the responses to the three land use scenario questions by presence of children in the household.

TABLE B-5: RESPONDENTS IN FAVOR¹ OF LAND USE SCENARIOS BY PRESENCE OF CHILDREN				
	No Children		With Children	
	# in Favor	% of Total	# in Favor	% of Total
Expanded Aviation	30	46.2	10	26.3
Mixed-Use Village	9	14.0	13	35.1
Residential Village	15	23.1	22	57.9
¹ Includes respondents who indicated "Yes".				
Source: Gruen Gruen + Associates				

The highest level of support among households without children is for the Expanded Aviation scenario. Approximately 46 percent of households without children at home indicated they would favor this scenario.

The highest level of support among households with children is for the Residential Village scenario. About 58 percent of all respondents that live in a household with children are in favor of this scenario. Support among households with children is higher for both alternatives that would redevelop the Airport property than for the Expanded Aviation scenario.

Land Use Scenario Preference Summary

Some respondents are in favor of multiple land use scenarios while others are not in favor of any of the three scenarios described. Table B-6 summarizes the make-up of survey responses when preferences for each land use scenario are strung together.

TABLE B-6: LAND USE SCENARIO PREFERENCE SUMMARY		
	# of Respondents	% of Respondents
Not in favor of Expanded Aviation scenario, but in favor of at least one alternative scenario	41	39.8
In favor of Expanded Aviation scenario, but not in favor of either alternative scenario	39	37.9
Not in favor of any of the land use scenarios ¹	21	20.4
Other	2	1.9
Total	103	100.0
¹ Includes all respondents who did not indicate at least one "Yes" for any of the three land use scenario questions.		
Source: Gruen Gruen + Associates		

The largest group of respondents can be categorized as not in favor of expanding the Airport but in favor of at least one of the alternative land use scenarios. This category represents about 40 percent of all respondents. The second largest category includes those in favor of the Expanded Aviation scenario but not in favor of either alternative land use scenario. This represents 38 percent of all respondents.

Approximately 20 percent of all respondents can be categorized as favoring none of the three scenarios.

NEIGHBORHOOD ENHANCEMENT FACTORS

The respondents were also asked to rate the importance of neighborhood enhancement factors on a scale of 1 to 3 with 1 being the least important and 3 being the most important.

Table B-7 summarizes the average rating for each factor.

TABLE B-7: AVERAGE RATING OF NEIGHBORHOOD ENHANCEMENT FACTORS	
	Average Rating
Improved roadway accessibility	2.42
Additional pedestrian trails (walking, biking, etc.)	2.29
Increased property values	2.20
Additional park or recreation space	2.09
Improved access to local dining and services	1.80
Reduced noise from aviation	1.72
Greater housing opportunities/choices	1.69
Source: Gruen Gruen + Associates	

The highest rated neighborhood enhancement factor is improved roadway accessibility, followed by additional pedestrian trails, increased property values and additional park or recreation space. The lowest rated neighborhood factors (with an average rating of less than 2.0) included greater housing opportunities, reduced aviation noise, and improved access to local dining and services.

DEMOGRAPHIC AND OTHER CHARACTERISTICS OF RESPONDENTS

Of the 103 respondents, 92 or 89 percent indicated they live within the City limits. Eleven respondents do not live within City limits. Table B-8 summarizes the of the length of time respondents have lived at their current address.

TABLE B-8: LENGTH OF TIME AT CURRENT RESIDENCE		
	# of Respondents	% of Respondents
Less than 1 year	12	11.7
1-4 years	19	18.5
5-9 years	20	19.4
10+ years	52	50.5
Total	103	100.0
Source: Gruen Gruen + Associates		

Nearly half of the resident respondents have lived in their current residence for 10 years or longer. Another 19 percent of respondents have lived at their residence from five to nine years. Eighteen percent of respondents have lived at their residence from one to four years and another twelve percent have lived in their residence for less than one year.

Respondents were also asked how long they had lived in Glenwood Springs (i.e., total length of time living in City including at current residence). A higher number of respondents than that reported by time at current residence have lived in the City for 10 years or longer. Approximately 70 percent of respondents have lived in the City 10 years or longer (as compared to fifty percent of respondents who have lived in their current residence for that length of time).

The majority of respondents, approximately 94 percent, own their residence.

Table B-9 summarizes the neighborhood in which resident respondents live.

TABLE B-9: RESIDENT NEIGHBORHOOD		
Neighborhood	# of Respondents	% of Respondents
Glenwood Park	45	44.1
Park East	17	16.7
Cardiff Glen	16	15.7
Other	24	23.5
Total	102	100.0
Source: Gruen Gruen + Associates		

Forty-four percent, or 45 respondents live in Glenwood Park. Another 31 percent of respondents live in either Park East or Cardiff Glen. Twenty-four percent, or 24 respondents live elsewhere.

Table B-10 presents the household size of respondents.

TABLE B-10: NUMBER OF PEOPLE RESIDING IN HOUSEHOLD		
Number of People in Household	# of Respondents	% of Respondents
1	16	15.5
2	47	45.6
3	17	16.5
4+	23	22.3
Total	103	100.0
Source: Gruen Gruen + Associates		

The largest response category is the two-person household which comprises approximately 46 percent of the respondents. Households containing four or more persons represent the second largest category at 22 percent of all responses. Single-person and three-person households represent an additional 32 percent of all respondents.

Thirty-eight (38) respondents have children (18 years or younger) living in the household.

Table B-11 presents the employment status of respondents.

TABLE B-11: EMPLOYMENT STATUS OF RESPONDENTS		
	# of Respondents	% of Respondents
Employed Privately	47	45.6
Employed Military	0	0.0
Employed Publicly	15	14.6
Self-employed	16	15.5
Seeking employment	1	1.0
Retired	24	23.3
Total	103	100.0
Source: Gruen Gruen + Associates		

The majority of respondents are employed with private employment being the largest source of employment. About one-quarter, or 24 respondents are retired. The employment location is split equally amongst the respondents with half being employed in the City and half being employed outside of the City.

AIRPLANE OWNERSHIP OR ACCESSIBILITY AT GLENWOOD SPRINGS AIRPORT BY RESPONDENTS

The overwhelming majority of respondents, 99 respondents, do not own or have access to an airplane at Glenwood Springs Airport.

Gruen Gruen + Associates (GG+A) is a firm of economists, sociologists, statisticians and market, financial and fiscal analysts. Developers, public agencies, attorneys and others involved in real estate asset management utilize GG+A research and consulting to make and implement investment, marketing, product, pricing and legal support decisions. The firm's staff has extensive experience and special training in the use of demographic analysis, survey research, econometrics, psychometrics and financial analysis to describe and forecast markets for a wide variety of real estate projects and economic activities.

Since its founding in 1970, GG+A has pioneered the integration of behavioral research and econometric analysis to provide a sound foundation for successful land use policy and economic development actions. GG+A has also pioneered the use of economic, social and fiscal impact analysis. GG+A impact studies accurately and comprehensively portray the effects of public and private real estate developments, land use plans, regulations, annexations and assessments on the affected treasuries, taxpayers, consumers, other residents and property owners.

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APPLYING KNOWLEDGE, CREATING RESULTS, ADDING VALUE



City Council
STAFF REPORT
City of Glenwood Springs
May 2, 2019

Agenda Item: Planning Item #03-18 - Request for Storage Improvements at the Glenwood Springs Municipal Airport, 1172 County Road 116

Action Requested: Planning Item #03-18 - Request for Storage Improvements at the Glenwood Springs Municipal Airport, 1172 County Road 116

Department: Economic and Community Development

Presented By: Trent Hyatt, Senior Planner

Background Info: On the January 4, 2018 City Council agenda, under Citizens Appearing, Njord Rota approached Council with a proposal to install a number of temporary storage containers to support existing business at the Glenwood Springs Municipal Airport property. At that time Mr. Rota was directed to work with staff on a solution. Mr. Rota had first approached the Airport Commission with the idea at their December 2017 meeting. Following said meeting, Mr. Rota began preliminary discussions with City staff on how to move forward with the proposal but never officially submitted an application until recently or signed a lease with the City. Since quite a bit of time has passed, Staff would like to update Council on the details and history of the proposal as well as seek direction on how to proceed.

Issues: The current request is to place five (5) - 8 foot by 40 foot by 8.5 foot tall storage containers (commonly referred to as CONEX containers) on the airport property in one of the two areas outlined on the attached site plan titled "Glenwood Springs Aviation Business Storage Solution". Additional details regarding the proposal and the design of a typical container are attached.

Mr. Rota and other existing and prospective airport users would prefer to construct additional hangar space to accommodate more storage and operation needs. However, the City has been reluctant to allow further development at the site due to uncertainty surrounding the South Bridge project as well as the ongoing Scenario Planning Project (scheduled for completion by the end of the year).

Lease

Currently, all private use of public airport property owned by the City is permitted via one year term leases renewed annually. Each owner which bases their plane, currently 69 total, at the airport pays the City \$575 each year to lease/rent the space.

In an effort to support existing businesses without requiring the construction of expensive permanent hangars, storage containers are proposed as an option to meet temporary needs. In order to allow for the additional storage, the City will need to agree to lease terms for the applicable space. A draft lease was provided to the applicant previously and is attached. Staff is interested in whether or not City Council desires to address the applicant's need for temporary storage by entering into a new lease agreement?

Process

Two land use processes could apply to the review of the proposal: 1) an administrative Site/Architectural Plan Review or 2) a Location and Extent Review. Details of each are addressed below.

Site/Architectural Plan Review

Generally, a Site/Architectural Plan Review process as outlined in Section 070.060.050 of

the *Glenwood Springs Municipal Code* (Code) would apply to private development. Each storage unit is approximately 320 square feet, for a total of 1,600 square feet, which is well below the 10,000 square foot threshold which allows for administrative staff level review. While this would allow for a fairly expedient review of the proposal, staff is concerned that a CONEX container is not in compliance with the Nonresidential and Mixed- Use Site and Building Design Standards of Section 070.040.0910(e) of the Code. Any part of the proposal not in compliance with the Code requires a variance from the Planning and Zoning Commission. However, screening of the containers with fencing and/or landscaping is also an option.

Location and Extent Review

Another way the proposal can advance is via a Location and Extent Review as outlined in Section 070.060.050(d) of the Code. This is a review process for projects proposed by public or quasi-public entities as provided for by Colorado Revised Statutes 30-28-110 and 22-32101 et seq. However, this process would require the City to be the formal applicant of the application. Location and Extent review applications are reviewed by the Planning and Zoning Commission for compliance with the *Glenwood Springs Comprehensive Plan* only and not strict compliance with all requirements of the Code. Staff is concerned about not requiring the applicant to adhere to various Code requirements as we have traditionally done with even our own projects such as the new storage building at the wastewater treatment plant.

Special Use Permit

"Airport/aviation-related business" is identified as a special use in the Table of Allowed Use, Section 070.030(e)/Table 030.1 of the Code. However, the proposal is not expected to increase or businesses to the airport but to support those which currently operates at the site. Therefore, staff does not believe a special use permit is required for the current proposal.

Staff Recommendation:

At this time, staff is requesting direction from City Council on how to proceed with the applicant's request. More specifically, does City Council desire for staff to move forward with the current request by formalizing a lease for additional storage at the Glenwood Springs Municipal Airport? If so, which process would Council like for the applicant and staff to follow: 1) site/architectural plan review or 2) a location and extent review with the City being the applicant?



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
May 2, 2019
101 W. 8TH STREET
6:15 P.M.

1. Roll Call

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

Also present were Debra Figueroa, City Manager; Karl Hanlon, City Attorney; Steve Boyd, COO; Jenn Ooton, Assistant City Manager, Economic and Community Development Director; Catherine Mythen Fletcher, City Clerk; Roxanna Peskuski, Deputy City Clerk; Brian Smith, Parks and Recreation Director; Matt Langhorst, Public Works Director; Terri Partch, City Engineer; Jessica Bowser, Assistant City Engineer; Terry Wilson, Police Chief; Jake Velasquez, Streets Superintendent; Gretchen Ricehill, Assistant Economic and Community Development Director; Trent Hyatt, Senior Planner; Tanya Allen, Transportation Manager.

2. Pledge of Allegiance

Mayor Godes led in the Pledge of Allegiance.

3. Agenda Changes & Conflicts

Item 14C was moved to after the Executive Session.

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

Don Gillespie – Requested that his HOA be included in the Spring Clean-Up this year.

Renee McCullough – Expressed her disappointment in the changes made to Spring Clean-Up.

James Tonozzi – Spoke about the fire hydrant at Greenway Drive and the exit from the Golf Course.

Cindy Svatos – Asked Council on behalf of the Down Town Market to waive half of their park rental fees for the season.

5. Proclamations

A. Municipal Clerks Week

Mayor Godes read and presented the proclamation to City Clerk, Catherine Mythen Fletcher.

B. Rick Voorhees

Mayor Godes read and presented the proclamation to Councilor Rick Voorhees.

6. Council Comments

Mayor Pro-Tem Kaup – Commended staff on the City's Hazardous Waste Pick-Up Day.

Councilor Voorhees – Spoke about International Jazz Day and thanked the Arts Council for putting on an event at the Vaudeville to celebrate.

Councilor Hershey – Responded to the concerns of the Spring Clean-Up and expressed considering what the future of Spring Clean-Up may look like.

Councilor Stepp – Spoke about the Affordable Housing Study Results that were presented by Garfield County. She also responded to the concerns of Spring Clean-Up.

Councilor Willman – Requested that the fire hydrant that was brought to their attention be checked out. He also responded to the comments about Spring Clean-up and the 6 & 24 bike path. He recommended that the Downtown Market apply for a grant to include the money for the park fee.

Mayor Godes – Responded to the comments and concerns of Spring Clean-Up.

After discussion among Council members, Councilor Hershey proposed a motion to have the Spring Clean-Up crew pick up the spring clean-up pile already made by the residents living in the Parkwood Townhomes HOA for this year.

Councilor Hershey moved, seconded by Mayor Pro-Tem Kaup to clean up this now

Ayes: Voorhees, Kaup, Godes, Stepp, Hershey

Nays: Willman

Motion passed, Davis Absent.

7. Consent Agenda

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

A. Receipt of Minutes from the April 18, 2019 Regular Meeting.

B. 7 Party Memorandum of Understanding Regarding Garfield County Senior Programs for 2019.

Mayor Pro-Tem Kaup moved, seconded by Councilor Voorhees, to approve the consent agenda.

Motion passed unanimously by all present, Davis absent.

ACTIONS AND/OR PRESENTATIONS

8. 27th Street Bridge Update

Bryanna Starbuck the Public Information Manager for the 27th Street Bridge gave a quick update of the current progress of the project.

9. Request for Funding from Tourism Board

Lisa Langer representing the Tourism Promotion Board requested Council move \$60K from the A & I Fund, which Council had moved from the Board reserves for downtown maintenance, back into the 2019 Tourism Promotion budget for enhanced marketing of hiking and biking trails, including Hanging Lake.

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

Mayor Pro-Tem Kaup moved, seconded by Council Hershey, to fund the extra marketing for the Hanging Lake Shuttle in accordance with the plan up to \$25,000 based on receipts for the highest priority items, and that the money comes from the Tourism Marketing Reserves.

Ayes: Voorhees, Kaup, Godes, Stepp, Hershey

Nays: Willman

Motion passed, Davis Absent.

10. Resolution 2019-23; Support the Take a Minute Traffic Community Calming Campaign

Tanya Allen presented to Council that in mid-2018 Imagine Glenwood convened a group of interested parties to begin discussing ways to promote slower, safer driving in Glenwood Springs. The group's efforts ultimately resulted in a proposal for a community-driven safe driving campaign for which they were seeking both funding (via a discretionary grant process and in-kind support) from the City.

Mayor Godes opened the item for public comment.

Glen Chadwick – Stated he supported the Take a Minute Traffic Campaign.

Mayor Godes closed public comment.

Councilor Willman moved, seconded by Councilor Stepp, to adopt Resolution 2019-23; A Resolution of the City Council of the City of Glenwood Springs, Colorado, Supporting Imagine Glenwood's "Take A Minute" Campaign.

Motion passed unanimously by all present, Davis absent.

11. Planning Item #01-19 – Consideration of a Major Site/Architectural Plan Review for a Multi-Tenant Office/Retail Building, Lot 14 Glenwood Meadows No.2, Wulfsohn Road

Trent Hyatt described to Council, Planning Item #01-19. This plan would allow the construction of a 45,000 square foot multi-tenant office/retail building.

Mayor Godes opened the item for public comment.

Barbara Rhinerson – Had some questions about where the parking was for the building

Mayor Godes closed public comment.

Councilor Voorhees moved, seconded by Mayor Pro-Tem Kaup, to affirm the recommendation of the Planning and Zoning Commission and approve the major site architectural plan review with the recommended findings and conditions listed on page 163 of the May 2, 2019 staff report packet.

Motion passed unanimously by all present, Davis Absent.

12. Planning Item #03-18 – Request for Storage Improvements at the Glenwood Springs Municipal Airport, 1172 County Road 116

Trent Hyatt explained to Council, Planning Item #03-18. This plan was requesting additional storage at the Glenwood Springs Airport, and staff wanted direction on how to proceed with the application.

Mayor Pro-Tem Kaup moved, seconded by Councilor Hershey, to hold off on the proposed lease for the RAVCO storage containers out at the airport until Council has more knowledge and indication from the ongoing Airport Study.

Motion passed unanimously by all present, Davis Absent.

13. Two Rivers Project

Brian Smith presented to Council that the property at 740 Devereux Road was the site of several industrial operations and following the closure of the Basic Chemical plant, the site was in need of reclamation.

Mayor Godes opened the item for public comment.

Dean Moffat – Expressed his concern about this project moving forward with the current design.

Mayor Godes closed public comment.

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

Ayes: Willman, Kaup, Godes, Stepp

Nays: Voorhees, Hershey

Motion passed, Davis Absent.

14. Report from City Administration

A. City Manager

B. City Attorney

- Memo about Chalking Tires

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

Councilor Hershey moved, seconded by Councilor Willman, to continue the meeting to 10:30pm.

Motion passed unanimously by all present, Davis absent.

14. Report from City Administration (Cont')

C. Correspondence Incoming/Outgoing

Councilor Willman moved, seconded by Mayor Pro-Tem Kaup, to direct the City Attorney to write a letter to the BLM through the Mayor's signature, strongly encouraging the BLM to require RMR to adhere strictly to their current permit, take enforcement action, and to fully investigate whether or not any of these claims are subject to the 1872 Mining Law.

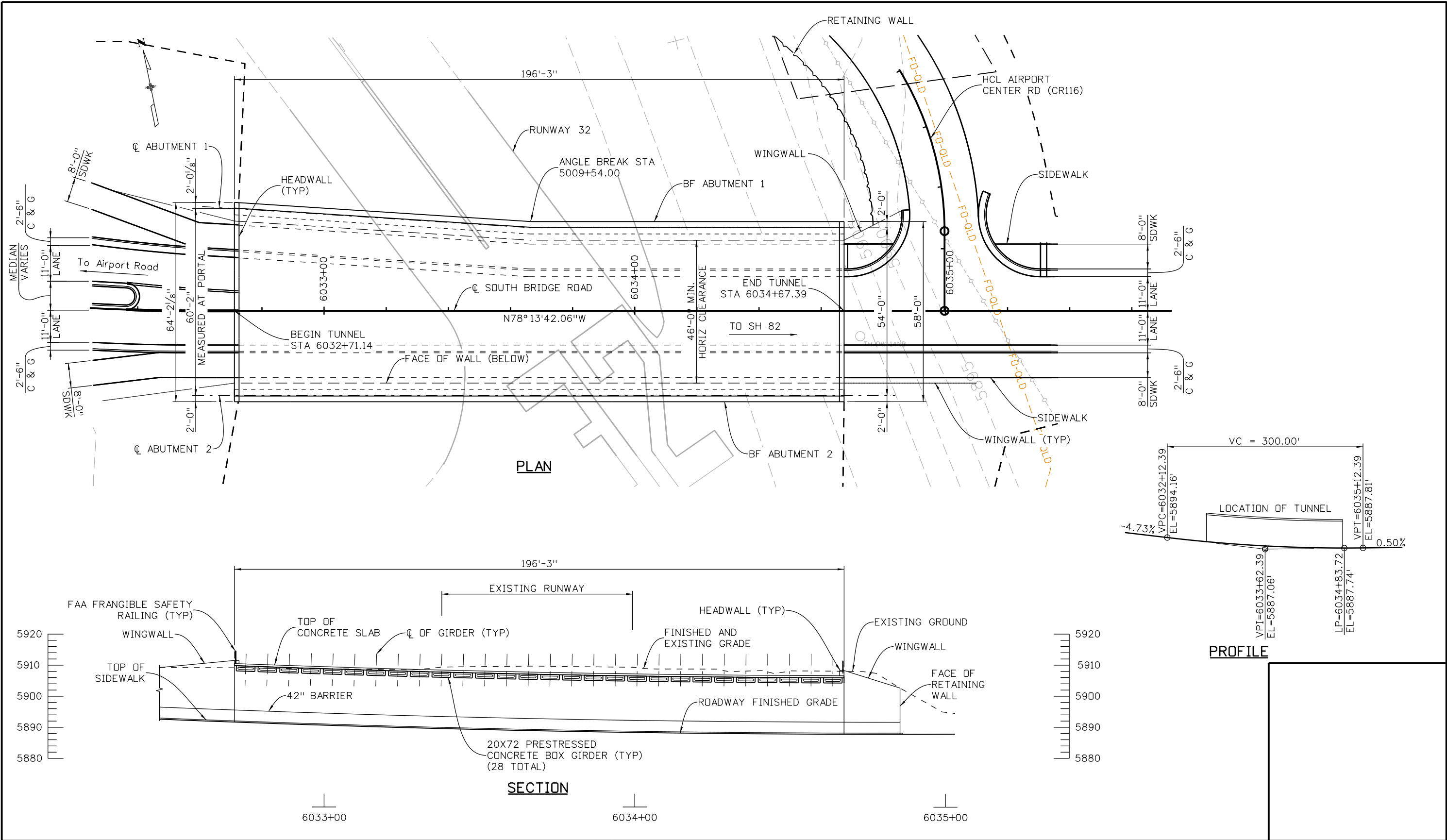
Motion Passes unanimously by all present, Davis absent.

15. Adjournment

The meeting was adjourned at 10:30pm.

Design		Detail		Quantities	
Designed By	INITIAL	DATE	INITIAL	DATE	INITIAL
Checked By	1		Checked By	3	
Checked By	2		Checked By	4	

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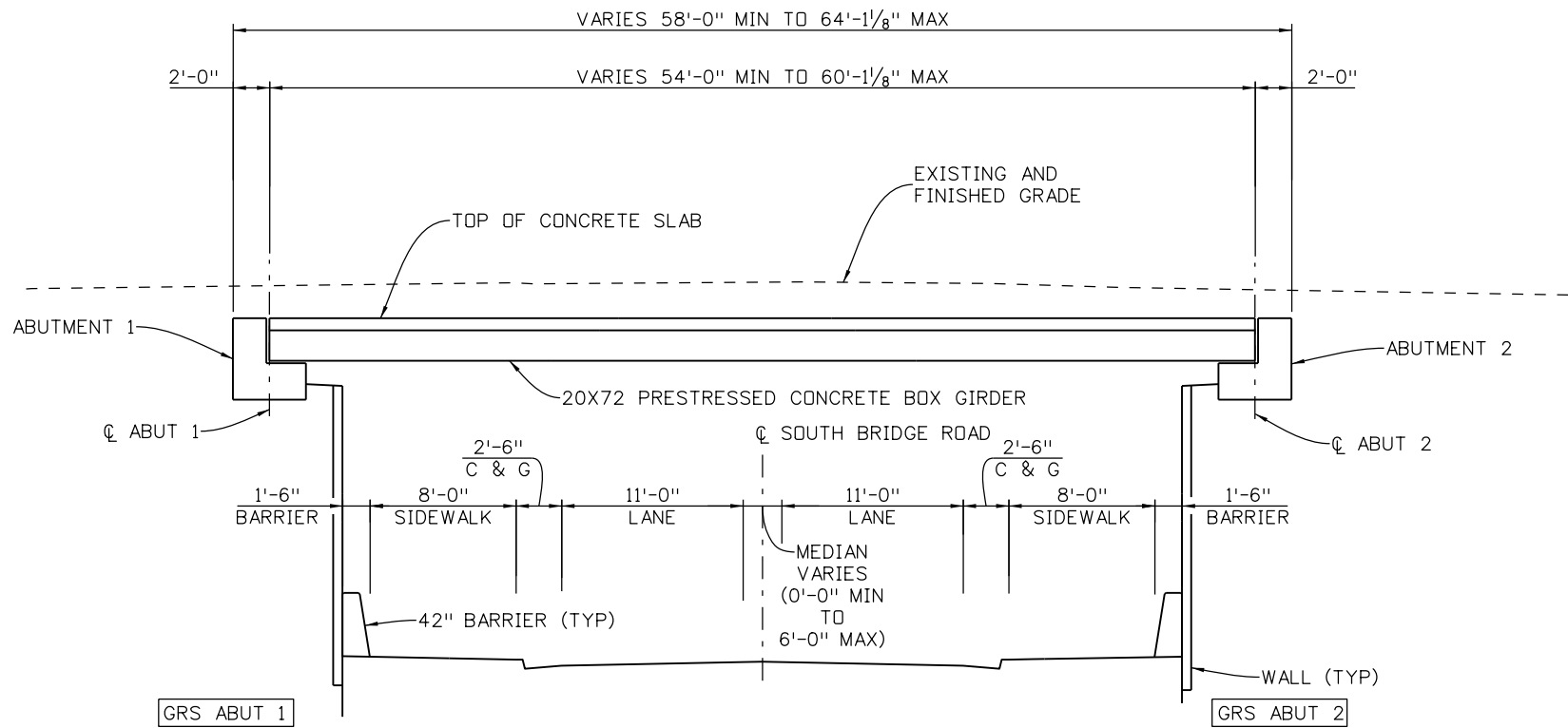


Print Date: 9/17/2020		0000	Sheet Revisions			 City of Glenwood Springs 101 West 8th Street Glenwood Springs, CO 81601	As Constructed		TUNNEL AT AIRPORT RUNWAY GENERAL LAYOUT			Project No./Code		
File Name: BR2_B203_15864BRDG_GenLay.dgn			Date:	Comments	Init.		No Revisions:					Project Number		
Horiz. Scale: 1:30 Vert. Scale: Same							Revised:		Designer: A. ABBOTT		Structure		15864	
Staff Bridge Branch: Unit 0224 Unit Leader:MSZ							Void:		Detailer: A. PRICE		Numbers			
Jacobs									Sheet Subset:		Subset Sheets: of		Sheet Number	

60% DESIGN - NOT FOR CONSTRUCTION

Design		Detail		Quantities	
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TYPICAL SECTION
LOOKING AHEAD STATION

Print Date: 9/17/2020		0000	Sheet Revisions			 City of Glenwood Springs 101 West 8th Street Glenwood Springs, CO 81601	As Constructed		TUNNEL AT AIRPORT RUNWAY PRECAST BOX GIRDERS TYPICAL SECTION			Project No./Code		
File Name: BR2_B205_15864BRDG_Typ_Section.dgn			Date:	Comments	Init.		No Revisions:					Project Number		
Horiz. Scale: 1:1 Vert. Scale: Same							Revised:		Designer: A. ABBOTT		Structure Numbers		15864	
Staff Bridge Branch: Unit 0224 Unit Leader:MSZ							Void:		Detailer: A. PRICE				Sheet Number	
Jacobs							Sheet Subset:		Subset Sheets: of					

Colorado Airport Services Price Comparison* - Fuel**10/7/2020**

Airport Name	Associated City	Pop.	Type	100LL
Glenwood Spgs Municipal	Glenwood Spgs	9,972	GA	\$4.00
Garfield County Regional	Rifle	9,732	GA	\$4.90 Self \$5.94 Full
Aspen-Pitkin County	Aspen	7,365	C/GA	\$6.45
Eagle County Regional	Eagle	6,986	C/GA	\$4.59 self \$6.04 full
Central Colorado Regional	Buena Vista	2,823	GA	\$4.50
Telluride Regional	Telluride	2,484	C/GA	\$4.51 self \$5.51 full
Steamboat Spgs	Steamboat Spgs	13,212	GA	\$4.67
Grand Junction Regional	Grand Junction	63,374	C/GA	\$5.90 full \$4.30 self
Gunnison-Crested Butte Regional	Gunnison	6,594	C/GA	\$5.70

*current advertised prices

Jet Fuel A	Notes
\$4.98; Classic Air Med discount \$4.49	
\$7.84	
\$7.54	
\$7.49	
\$5.20	Advertises as "affordable"
\$6.79	
\$4.21	Advertises "low fuel prices"; additional commercial airport nearby (HDN)
\$5.30	
\$6.43	

Colorado Airport Services Price Comparison, Hangars and Tie-Down**10/7/2020**

Airport Name	Associated City	Pop.	Type	Hangar / yr	Tie-Down/yr
Glenwood Spgs Municipal	Glenwood Spgs	9,972	GA	\$600	\$600
Garfield County Regional	Rifle	9,732	GA		\$600
Aspen-Pitkin County	Aspen	7,365	C/GA		
Eagle County Regional	Eagle	6,986	C/GA		
Central Colorado Regional	Buena Vista	2,823	GA	none avail	
Telluride Regional	Telluride	2,484	C/GA	\$2760 avg	
Steamboat Spgs-Bob Adams Field	Steamboat Spgs	13,212	GA	\$700	
Gunnison-Crested Butte Regional	Gunnison	6,594	C/GA	\$5280 - \$10,800	
Grand Junction Regional	Grand Junction	63,374	C/GA	\$1,000 - \$5,000	

Tie-Down / 7 days - month	Tie-Down / overnight	Hangar / night	Notes
\$70	\$10		
\$75	\$6.25		Nightly fees are "2 weeks at no charge"
	\$25	\$75	
<40 ft - \$25 to \$75; >40 ft - \$50 - \$150	<40 ft - \$5; >40 ft - \$10	\$35 - \$100	Hangar avail for transient traffic; land avail for new hangar const.
\$130 to \$684; 10 day limit	\$13 to \$684	\$20 - \$1,600	Landing fees start at \$4.80
after 1 week, \$75 1st night, \$50 ea. night after	\$10 to \$60		
\$150 to \$250/mo.	\$10 plus \$11 handling fee; larger aircraft \$60 and \$65		Handling fees waived with minimum fuel purchase; hangars heated Nov - April

Glenwood Springs Airport Fuel Revenues Analysis - Through August 2020

Fuel prices are current advertised or confirmed via phone call

100 Low Lead Aviation Gas						
	QTY	GWS Price	Month Total	Avg. Local Price	Month Total	Diff.
JAN	1187.68	\$4.69	\$5,570.21	\$5.31	\$6,306.58	\$736.37
FEB	1691.25	\$4.69	\$7,931.96	\$5.31	\$8,980.53	\$1,048.57
MAR	1069.27	\$4.69	\$5,014.87	\$5.31	\$5,677.82	\$662.95
APR	471.8	\$4.69	\$2,212.75	\$5.31	\$2,505.25	\$292.50
MAY*	1777.22	\$4.69/\$4.00	\$5,301.38	\$5.31	\$9,437.03	\$4,135.65
JUN	2563.47	\$4.00	\$10,253.88	\$5.31	\$13,612.02	\$3,358.14
JUL	3528	\$4.00	\$14,112.00	\$5.31	\$18,733.68	\$4,621.68
AUG	1847.67	\$4.00	\$7,390.68	\$5.31	\$9,811.12	\$2,420.44
TOTAL						\$17,276.30
*price was reduced on 05/23/20						

Jet A Fuel - Regular Price						
	QTY	GWS Price	Month Total	Avg. Local Price	Month Total	Diff.
JAN	766.2	\$4.98	\$3,815.67	\$7.62	\$5,838.44	\$2,022.77
FEB	100	\$4.98	\$490.00	\$7.62	\$762.00	\$272.00
MAR	369.6	\$4.98	\$1,840.60	\$7.62	\$2,816.35	\$975.75
APR	64	\$4.98	\$318.72	\$7.62	\$487.68	\$168.96
MAY	369.6	\$4.98	\$1,840.60	\$7.62	\$2,816.35	\$975.75
JUN	566.9	\$4.98	\$2,823.16	\$7.62	\$4,319.77	\$1,496.61
JUL	230.5	\$4.98	\$1,147.89	\$7.62	\$1,756.41	\$608.52
AUG	145.5	\$4.98	\$724.59	\$7.62	\$1,108.71	\$384.12
TOTAL						\$6,904.48

Jet A Fuel - Discounted Price (Classic Air Medical)						
	QTY	GWS Price	Month Total	Avg. Local Price	Month Total	Diff.
JAN	344.7	\$4.49	\$1,547.70	\$7.62	\$2,626.61	\$1,078.89
FEB	597	\$4.49	\$2,680.53	\$7.62	\$4,549.14	\$1,868.61
MAR	462.4	\$4.49	\$2,076.18	\$7.62	\$3,523.49	\$1,447.31
APR	392.6	\$4.49	\$1,762.77	\$7.62	\$2,991.60	\$1,228.83
MAY	935	\$4.49	\$4,198.15	\$7.62	\$7,124.70	\$2,926.55
JUN	1036.3	\$4.49	\$4,652.99	\$7.62	\$7,896.61	\$3,243.62
JUL	767	\$4.49	\$3,443.83	\$7.62	\$5,844.54	\$2,400.71

AUG	1118	\$4.49	\$5,019.99	\$7.62	\$8,519.16	\$3,499.17
TOTAL						\$17,693.69

Potential Revenue Loss YTD 2020			
100 LL	Jet A Reg.	Jet A Disc.	TOTAL
\$17,276.30	\$6,904.48	\$17,693.69	\$41,874.47

Colorado Airport Services Price Comparison

DRAFT 10/07/20

Linda DuPriest

This analysis considers two revenue-generating activities of the Glenwood Springs airport plus eight additional Colorado airports: Aspen, Rifle-Garfield County, Eagle County, Telluride, Central Colorado-Buena Vista, Steamboat Springs, Gunnison-Crested Butte and Grand Junction. The eight comparison airports were chosen based on the following factors: 1) population, 2) type of area served, e.g., mountain resort communities, 3) geographically close to Glenwood. The two revenue activities analyzed are fuel prices and hangar/tie down leases and fees.

FUEL PRICES

Glenwood Springs sells two types of fuel, 100LL and Jet A, and sets prices below market rates compared to nearly all the airports considered in this report, from between 43% and 6% less. It should be noted that fuel prices fluctuate; these are prices from 09/28/2020.

Jet A

The Jet A prices are well below an average of most of the airports; this price reduction increases even further when compared to the three airports closest to Glenwood: Rifle, Aspen and Eagle. In addition, the Jet A price at Glenwood is further reduced for Classic Air Medical which at \$4.49/gallon receives a 10% discount off the regular Jet A price of \$4.98/gallon. Classic Air Medical accounts for 86% of all Jet A sales in Glenwood. Jet A prices for Glenwood and three area airports are below, with prices for six additional airports shown in the attached spreadsheet.

Jet A prices:

Glenwood Springs	\$4.98 regular; \$4.49 for Classic Air Medical
Rifle	\$7.84
Aspen	\$7.54
Eagle	\$7.49

The average Jet A price for the three airports closest to Glenwood is \$7.62/gallon. Glenwood's regular Jet A price is 35% below this, while the Classic Air Medical price is 42% below this average.

100LL

The discrepancy between average market rate and Glenwood for 100LL fuel is much less than for Jet A, at 6% below the average of all nine airports in this report to 12% - 25% below the average of the three area airports. Prices for 100LL for Glenwood and three area airports are below, with prices for six additional airports shown in the attached spreadsheet (averages are computed using self-serve prices):

100LL prices:

Glenwood Springs	\$4.69 self service Jan – May 22; \$4.00 May 23 - present
Rifle	\$4.90 self service; \$5.94 full service
Aspen	\$6.45 self service
Eagle	\$4.59 self service; \$6.04 full service

Potential Revenue Loss Based on Glenwood Below-Market Prices

This report utilized combined fuel sales for January through August. Compared to average prices for the three area airports of Rifle, Aspen and Eagle, Glenwood's potential loss of revenue for 2020 was calculated at \$24,598.17 for Jet A and 17,276.30 for 100LL, totaling \$41,874.47 for both fuel types. The term "potential" is used because it is possible that should Glenwood raise its prices to market rate, pilots may fuel up at other airports, resulting in fewer customers in Glenwood overall.

HANGAR AND TIE-DOWN FEES

Comparing Glenwood's hangar and tie-down fees to other airports is not as straight forward as comparing fuel prices, due to limited hangar space and lack of new areas for development at some airports affecting prices based on demand. In addition, many airport FBO administrative procedures are separate from City or County property transactions, resulting in staff not having access to current and future hangar lease information. Also, some airports provide monthly or yearly hangar leases, while others only provide hangar space on a nightly basis.

Hangars

Based on the information available at this time, Glenwood's hangar rates are below market rates. All the airports in this report made rates available except Aspen, and are as follows:

Annual Hangar Leases:

Glenwood Springs	\$600
Telluride	\$2760 avg; \$2160 lowest price
Steamboat Springs	\$700
Grand Junction	\$1,000 - \$5,000
Gunnison-crested Butte	\$5280 - \$10,000

Nightly Hangar Fees:

Glenwood Springs	none
Eagle	\$75/night
Telluride	\$20 - \$1,600
Central CO/Buena Vista	\$35 - \$100

Additional hangar lease information is forthcoming from other airports, pending return correspondence.

Tie-Downs

On the average, Glenwood Springs tie-down rates are just below average for airports that allow tie-downs. Below are tie-down rates for overnight, weekly, and over a week to one month. It should be noted that only two airports allow annual tie-down rates: Glenwood and Rifle, both at \$600/yr.

Tie-Down Fees, Nightly:

Glenwood Springs	\$10
Rifle	\$6.25

Central CO-Buena Vista	\$5 for <40 ft wingspan; \$10 for >40 ft
Telluride	\$13 to \$684
Steamboat Springs	\$10 and \$30 (larger aircraft)
Gunnison-Crested Butte	\$10 plus \$11 handling fee; larger aircraft \$60 and \$65

Tie-Down Fees, Weekly and Monthly:

Glenwood Springs	\$70/month
Rifle	\$75/month
Central Co-Buena Vista	\$25 - \$75/week <40 ft; \$50 - \$150/week >40 ft
Telluride	\$130 - \$684 for 10 days/month
Steamboat Springs	nightly rates to one week; after is \$75 1st night +\$50 ea. night after

In addition, Glenwood Springs offers an annual use category by pilots without aircraft stored at the airport: \$500/yr.

AMENITIES

Based on current information Glenwood's rates for aircraft storage and tie-downs are below market rate. However, it should be noted that airports vary widely on number and type of amenities provided for pilots and technical operations. Glenwood has a small FBO with few public facilities while other airports provide amenities such as conference space, concierge services, kitchenettes, etc., which may account for higher tie-down and hangar rates. Further, it may be most fair to compare fees based on amenities only to other General Aviation airports vs. those that include commercial air services. Following is a summary of amenities provided by General Aviation airports, according to their web sites:

Glenwood Springs

FBO with WiFi; one shower, courtesy car; courtesy bicycles; free car parking; aircraft maintenance; no landing fees. Does not allow touch and goes or night landings; does not have lights.

Rifle-Garfield County

FBO operated by contractor, Atlantic Aviation; aircraft maintenance; pilot's lounge; land available for lease and new hangar construction; help with hotel, transportation and catering services; nearly \$100 million in upgrades since 2011; open 24 hours/day.

Central CO-Buena Vista

Conference space with AV capabilities, phone line and kitchenette; pilot's lounge with WiFi; showers flight planning space; airport-wide WiFi hot spot; runway lighting; fuel island open 24 hours/day; aircraft maintenance, gate controlled access to all areas except terminal; courtesy cars

Steamboat Springs

Courtesy and rental cars on-site; “full service” FBO with pilot supplies; aircraft preheating; support operations; heated hangars available; aircraft maintenance; open 24 hrs/day



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Recycle Center Bid Award for Bid BD2020-033

Action Requested: Award of Bid BD 2020-033 to Gould Construction for the amount of \$173,005.00.

Department: Public Works

Presented By: Matthew Langhorst, Public Works Director

Background Info: The City of Glenwood Springs relocated our Recycling Center - that was originally located on 10th and School Street - to a location at the Landfill due to a land exchange agreement with the RE-1 School District and GSES school site. This relocation was an unpopular one with the residents of Glenwood Springs and caused a drop in the amount of recycling that was brought to the City with the new location at the Landfill. In 2019 City Council approved the purchase of a new in town site located at 13th Street and Pitkin Avenue just down the road from the old location.

City Staff and Land Studios prepared site drawings and the bid document for BD 2020-033 which was put out to bid on September 23rd, 2020 with a final bid receival date of October 8th, 2020. Seven of bids were received on October 8th ranging from \$173,005 to \$303,314 with Gould Construction being the apparent low bidder at \$173,005. The City received a \$149,600 RREO grant for a portion of the construction cost in 2019 from CDPHE with the City providing a match of \$25,000 for a total projected budget of \$174,600. Gould's bid was the only bid provided that fit within the estimated budget. The City's out of pocket for this project is projected to be between \$23,405 and \$25,000 which will be paid out of the project fund from the Landfill Enterprise.

Issues: None

Staff Recommendation: Staff is recommending the Recycle Center Construction award Bid number BD 2020-033 to Gould Construction for the amount of \$173,005.00.

RECYCLE CENTER

BD 2020-033

	Gould Construction	Heyl Construction	Johnson Construction	Kuersten Construction	Orion	Timberline Excavation	United Companies
ITEMS:							
Total all items	\$173,005.00	\$209,828.00	\$177,275.00	\$176,614.00	\$224,326.00	\$303,314.00	\$212,535.00
Alternate item	\$7,125.00	\$23,750.00	\$11,875.00	\$7,300.00	n/b	\$60,990.00	\$22,325.00
Bid Bond	yes	yes	yes	yes	yes	yes	yes
Addendum to PS	yes	yes	yes	yes	yes	yes	no
Issued addenda	yes	yes	yes	yes	no	yes	yes
Days to complete	30	45	?	?	15	47	?
Qualifications	yes	yes	yes	no	yes	yes	yes
Exceptions	no	no	no	no	yes	no	no



SITE BENCH MARK

FOUND 3-1/4" ALUMINUM CAP
RFTA ROW LS16401
ELEVATION: 5778.0

3" OF 3/4" WASHED ROCK AT
LANDSCAPING AREAS.

WOOD SECURITY LIGHT
POLE AND CONDUIT
BY OTHERS.

14'-18"
52'

PROPOSED WOOD FENCE
TO BE CONSTRUCTED ON
WEST AND NORTH
PROPERTY LINES.

3" OF 3/4" WASHED ROCK AT
LANDSCAPING AREAS.

WOOD SECURITY LIGHT
POLE AND CONDUIT
BY OTHERS.

RELOCATED ELECTRIC POLE
AND METER BY OTHERS.

AREA OF ASPHALT
REMOVAL.

13TH
STREET

SECTION 9
SECTION 16

SINGLE 14' FARM
GATE INSTALLED.

WOOD SECURITY CAMERA
POLE AND CONDUIT
BY OTHERS.

POWER TO 10'X10'
BUILDING BY OTHERS.

DRYWELL LOCATION:
4' MANHOLE; 8.5' DEEP.
4' PERFORATED BOTTOM
BARREL, 2' SOLID BARREL
WITH 2' CONE SECTION
AND 6" GRATE RING
RISER.
GRATE: 5778.9'

EXISTING EAST
AND SOUTH CHAIN
LINK FENCE TO
REMAIN IN PLACE.

PROPOSED EAST AND
SOUTH WOOD FENCE
TO BE BUILT 1' INSIDE
EXISTING CHAIN LINK.

CONCRETE AND ASPHALT
FLOW LINE AT 1.8% SLOPE
TO NORTH WQ CATCHMENT
INLET.

3" OF 3/4" WASHED ROCK AT
LANDSCAPING AREAS.

11' DIAMETER

FRAME & GRATE

SURFACE DRAINAGE MUST BE
DIRECTED TO DRYWELL
LOCATION VIA CONCRETE
PAN.

CONE SECTION

FILTER FABRIC OR
10 MIL PVC

TOP 4.5
SOLID

STANDARD RISER
IMPERVIOUS
(SEALED OR NOT
PERFORATED)
TO AT LEAST 2' DEEP

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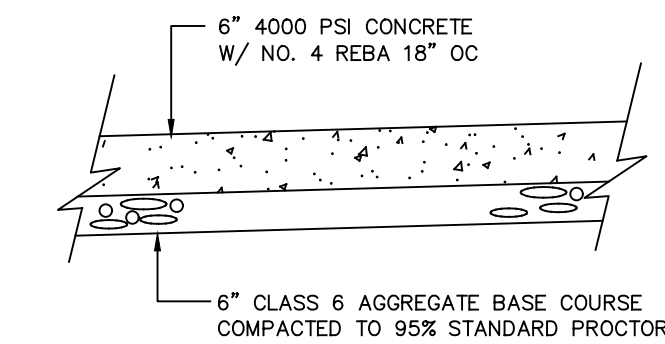
4'

NOTE:

1. PRECAST MANHOLE SECTIONS TO MEET ASTM C-478

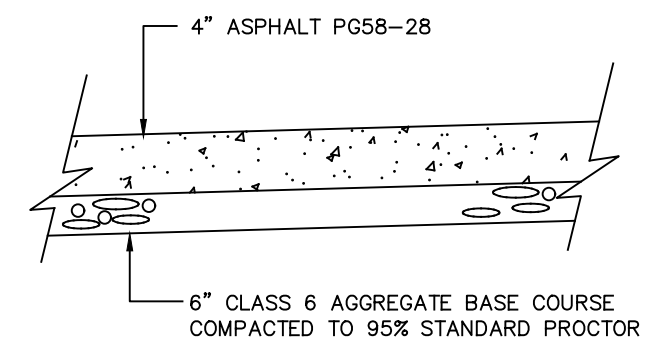
PRECAST CONCRETE DRY WELL

N.T.S.



SCARIFY AND RECOMPACT
SUBGRADE A MINIMUM OF 8" DEPTH TO 95%
STANDARD PROCTOR.

ON SITE
CONCRETE PAVEMENT SECTION
N.T.S.



SCARIFY AND RECOMPACT
SUBGRADE A MINIMUM OF 8" DEPTH TO 95%
STANDARD PROCTOR.

ON SITE
ASPHALT PAVEMENT SECTION
N.T.S.

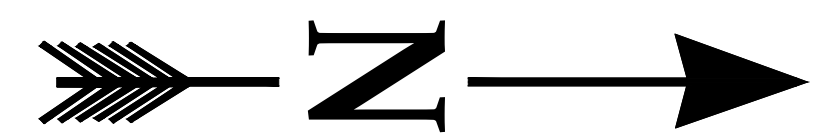
LEGEND

SS — SS — EXISTING SANITARY SEWER
UE — PROPOSED UNDERGROUND ELECTRIC
X — WOOD FENCE LINE
> — FLOWLINE

EXISTING ASPHALT
PROPOSED ASPHALT
PROPOSED CONCRETE
PROPOSED 3/4" ROCK

PROPERTY DESCRIPTION:

102 13TH STREET
CITY OF GLENWOOD SPRINGS
COUNTY OF GARFIELD, STATE OF COLORADO



SCALE: 1" = 10'

City of Glenwood Springs Recycle Center
Glenwood Springs, Colorado
Updated September 21st, 2020

If any of the documents listed above are missing from this package, they may be picked up at 101 West 8th Street, Procurement Department, First Floor.

The undersigned hereby affirms that (1) he/she is a duly authorized agent of the vendor, (2) he/she has read all terms and conditions and technical specifications which were made available in conjunction with this solicitation and fully understands and accepts them unless specific variations have been expressly listed in his/her offer, (3) that the offer is being submitted on behalf of the vendor in accordance with any terms and conditions set forth in this document, and (4) that the vendor will accept any awards made to it as a result of the offer submitted herein for a minimum of thirty calendar days following the date of submission.

PRINT OR TYPE YOUR INFORMATION

Name of Company: Gowd Construction Inc Fax: 970 945 8371
Address: PO Box 130 City/State: Glenwood Spgs CO Zip: 81602
Contact Person: David Hillbrand Title: Project Manager Phone: 970 948 9326
Authorized Representative's Signature: [Signature] Phone: 970 379-8326
Printed Name: Mark C Gowd Jr Title: President, CEO Date: 10-07-2020
Email Address: Markjr@gowdconstruction.com COO

ADDENDUM NUMBER ONE FOR
RECYCLE CENTER PROJECT
BID NUMBER BD 2020-033

THIS ADDENDUM MUST BE ACKNOWLEDGED.

THIS ADDENDUM SHALL BECOME A PART OF THIS SOLICITATION.

The following information is being added or amended as indicated as a part of the Invitation to Bid.

1. See attached questions and answers.
2. See attached revised bid schedule.

This addendum must be acknowledged.

This Addendum may be mailed to bidresponse@cogs.us or included with your bid submittal.

PRINT OR TYPE YOUR INFORMATION

Name of Company: Gowd Construction Inc Fax: 9709458371
Address: PO Box 130 City/State: Glenwood Spgs CO Zip: 81602
Contact Person: David Hillbrand Title: Project Manager Phone: 970 948-9326
Authorized Representative's Signature: [Signature] Phone: 970-379-8326
Printed Name: Mark C Gowd Jr Title: President, CEO Date: 10/7/2020
COO

ADDENDUM NUMBER TWO FOR
RECYCLE CENTER PROJECT
BID NUMBER BD 2020-033

THIS ADDENDUM MUST BE ACKNOWLEDGED.

THIS ADDENDUM SHALL BECOME A PART OF THIS SOLICITATION.

The following information is being added or amended as indicated as a part of the Invitation to Bid.

1. See attached questions and answers.
2. See attached revised bid schedule.
3. Site Bench Mark.
4. Joint Plan.

This addendum must be acknowledged.

This Addendum may be mailed to bidresponse@cogs.us or included with your bid submittal.

PRINT OR TYPE YOUR INFORMATION

Name of Company: Gould Construction Inc Fax: 970 945 8371
Address: PO Box 130 City/State: Glenwood Springs Zip: 81602
Contact Person: David Hillbrand Title: Project Manager Phone: 970 948-9326
Authorized Representative's Signature: [Signature] Phone: 970-379-8326
Printed Name: Mark C Gould Jr Title: President, CEO Date: 10-7-2020
COO

ADDENDUM NUMBER THREE FOR
RECYCLE CENTER PROJECT
BID NUMBER BD 2020-033

THIS ADDENDUM MUST BE ACKNOWLEDGED.

THIS ADDENDUM SHALL BECOME A PART OF THIS SOLICITATION.

The following information is being added or amended as indicated as a part of the Invitation to Bid.

1. Anticipated award date is October 15th, ground-breaking will be October 19th, start date will be as soon as possible there-after for a 2020 completion.

This addendum must be acknowledged.

This Addendum may be mailed to bidresponse@cogs.us or included with your bid submittal.

PRINT OR TYPE YOUR INFORMATION

Name of Company: L Gould Construction Inc. Fax: 970 945 8371
Address: PO Box 130 City/State: Glenwood Spgs CO Zip: 81602
Contact Person: David Hillbrand Title: Project Manager Phone: 970 948-9326
Authorized Representative's Signature: [Signature] Phone: 970 379-8326
Printed Name: Mark C Goveeja Title: President, CEO Date: 10-07-2020
COO

ADDENDUM NUMBER FOUR FOR
RECYCLE CENTER PROJECT
BID NUMBER BD 2020-033

THIS ADDENDUM MUST BE ACKNOWLEDGED.

THIS ADDENDUM SHALL BECOME A PART OF THIS SOLICITATION.

The following information is being added or amended as indicated as a part of the Invitation to Bid.

1. Due to server issues this bid has been extended to October 8th, 2020, by 5:00 pm.

This addendum must be acknowledged.

This Addendum may be mailed to bidresponse@cogs.us or included with your bid submittal.

PRINT OR TYPE YOUR INFORMATION

Name of Company: Gould Construction Inc Fax: 9709458371
Address: PO Box 130 City/State: Glenwood Spgs CO Zip: 81602
Contact Person: David Hillbrand Title: Project Manager Phone: 970-948-9326
Authorized Representative's Signature: [Signature] Phone: 9703798326
Printed Name: Mark C Gould Jr Title: President, CEO Date: 10/7/2020
COO

Statement of Contractor Qualifications

For the

Recycle Center Project

Bid Number 2020-033

City of Glenwood Springs

GOULD

CONSTRUCTION

September 24, 2020

Organizational General: Gould Construction

Gould Construction, Inc. was incorporated in the State of Colorado in June of 1979. Gould Construction has been a leading civil contractor for over 40 years in the Roaring Fork Valley and upper Colorado River drainage. We have a long history of successfully completing many projects of varying size and scope. Gould Construction's experience includes construction of large utility and drainage systems; water and wastewater treatment plants and pump stations; municipal and private infrastructure; highway and pedestrian improvements; and large excavations for buildings, reservoirs and retaining systems. Gould Construction has successfully competed for a number of design/build projects. The most notable, were two design/build projects for the City of Glenwood Springs that involved improvements and replacement of their raw water delivery system to their municipal water treatment plant. Gould Construction was awarded the national Build America Award for the design/build division by the Associated General Contractors of America for the first phase of this project.

Our Mission: "Successful projects through quality workmanship, value engineering, meeting schedules, and a safe workplace."

We pledge to our clients to construct a quality project, on time, within budget, with emphasis on the safety and wellbeing of each of our employees.

Local Office:

6874 Highway 82, Glenwood Springs, CO 81601

970-945-7291 Phone 970-945-8371 Fax

F.E.I.N: 74-2034624

www.gouldconstruction.com

Our Statement of Qualifications touches on our firm's expertise, skills, tenacity, and perseverance as it relates to the Recycle Center Project. Please do not hesitate to ask for additional project and/or staff resumes if you would like to have a better understanding of our skill set and experience.

Thank you for bringing this opportunity to us. If selected to move forward, we will provide the necessary resources to insure a successful outcome.

GOULD PROJECT TEAM KEY PERSONNEL

Mark Gould – CEO/CFO Email: mark@gouldconstruction.com

Mark Gould has been in general construction since 1972 and started with Gould Construction, Inc. in August 1982, serving as President. He has 30 years of civil construction experience and 24 years as President and CEO of Gould Construction, Inc. Prior to Gould Construction, he spent five years in Boulder obtaining his BSCE and MSCE at the University of Colorado in structural and geotechnical engineering respectively. Under his leadership, Gould Construction, Inc. has grown from \$500,000 in sales and 5 employees to \$27 million in sales and 125+ employees. Mark's education affords Gould Construction unique abilities to work with engineers to create a value-engineered solution to the client's situation.

Mark Gould, Jr, President/Chief Operating Officer Email: markjr@gouldconstruction.com

Mark has been intimately involved in Gould Construction since a very young age. He graduated from the University of Colorado in 2006 with a Bachelor's Degree in Business, Operations Management. Mark spends much of his time developing systems that help improve the effectiveness, efficiency, and consistency of Gould's methods. Mark is very knowledgeable when it comes to equipment. He is experienced with every piece in the fleet which allows him to know what the best and most efficient way to complete each task and activity.

Paul Jacobson, Vice President Preconstruction Services/Estimating/Project Management

Email: Paul@gouldconstruction.com

Paul brings extensive construction management experience to Gould Construction. Before joining Gould Construction in 2008, Paul worked for McLaughlin Water Engineers in Aspen, Colorado for 13 years. His experience with quality control as well as project management, give him the skills to understand, detailed specifications and how they relate to quality, and productivity. Paul has managed many construction projects, both large and small, in the last 9 years. His knowledge of the industry and great communication skills are an asset to the Gould Construction Team. Paul is capable of big picture thinking as well as creating detailed work plans that can be executed by project teams. Paul's CAD work and GPS experience have afforded him the ability to see opportunities or problems with drawings early in the engineering.

David Hillbrand, Project Management

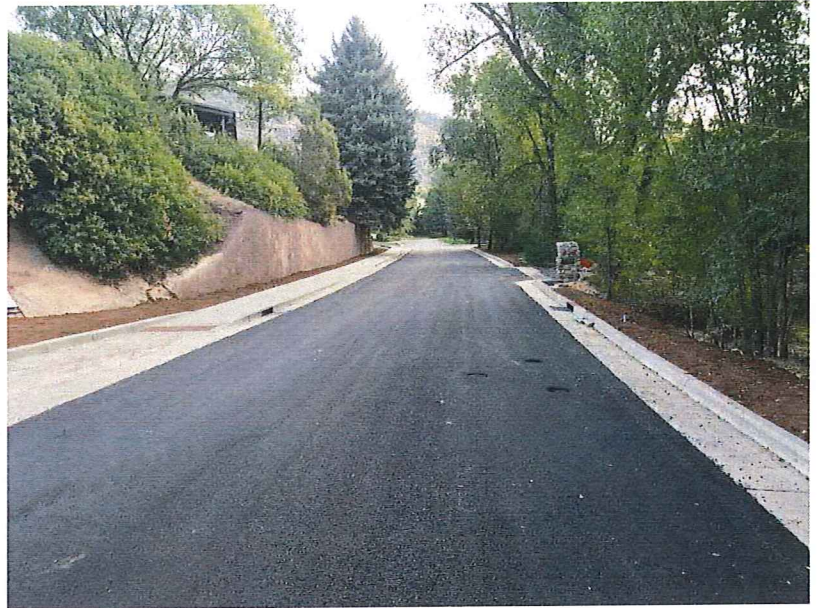
Email: David@gouldconstruction.com

David graduated from Colorado State University with a degree in Construction Management. David joined Gould Construction in 2017 and brings 25 years of construction experience to the company. He has served as Senior Project Manager, Senior Estimator, Estimator, Project Manager, Project Scheduler, Purchasing Manager, Site Supervisor and Utility Supervisor over his years in the business. His experiences allow him to bring a unique perspective to practical constructability review and a realistic approach to project scheduling. He has worked in Heavy Civil, Industrial, Mining, Municipal and Commercial Construction Markets throughout Colorado.

Project: CEDAR CREST STREET/UTILITY IMPROVEMENTS

Owner: City of Glenwood Spring
Contact: Matt Langhorst, Public Works Dept
Engineer: Boundaries Unlimited
Location: Cedar Crest Dr., Glenwood
Contract Amount: \$3,989,432.50
Completion: 2020

The Cedar Crest Street Improvements project, was designed by Boundaries Unlimited and funded by the City of Glenwood Springs.



The overall project was to update several city blocks of existing infrastructure for the Cedar Crest Subdivision. The work includes clearing and grubbing of existing trees and vegetation, abandoning existing utilities i.e. water, sewer and fire hydrants and installing new main lines and services. Along with updating the utilities, the existing asphalt street pavement was removed in its entirety, subgrade over-excavation/ stabilization, new road base/asphalt cross section installed along with a new Design Build 2200 sf concrete Snow Melt system, new curb & gutter, sidewalks, storm sewer, shotcrete and gravity retaining walls and then finished out with detailed landscaping to restore all landscaping to exiting or better condition. All work was completed under live traffic as to allow homeowners access to their homes at the end of each day.

All milestones have been accelerated and are being met so the project can finish before the specified date in 2020.

Project: 7th Street Beautification

Owner: City of Glenwood Springs
Contact: Deric Walters
Deric@bu-inc.com
Engineer: Boundaries Unlimited
Location: Glenwood Springs, CO
Contract Amount: \$2,647,437.57
Completion: 2019

The 7th Street Beautification project was built in order to provide a festival street for the City of Glenwood Springs.

The work included replacing the existing sewer line, installing new drainage, shallow utilities, and irrigation. New hardscape included colored concrete, sand set pavers, and mortar set pavers. Minor landscaping and plantings were also part of the beautification. The work was completed in an accelerated fashion. All milestones were met and the project was finished ahead of schedule. Subcontractors included, concrete, masonry, handrail fabrication, bypass pumping, concrete paving, asphalt paving, and landscaping.



PROJECT: Tree Farm Phase I

OWNER: Woody Ventures, LLC.
Basalt, CO 81621

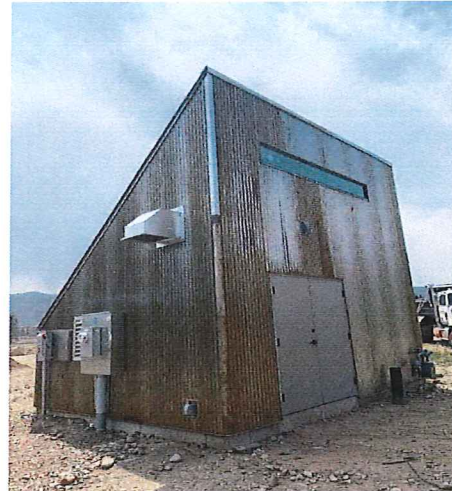
CONTACT: Dave Marrs (970) 963.0744

LOCATION: Basalt, CO

CONTRACT AMOUNT: \$4,500,000.00

DESIGNER: Roaring Fork Engineering

COMPLETE: Spring 2020



Gould Construction completed The Tree Farm Site Development project that included 60,000 C.Y. of earthwork, 10,000+ L.F. of Utilities, structures and hardscape for the development of approximately 5 acres of commercial lots in Eagle County near El Jebel, CO. Utility work included new 8" and 12" DIP waterlines, 8" Sanitary Sewer, 6" Force Main, Storm Drain, Primary and Secondary Electric, Communication and Gas. Structures included soil nail, cast in place and MSE Block retaining walls. Additional scope include: site lighting, handrailing, water feature well and pump system, lift station and structure for the force main, along with the relocation of historic cabins and a lakeside pedestrian trail.

Gould Construction provided a fully operational lift station to Mid Valley Metro, the water and sanitation municipality for that location. The 8" sewer main feeds into a 10ft diameter wet well where floats and an air bubble system control the 2ea 4" suction lines. The Gorman Rupp Pump System has 2ea 4" suction lines and one 4" discharge line along with a backup natural gas generator located inside of the lift station. The wood framed structure includes automatic louvers, heating, venting, engine exhaust w/ roof penetrating thimble, stairs, crane hoist, automatic sump pump and radio communication to send signals to the control center.



CLIENT REFERENCES

Following are client references for the Team that include public and private owners as well as engineering firms, all of which have worked closely with the Team members for many years.

Sopris Engineering
Yancy Nichol
970-704-0311

Schmueser Gordon Meyer
Dean Gordon
970-945-1004

City of Glenwood Springs
Robin Millyard
970-384-6409

City of Aspen
Trish Aragon
970-429-2785

Town of Basalt Engineer(former)
Larry Thompson
970-618-5108

DDA President
Charlie Willman
970-945-8571

BANKING & BONDING INFORMATION

1st Source Bank

(262) 548-9800

1701 Pearl St. Suite 8B, Waukesha, WI 53186
Contact: Art Bayley Email: bayley@1stsource.com

1st Bank

(970) 928-5996

2014 Grand Avenue, Glenwood Springs, CO 81601
Contact: Brendan Matthias Email: Brendan.Matthias@efirstbank.com

Community Banks of Colorado

(970) 945-7035

1429 Grand Avenue, P.O. Box 2620, Glenwood Springs, CO 81602
Checking & L.O.C. Contact: Adam Fortier Email: afortier@cobnks.com

Bonding Company/Insurance Company

Employers Mutual Casualty Company
c/o Hub International Southwest Agency Ltd
2742 Crossroads Blvd
P.O. Box 60130
Grand Junction, CO 81506
Contact: Timothy Blanchard
(970) 245-8011 Email: Timothy.Blanchard@HubInternational.com

CONSTRUCTION SAFETY & QUALITY

SAFETY PROGRAM

Gould Construction has produced an extensive Safety Manual, often site specific, which provides our employees with the mandatory occupational health and safety policies for performing work.

It is the policy of Gould Construction, Inc. to conduct all operations safely and to establish procedures that prevent occupational illness, accidents, and property damage. In conducting the activities under precautions to protect the health and safety of employees and members of the general public and comply with all H&S regulations.

It is the policy of Gould Construction, Inc. to:

- Provide a safe working environment for all contractor and subcontractor employees through the evaluation and control of hazards.
- Maintain high standards of performance that comply with all applicable regulations and requirements for worker protection as specified by 29CFR 1926, 29 CFR 1910, 30 CFR 56/57/58.
- Place priority on the mitigation of hazards through engineering controls. When hazards cannot be mitigated by engineering controls, administrative controls shall be applied as appropriate. The use of personal protective equipment (PPE) shall occur only when preferred options are not feasible for hazard control.
- Conduct operations safely by providing appropriate procedures, training, and when necessary, PPE to employees and subcontractors.
- Empower all personnel to identify potential hazards or unsafe conditions to management, and if necessary suspend work activities if warranted for the prevention of injuries or accidents.
- Instill in all Gould Construction personnel that failure to follow H&S policies and procedures may be cause for disciplinary action.

Gould Construction, Inc. implements a Drug Free Workplace policy. This policy certifies this company's intent to maintain a safe, drug-free workplace. All applicants are tested for the presence of certain controlled substances prior to hire. On a monthly basis, Gould Construction chooses several employees for testing in a random manner from the work force as a whole to ensure the continuing lack of drugs in the workplace.

Gould Construction is very proud of its full time safety department. This department is solely dedicated to the administration of our Health, Safety and Loss Control program. At a minimum, Gould Construction's safety department conducts weekly site inspections and safety meetings. These meetings are held in both the English and Spanish languages. **Current EMR .92**



September 23, 2020

City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601

RE: Gould Construction, Inc. – Bonding Prequalification

Dear Madam or Sir:

We currently represent Gould Construction, Inc. on all matters involving surety bonding and have had the privilege of doing so for many years. Throughout our long relationship with the company and its principals, they have earned a well-deserved reputation for successful completion of projects in a very workmanlike manner.

Currently, Gould has bonding capacity available in excess of \$35,000,000 on an individual project. Because of the reputation and overall track record of the company and its principals, we have not established an aggregate bonding limit and we would gladly consider larger requests should the opportunity arise.

Keep in mind that formal approval of any bond is conditioned upon factors specific to the project, contract, financial position of the company at the time of need and other underwriting conditions, so this letter should not be construed as a formal commitment to provide bonds at this time.

We hold Gould Construction and its principals in the highest regard and urge you to extend every possible consideration to their proposal. I would gladly respond to any further inquiry you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tim Blanchard', written in a cursive style.

Tim Blanchard
President – Colorado Market
Phone: (970) 254-3316

BID SCHEDULE**Glenwood Springs Recycle Center Bid Schedule**

City of Glenwood Springs

10/2/2020

No.	Quantity	Unit	Description and Unit Price in Words	Unit Price	Total Price
1	1	LS	Mobilization, Demobilization and Incidentals: including but not limited to: all permits, coordination, labor, equipment, services, safety, utility locates, equipment hauling, traffic control needed for equipment delivery, initiation, and completion of the project.		
			Ten Thousand exactly (Lump Sum Price - Words)	\$ 10,000.00 (Numeric)	\$ 10,000.00 (Numeric)
2	1	LS	Performance and Payment Bonds. Two Thousand Six Hundred exactly (Lump Sum Price - Words)	\$ 2,600.00 (Numeric)	\$ 2,600.00 (Numeric)
3	1	LS	Traffic Control: including but not limited: permitting, fees, reporting, all other materials, labor and equipment necessary for a completed project.		
			Eight Hundred exactly (Lump Sum Price - Words)	\$ 800.00 (Numeric)	\$ 800.00 (Numeric)
4	1	LS	Erosion and Sediment Control: including but not limited to: permitting, fees, reporting, all other materials, labor and equipment necessary for a completed project.		
			Two Thousand Five Hundred Sixty exactly (Lump Sum Price - Words)	\$ 2,560.00 (Numeric)	\$ 2,560.00 (Numeric)
5	200	SF	Removal of Asphalt Roads (Portion of 13th Street on West end of Roadway): including but not limited to: removal, stockpiling, hauling, disposal, sawcuts, all other materials, labor and equipment necessary for a completed project.		
			Two exactly (Unit Price - Words)	\$ 2.00 (Numeric)	\$ 400.00 (Numeric)
6	250	LF	Removal of Chain Link Fencing and Gates: including but not limited to: removal, stockpiling, hauling, disposal, sawcuts, all other materials, labor and equipment necessary for a completed project.		
			Four and 90/100 (Unit Price - Words)	\$ 4.90 (Numeric)	\$ 1,225.00 (Numeric)

BID SCHEDULE**Glenwood Springs Recycle Center Bid Schedule**

City of Glenwood Springs

10/2/2020

No.	Quantity	Unit	Description and Unit Price in Words	Unit Price	Total Price
7	140	CY	Excavation & Earthwork. Rough Site Grading Prior to Base Course (Estimated Cut and Haul Off = 140 CY): including but not limited to: excavation, removal, palleting, hauling, storage, all other materials, labor and equipment necessary for a completed project.		
			Twenty-Seven exactly (Lump Sum Price - Words)	\$ 27.00 (Numeric)	\$ 3,780.00 (Numeric)
8	20	LF	3/4"Ø Water Service Pipe, Trenching and Yard Hydrant (Connect to Existing Crimped 3/4" Copper Service Line and Run Adjacent to Employee Hut): including but not limited to: excavation, bedding, backfill, compaction, tubing, sleeving pipe, seals, fittings, tracer wire, connections, appurtenances, testing, all other materials, labor and equipment necessary for a completed project.		
			One Hundred Thirty-Three exactly (Unit Price - Words)	\$ 133.00 (Numeric)	\$ 2,660.00 (Numeric)
9	10	LF	Sanitary Sewer Service Extension 4" (Extend existing 4" sewer Service Line and Run Adjacent to Employee Hut, Cap at End Cleanout): including but not limited to: excavation, pipe, cleanout(s), cover(s), connections, fittings, pipe joint protection (at water main), bedding, tracer wire, backfill, compaction, furnishing, hauling, appurtenances, testing, all other materials, labor and equipment necessary for a completed project.		
			Two Hundred Twenty exactly (Lump Sum Price - Words)	\$ 220.00 (Numeric)	\$ 2,200.00 (Numeric)

BID SCHEDULE**Glenwood Springs Recycle Center Bid Schedule**

City of Glenwood Springs

10/2/2020

No.	Quantity	Unit	Description and Unit Price in Words	Unit Price	Total Price
10	320	CY	6" of Class 6 Aggregate Base Course (Site Base for Concrete and Asphalt): including but not limited to: soil preparation, furnishing, hauling, compaction, testing, all other materials, labor and equipment necessary for a completed project.		
			Forty-Four exactly (Unit Price - Words)	\$ 44.00 (Numeric)	\$ 14,080.00 (Numeric)
11	50	CY	3/4" Washed Rock for Landscaping Areas and Under Employee Hut Area: including but not limited to: soil preparation, weed barrier purchase and installation, furnishing, hauling, all other materials, labor and equipment necessary for a completed project.		
			Ninety-Two exactly (Unit Price - Words)	\$ 92.00 (Numeric)	\$ 4,600.00 (Numeric)
12	9,500	SF	4" Hot Mix Asphalt for Entryway and for Internal Access Roadway (SX-75,PG 58-28): including but not limited to: furnishing, hauling, base course, compaction, testing, all other materials, labor and equipment necessary for a completed project.		
			Three and 50/100 (Unit Price - Words)	\$ 3.50 (Numeric)	\$ 33,250.00 (Numeric)
13	15	LF	Asphalt Edge Matching at 13th Street (T-Top): including but not limited to: saw cut, 2' wide milling, hauling, all other materials, labor and equipment necessary for a completed project.		
			Ninety-Six exactly (Unit Price - Words)	\$ 96.00 (Numeric)	\$ 1,440.00 (Numeric)
14	6,200	SF	6" Concrete with #4 Rebar at 18" O.C. (Container Area): including but not limited to: furnishing, hauling, casting, formwork, reinforcement, consolidation, joints, base course, testing, all other materials, labor and equipment necessary for a completed project.		
			Ten exactly (Unit Price - Words)	\$ 10.00 (Numeric)	\$ 62,000.00 (Numeric)

BID SCHEDULE**Glenwood Springs Recycle Center Bid Schedule**

City of Glenwood Springs

10/2/2020

No.	Quantity	Unit	Description and Unit Price in Words	Unit Price	Total Price
15	500	LF	Fence (Cedar Plank, 6' Tall): including but not limited to: furnishing all materials, medium brown stain, labor and equipment necessary to completed project.		
			Thirty-Five and 30/100 (Unit Price - Words)	\$ 35.30 (Numeric)	\$ 17,650.00 (Numeric)
16	3	Each	Metal Gates and Support Posts (Farm Style, Black, Metal gates (Two(2) at 10', One (1) at 14')): including but not limited to: furnishing all materials, black powder coating, labor and equipment necessary to completed project.		
			Six Hundred Twenty exactly (Unit Price - Words)	\$ 620.00 (Numeric)	\$ 1,860.00 (Numeric)
17	1	Each	10' x 10' x 8' Tall Prefabricated Wood Shed for Employee Hut (To Match Cedar Fencing): including but not limited to: furnishing all materials, labor and equipment necessary to completed project. (Skid Mounted, No Foundation at this time)		
			Four Thousand Seven Hundred exactly (Unit Price - Words)	\$ 4,700.00 (Numeric)	\$ 4,700.00 (Numeric)
18	1	Each	Purchase and Installation of 4' Concrete Drywell (6" grate and Ring, 2' Cone Section, 2' Solid Barrel, 4' perforated barrel section with 3/4" gravel sump area per design drawings) including but not limited to: furnishing all materials, labor and equipment necessary to completed project.		
			Seven Thousand Two Hundred exactly (Unit Price - Words)	\$ 7,200.00 (Numeric)	\$ 7,200.00 (Numeric)

Total of All Items (Complete Project): \$173,005.00

BID SCHEDULE

Glenwood Springs Recycle Center Bid Schedule

City of Glenwood Springs

10/2/2020

No.	Quantity	Unit	Description and Unit Price in Words	Unit Price	Total Price
A	9,500	SF	Installation of 4" of Asphalt Mills for Winter Time use, remove and replace Milling in Spring of 2021 and install 4" Hot Mix Asphalt for Entryway and for Internal Access Roadway (SX-75, PG 58-28): including but not limited to: furnishing, hauling, base course, compaction, testing, all other materials, labor and equipment necessary for a completed project. Asphalt Millings will be provided by the City of Glenwood Springs.		
			75/100	\$ 0.75	\$ 7,125.00
			(Unit Price - Words)	(Numeric)	(Numeric)

Total of Alternate Item A: \$ 7,125.00

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Gould Construction, Inc.

P.O. Box 130, Glenwood Springs, CO 81602 as Principal, and

Employers Mutual Casualty Company as Surety, are hereby

held and firmly bound unto City of Glenwood Springs as OWNER

in the penal sum of Five Percent (5%) of Total Amount Bid

for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed, this 7th day of October, 2020.

The Condition of the above obligation is such that whereas the Principal has submitted to

City of Glenwood Springs a certain BID, attached hereto

and hereby made a part hereof to enter into a contract in writing, for the

Recycle Center, Bid No. BD 2020-033

NOW, THEREFORE,

(a) If said BID shall be rejected, or

(b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID,

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

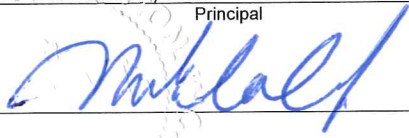
IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Gould Construction, Inc.

(L.S.)

Principal

By:



Employers Mutual Casualty Company

Surety

By:



Christina L. Townsend

Attorney-in-Fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.



P.O. Box 712 • Des Moines, Iowa 50306-0712

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Union Insurance Company of Providence, an Iowa Corporation

4. Illinois EMCASCO Insurance Company, an Iowa Corporation
5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

TIMOTHY J. BLANCHARD, ROBERT CHARLES TORREZ, VICKIE GOLOBIC, TERRI L. REESE, CHRISTINA L. TOWNSEND, JENNIFER J. WALKER, BARBARA J. ARNOLD, ASHLEY K. ANDERSON, MARY ANN EURICH, DONNA L. ADAMS, RUTH ANNE LINDSAY, Lynn Christine Bosman, Nikki M. Mosbrucker, Jessica Jean Rini

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Surety Bond:

Any and All Bonds

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

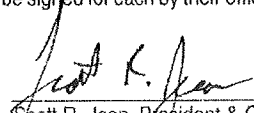
The authority hereby granted shall expire October 10th, 2022, unless sooner revoked.

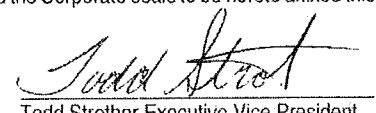
AUTHORITY FOR POWER OF ATTORNEY

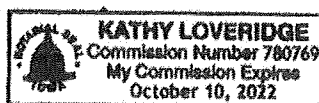
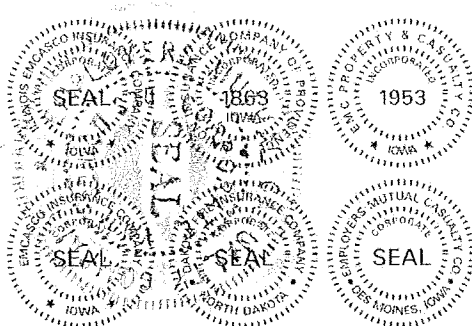
This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 30th day of March, 2020.

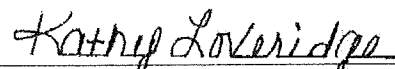

 Scott R. Jean, President & CEO
 of Company 1; Chairman, President
 & CEO of Companies 2, 3, 4, 5 & 6


 Todd Strother, Executive Vice President
 Chief Legal Officer & Secretary of
 Companies 1, 2, 3, 4, 5 & 6



On this 30th day of March, 2020 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

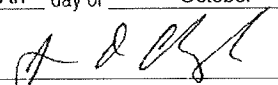
My Commission Expires October 10, 2022.


 Notary Public in and for the State of Iowa

CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 30th day of March, 2020, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 7th day of October, 2020.


 Vice President

BID FORM

FOR: Glenwood Springs Recycle Center
(Project Name)

TO: City of Glenwood Springs
(Owner)

101 West 8th Street
(Address)

Glenwood Springs, Colorado 81601
(City) (State) (Zip)

The undersigned (hereafter called the Bidder), a Corporation
(Corporation, Partnership or Individual)

_____, organized and/or doing business under the laws of the

State of Colorado, hereby proposes and agrees to furnish all the necessary labor, materials, equipment, tools and services necessary for the completion of all work stipulated in, required by, and in accordance with, the proposed contract documents hereto attached and the plans and other documents referred to therein (as altered, amended or modified by all addenda thereto). All in accordance with the Drawings, Specifications and other Contract Documents prepared by the City of Glenwood Springs for the sum as stated in the totals for the items proposed, plus any and all sums to be added and/or deducted resulting from all extra and/or omitted work in accordance with the requirements of the Supplemental Conditions, Technical Specifications and with the unit and/or lump sum prices stated in the items bid form attached hereto.

The undersigned has examined the location of the proposed work, the Drawings, Specifications and other Contract Documents and is familiar with the local conditions at the place where the work is to be performed.

The undersigned Bidder hereby agrees to commence work under this contract on or before a date specified in the "Notice to Proceed" and to fully complete the project within 30 consecutive calendar days thereafter.

The undersigned Bidder further agrees to pay as liquidated damages, the sum of \$250.00 for each consecutive day thereafter as hereinafter provided in the Supplemental Conditions.

The undersigned Bidder hereby acknowledges receipt of any and all of the following Addenda:

<u>Addendum No.</u>	<u>Dated</u>
<u>Addendum No One</u>	<u>10/1/2020</u>
<u>Addendum No Two</u>	<u>10/5/2020</u>
<u>Addendum No Three</u>	<u>10/6/2020</u>
<u>Addendum No Four</u>	<u>10/07/2020</u>

BID FORM (continued)

The Bid guarantee, the performance and payment bond, time of completion and other requirements related to the bid shall be in accordance with either the Supplementary Conditions, Technical Specifications, Contract Documents or the items listed below:

OTHER REQUIREMENTS BY OWNER:

The Contractor must submit qualifications with the submitted bid.

In the event this Bid is selected and a contract awarded to the undersigned, the following surety or sureties will sign the required Performance and Payment Bond:

Employers Mutual Casualty Company c/o Hub International
2742 Crossroads Blvd, Grand Junction CO 81506
Timothy Blandford 970 245-8011

The following proposed items form a part of the Bid:

DATE October 7, 2020

Signature:

If an Individual: _____ doing
business as _____

If a Partnership: _____

By _____, member of Firm

If a Corporation: Gould Construction Inc

By Mark C Gould Jr

Title President, CEO, COO

BID FORM (continued)

ATTEST: _____

Secretary

(CORPORATE SEAL)

Business Address of Bidder

PO Box 130

Greenwood Springs, CO 81602

If Bidder is a corporation, supply the following information:

State in which incorporated

Colorado

Name and address of its:

President

Mark C Gould Jr., 96 Riurgen Rd
Carbondale, CO 81623

Secretary

Kimberly D Oehlke, 4362 CR 100
Carbondale CO 81623

PROJECT COMPLETION AND EXCEPTIONS
CITY OF GLENWOOD SPRINGS
RECYCLE CENTER PROJECT
#BD2020-033

Bidding 30 total days to compete the Recycle Center as specified in the bid documents.

If bidding exceptions to the bid specifications, are those exceptions attached on a separate sheet of paper titled "Exceptions to Recycle Center Project, BD 2020-033:

_____yes X no

Have you filled in all the blanks on the Bid Schedule(s)? X yes ___ no

SUBMITTED BY:

Name David Hillbrand, Project Manager

ADDRESS PO Box 130

City Glenwood Springs State CO Zip 81602

Corporate Seal

Firm Name * Gould Construction Inc

Signature [Signature]

Title President, CEO, COO

Phone (970) 379 - 8326

* Insert "Corporation, Partnership" etc.

Bids shall be delivered to the following address:

Bids must be submitted electronically to bidresponse@cogs.us no later than the required time and date. Include the Bid title and #BD2020-033 in the subject line of the email. If your bid is being submitted electronically, and if the bid security is in the form of certified funds, those funds **MUST** be received prior to the bid opening date and time.

**City of Glenwood Springs
Addendum to Professional Services Agreement**

Work By Illegal Aliens Prohibited. Pursuant to Section 8-17.5-101, C.R.S., *et. seq.*, as amended, Contractor warrants, represents, acknowledges, agrees and certifies that:

1. Contractor does not knowingly employ or contract with an illegal alien who will perform work under this agreement. Contractor shall not knowingly enter into a contract with a subcontractor that fails to certify to Contractor that the subcontractor shall not knowingly employ or contract with an illegal alien who will perform work under this Agreement.
2. Contractor will participate in the electronic employment verification program created in Public Law 208, 104th Congress, as amended, and expanded in Public Law 156, 108th Congress, as amended, and jointly administered by the Department of Homeland Security and the Social Security Administration, or its successor program (hereinafter, "E-Verify Program") or will participate in the "Department Program" as established in §8-17.5-102(5)(c), C.R.S., as amended, in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement.
3. Contractor has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this agreement through participation in the E-Verify Program or the Department Program.
4. Contractor shall not use either the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.
5. If Contractor obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien, Contractor shall be required to:
 - (a) notify the subcontractor and the City within three (3) days that Contractor has actual knowledge that the subcontractor is employing or contracting with an illegal alien; and
 - (b) terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to this subparagraph the subcontractor does not stop employing or contracting with the illegal alien; except that Contractor shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien.
6. If Contractor participates in the Department Program, Contractor shall provide a notarized written affirmation to City that Contractor has, as required by the Department Program, examined the legal work status of employees hired to perform work under this Agreement and shall comply with all other requirements of the Department Program. (A sample contract affirmation may be obtained at: <http://www.coworkforce.com/lab/pcs/default.asp>)
7. Contractor shall comply with any reasonable request by the Colorado Department of Labor and Employment ("Department") made in the course of an investigation that the Department is undertaking pursuant to its legal authority.
8. Nothing in this Addendum shall be construed as requiring Contractor to violate any terms of participation in the E-Verify Program.
9. If Contractor violates this Addendum, the City may terminate this Agreement for breach of contract. If this Agreement is so terminated, Contractor shall be liable for actual and consequential damages to the City arising out of said violation.

CONTRACTOR

DATE: Oct 7, 2020

BY: 

Mark C Gaud, Jr



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:	Resolution 2020-33; A Resolution of the City Council of the City of Glenwood Springs, Colorado, accepting a GOCO Resilient Communities Grant for the Glenwood Springs Equitable Access & Emergency Parks Maintenance Project
Action Requested:	Accept a grant award from the Great Outdoors Colorado Trust (GOCO) in the amount \$102,375.00 for emergency Parks Maintenance staffing and operational support and improved access and outreach to underserved populations and authorize the Mayor to sign the grant agreement with GOCO.
Department:	Parks & Recreation
Presented By:	Brian Smith, Recreation Director
Background Info:	The City of Glenwood Springs' Parks & Recreation Department has been awarded \$102,375 in GOCO Resilient Communities funding with \$21,375 in partner matching to address immediate needs for maintenance and access improvements for parks, trails, and recreational assets that have emerged as a result of the COVID-19 public health crisis. The Glenwood Springs Equitable Access and Emergency Parks Maintenance project will address immediate maintenance staffing and operational support needs at parks, trail heads, and park facilities to prevent hazardous conditions and support safe, outdoor activities for residents and visitors. The project will also address barriers to parks and recreational assets for low-income, persons with disabilities and Latinx populations through increasing outreach, offering bilingual information and signage, and soliciting input about priority needs for parks improvements and maintenance.
Issues:	NA
Staff Recommendation:	Accept the grant agreement and authorize the Mayor to sign the agreement with GOCO.

GRANT AGREEMENT

Project Name: The Glenwood Springs Equitable Access & Emergency Parks
Maintenance Project
Project Completion Date: March 31, 2022
Great Outdoors Colorado
Contract No.: 21026

PARTIES TO AGREEMENT

Board/GOCO: The State Board of the Great Outdoors Colorado Trust Fund
Address: 1900 Grant Street, Suite 725
Denver, CO 80203

Telephone: (303) 226-4520
Contact name: Matt Brady

Grantee: City of Glenwood Springs
Address: 101 W. 8th Street, Glenwood Springs, CO 81601

Contact name: Brian Smith

Date: October 8, 2020

EXHIBITS

Exhibit A Project Summary
Exhibit B Resolution
Exhibit C Approved Budget
Exhibit D Approved Workplan/Timeline

RECITALS

A. The State Board of the Great Outdoors Colorado Trust Fund (“GOCO” or “Board”) is a political subdivision of the State of Colorado, created by Article XXVII of the Colorado Constitution, adopted at the November 1992 General Election, which article appropriates a portion of the net proceeds of the Colorado Lottery to GOCO and directs GOCO to invest those proceeds in the state’s parks, wildlife, open space, and recreational resources.

B. In 2020, GOCO created a statewide grant program pursuant to which eligible entities could apply for grants for resilient communities projects. Grantee listed above (“Grantee”) submitted a detailed project application (“Project Application”) that contemplates the execution of the project entitled above and described in GOCO’s project summary (“Project Summary”), attached and incorporated as Exhibit A (“Project”). GOCO approved Grantee’s Project Application, which is incorporated into this Agreement by reference, on September 10, 2020, subject to the execution of a detailed grant agreement. GOCO and Grantee each have on file a copy of the Project Application.

C. The parties intend this agreement to be the detailed grant agreement required by GOCO (“Agreement”).

AGREEMENT

NOW, THEREFORE, in consideration of the parties’ mutual covenants contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

SECTION 1 – PROJECT

1. Incorporation of Recitals. The Recitals set forth above are incorporated into this Agreement.
2. Representations and Warranties of Grantee. Grantee is a Municipality, duly organized in accordance with the laws of Colorado and has full and lawful authority to enter into, and comply with the terms of, this Agreement. Grantee’s governing body has authorized entering into this Agreement as evidenced by the resolution attached and incorporated as Exhibit B.
3. Grant and Project. GOCO awards to Grantee a grant in the amount not to exceed \$102,375.00 (“Grant”), subject to the terms and conditions set forth in this Agreement. The Grant shall be used by Grantee solely to complete the Project in substantial conformity with the final plans, specifications, designs, and uses approved by GOCO. In the event of a conflict between the Project Application and the Project Summary, the parties shall resolve the conflict by mutual agreement.
4. Project Scope. Grantee shall not materially modify the Project without the prior written approval of the Executive Director of GOCO (“Executive Director”) or the Executive Director’s designee, such approval to be in GOCO’s sole discretion. Any material modification to the

Project undertaken without GOCO's prior written consent may be deemed a breach of this Agreement, entitling GOCO to all remedies available under this Agreement. If Grantee determines with reasonable probability that the Project will not or cannot be completed as approved by the Board, Grantee will promptly so advise the Board and cooperate in good faith to seek a resolution before any further funds are advanced.

5. Grantee Efforts. Grantee agrees to use its best efforts to complete the Project in a timely fashion, in a good and workmanlike manner, and consistent with this Agreement and GOCO's approvals related to the Project.

6. Approved Budget. Grantee has completed a detailed budget that reflects all anticipated sources and uses of funds for the Project, including a detailed accounting of Grantee's anticipated direct costs associated with the Project, a copy of which is attached and incorporated as Exhibit C ("Budget"). Eligible costs are described in Paragraph 9 of this Agreement. Grantee has also completed a Workplan/Timeline that reflects Grantee's anticipated dates for completing all aspects of the Project, a copy of which is attached and incorporated as Exhibit D ("Workplan/Timeline"). The Project Application contains a budget and a workplan/timeline that may not match the approved versions attached as Exhibits C and D and which, therefore, shall not be relied upon by GOCO or Grantee. Where discrepancies exist, the approved Budget and Workplan/Timeline in Exhibits C and D, respectively, shall control until such time as GOCO approves the final versions of both documents.

7. Waiver. Prior to the disbursement of funds, the Executive Director in his or her discretion may waive certain conditions set forth in this Agreement. Anything else to the contrary notwithstanding, the exercise by GOCO staff ("Staff"), the Executive Director, or GOCO of any right or discretion reserved to them under this Agreement shall not be deemed a waiver. Furthermore, no waiver by them under this Agreement shall constitute a waiver of any other requirements, actions, or conditions, nor shall any waiver granted be deemed a continuing waiver. No waiver by the Staff, the Executive Director, or GOCO shall be effective unless in writing executed by them. Additionally, any failure by the Staff, the Executive Director, or GOCO to take any actions as set forth in this Agreement shall have no legal effect on the contractual duties of Grantee. Further, no waiver with respect to this Project, Grant, or Agreement shall constitute a waiver in any other GOCO-funded project.

8. Future Funding. This Agreement and the Grant only apply to the Project specifically described in this Agreement. GOCO makes no representations regarding future funding for future phases of the Project, whether or not described in the Project Application, Project Summary, or otherwise.

SECTION 2 – GRANT PAYMENT

9. Eligible Costs. The Grant and all matching funds shall be used only for the cost outlined in Exhibit C ("Budget"); these costs are eligible for reimbursement on the basis of costs actually incurred by Grantee and supported by written documentation (receipts, bills, etc.). The Grant and all matching funds may not be used to pay for any other costs deemed to be ineligible by the Board, at the Board's sole discretion.

10. Payment of Grant.

A. *Progress Payment.* Grantee may opt to receive a portion of the Grant after starting but prior to completing work on the Project (“Progress Payment”). Grantee shall provide GOCO with a progress report detailing expenditures and progress made to date (“Progress Report”). The Progress Report must be submitted using GOCO’s Progress Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation to support making a Progress Payment. A Progress Payment shall not exceed 50% of the Grant or the maximum percentage of funds GOCO can expend for the project to date based on the program’s matching requirements, whichever is less. A Progress Payment shall be considered a loan until the Project is complete and Final Payment (as defined below) has been made.

B. *Final Payment.* Grantee shall submit a final report to GOCO detailing the accomplishments of and expenditures related to the Project and its completion (“Final Report”). The Project is “complete” when all facilities, trails, or other improvements included in the GOCO-approved Project scope have been built and are ready for their intended use. The Final Report must be submitted using GOCO’s Final Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation before its approval of the contents of the Final Report. Upon GOCO’s review and approval of the Final Report, GOCO shall pay the outstanding balance on the Grant (“Final Payment”), subject to any reductions contemplated by any provision of this Agreement.

C. *GOCO Review.* GOCO shall have 30 days to review any Progress Report and Final Report and respond to Grantee.

D. *Waivers of Liens and Claims.* GOCO may, in its discretion, depending on the nature of the Project, require documentation of mechanics’ lien waivers or waivers of claims to public project performance bonds as a precondition to any disbursement under this Agreement.

E. *Modifications.* Payment of the Grant is subject to the Project being completed with no material modifications made, except as otherwise agreed to in advance by GOCO in accordance with this Agreement. The Grant will not be increased, but GOCO may reduce the Grant if the Project changes in any way that GOCO deems material. “Material modifications” may include, but are not necessarily limited to, a reduction in the total cost of the Project, a reduction in the size or number of recreational development components to be constructed, changes to the nature of the recreational development components to be constructed, or any other variance from the Project as presented in the Project Application. It is the sole responsibility of Grantee to inform GOCO of any such modifications to the Project. GOCO strongly encourages Grantee to contact GOCO in writing when it becomes aware of or wishes to make any such modifications, however seemingly minor, to the Project.

F. *Net Lottery Proceeds.* Payment of the Grant is also subject to GOCO’s determination in its sole discretion that it has received and has available sufficient net lottery proceeds to fund the Grant. In determining the sufficiency of net lottery proceeds, GOCO may consider all facts and circumstances as it deems necessary or desirable, including but not limited

to adequate reserves, funding requirements, and/or commitments for other past, current, and future grants, and past, current, and future GOCO operating expenses and budgetary needs.

11. Withdrawal of GOCO Funding; Termination of Agreement. Anything in this Agreement to the contrary notwithstanding, with prior notice to Grantee, GOCO reserves the right to withhold or withdraw all or a portion of the Grant, to require a full or partial refund of the Grant, and/or to terminate this Agreement if GOCO determines in its sole discretion that:

A. *Altered Expectations.* Facts have arisen or situations have occurred that fundamentally alter the expectations of the parties or make the purposes for the Project or the Grant as approved by GOCO infeasible or impractical;

B. *Material Project Changes.* Material changes in the scope or nature of the Project have occurred from that which was presented in the Project Application, approved by GOCO and reflected in the Project Summary, without prior written approval of the Executive Director;

C. *Inaccuracies.* Any statement or representation made or information provided by Grantee in the Project Application, this Agreement, the Progress Report, the Final Report, or otherwise is untrue, inaccurate, or incomplete in any material respect;

D. *Reporting.* The results of GOCO's review of the Progress Report or the Final Report are not acceptable to GOCO;

E. *Conditions Precedent Not Fulfilled or Unsatisfactory.* Any of the conditions precedent to funding listed in Section 3 below is not fulfilled by Grantee or is unsatisfactory to GOCO, in its sole discretion;

F. *Delays.* The Project will not or cannot be completed by the Completion Date or any extensions granted, or delays in the implementation of the Project have occurred that make the Project impracticable in the Board's judgment;

G. *Costs.* The Project will not or cannot be completed within the Budget or any approved modifications, or the total Project cost and/or Grantee's matching funding are reduced; or

H. *Property.* Title to or encumbrances against the Property are or become such that Grantee is unable to complete the Project, or the Project and/or the Property are or become unavailable for public use.

SECTION 3 – CONDITIONS PRECEDENT

12. Completion Date. Grantee shall complete the Project and submit its Final Report no later than March 31, 2022 ("Completion Date"). Grantee may request an extension of the Completion Date in compliance with GOCO's *Overdue Grants* procedure, as may be amended from time to time by GOCO in its sole discretion. GOCO may elect to terminate this Agreement and

deauthorize the Grant in the event this Completion Date is not met and/or Grantee fails to comply with the *Overdue Grants* procedure.

13. Conditions Precedent to Funding. Anything else in this Agreement or otherwise to the contrary notwithstanding, the Grant is expressly conditioned upon Grantee's fulfillment of all terms and conditions of this Agreement to GOCO's satisfaction in its sole discretion, including but not limited to the following:

A. *Matching Funds.* Matching funds in the minimum amount required by GOCO policy or procedure and as set forth in the approved Budget, or as modified and approved in compliance with GOCO procedures, must have been received by Grantee, or the status of efforts to secure matching funding was disclosed and has been deemed satisfactory by Staff. Grantee shall provide evidence of matching funds as GOCO may require in its reasonable discretion.

B. *GOCO Policies and Procedures.* The Project must comply with all of GOCO's policies and procedures, which may be amended from time to time by GOCO in its sole discretion, and must meet any special Board conditions as listed in the attached Project Summary (Exhibit A).

SECTION 4 – OTHER PROVISIONS

14. Publicity and Project Information. GOCO has the right and must be provided the opportunity to use information gained from the Project; therefore, Grantee shall acknowledge GOCO funding in all news releases and other publicity issued by Grantee concerning the Project. If any events are planned in relationship to the Project, GOCO shall be acknowledged as a contributor in the invitation for the event. GOCO shall be notified of any such events 30 days in advance. Grantee shall cooperate with GOCO in preparing public information pieces, providing access to the Property for publicity purposes, and providing photos or other imagery of the Project from time to time, which GOCO reserves the right to use and duplicate in any print or electronic publication or platform for publicity, illustration, advertising, web content, and other purposes at any time without the need to seek pre-approval from Grantee. Grantee shall give timely notice of the Project, its inauguration, significance, and completion to the local members of the Colorado General Assembly and members of the board of county commissioners of the county or counties in which the Project is located, as well as to other appropriate public officials. At no time shall Grantee represent in any manner to the public or to any party that it is affiliated with GOCO or acting on behalf of GOCO.

15. Signage. Grantee shall erect one or more signs at a prominent location(s) on the Project site acknowledging the assistance of Great Outdoors Colorado and the Colorado Lottery. GOCO will provide such signs at no cost to Grantee. Alternatively, GOCO will provide reproducible samples of its logo to Grantee for custom signs. GOCO shall approve in advance the design of any permanent sign materially varying from the signs provided by GOCO. To obtain such approval, Grantee shall submit to GOCO plans describing the number, design, placement, and wording of signs and placards prior to completion of the Project. The Board may withhold Final Payment pending evidence of placement of permanent signage.

16. Liability.

A. *Indemnity.* To the extent allowed by law, Grantee shall be responsible for and shall indemnify, defend, and hold harmless GOCO, its officers, agents, and employees from any and all liabilities, claims, demands, damages, or costs (including reasonable attorneys' fees) resulting from, growing out of, or in any way connected with or incident to Grantee's performance of this Agreement. Grantee waives any and all rights to any type of express or implied indemnity or right of contribution from the State of Colorado, GOCO, its members, officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement. Grantee acknowledges that Grantee is the owner of the Project and the Property upon which it is located, or has control of the Project and the Property, and that GOCO neither possesses nor controls the Project, the Property, nor the operations of the Project.

B. *No CGIA Waiver.* No term or condition of this Agreement shall be construed or interpreted as a waiver, either express or implied, of any of the immunities, rights, benefits or protections provided to GOCO under the Colorado Governmental Immunity Act as amended or as may be amended in the future (including without limitation any amendments to such statute, or under any similar statute that is subsequently enacted) ("CGIA"). This provision may apply to Grantee if Grantee qualifies for protection under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq. GOCO and Grantee understand and agree that liability for claims for injuries to persons or property arising out of the negligence of GOCO, its members, officials, agents, and employees may be controlled and/or limited by the provisions of the CGIA. The parties agree that no provision of this Agreement shall be construed in such a manner as to reduce the extent to which the CGIA limits the liability of GOCO, its members, officers, agents, and employees.

C. *Compliance with Regulatory Requirements and Federal and State Mandates.* Grantee assumes responsibility for compliance with all regulatory requirements in all applicable areas, including but not limited to nondiscrimination; worker safety; local labor preferences; preferred vendor programs; equal employment opportunity; use of competitive bidding; permits; approvals; local, state, and federal regulations and environmental laws; and other similar requirements. To the maximum extent permitted by law, Grantee agrees to indemnify, defend, and hold harmless GOCO, Executive Director, and Staff from any cost, expense, or liability for any failure to comply with any such applicable requirements.

D. *Nondiscrimination.* During the performance of this Agreement, Grantee and its contractors, subcontractors, and agents shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, sex, or any other basis prohibited by local, state, or federal law. Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Further, Grantee and anyone acting on behalf of Grantee shall not engage in any unlawful discrimination in permitting access and use of the Project.

17. Audits and Accounting Records. Grantee shall maintain standard financial accounts, documents, and records relating to the use, management, operation, and maintenance of the Project. Grantee shall retain the accounts, documents, and records related to the Project for five years following the date of disbursement by GOCO of the Grant funds, and they shall be subject to examination and audit by GOCO or its designated agent during this period. While Grantee is not required to use GAAP (Generally Accepted Accounting Principles), Grantee shall use reasonable and appropriate accounting systems in maintaining the required records under this Agreement.

18. Inspection. Throughout the term of this Agreement, GOCO shall have the right to inspect the Project to ascertain compliance with this Agreement.

19. Breach. In addition to other remedies available at law or in equity, in the event that Grantee breaches any of the terms or conditions of this Agreement, GOCO shall have the following non-exclusive remedies:

A. *Prior to Payment of Grant.* GOCO reserves the right to withdraw funding, terminate this Agreement, and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects.

B. *After Any Payment of Grant.* GOCO reserves the right to seek specific performance of Grantee's obligations under this Agreement, receive reimbursement in full of any disbursements made under the Grant, including in the event that Grantee does not fulfill its obligations under Paragraph 7 due to lack of annual appropriations, and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects.

In the event GOCO must pursue any remedy under this Agreement and is the substantially prevailing party, GOCO shall be awarded its costs and reasonable legal fees, including costs of collection.

20. GOCO Policies and Procedures. With regard to all named GOCO policies and procedures referenced in this Agreement, Grantee acknowledges it has received a copy of the policies and procedures or otherwise has access to the documents in connection with this Agreement and is familiar with their requirements.

21. Miscellaneous Provisions.

A. *Good Faith.* Both parties have an obligation of good faith, including the obligation to make timely communication of information that may reasonably be believed to be of interest to the other party.

B. *Assignment.* Grantee may not assign its rights or delegate its obligations under this Agreement without the express written consent of the Executive Director, who has the sole discretion to withhold consent to assign. Any assignment shall require that, at a minimum, the assignee is eligible to receive grants from the Board and assumes Grantee's ongoing obligations under this Agreement.

C. *Applicable Law.* Colorado law applies to the interpretation and enforcement of this Agreement. Venue for any dispute under this Agreement shall lie exclusively in the state courts of the City and County of Denver.

D. *No Joint Venture.* Nothing in this Agreement shall be construed to create a joint venture, partnership, employer/employee, or other relationship between the parties other than independent contracting parties. Except as permitted under the remedies provisions of this Agreement, neither party shall have the express or implied right to act for, on behalf of, or in the name of the other party.

E. *Status of Grantee.* The parties acknowledge that GOCO lacks the power and right to direct the actions of Grantee. Grantee acts in its separate capacity and not as an officer, employee, or agent of GOCO or the State of Colorado.

F. *Time is of the Essence.* Time is of the essence in this Agreement.

G. *Survival.* The terms and conditions of this Agreement, including but not limited to Grantee's obligations, shall survive the funding of the Grant and the completion of the Project.

H. *Fax and Counterparts.* This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one agreement. In addition, the parties agree to recognize signatures to this Agreement made electronically and transmitted electronically or by facsimile as if they were original signatures.

I. *Third-Party Beneficiary.* GOCO and Grantee acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between GOCO and Grantee and that no third-party beneficiaries are intended.

J. *Notice.* Any notice, demand, request, consent, approval, or communication that either party desires or is required to give the other shall be in writing and either served personally or sent by first class mail, postage prepaid, to the addresses shown on Page 1 of this Agreement.

K. *Construction; Severability.* Each party has reviewed this Agreement, and therefore any rules of construction requiring that ambiguities be resolved against a particular party shall not be applicable in the construction and interpretation of this Agreement. If any provision in this Agreement is found to be ambiguous, an interpretation consistent with the purpose of this Agreement that would render the provision valid shall be favored over any interpretation that would render it invalid. If any provision of this Agreement is declared void or unenforceable, it shall be deemed severed from this Agreement, and the balance of this Agreement shall otherwise remain in full force and effect.

L. *Entire Agreement.* Except as expressly provided, this Agreement constitutes the entire agreement of the parties. No oral understanding or agreement not incorporated in this

Agreement shall be binding upon the parties. No changes in this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.

M. *Termination of the Board.* If Article XXVII of the Colorado Constitution, which established GOCO, is amended or repealed to terminate GOCO or merge GOCO into another entity, the rights and obligations of GOCO under this Agreement shall be assigned to and assumed by such other entity as provided by law, but, in the absence of such direction, by the Colorado Department of Natural Resources or its successor.

IN WITNESS WHEREOF, the parties by signature below of their authorized representatives execute this Agreement effective as of _____.

STATE BOARD OF THE GREAT
OUTDOORS COLORADO TRUST FUND

GRANTEE:
City of Glenwood Springs

By:

By:

Chris Castilian
Executive Director

Title:

GOCO Program Staff:
Route Grant Agreement to
Executive Director for signature:

NOTE Signee should be the same
individual authorized to sign the grant
agreement per Grantee's resolution

EXHIBIT A
Project Summary

EXHIBIT B
Resolution

EXHIBIT C
Approved Budget

EXHIBIT D
Approved Workplan/Timeline

RESOLUTION 2020-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ACCEPTING A RESILIENT COMMUNITIES GRANT FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FOR THE GLENWOOD SPRINGS EQUITABLE ACCESS AND EMERGENCY PARKS PROJECT AND AUTHORIZING THE MAYOR TO SIGN THE GRANT AGREEMENT

WHEREAS, the City of Glenwood Springs (“City”) submitted an application for a Resilient Communities Grant from the State Board of the Great Outdoors Colorado Trust (“COCO”) for the Glenwood Springs Equitable Access and Emergency Parks Project (the “Project”); and

WHEREAS, the Project will address immediate maintenance staffing and operational support needs at trail heads and park facilities to prevent hazardous conditions and support safe outdoor activities for residents and visitors; and

WHEREAS, the Project will also address barriers to parks and recreational assets for low-income and Latinx populations and persons with disabilities; and

WHEREAS, the GOCO awarded the City a grant in the amount of \$102,375 with \$21,375 in partner matching; and

WHEREAS, the City desires to accept the grant and enter into the grant agreement with the GOCO.

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

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

Section 2. The City accepts the grant and the terms of the grant agreement with the GOCO.

Section 3. The City Council hereby authorizes the Mayor or Mayor Pro Tem to sign the grant agreement with the GOCO.

INTRODUCED, READ, AND PASSED THIS 15TH DAY OF OCTOBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Approval of Sole Source Purchase of Fire Equipment

Action Requested: Approval of Sole Source Purchase of Fire Equipment

Department: Fire Department

Presented By: Gary Tillotson, Fire Chief
Steve Boyd, COO

Background Info: Over the past several years all of the fire departments serving Garfield County have migrated toward using the same brand and style of Self-Controlled Breathing Apparatus (SCBA) for purposes of seamless inter-operability and the underlying training for multi-department response to significant fire and hazmat incidents. The Mine Safety Appliance (MSA) equipment that we all use is rapidly approaching obsolescence and needs to be replaced with equipment meeting the current National Fire Protection Association standards.

Glenwood Springs Fire, Gypsum Fire, Colorado River Fire and Grand Valley Fire agreed to apply for an Assistance to Firefighters Grant (AFG) for a regional equipment grant for replacement SCBA. The City of Glenwood Springs agreed to be the “host” agency for purposes of the grant application and the subsequent award of the grant for \$1,010,035.00 in equipment, with each agency bearing responsibility for 10% of the cost for their respective order and FEMA paying 90% of the total order.

There is only one dealer authorized to supply this equipment for our region under the AFG program making this a Sole Source Purchase.

The financial impact to Glenwood Springs is as follows:

Total Cost of Equipment	\$1,010,035
Federal Grant Amount	\$918,214 – submitted directly to vendor
Glenwood’s Equipment Value	\$238,000
Glenwood’s contribution	\$23,800

The other agencies will pay the remaining amount directly to the vendor. The net impact to Glenwood Springs will be to obtain \$238,000 worth of equipment for 10% (\$23,800) of that amount. Because we don’t yet know whether this purchase will be with 2020 or 2021 budget funds we will seek a supplemental appropriation from Council when we know the timing of the transaction.

Right now we are asking approval from council for “sole source” purchasing to complete this grant process.

Issues: None

Staff Recommendation: Approval of sole source purchase



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
August 6, 2020
101 W. 8TH STREET
6:15 P.M.

REGULAR SESSION

2. Roll Call

Mayor Jonathan Godes called the meeting to order at 6:15 PM. Present at roll call: Charlie Willman, Rick Voorhees, Tony Hershey, Jonathan Godes, Shelley Kaup, Paula Stepp and Steve Davis. Also present were Debra Figueroa; City Manager, Karl Hanlon; City Attorney, Catherine Fletcher; City Clerk, Jenn Ooton; Assistant City Manager, Steve Boyd, COO; Yvette Gustad; Finance Director, Terri Partch; City Engineer, Matt Langhorst; Public Works Director, Gretchen Ricehill; Assistant Director for Economic and Community Development, Brian Smith; Parks and Recreation Director, and Trent Hyatt; Senior Planner.

3. Pledge of Allegiance

Mayor Godes led in the pledge of allegiance.

4. Agenda Changes & Conflicts

None were noted.

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

Audrey Burgio – Requested comments be turned back on for the YouTube account.

Joel Schute – Asked if there were street repairs scheduled for Maple Street.

6. Council Comments

Councilor Willman

- Thanked the Fire Department and all agencies responding to the fire.
- Discussed his role on the CML Board of Directors and asked for objections on continuing his role as the City Council representative on the policy committee. No objections were stated.

Councilor Vorhees

- Made note of the budget work session for 2021.
- Discussed the status of the Scout Trail and requested discussion on future cleanup.
- Made note of the need for unity within City Council leadership.

Councilor Stepp

- Noted she attended the Colorado River District Water with Lunch seminar on July 29th and deliberated the next event to be on August 19, 2020 at 6:00 PM.
- Requested discussion with Debbie Wilde on homeless camp cleanup and assisting the

homeless population.

7. 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.

- A. May 21 Regular Meeting, May 27 Special City Council Meeting and July 2, Regular Meeting
- B. Cardnell Substation Contractor Construction Award BD2020-027
- C. Covered Storage Structures at the Boneyard

Councilor Hershey, seconded by Councilor Willman moved to approve the consent agenda.

Motion passed unanimously.

ACTIONS AND/OR PRESENTATIONS

8. Ordinance No 21, Series of 2020; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Amending Section 070.010.070 of the Glenwood Springs Municipal Code Regarding Nonconforming Use Regulations and Section 070.040.020(d)(24) of the Municipal Code Relating to Riparian Setbacks (FIRST READING)

Trent Hyatt, Senior Planner – Presented on this item and discussed the related background. He also outlined the code amendment approval criteria. Comments for and against the item was noted.

Brian Smith, Parks and Recreation Director – Discussed 2020-2021 riparian projects within the Parks Department.

Mayor Godes opened the item for public comment.

Dana Dickens, Amanda Murray, Richard Todd, Eric Risk, Jenn Anguloro, Dr. Joel Dickens, Holly Dickens, John Dickens, Katie Redman, Jay Dickens, Kevin Bond, Lexina Cos, Lawson Lynch, Russel Lich, Bonnie Stewart, Chris Brian, Haley Carmer, Joanne Lich, Gary Lich, and George Schaeffer – Spoke against this item.

April Long, Andrew Mueller, Lorraine Willsit, Ashley Moffatt, Chris Treese, Joel Shute, Chad Rudow, Dawn Randolph, Megan Dean, Erika Gibson, Scott Schreiber, Sarah Gordon, and Rick Lofaro - Spoke in favor of this item.

Mayor Godes closed the item for public comment.

Mayor Godes, seconded by Councilor Stepp moved allow 20% disturbance in riparian areas.

Ayes: Voorhees, Kaup, Stepp, Godes

Nays: Willman, Hershey, Davis

Motion passed.

Councilor Willman, seconded by Mayor Pro Temp Kaup moved to continue Ordinance 20-21 to the August 20, 2020 meeting with the suggested modifications.

Motion passed unanimously.

9. COVID-19
-Face Coverings

Councilor Willman, seconded by Mayor Godes moved to continue the remaining agenda items to the August 20, 2020 regular meeting.

Motion passed unanimously.

10. Resolution 2020-26; A Resolution of the City of Glenwood Springs Calling an Election on November 3, 2020 and Certifying a Ballot Issue, Setting the Ballot Title and Content for the Ballot Issue, and Providing Other Matters Relating to the Election.

This item was moved to the August 20, 2020 regular meeting.

11. 27th Street Pedestrian Grade Separation - Discussion regarding an over or underpass and grant opportunities

This item was moved to the August 20, 2020 regular meeting.

12. CARES Funding Options

This item was moved to the August 20, 2020 regular meeting.

13. Appointments to DDA and Recreation Board

Councilor Willman, seconded by Councilor Davis moved to appoint Greg Keller and Kurt Carruth to a regular term on the DDA.

Motion passed unanimously.

Recreation Board appointments were moved to the August 20, 2020 regular meeting.

14. CC4CA 2020-2021 Policy Statement

Mayor Pro Tem Kaup moved to adopt the CC4CA Policy Statement for 2020-2021.

Motion passed unanimously.

15. Infrastructure Discussion

This item was moved to the August 20, 2020 regular meeting.

16. Report from City Administration

No updates were noted.

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

17. Adjournment

Adjourned at 10:20 PM.



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Black Hills Energy Update

Action Requested:

Department: Engineering

Presented By:

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: CONTINUED FROM SEPTEMBER 17, 2020 MEETING Appointments to Boards and Commissions
-Historical Preservation Commission

Action Requested: Appointments to Historical Preservation Commission

Department: City Clerk

Presented By:

Background Info: The Historical Preservation Commission has 4 open seats.

The requirement are as follows:

a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.

The following applicants have applied:

Marice Doll has served 5 terms

Deborah Holt Williams has served 1 term

Debra Bosna has served 1 term

Carolyn Cipperly new application

Issues: N/A

Staff Recommendation: Defer to Council



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HISTORIC PRESERVATION COMMISSION

APPLICATION

(for Powers and Duties, see page 3)

Section 1 - Name and Address

Name

Home Address

Mailing Address

Section 2 - Contact Information

Home Work

Fax Mobile

Email

Section 3 - Occupation

Occupation

Section 4 - Personal and Professional Interests

1. Why are you interested in serving on the Historic Preservation Commission?

I value the history of our town and several properties are in danger of being demolished to make way for new multifamily housing. Many items from the 2008 Preservation Plan seem to have had no noticeable actions taken to further preservation in our City. Preserving our character will encourage visitors and increase commerce

2. What do you view as your role if selected as a member of the Historic Preservation Commission?

I would work with property owners and developers to encourage them to consider saving historic structures. I'd explore incentives for preservation. I'd help owners to create additions that would sympathize with the historic nature of their properties



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HISTORIC PRESERVATION COMMISSION

APPLICATION

(for Powers and Duties, see page 3)

Section 4 - Personal and Professional Interests (continued)

3. Do you have any professional experience in one of the following disciplines: architecture, landscape architecture, architectural history, history, archaeology, planning, geography, anthropology, building trades, law or real estate? (Note - professional experience in these fields is not a requirement for appointment to the Historic Preservation Commission.)

I have worked in the Architecture and Construction fields for 35 years. I grew up in a Victorian village and learned about preservation and re-use. I designed and remodeled my own home, using largely salvaged authentic materials. I have won prizes from the Aspen HPC for my work on listed historic residences there.

4. Please list degrees received, school/college/university attended and area of study.

I have a BA in Architecture, Roger Williams University in Bristol RI. My continuing studies in Archaeology and Anthropology have been done mostly at CMC. I have studied Landscape Architecture and Urban planning. I was the youngest presenter at the Environmental Design and Research association conference in Boulder, 1993.

5. The Historic Preservation Commission generally attends one meeting a month in the evening. Do you have any existing time commitments that will hamper your ability to serve?

I have a flexible schedule

6. What experience do you have working with people on a board, commission or committee?

One year on GWS P & Z, and have served on several non-profit boards. My work has brought me before several commissions in Aspen, including HPC

Thank you for your interest and time commitment in serving your community

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HISTORIC PRESERVATION COMMISSION

APPLICATION

(for Powers and Duties, see page 3)

POWERS AND DUTIES OF THE HISTORIC PRESERVATION COMMISSION

(as defined in Title 020 of the Glenwood Springs Municipal Code)

Composition of the Historic Preservation Commission:

- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.

Powers and Duties:

(I) Powers and Duties of Historic Preservation Commission. The powers and duties of the Historic Preservation Commission shall be:

- (1) To recommend to City Council methods for the protection and preservation of the City's historic and cultural heritage, including, but not limited to, the designation of historic landmarks and districts by appropriate regulations.
- (2) To recommend to City Council methods for enhancing property values and the stabilization of historic neighborhoods.
- (3) To recommend to City Council methods for increasing economic and financial benefits, including, but not limited to, City attractions.
- (4) To provide educational opportunities to increase public appreciation of the City's unique heritage.
- (5) To do any other tasks related to the historic preservation of resources in the community of Glenwood Springs.



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Section 4 - Personal and Professional Interests

1. Why are you interested in serving on the Historic Preservation Commission?

I have been on the commission for the past two years. I have enjoyed being a part of putting together a comprehensive work plan to preserve our towns great historical significance. I have found it most interesting and a porthole to what is the current happenings in town. I feel that I have contributed to this commission with my historical experience at the Frontier Museum. I still act as a volunteer there and put in time in thier archives. This is valuable when we discuss buildings and areas of historical significance.

2. What do you view as your role if selected as a member of the Historic Preservation Commission?

I would like to continue with this commission as I admire the other commissioners and how the meetings are well managed. My role would be to continue contributing what I can in our discussions and decision's. I would like to also learn more of the building codes which the town has and our historical portion there in.



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HISTORIC PRESERVATION COMMISSION

APPLICATION

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Section 4 - Personal and Professional Interests (continued)

3. Do you have any professional experience in one of the following disciplines: architecture, landscape architecture, architectural history, history, archaeology, planning, geography, anthropology, building trades, law or real estate? (Note - professional experience in these fields is not a requirement for appointment to the Historic Preservation Commission.)

History via local museum. I was a commercial insurance broker in Aspen and Telluride. This I feel helps in understanding municipal liabilities.

4. Please list degrees received, school/college/university attended and area of study.

Ba in general studies Metro State

5. The Historic Preservation Commission generally attends one meeting a month in the evening. Do you have any existing time commitments that will hamper your ability to serve?

I do not have problem in attendance.

6. What experience do you have working with people on a board, commission or committee?

My last two years with this commission. I admire and enjoy these people and most admire Gretchen for her work and professionalism.

Thank you for your interest and time commitment in serving your community

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1. Why are you interested in serving on the Historic Preservation Commission?

2. What do you view as your role if selected as a member of the Historic Preservation Commission?



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Section 4 - Personal and Professional Interests (continued)

3. Do you have any professional experience in one of the following disciplines: architecture, landscape architecture, architectural history, history, archaeology, planning, geography, anthropology, building trades, law or real estate? (Note - professional experience in these fields is not a requirement for appointment to the Historic Preservation Commission.)

I do not.

4. Please list degrees received, school/college/university attended and area of study.

BA in Journalism, UW/Madison Masters in teaching reading, GCU/Phoenix

5. The Historic Preservation Commission generally attends one meeting a month in the evening. Do you have any existing time commitments that will hamper your ability to serve?

No.

6. What experience do you have working with people on a board, commission or committee?

3 years on the Historical Preservation Committee here.

Thank you for your interest and time commitment in serving your community

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1. Why are you interested in serving on the Historic Preservation Commission?

When my family's antebellum mansion in the South was torn down by the state to make way for a parking lot for the Louisiana state federal building, I knew then some of my calling was to protect the past.

2. What do you view as your role if selected as a member of the Historic Preservation Commission?

Helping the past survive while still creating a future.



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Section 4 - Personal and Professional Interests (continued)

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I have a soft knowledge to all of the above.

4. Please list degrees received, school/college/university attended and area of study.

My education reads like a religious litany:

- **Under graduate Degree in English, Rosary College, Chicago, Ill.
- **Undergraduate Degree in French, LaValle University, Quebec City, Canada
- **General study of economics, Chicago University, Chicago, Ill.
- **Master in Theater Arts, Kent State University, Kent, Ohio

5. The Historic Preservation Commission generally attends one meeting a month in the evening. Do you have any existing time commitments that will hamper your ability to serve?

NO

6. What experience do you have working with people on a board, commission or committee?

The general amount that putting on theatrical productions, belonging to several boards, and teaching classroom french provides.

Thank you for your interest and time commitment in serving your community

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City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:	Public Budget Hearing on 2021 Budget
Action Requested:	This is the annual budget hearing where Council has an opportunity to hear public comment on the budget that was submitted on October 1st. This follows the 10 day public review period that began on October 5th. No vote or decisions are necessary at this meeting, the budget will be presented for approval in the next meeting on November 5th.
Department:	Finance
Presented By:	Steve Boyd, COO Yvette Gustad, Finance Director
Background Info:	Staff will briefly present the Broadband Enterprise Fund budget, each of the other funds has been discussed with Council in work sessions between August 6th and September 17th.
Issues:	N/A
Staff Recommendation:	N/A



2021

DRAFT BUDGET

October 1, 2020

Budget Work Session October 1, 2020

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2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01 GENERAL FUND - 00020 TAXES					
0100020-41110	PROPERTY TAXES	\$1,932,535	\$1,261,050	\$2,126,000	8.603 mills plus abatements from consolidation of fire equipment replacement fund tax and fire operating tax.
0100020-41120	DELINQUENT PROPERTY TAXES	\$1,578	\$5,000	\$2,000	
0100020-41130	FIRE BOND TAXES	(\$831)	(\$0)	(\$0)	
0100020-41140	FIRE CAP. IMPR. TAXES	(\$612)	\$864,917	(\$0)	
0100020-41150	SPECIFIC OWNERSHIP	\$144,818	\$113,000	\$100,000	
0100020-41160	SPECIAL ASSESSMENTS	\$36,691	\$40,000	\$30,000	
0100020-41210	GENERAL SALES TAX	\$7,629,412	\$7,665,003	\$6,897,434	
0100020-41310	USE TAX	\$473,981	\$350,000	\$300,000	
0100020-41710	FRANCHISE FEES	\$178,566	\$210,000	\$214,000	
TOTAL 00020 - TAXES		\$10,396,138	\$10,508,970	\$9,669,434	
01 GENERAL FUND - 00060 OTHER					
0100060-41220	AUDIT REVENUE	\$51,651	\$82,000	\$40,000	
0100060-43510	INTEREST	\$152,643	\$77,000	\$85,000	
0100060-43520	POLICE CONFISCATED ASSETS	\$743	(\$0)	(\$0)	
0100060-43630	MINERAL LEASE	\$317,533	\$240,000	\$200,000	
0100060-43650	MISCELLANEOUS LEASE	\$58,959	\$69,000	\$40,000	
0100060-43710	CONTRIBUTIONS/DONATIONS	\$7,663	(\$0)	(\$0)	
0100060-43810	INTERFUND COST SERVICE	\$2,501,801	\$2,576,852	\$2,628,389	
0100060-43910	OTHER ENTITIES	\$27,116	\$62,000	\$40,000	
0100060-43920	INSURANCE REIMBURSEMENT	\$148,987	\$3,500	(\$0)	
0100060-44110	SALE OF ASSETS	\$8,693	\$40,000	\$10,000	
0100060-44120	CASH OVER/SHORT	(\$109)	(\$0)	(\$0)	
0100060-44130	MISCELLANEOUS	\$35,925	\$30,000	\$30,000	
TOTAL 00060 - OTHER		\$3,311,604	\$3,180,352	\$3,073,389	
01 GENERAL FUND - 00040 INTERGOVERNMENTAL					
0100040-42210	STATE & COUNTY SALES TAX	\$332,227	\$365,000	\$330,000	
0100040-42220	CIGARETTE TAXES	\$58,274	\$80,000	(\$0)	
0100040-42230	HIGHWAY USE TAX	\$359,020	\$525,000	\$266,330	
0100040-42240	SEVERENCE TAX	\$162,497	\$90,000	\$60,000	
0100040-42310	GRANTS	\$342,656	\$460,000	\$350,000	
TOTAL 00040 - INTERGOVERNMENTAL		\$1,254,675	\$1,520,000	\$1,006,330	
01 GENERAL FUND - 00070 XFERS					



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
0100070-43840	ALLOCATED ORGANIZATIONAL COST	\$478,842	\$493,210	\$493,210	
0100070-43850	ALLOCATED ORGANIZATIONAL WA/W	\$189,020	\$194,690	\$194,690	
0100070-43860	INTERFUND FRANCHISE - ELECTRIC	\$478,842	\$493,210	\$493,210	
0100070-43870	INTERFUND FRANCHISE - WA/WW	\$189,020	\$194,690	\$194,690	
0100070-44315	TRANSFER FROM A & I	\$1,170,940	\$1,540,000	\$1,000,000	Community Center Subsidy
				\$120,000	EHOP
				\$100,000	Community Events
				\$200,000	Parks Maintenance Transfer
	TOTAL TRANSFER FROM A & I	\$1,170,940	\$1,540,000	\$1,420,000	
0100070-44330	TRANSFER FROM OTHER FUNDS	(\$0)	(\$0)	\$750,000	Tobacco Tax Fund
0100070-44350	TRANSFER FROM TOURISM FUND	\$50,000	\$156,264	(\$0)	Events
	TOTAL TRANSFER FROM TOURISM FUND	\$50,000	\$156,264	(\$0)	
0100070-44355	TRANSFER FROM MARIJUANA TAX FU	\$175,000	\$300,000	\$185,000	
	TOTAL 00070 - XFERS	\$2,731,664	\$3,372,064	\$3,730,800	
01 GENERAL FUND - 00030 PERMITS/LICENSES					
0110030-42140	SALES TAX/BUSINESS LICENSES	\$96,900	\$75,000	\$50,000	
0110030-42150	LIQUOR LICENSES	\$44,490	\$70,000	\$50,000	
	TOTAL 00030 - PERMITS/LICENSES	\$141,390	\$145,000	\$100,000	
01 GENERAL FUND - 00050 CHARGE FOR SERVICE/FEEES					
0110050-42420	CREDIT CARD CONVENIENCE FEES	\$894	(\$0)	(\$0)	
	TOTAL 00050 - CHARGE FOR SERVICE/FEEES	\$894	(\$0)	(\$0)	
01 GENERAL FUND - 00030 PERMITS/LICENSES					
0120030-42160	DOG LICENSES	\$105	(\$0)	\$150	
	TOTAL 00030 - PERMITS/LICENSES	\$105	(\$0)	\$150	
01 GENERAL FUND - 00050 CHARGE FOR SERVICE/FEEES					
0120050-42414	POLICE FINES	\$113,371	\$195,000	\$125,000	
0120050-42415	VEHICLE INSPECTION FEES	\$800	\$1,000	\$800	
0120050-42416	COURT FEES	\$41,079	\$60,000	\$40,000	
0120050-42417	PARKING FEES & FINES	\$31,493	\$65,000	\$40,000	
0120050-42418	IMPOUND FEES	\$2,250	\$2,500	\$4,000	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$188,993	\$323,500	\$209,800	
01 GENERAL FUND - 00030 PERMITS/LICENSES					
0125030-42110	BUILDING PERMITS	\$248,232	\$135,000	\$135,000	
0125030-42120	VENDOR PERMITS	\$1,540	\$2,000	\$1,000	
0125030-42170	CONTRACTOR'S LICENSES	\$28,815	\$22,500	\$20,000	
TOTAL 00030 - PERMITS/LICENSES		\$278,587	\$159,500	\$156,000	
01 GENERAL FUND - 00050 CHARGE FOR SERVICE/FEES					
0125050-42411	LEGAL FEES	(\$0)	\$10,000	\$10,000	
0125050-42412	PLAN CHECK AND RECORD FEE	\$94,944	\$90,000	\$75,000	
0125050-42430	PLANNING FEES	\$27,731	\$15,000	\$25,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$122,675	\$115,000	\$110,000	
01 GENERAL FUND - 00050 CHARGE FOR SERVICE/FEES					
0130050-42410	ENGINEERING FEES	\$11,778	\$15,000	\$10,000	
0130050-42431	DOWNTOWN TRASH FEE	\$7,300	(\$0)	\$30,000	Downtown Trash Fees
				\$25,000	Downtown Snow Removal Fees - separate line item will be added when service begins.
TOTAL DOWNTOWN TRASH FEE		\$7,300	(\$0)	\$55,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$19,078	\$15,000	\$65,000	
01 GENERAL FUND - 00050 CHARGE FOR SERVICE/FEES					
0135050-42413	CEMETERY FEES	\$13,843	\$10,000	\$10,000	
0135050-42419	PARK RENTALS/BOAT RAMP FEES	\$38,770	\$105,000	\$50,000	
0135050-43210	RECREATION FEES	(\$0)	(\$0)	\$254,000	
0135050-43260	ART CENTER FEES	\$23,978	\$25,000	\$28,700	
0135050-43310	COMMUNITY CENTER FEES	\$1,346,646	\$1,607,500	\$995,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$1,423,237	\$1,747,500	\$1,337,700	
TOTAL GENERAL FUND		\$19,869,039	\$21,086,886	\$19,458,603	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
GENERAL FUND - CITY COUNCIL					
01100-51110	REGULAR EMPLOYEES	\$0	\$86,400	\$86,400	Mayor \$1,200 per month 6 Councilors at \$1,000 per month each
01100-51250	FICA CONTRIBUTIONS	\$0	\$6,808	\$6,808	
01100-51270	UNEMPLOYMENT COMPENSATION	\$0	\$268	\$268	
01100-51280	WORKERS' COMPENSATION	\$0	\$72	\$72	
01100-51610	SUPPLIES	\$0	\$10,000	\$6,000	Food and other supplies for meetings.
01100-52210	PROFESSIONAL DEVELOPMENT	\$0	\$10,000	\$7,000	Conferences, education, etc.
01100-52310	MISC. TRAVEL	\$0	\$5,000	\$4,000	Attend meetings, lobbying efforts, etc , 20% decrease from 2020
01100-52810	OTHER OPERATING EXPENSE	\$0	\$22,000	\$22,000	Operation of Council Chambers, meeting streaming service, special session costs.
TOTAL 100 - CITY COUNCIL		\$0	\$140,548	\$132,548	
GENERAL FUND - ADMINISTRATION					
01112-51110	REGULAR EMPLOYEES	\$525,081	\$453,794	\$463,599	City Manager Chief Operating Officer Executive Assistant - City Manager Assistant City Manager (75%) PIO/Assistant to the City Manager (25%)
01112-51210	HEALTH INSURANCE PREMIUMS	\$65,481	\$57,122	\$73,496	
01112-51220	LONG TERM DISABILITY	\$24	\$1,060	\$1,161	
01112-51230	BASIC LIFE INSURANCE	\$56	\$1,135	\$1,174	
01112-51250	FICA CONTRIBUTIONS	\$36,294	\$25,925	\$35,465	
01112-51260	RETIREMENT CONTRIBUTIONS	\$28,553	\$31,793	\$32,452	
01112-51270	UNEMPLOYMENT COMPENSATION	\$1,526	\$1,122	\$1,391	
01112-51280	WORKERS' COMPENSATION	\$650	\$679	\$679	
01112-51410	UTILITIES	\$215	\$0	\$0	
01112-51610	SUPPLIES	\$3,506	\$2,500	\$2,500	Office supplies
01112-51710	PROFESSIONAL SERVICES	\$68,124	\$40,000	\$15,000	Facilitation, special meetings and events, town halls, misc public communication
01112-51810	MAINTENANCE & REPAIR	\$1,199	\$0	\$0	
01112-51920	RENT/LEASE - EQUIPMENT	\$353	\$2,000	\$3,800	Copier
01112-52110	PUBLIC NOTICES	\$0	\$2,500	\$2,000	
01112-52210	PROFESSIONAL DEVELOPMENT	\$12,836	\$11,500	\$10,000	CML, CAST, ICMQA, Asst City Mgr credential
01112-52310	MISC. TRAVEL	\$2,518	\$3,500	\$2,500	Lobbying trip(s)
01112-52410	PROFESSIONAL DUES AND MEMBERSH	\$395	\$500	\$0	
01112-52420	ORGANIZATIONAL DUES AND MEMBER	\$38,736	\$18,500	\$10,000	Club 20, CAST, CCCMA, GFOA, CGFOA, AGNC
01112-52810	OTHER OPERATING EXPENSE	\$54,322	\$10,500	\$6,000	Vendor relations, meeting expenses, sponsorships., etc.
01112-59520	CAPITAL OUTLAY	\$1,589	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 112 - ADMINISTRATION		\$841,459	\$664,129	\$661,217	
GENERAL FUND - RECREATION					
01113-51110	REGULAR EMPLOYEES	\$706,118	\$839,580	\$769,410	Parks & Recreation Director Parks & Recreation Administrator Community Center Manager Facility Superintendent Athletics Supervisor Aquatics Supervisor Community Recreation Supervisor Guest Services Supervisor Facility Coordinator Maintenance Tech (3) Custodian I
01113-51120	PART-TIME EMPLOYEES	\$631,237	\$680,000	\$638,000	
01113-51130	SEASONAL EMPLOYEES	\$24	\$0	\$0	
01113-51140	OVERTIME	\$3,173	\$5,100	\$5,000	
01113-51210	HEALTH INSURANCE PREMIUMS	\$203,409	\$255,884	\$254,469	
01113-51220	LONG TERM DISABILITY	\$58	\$2,224	\$2,394	
01113-51230	BASIC LIFE INSURANCE	\$105	\$1,904	\$1,950	
01113-51250	FICA CONTRIBUTIONS	\$100,431	\$118,571	\$110,000	
01113-51260	RETIREMENT CONTRIBUTIONS	\$42,251	\$54,764	\$53,859	
01113-51270	UNEMPLOYMENT COMPENSATION	\$3,938	\$4,414	\$2,308	
01113-51280	WORKERS' COMPENSATION	\$34,903	\$31,103	\$31,103	
01113-51310	TUTITION REIMBURSEMENTS	\$1,500	\$0	\$0	
01113-51360	EMPLOYEE ONBOARDING	\$2,366	\$8,000	\$6,500	
01113-51410	UTILITIES	\$229,974	\$262,700	\$264,600	
01113-51610	SUPPLIES	\$63,839	\$155,800	\$52,000	
01113-51710	PROFESSIONAL SERVICES	\$62,072	\$68,000	\$14,950	
01113-51810	MAINTENANCE & REPAIR	\$109,842	\$10,200	\$96,000	
01113-51920	RENT/LEASE - EQUIPMENT	\$4,451	\$4,500	\$4,000	
01113-52120	EMPLOYMENT POSTING	\$1,334	\$2,000	\$1,000	
01113-52130	SPECIAL EVENT POSTING	\$281	\$0	\$0	
01113-52140	PROCUREMENT ADVERTISING	\$36	\$1,000	\$500	
01113-52210	PROFESSIONAL DEVELOPMENT	\$11,178	\$15,000	\$3,000	
01113-52310	MISC. TRAVEL	\$0	\$5,000	\$0	
01113-52410	PROFESSIONAL DUES AND MEMBERSH	\$3,988	\$1,700	\$1,000	
01113-52420	ORGANIZATIONAL DUES AND MEMBER	\$130	\$2,500	\$0	
01113-52440	PROFESSIONAL SUBSCRIPTION	\$365	\$0	\$0	
01113-52610	TECHNOLOGY	\$13,471	\$14,500	\$17,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01113-52710	CREDIT CARD FEES	\$45,783	\$10,000	\$8,000	
01113-52810	OTHER OPERATING EXPENSE	\$818	\$0	\$0	
01113-53310	RECREATION PROGRAMMING	\$120,875	\$126,400	\$96,105	Community Center and Recreation Programming
TOTAL 113 - RECREATION		\$2,397,948	\$2,680,843	\$2,433,148	

GENERAL FUND - CITY CLERK

01114-51110	REGULAR EMPLOYEES	\$143,344	\$158,725	\$120,520	City Clerk Deputy Clerk (50%)
01114-51140	OVERTIME	\$747	\$500	\$1,000	
01114-51210	HEALTH INSURANCE PREMIUMS	\$10,928	\$6,667	\$14,345	
01114-51220	LONG TERM DISABILITY	\$12	\$456	\$398	
01114-51230	BASIC LIFE INSURANCE	\$21	\$371	\$305	
01114-51250	FICA CONTRIBUTIONS	\$11,058	\$11,264	\$9,216	
01114-51260	RETIREMENT CONTRIBUTIONS	\$8,667	\$10,307	\$8,436	
01114-51270	UNEMPLOYMENT COMPENSATION	\$434	\$450	\$362	
01114-51280	WORKERS' COMPENSATION	\$186	\$212	\$318	
01114-51360	EMPLOYEE ONBOARDING	\$21	\$0	\$0	
01114-51410	UTILITIES	\$480	\$600	\$600	
01114-51610	SUPPLIES	\$1,044	\$1,500	\$1,500	
01114-51710	PROFESSIONAL SERVICES	\$26,296	\$20,000	\$20,000	
01114-51810	MAINTENANCE & REPAIR	\$1,046	\$5,000	\$4,000	
01114-52110	PUBLIC NOTICES	\$11,154	\$10,000	\$10,000	
01114-52140	PROCUREMENT ADVERTISING	\$360	\$400	\$0	
01114-52210	PROFESSIONAL DEVELOPMENT	\$2,373	\$5,500	\$2,500	
01114-52310	MISC. TRAVEL	\$398	\$1,000	\$0	
01114-52410	PROFESSIONAL DUES AND MEMBERSH	\$295	\$450	\$450	
01114-52810	OTHER OPERATING EXPENSE	\$3,923	\$5,000	\$5,000	
01114-53510	PROPERTY INSURANCE	\$55,215	\$40,000	\$50,000	
01114-53520	LIABILITY AND CASUALTY INSURA	\$129,348	\$160,000	\$150,000	
01114-53540	DEDUCTIBLES PAID	\$10,303	\$8,500	\$8,000	
01114-53550	OTHER INSURANCE	\$7,463	\$10,000	\$12,000	
01114-53610	ELECTIONS	\$15,279	\$10,000	\$10,000	
TOTAL 114 - CITY CLERK		\$440,394	\$466,902	\$428,950	

GENERAL FUND - HUMAN RESOURCES

01115-51110	REGULAR EMPLOYEES	\$170,795	\$201,277	\$199,850	Admin Assistant II - HR Human Resources Generalist Human Resources Director
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2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01115-51140	OVERTIME	\$42	\$0	\$0	
01115-51210	HEALTH INSURANCE PREMIUMS	\$48,992	\$56,356	\$54,705	
01115-51220	LONG TERM DISABILITY	\$17	\$625	\$586	
01115-51230	BASIC LIFE INSURANCE	\$30	\$517	\$464	
01115-51250	FICA CONTRIBUTIONS	\$12,047	\$15,397	\$14,005	
01115-51260	RETIREMENT CONTRIBUTIONS	\$7,286	\$14,089	\$12,815	
01115-51270	UNEMPLOYMENT COMPENSATION	\$472	\$616	\$549	
01115-51280	WORKERS' COMPENSATION	\$831	\$279	\$280	
01115-51290	OTHER EMPLOYEE BENEFITS	\$4,585	\$0	\$0	
01115-51320	AWARDS	\$1,611	\$0	\$0	
01115-51340	WELLNESS PROGRAM	\$94	\$3,000	\$500	
01115-51360	EMPLOYEE ONBOARDING	\$112	\$0	\$0	
01115-51410	UTILITIES	\$228	\$0	\$0	
01115-51610	SUPPLIES	\$1,718	\$3,500	\$500	Office supplies, postage, and miscellaneous materials.
01115-51710	PROFESSIONAL SERVICES	\$32,870	\$45,000	\$35,000	Discovery Benefits (FSA) and Newport (retirement) fees.
01115-51920	RENT/LEASE - EQUIPMENT	\$1,046	\$3,800	\$1,000	Copier
01115-52120	EMPLOYMENT POSTING	\$1,013	\$500	\$250	Employment posting.
01115-52210	PROFESSIONAL DEVELOPMENT	\$1,756	\$9,500	\$2,500	City-wide Mandatory Training and Development covering training on Harassment, Diversity, FMLA, FLSA, Communication, Unconscious Bias and how to read your pay stub.
01115-52410	PROFESSIONAL DUES AND MEMBERSH	\$284	\$7,000	\$1,500	Society of HR Management membership.
01115-52420	ORGANIZATIONAL DUES AND MEMBER	\$6,009	\$0	\$0	
01115-52810	OTHER OPERATING EXPENSE	\$2,542	\$2,000	\$2,000	
TOTAL 115 - HUMAN RESOURCES		\$294,379	\$363,457	\$326,504	

GENERAL FUND - FINANCE

01116-51110	REGULAR EMPLOYEES	\$540,254	\$559,945	\$561,212	Sr Accounting Technician Utilities Sales Tax Manager Sr Accounting Technician - AP Sr Accounting Technician -Utilities Accounting Manager Utilities/Payroll Manager Procurement Manager Finance Director
01116-51140	OVERTIME	\$91	\$1,000	\$1,000	
01116-51210	HEALTH INSURANCE PREMIUMS	\$135,107	\$159,480	\$177,026	
01116-51220	LONG TERM DISABILITY	\$41	\$1,688	\$1,722	
01116-51230	BASIC LIFE INSURANCE	\$74	\$1,456	\$1,401	
01116-51250	FICA CONTRIBUTIONS	\$39,407	\$42,915	\$42,260	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01116-51260	RETIREMENT CONTRIBUTIONS	\$32,813	\$39,269	\$38,735	
01116-51270	UNEMPLOYMENT COMPENSATION	\$1,545	\$1,717	\$1,659	
01116-51280	WORKERS' COMPENSATION	\$650	\$768	\$768	
01116-51310	TUTORING REIMBURSEMENTS	\$0	\$500	\$0	
01116-51360	EMPLOYEE ONBOARDING	\$80	\$200	\$0	
01116-51610	SUPPLIES	\$72,849	\$88,000	\$70,000	\$55,000 Postage \$5,000 Office Supplies \$5,000 Copying \$5,000 Envelopes, check stock
01116-51710	PROFESSIONAL SERVICES	\$57,742	\$90,000	\$80,000	\$60,000 Financial Audit \$20,000 Muni Revs Sales Tax Processing Fees
01116-51810	MAINTENANCE & REPAIR	\$0	\$4,500	\$4,500	Copier, postage machine, sealer
01116-51920	RENT/LEASE - EQUIPMENT	\$11,492	\$12,500	\$12,000	Postage machine, copier, sealer
01116-52120	EMPLOYMENT POSTING	\$100	\$100	\$0	
01116-52210	PROFESSIONAL DEVELOPMENT	\$104	\$6,000	\$4,000	GFOA, CGFOA, Munis user group
01116-52310	MISC. TRAVEL	\$0	\$200	\$0	
01116-52410	PROFESSIONAL DUES AND MEMBERSH	\$492	\$1,000	\$1,000	GFOA, CGFOA membership for finance director
01116-52440	PROFESSIONAL SUBSCRIPTION	\$31	\$0	\$0	
01116-52710	CREDIT CARD FEES	\$2,495	\$0	\$0	
01116-52750	TREASURER'S FEES	\$38,797	\$30,000	\$40,000	
01116-52810	OTHER OPERATING EXPENSE	\$14,612	\$0	\$0	
01116-53910	PRINCIPAL - BONDS	\$240,000	\$250,000	\$0	
01116-53930	INTEREST - BONDS	\$10,731	\$5,475	\$0	
01116-59520	CAPITAL OUTLAY	\$485	\$2,500	\$2,500	
TOTAL 116 - FINANCE		\$1,199,992	\$1,299,213	\$1,039,783	

GENERAL FUND - INFORMATION TECHNOLOGY

01117-51110	REGULAR EMPLOYEES	\$322,131	\$412,633	\$391,917	IT Support Specialist Asset Mgmt/GIS Support Specialist (57%) System Administrator GIS Administrator (50%) Application Support Specialist IT Director
01117-51140	OVERTIME	\$1,054	\$1,000	\$0	
01117-51150	STANDBY AND CALLBACK PAY	\$342	\$0	\$0	
01117-51210	HEALTH INSURANCE PREMIUMS	\$57,617	\$53,760	\$80,817	
01117-51220	LONG TERM DISABILITY	\$29	\$1,101	\$1,226	
01117-51230	BASIC LIFE INSURANCE	\$51	\$912	\$991	
01117-51250	FICA CONTRIBUTIONS	\$24,222	\$27,750	\$29,936	
01117-51260	RETIREMENT CONTRIBUTIONS	\$21,359	\$25,393	\$27,393	
01117-51270	UNEMPLOYMENT COMPENSATION	\$950	\$1,110	\$1,174	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01117-51280	WORKERS' COMPENSATION	\$464	\$507	\$507	
01117-51410	UTILITIES	\$122,491	\$68,000	\$70,000	Phone system \$66,000, IT dept mobile devices,
01117-51610	SUPPLIES	\$22,853	\$16,000	\$16,000	Copier, office supplies, small tech items
01117-51710	PROFESSIONAL SERVICES	\$72,996	\$35,000	\$30,000	\$15,000 IT, \$15,000 GIS
01117-51810	MAINTENANCE & REPAIR	\$157	\$1,000	\$0	
01117-52210	PROFESSIONAL DEVELOPMENT	\$10,957	\$28,000	\$10,000	
01117-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$330	\$0	
01117-52610	TECHNOLOGY	\$136,577	\$140,000	\$140,000	Domain renewals \$1,100, maintenance agreements \$12,000, SaaS Fees \$17,000, Software licensing \$97,400, GIS \$12,500.
01117-52810	OTHER OPERATING EXPENSE	\$297	\$1,000	\$0	
TOTAL 117 - INFORMATION TECHNOLOGY		\$794,547	\$813,496	\$799,961	

GENERAL FUND - MUNICIPAL COURT

01118-51110	REGULAR EMPLOYEES	\$65,978	\$74,514	\$59,740	Court Administrator
01118-51210	HEALTH INSURANCE PREMIUMS	\$10,173	\$10,161	\$10,845	
01118-51220	LONG TERM DISABILITY	\$5	\$232	\$191	
01118-51230	BASIC LIFE INSURANCE	\$9	\$183	\$151	
01118-51250	FICA CONTRIBUTIONS	\$5,023	\$5,700	\$4,570	
01118-51260	RETIREMENT CONTRIBUTIONS	\$3,312	\$5,216	\$4,182	
01118-51270	UNEMPLOYMENT COMPENSATION	\$197	\$228	\$179	
01118-51280	WORKERS' COMPENSATION	\$93	\$94	\$94	
01118-51610	SUPPLIES	\$2,844	\$4,000	\$4,000	Office, copier, court room, prosecutor
01118-51710	PROFESSIONAL SERVICES	\$66,657	\$139,700	\$115,000	\$50,000 Judge \$55,000 Prosecutor (moved from legal) \$5,000 interpreter \$5,000 security
01118-51810	MAINTENANCE & REPAIR	\$3,081	\$1,600	\$1,500	Printer, court A/V equipment and recording
01118-51920	RENT/LEASE - EQUIPMENT	\$441	\$0	\$0	
01118-52210	PROFESSIONAL DEVELOPMENT	\$350	\$0	\$0	
01118-52310	MISC. TRAVEL	\$401	\$0	\$0	
01118-52410	PROFESSIONAL DUES AND MEMBERSH	\$160	\$0	\$200	
01118-52710	CREDIT CARD FEES	\$894	\$0	\$0	
01118-52810	OTHER OPERATING EXPENSE	\$120	\$0	\$0	
01118-52840	COURT SERVICES (YOUTH)	\$10,500	\$25,000	\$20,000	
TOTAL 118 - MUNICIPAL COURT		\$170,240	\$266,628	\$220,652	

GENERAL FUND - LEGAL



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01119-51710	PROFESSIONAL SERVICES	\$520,149	\$267,680	\$400,000	
TOTAL 119 - LEGAL		\$520,149	\$267,680	\$400,000	
GENERAL FUND - NON-DEPARTMENTAL					
01120-51275	EMPLOYEE HOUSING GRANT	\$110,000	\$120,000	\$120,000	
01120-51410	UTILITIES	\$104,951	\$106,000	\$110,000	
01120-51710	PROFESSIONAL SERVICES	\$91,307	\$55,000	\$0	
01120-51810	MAINTENANCE & REPAIR	\$798	\$3,000	\$1,000	
01120-52510	GRANTS	\$73,588	\$0	\$0	
01120-52810	OTHER OPERATING EXPENSE	\$76	\$0	\$15,000	City-wide memberships including CML, Northwest COGS.
01120-52815	SALES TAX REFUNDS	\$6,871	\$3,000	\$3,000	
01120-52820	TIF TO DDA	\$310,762	\$254,886	\$41,756	
01120-52825	ECONOMIC INCENTIVE REBATE	\$55,552	\$25,000	\$40,540	
01120-52845	MINE OPPOSITION	\$222,583	\$280,000	\$100,000	
01120-52850	GCID	\$3,130	\$0	\$0	
01120-52860	MISC REFUNDS	\$0	\$1,500	\$0	
01120-53720	YOUTH EDUCATIONAL PROGRAMMING	\$4,746	\$100,000	\$75,000	Counseling in schools
				\$25,000	Youth Community Center passes
TOTAL YOUTH EDUCATIONAL PROGRAMMING		\$4,746	\$100,000	\$100,000	
01120-59999	BIW PROJECT			\$100,000	City Manager Contingency
		\$0	\$0	\$58,521	3% Increase in Health Insurance Premiums
TOTAL BIW PROJECT		\$0	\$0	\$158,521	
TOTAL 120 - NON-DEPARTMENTAL		\$984,364	\$948,386	\$689,817	
GENERAL FUND - FACILITIES					
01121-51110	REGULAR EMPLOYEES	\$83,019	\$86,994	\$83,520	Custodian I Custodian II
01121-51140	OVERTIME	\$136	\$200	\$0	
01121-51210	HEALTH INSURANCE PREMIUMS	\$39,132	\$40,915	\$40,938	
01121-51220	LONG TERM DISABILITY	\$4	\$270	\$267	
01121-51230	BASIC LIFE INSURANCE	\$7	\$238	\$212	
01121-51250	FICA CONTRIBUTIONS	\$6,171	\$6,670	\$6,389	
01121-51260	RETIREMENT CONTRIBUTIONS	\$5,821	\$6,104	\$3,151	
01121-51270	UNEMPLOYMENT COMPENSATION	\$242	\$267	\$251	
01121-51280	WORKERS' COMPENSATION	\$3,065	\$3,387	\$3,387	
01121-51360	EMPLOYEE ONBOARDING	\$73	\$0	\$0	
01121-51610	SUPPLIES	\$9,587	\$9,500	\$10,100	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01121-51710	PROFESSIONAL SERVICES	\$0	\$0	\$3,780	Monitoring at City Hall and Parking Garage
01121-51810	MAINTENANCE & REPAIR	\$23,242	\$30,600	\$35,621	Waste Water Elevator City Hall Parking Garage Downtown Elevators
01121-52810	OTHER OPERATING EXPENSE	\$67	\$0	\$0	
TOTAL 121 - FACILITIES		\$170,566	\$185,144	\$187,616	
GENERAL FUND - ARTS					
01122-51110	REGULAR EMPLOYEES	\$75,640	\$115,360	\$113,651	Custodial Staff Supervisor Marketing & Events Coordinator
01122-51120	PART-TIME EMPLOYEES	\$46,689	\$35,000	\$27,500	
01122-51140	OVERTIME	\$1,240	\$1,100	\$0	
01122-51210	HEALTH INSURANCE PREMIUMS	\$20,618	\$20,995	\$40,243	
01122-51220	LONG TERM DISABILITY	\$9	\$311	\$364	
01122-51230	BASIC LIFE INSURANCE	\$15	\$247	\$287	
01122-51250	FICA CONTRIBUTIONS	\$9,404	\$10,514	\$8,694	
01122-51260	RETIREMENT CONTRIBUTIONS	\$2,529	\$7,097	\$7,955	
01122-51270	UNEMPLOYMENT COMPENSATION	\$369	\$420	\$341	
01122-51280	WORKERS' COMPENSATION	\$3,524	\$3,638	\$3,638	
01122-51360	EMPLOYEE ONBOARDING	\$62	\$500	\$0	
01122-51410	UTILITIES	\$7,929	\$10,900	\$4,960	Utilities to maintain building
01122-51610	SUPPLIES	\$6,916	\$16,800	\$0	
01122-51710	PROFESSIONAL SERVICES	\$7,000	\$12,000	\$7,500	Contracted Instructors
01122-51810	MAINTENANCE & REPAIR	\$17,108	\$31,100	\$0	
01122-51920	RENT/LEASE - EQUIPMENT	\$0	\$2,000	\$0	
01122-51930	RENT/LEASE - BUILDING	\$0	\$2,000	\$0	
01122-52120	EMPLOYMENT POSTING	\$0	\$500	\$0	
01122-52130	SPECIAL EVENT POSTING	\$4,446	\$2,500	\$0	
01122-52210	PROFESSIONAL DEVELOPMENT	\$0	\$2,000	\$0	
01122-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$500	\$0	
01122-52420	ORGANIZATIONAL DUES AND MEMBER	\$200	\$0	\$0	
01122-52710	CREDIT CARD FEES	\$0	\$5,000	\$0	
01122-52810	OTHER OPERATING EXPENSE	\$159	\$0	\$0	
01122-52860	SPECIAL EVENTS	\$137,524	\$150,000	\$110,180	Marketing - \$10,000 Services - \$72,000 Rentals - \$10,000 Supplies - \$18,180
01122-53360	ART CENTER PROGRAMS	\$3,758	\$12,000	\$22,700	Arts Programming to operate out of Community Center
01122-59520	CAPITAL OUTLAY	\$10,297	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 122 - ARTS		\$355,435	\$442,482	\$348,013	
GENERAL FUND - POLICE					
01131-51110	REGULAR EMPLOYEES	\$2,332,805	\$2,493,644	\$2,458,512	Chief Of Police Police Lieutenant (2) Patrol Sergeant (4) Police Sergeant - 2080 Hrs Police Officer III (5) Police Officer III - 2080 Hrs (2) Police Officer II (3) Police Officer I (11) Police Records Clerk (2) Parking Enforcement Officer Code Enforcement Officer (2) Sr Police Records Technician Police Admin Assistant li
01131-51140	OVERTIME	\$142,243	\$185,000	\$150,000	
01131-51150	STANDBY AND CALLBACK PAY	\$25,577	\$26,700	\$30,000	
01131-51210	HEALTH INSURANCE PREMIUMS	\$593,637	\$674,908	\$627,416	
01131-51220	LONG TERM DISABILITY	\$152	\$7,559	\$7,784	
01131-51230	BASIC LIFE INSURANCE	\$268	\$6,415	\$6,226	
01131-51240	FPPA DEATH AND DISABILITY INS	\$840	\$51,385	\$50,952	
01131-51250	FICA CONTRIBUTIONS	\$32,585	\$38,722	\$35,648	
01131-51260	RETIREMENT CONTRIBUTIONS	\$155,835	\$186,935	\$172,093	
01131-51265	POLICE/FIRE RETIREMENT CONTRIB	\$188,408	\$194,454	\$184,388	
01131-51270	UNEMPLOYMENT COMPENSATION	\$7,167	\$8,172	\$7,316	
01131-51280	WORKERS' COMPENSATION	\$73,560	\$78,179	\$78,179	
01131-51310	TUTITION REIMBURSEMENTS	\$1,828	\$0	\$0	
01131-51360	EMPLOYEE ONBOARDING	\$504	\$7,500	\$5,000	
01131-51410	UTILITIES	\$33,728	\$33,000	\$25,000	
01131-51610	SUPPLIES	\$46,958	\$51,000	\$46,000	
01131-51710	PROFESSIONAL SERVICES	\$35,767	\$106,000	\$95,000	Professinal Services
01131-51810	MAINTENANCE & REPAIR	\$103,214	\$98,800	\$98,800	
01131-51920	RENT/LEASE - EQUIPMENT	\$5,462	\$6,300	\$6,300	
01131-52120	EMPLOYMENT POSTING	\$1,377	\$1,500	\$4,000	
01131-52210	PROFESSIONAL DEVELOPMENT	\$23,887	\$51,000	\$51,000	
01131-52310	MISC. TRAVEL	\$11,142	\$5,000	\$5,000	
01131-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,568	\$2,000	\$3,000	
01131-52420	ORGANIZATIONAL DUES AND MEMBER	\$444	\$0	\$1,000	
01131-52440	PROFESSIONAL SUBSCRIPTION	\$1,591	\$2,000	\$4,000	
01131-52510	GRANTS	\$86,662	\$79,950	\$81,866	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01131-52610	TECHNOLOGY	\$0	\$15,600	\$15,600	
01131-52810	OTHER OPERATING EXPENSE	\$18,918	\$15,000	\$15,000	
01131-52835	COMMUNITY OUTREACH	\$6,195	\$7,500	\$8,500	
01131-53240	LABORATORY	\$4,612	\$7,500	\$3,500	
01131-53830	INVESTIGATIONS	\$3,920	\$15,000	\$15,000	
01131-53840	ANIMAL CONTROL	\$11,060	\$16,000	\$16,000	
01131-53850	CONFISCATED FUNDS EXPENDITURE	\$0	\$5,000	\$5,000	
01131-53860	FIREARMS	\$18,971	\$25,000	\$0	
TOTAL 131 - POLICE		\$3,970,884	\$4,502,723	\$4,313,080	

GENERAL FUND - COMDEV-ADMIN & PLANNING

01141-51110	REGULAR EMPLOYEES	\$358,745	\$441,220	\$346,909	Senior Planner I - CD (50%) Planner I Econ Development Specialist Econ/CD Assistant Director Assistant City Manager (25%) Senior Planner
01141-51120	PART-TIME EMPLOYEES	\$0	\$15,000	\$0	
01141-51140	OVERTIME	\$61	\$0	\$0	
01141-51210	HEALTH INSURANCE PREMIUMS	\$84,352	\$95,034	\$73,450	
01141-51220	LONG TERM DISABILITY	\$36	\$1,350	\$1,101	
01141-51230	BASIC LIFE INSURANCE	\$64	\$1,122	\$879	
01141-51250	FICA CONTRIBUTIONS	\$26,108	\$33,753	\$26,539	
01141-51260	RETIREMENT CONTRIBUTIONS	\$22,443	\$30,886	\$24,284	
01141-51270	UNEMPLOYMENT COMPENSATION	\$1,024	\$1,350	\$1,041	
01141-51280	WORKERS' COMPENSATION	\$848	\$510	\$495	
01141-51360	EMPLOYEE ONBOARDING	\$80	\$0	\$0	
01141-51610	SUPPLIES	\$7,091	\$14,400	\$8,000	
01141-51710	PROFESSIONAL SERVICES			\$5,000	Spanish interpretation for City meetings and other functions - would be for all departments.
				\$10,000	General professional services (surveying, easement descriptions, facilitation)
				\$65,000	Comprehensive Plan Rewrite grant match. Would be contingent on grant from DOLA
				\$10,000	Historic Survey Grant Carryover that was originally planned for completion in 2020.
		\$176,384	\$75,000	\$30,000	Confluence Area - continued support, including recreation improvements required for 6F conversion
TOTAL PROFESSIONAL SERVICES		\$176,384	\$75,000	\$120,000	
01141-51810	MAINTENANCE & REPAIR	\$293	\$2,500	\$2,500	
01141-51920	RENT/LEASE - EQUIPMENT	\$333	\$5,700	\$0	
01141-52110	PUBLIC NOTICES	\$913	\$2,000	\$2,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01141-52120	EMPLOYMENT POSTING	\$1,260	\$1,000	\$300	
01141-52130	SPECIAL EVENT POSTING	\$0	\$1,000	\$0	
01141-52210	PROFESSIONAL DEVELOPMENT	\$3,354	\$12,000	\$1,000	
01141-52310	MISC. TRAVEL	\$3,553	\$500	\$500	
01141-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,312	\$3,500	\$3,500	
01141-52510	GRANTS	\$6,265	\$0	\$0	
01141-52710	CREDIT CARD FEES	\$1,302	\$0	\$0	
01141-52810	OTHER OPERATING EXPENSE	\$13,298	\$5,000	\$5,000	Support for Planning Commission, other boards/commissions, including food for meetings
01141-52855	AFFORDABLE HOUSEING	\$0	\$10,000	\$0	
TOTAL 141 - COMDEV-ADMIN & PLANNING		\$709,117	\$752,825	\$617,498	

GENERAL FUND - ENGINEERING & ADMINISTRATION

01144-51110	REGULAR EMPLOYEES	\$435,535	\$438,322	\$400,375	Admin Assistant II Engineering (50%) Transit Planning And Development Lead Assistant City Engineer Assistant City Engineer City Engineer
01144-51210	HEALTH INSURANCE PREMIUMS	\$73,126	\$92,687	\$106,337	
01144-51220	LONG TERM DISABILITY	\$28	\$1,299	\$1,388	
01144-51230	BASIC LIFE INSURANCE	\$52	\$1,098	\$1,020	
01144-51250	FICA CONTRIBUTIONS	\$31,676	\$33,532	\$30,850	
01144-51260	RETIREMENT CONTRIBUTIONS	\$22,051	\$30,683	\$28,851	
01144-51270	UNEMPLOYMENT COMPENSATION	\$1,242	\$1,341	\$1,229	
01144-51280	WORKERS' COMPENSATION	\$1,301	\$1,421	\$1,421	
01144-51360	EMPLOYEE ONBOARDING	\$146	\$50	\$200	
01144-51410	UTILITIES	\$1,742	\$4,200	\$3,500	
01144-51610	SUPPLIES	\$5,412	\$12,000	\$10,000	Steel toed boots Digital levels Office chairs General supplies
01144-51710	PROFESSIONAL SERVICES	\$1,365	\$110,000	\$30,000	Professional services for assistance with geotechnical, survey or traffic impact analysis review
01144-51810	MAINTENANCE & REPAIR	\$1,752	\$1,200	\$2,500	
01144-51920	RENT/LEASE - EQUIPMENT	\$333	\$500	\$500	
01144-52110	PUBLIC NOTICES	\$0	\$500	\$1,000	
01144-52120	EMPLOYMENT POSTING	\$330	\$200	\$500	
01144-52210	PROFESSIONAL DEVELOPMENT	\$5,991	\$5,000	\$10,000	ITE and APBP Webinars -Linda CFM certifications -Jessica and Ryan Other staff training
01144-52310	MISC. TRAVEL	\$722	\$0	\$5,000	
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$1,500	\$1,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01144-52440	PROFESSIONAL SUBSCRIPTION	\$0	\$0	\$500	EJCDC Specification package update
01144-52510	GRANTS	\$0	\$0	\$18,269	FEMA Advance Assistance Grant for Mitchell Creek Floodplain Mitigation FEMA commitment -\$54,806 City match - \$18,269
01144-52610	TECHNOLOGY	\$16,569	\$6,000	\$31,000	Auto CAD and Auto Turn licenses
01144-52810	OTHER OPERATING EXPENSE	\$2,544	\$0	\$2,500	
01144-59520	CAPITAL OUTLAY	\$837	\$0	\$0	
TOTAL 144 - ENGINEERING & ADMINISTRATION		\$602,755	\$741,532	\$687,940	

GENERAL FUND - BUILDING INSPECTION

01145-51110	REGULAR EMPLOYEES	\$152,075	\$184,153	\$183,069	Admin Assistant I - CD (50%) Building Inspector II Building Official
01145-51140	OVERTIME	\$4,613	\$2,000	\$0	
01145-51210	HEALTH INSURANCE PREMIUMS	\$41,961	\$52,895	\$48,658	
01145-51220	LONG TERM DISABILITY	\$16	\$572	\$586	
01145-51230	BASIC LIFE INSURANCE	\$28	\$476	\$464	
01145-51250	FICA CONTRIBUTIONS	\$11,331	\$14,245	\$14,005	
01145-51260	RETIREMENT CONTRIBUTIONS	\$7,587	\$13,035	\$12,815	
01145-51270	UNEMPLOYMENT COMPENSATION	\$444	\$570	\$549	
01145-51280	WORKERS' COMPENSATION	\$1,765	\$1,978	\$1,978	
01145-51360	EMPLOYEE ONBOARDING	\$52	\$0	\$0	
01145-51410	UTILITIES	\$201	\$0	\$0	
01145-51610	SUPPLIES	\$1,590	\$2,000	\$2,000	
01145-51710	PROFESSIONAL SERVICES	\$30,034	\$30,000	\$5,000	
01145-51810	MAINTENANCE & REPAIR	\$2,451	\$5,500	\$5,500	
01145-52210	PROFESSIONAL DEVELOPMENT	\$2,316	\$11,500	\$2,500	
01145-52310	MISC. TRAVEL	\$3,065	\$0	\$2,000	
01145-52410	PROFESSIONAL DUES AND MEMBERSH	\$190	\$1,000	\$1,000	
01145-52810	OTHER OPERATING EXPENSE	\$693	\$2,000	\$2,000	
TOTAL 145 - BUILDING INSPECTION		\$260,411	\$321,922	\$282,124	

GENERAL FUND - STREETS & ALLEYS



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01153-51110	REGULAR EMPLOYEES	\$415,689	\$430,929	\$405,545	Street Maintenance Operator II Street Maintenance Operator II Street Maintenance Operator III Street Maintenance Operator III Sign Shop Technician II Street Crew Leader Street Crew Leader Streets Superintendent
01153-51140	OVERTIME	\$7,851	\$10,000	\$7,000	
01153-51150	STANDBY AND CALLBACK PAY	\$22,157	\$25,500	\$23,000	
01153-51210	HEALTH INSURANCE PREMIUMS	\$129,203	\$135,648	\$133,319	
01153-51220	LONG TERM DISABILITY	\$36	\$1,494	\$1,298	
01153-51230	BASIC LIFE INSURANCE	\$63	\$1,253	\$1,028	
01153-51250	FICA CONTRIBUTIONS	\$33,054	\$35,763	\$31,024	
01153-51260	RETIREMENT CONTRIBUTIONS	\$26,365	\$32,755	\$28,389	
01153-51270	UNEMPLOYMENT COMPENSATION	\$1,296	\$1,433	\$1,217	
01153-51280	WORKERS' COMPENSATION	\$21,336	\$23,390	\$23,390	
01153-51360	EMPLOYEE ONBOARDING	\$106	\$0	\$0	
01153-51380	UNIFORM ALLOWANCE	\$438	\$2,800	\$1,350	
01153-51410	UTILITIES	\$204,102	\$200,000	\$150,000	Electric
				\$30,000	Water/ Sewer
				\$9,200	Phone and wireless
				\$10,000	Natural Gas/Propane
				\$2,000	Landfill
	TOTAL UTILITIES	\$204,102	\$200,000	\$201,200	
01153-51610	SUPPLIES	\$25,539	\$20,100	\$6,000	Flame Resistant Clothing
				\$8,000	Small tools and equipment
				\$1,500	Office supplies
				\$2,500	Communications
	TOTAL SUPPLIES	\$25,539	\$20,100	\$18,000	
01153-51710	PROFESSIONAL SERVICES	\$3,223	\$0	\$1,500	
01153-51810	MAINTENANCE & REPAIR	\$153,291	\$180,000	\$153,291	
01153-51920	RENT/LEASE - EQUIPMENT	\$787	\$37,000	\$500	
01153-52110	PUBLIC NOTICES	\$539	\$1,000	\$350	
01153-52120	EMPLOYMENT POSTING	\$490	\$0	\$200	
01153-52210	PROFESSIONAL DEVELOPMENT	\$4,727	\$5,600	\$800	
01153-52310	MISC. TRAVEL	\$351	\$2,000	\$500	
01153-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$200	\$0	
01153-52420	ORGANIZATIONAL DUES AND MEMBER	\$202	\$0	\$202	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01153-52610	TECHNOLOGY	\$3,802	\$4,000	\$1,500	
01153-52810	OTHER OPERATING EXPENSE	\$20,031	\$18,000	\$15,000	
01153-52870	FLOOD CONTROL/HAZARDOUS WASTE	\$1,238	\$1,500	\$800	
01153-55110	SAFETY PROGRAMS	\$3,949	\$3,500	\$2,000	
01153-59520	CAPITAL OUTLAY	\$57,512	\$40,000	\$0	
TOTAL 153 - STREETS & ALLEYS		\$1,137,378	\$1,213,865	\$1,052,403	
GENERAL FUND - PARKS & CEMETERY					
01154-51110	REGULAR EMPLOYEES	\$438,874	\$563,560	\$557,344	Parks Superintendent Parks District Lead (3) Parks Maintenance Worker II (7)
01154-51120	PART-TIME EMPLOYEES	\$100,738	\$198,000	\$176,000	
01154-51130	SEASONAL EMPLOYEES	\$0	\$16,640	\$0	
01154-51140	OVERTIME	\$691	\$1,000	\$0	
01154-51150	STANDBY AND CALLBACK PAY	\$2,725	\$3,100	\$0	
01154-51210	HEALTH INSURANCE PREMIUMS	\$135,389	\$177,800	\$213,195	
01154-51220	LONG TERM DISABILITY	\$47	\$1,526	\$1,785	
01154-51230	BASIC LIFE INSURANCE	\$82	\$1,313	\$1,454	
01154-51250	FICA CONTRIBUTIONS	\$41,170	\$59,600	\$42,637	
01154-51260	RETIREMENT CONTRIBUTIONS	\$26,052	\$39,500	\$39,012	
01154-51270	UNEMPLOYMENT COMPENSATION	\$1,614	\$2,335	\$1,670	
01154-51280	WORKERS' COMPENSATION	\$15,885	\$17,622	\$17,622	
01154-51360	EMPLOYEE ONBOARDING	\$657	\$700	\$700	
01154-51380	UNIFORM ALLOWANCE	\$467	\$5,000	\$4,250	
01154-51410	UTILITIES	\$191,790	\$202,700	\$204,695	Compactor fees balanced with revenue
01154-51610	SUPPLIES	\$40,184	\$7,500	\$22,800	
01154-51710	PROFESSIONAL SERVICES	\$61,721	\$60,000	\$55,250	Mosquito abatement, tree trimming, RFOV, RFMBA, tree lighting
01154-51810	MAINTENANCE & REPAIR	\$117,802	\$222,275	\$217,040	Snow removal to be covered by revenues
01154-51910	RENT/LEASE - LAND	\$780	\$1,000	\$860	
01154-51920	RENT/LEASE - EQUIPMENT	\$17,581	\$27,800	\$28,860	Portalets, copier
01154-52120	EMPLOYMENT POSTING	\$637	\$600	\$510	
01154-52140	PROCUREMENT ADVERTISING	\$487	\$0	\$0	
01154-52210	PROFESSIONAL DEVELOPMENT	\$3,664	\$6,500	\$1,500	
01154-52310	MISC. TRAVEL	\$368	\$0	\$0	
01154-52410	PROFESSIONAL DUES AND MEMBERSH	\$190	\$500	\$425	
01154-52610	TECHNOLOGY	\$0	\$0	\$2,750	i-Central, AutoCAD
01154-52810	OTHER OPERATING EXPENSE	\$9,034	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01154-52875	AGRICULTURAL/HORTICULTURAL	\$9,147	\$0	\$0	
01154-56210	REPURCHASE OF CEMETERY PLOTS	\$0	\$1,000	\$5,000	Repurchase plots, purchase memorials (covered by revenue)
TOTAL 154 - PARKS & CEMETERY		\$1,217,776	\$1,617,571	\$1,595,359	
GENERAL FUND - INTERFUND TRANSFERS					
01999-55930	TRANSFER TO CAPITAL PROJECTS	\$1,646,053	\$0	\$0	
01999-55960	TRANSFER TO FIRE & EMS	\$2,871,209	\$2,563,126	\$2,769,299	
01999-55970	TRANSFER TO EMERG SVCS	\$543,580	\$864,917	\$710,000	
TOTAL 999 - INTERFUND TRANSFERS		\$5,060,842	\$3,428,043	\$3,479,299	
TOTAL GENERAL FUND		\$21,128,635	\$21,117,391	\$19,695,912	

General Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$7,735,012	\$7,735,012
2019 Increase/(Decrease)	<u>\$101,117</u>	<u>(\$1,259,596)</u>
Ending Balance	\$7,836,129	\$6,475,416
2020 Fund Balance		
Beginning Balance	\$7,836,129	\$6,475,416
2020 Increase/(Decrease)	<u>\$40,875</u>	<u>(\$500,000)</u>
Ending Balance	\$7,877,004	\$5,975,416
2021 Fund Balance		
Beginning Balance	\$7,877,004	\$5,975,416
2021 Increase/(Decrease)	<u>(\$500,000)</u>	<u>(\$237,309)</u>
Ending Balance	\$7,377,004	\$5,738,107
Airport Road	(\$86,000)	(\$86,000)
Affordable Housing	(\$26,984)	(\$26,984)
In Lieu Housing Fee	(\$71,382)	(\$71,382)
MOC Replacement	(\$1,646,053)	\$0
Mine Expansion Opposition	(\$1,000,000)	(\$1,000,000)
20% Contingency	<u>(\$4,000,000)</u>	<u>(\$4,000,000)</u>
Available Reserves	\$546,585	\$553,741
Cash Balance as of 12/31/2019		\$9,816,615
2021 Revenues		\$19,458,603
2021 Expenses		<u>(\$19,695,912)</u>
2021 Change in Fund Balance		(\$237,309)



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
05 TOURISM PROMOTION - 00020 TAXES					
0500020-41410	ACCOMODATIONS TAX	\$1,211,106	\$1,148,795	\$951,926	
TOTAL 00020 - TAXES		\$1,211,106	\$1,148,795	\$951,926	
05 TOURISM PROMOTION - 00060 OTHER					
0500060-43510	INTEREST	\$3,808	\$1,300	\$1,000	
TOTAL 00060 - OTHER		\$3,808	\$1,300	\$1,000	
TOTAL TOURISM PROMOTION		\$1,214,915	\$1,150,095	\$952,926	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOURISM PROMOTION - TOURISM PROMOTION FUND					
05111-56410	MKTG DIRECTOR SALARY	\$83,733	\$87,780	\$92,169	
05111-56411	MARKETING ASSTISTANT	\$57,000	\$59,850	\$55,000	
05111-56412	PAYROLL TAXES-BENEFITS	\$28,100	\$29,526	\$29,434	
05111-56413	VISITOR SERVICES	\$115,000	\$115,000	\$75,000	
05111-56414	PUBLIC RELATIONS	\$24,430	\$25,750	\$1,000	
05111-56415	BROCHURE PRINTING & DIST	\$36,734	\$36,600	\$29,600	
05111-56416	PRINT & OTHER ADVERTISING	\$812,635	\$663,284	\$590,136	
05111-56417	HOSTING	\$33,764	\$24,100	\$24,284	
05111-56418	CONNECTIVITY SERVICES LISTINGS	\$15,286	\$25,000	\$25,000	Website and Internet Management
05111-56419	DIRECT MAIL/FULLFILLMENT	\$7,979	\$9,500	\$6,000	
05111-56420	TRADE SHOWS	\$9,324	\$7,450	\$2,500	
05111-56421	ASSOCIATION MEMBERSHIPS	\$5,865	\$7,405	\$3,275	
05111-56422	MISC. ADS AND PROMO	\$2,236	\$2,250	\$675	Marketing meetings, related expenses
05111-56423	TRAVEL	\$19,642	\$18,800	\$4,900	
05111-56424	SPECIAL EVENTS & MARKETING	\$24,860	\$26,100	\$2,000	Group and international marketing
05111-56425	BOOKKEEPING SERVICES	\$10,400	\$0	\$10,953	
05111-56426	TRANSFER TO OTHER FUNDS	\$110,000	\$156,264	\$0	
05111-56427	INTERFUND COST OF SERVICE	\$10,660	\$11,199	\$11,423	
05111-56428	OTHER EXPENSE	\$2,544	\$0	\$0	
05111-56429	CONSULTANTS	\$450	\$0	\$0	
05111-56430	COMMUNITY PROMOTION	\$35,654	\$36,160	\$71,394	7.5% of revenue - prior years had \$50,000 taken from this amount transferred to the General Fund for special events. Remaining funds go to the grant process managed by the Financial Advisory Board.
TOTAL 111 - TOURISM PROMOTION FUND		\$1,446,295	\$1,342,018	\$1,034,743	
TOTALTOURISM PROMOTION		\$1,446,295	\$1,342,018	\$1,034,743	

Tourism Promotion Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$727,286	\$727,286
2019 Increase/(Decrease)	<u>(\$59,902)</u>	<u>(\$231,381)</u>
Ending Balance	\$667,384	\$495,905
2020 Fund Balance		
Beginning Balance	\$667,384	\$495,905
2020 Increase/(Decrease)	<u>(\$191,923)</u>	<u>(\$300,000)</u>
Ending Balance	\$475,461	\$195,905
2021 Fund Balance		
Beginning Balance		\$195,905
2021 Increase/(Decrease)		<u>(\$81,817)</u>
Ending Balance		\$114,088
 Cash Balance as of 12/31/2019		 \$443,874
 2021 Revenues		 \$952,926
2021 Expenses		<u>(\$1,034,743)</u>
2021 Change in Fund Balance		<u>(\$81,817)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
13 STREET TAX FUND - 00020 TAXES					
1300020-41210	GENERAL SALES TAX	\$2,543,106	\$2,554,970	\$2,299,145	
1300020-41310	USE TAX	\$157,992	\$120,000	\$100,000	
TOTAL 00020 - TAXES		\$2,701,097	\$2,674,970	\$2,399,145	
13 STREET TAX FUND - 00060 OTHER					
1315060-41220	AUDIT REVENUE	\$17,217	(\$0)	\$10,000	
1315060-42310	GRANTS	(\$0)	\$275,000	(\$0)	
1315060-42420	CREDIT CARD CONVENIENCE FEES	\$298	(\$0)	(\$0)	
1315060-42930	TRAFFIC IMPACT - SPRINGRIDGE	\$15,871	(\$0)	(\$0)	
1315060-43510	INTEREST	\$75,480	\$28,000	(\$0)	
TOTAL 00060 - OTHER		\$108,866	\$303,000	\$10,000	
TOTAL STREET TAX FUND		\$2,809,963	\$2,977,970	\$2,409,145	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
STREET TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE					
1330-54710	ROUTINE MAINTENANCE	\$513,643	\$0	\$0	
1330-60000	PROJECT	\$76,000	\$2,600,000	\$750,000	Red Mountain South - Riverview and 11th Street Phase 1
				\$200,000	Miscellaneous Storm Sewer Repairs, Concrete Work and Asphalt work along Blake between 24th Street and the Highway 82 Intersection.
	TOTAL PROJECT	\$76,000	\$2,600,000	\$950,000	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$589,643	\$2,600,000	\$950,000	
STREET TAX FUND - STREET TAX FUND					
13253-51610	SUPPLIES	\$82,605	\$100,000	\$35,000	De-Icer Material
				\$5,000	Traffic Control Devices
				\$45,000	Street Patching/Repair Materials
				\$12,500	Thermal Plastic and Striping Paints
	TOTAL SUPPLIES	\$82,605	\$100,000	\$97,500	
13253-51710	PROFESSIONAL SERVICES	\$16,221	\$225,000	\$110,000	Design and Bid Package for one of several projects in the works: Blake Avenue from 23rd to 27th Street, start of design on 23rd Street roadway and waterline replacement, Oriole/Cisar/Bob-O-Link/Meadow Lark Lane survey and design drawings for replacement of the roadways system, or Blake Avenue from 13th Intersection to N. Hyland Park Intersection.
				\$7,500	Asset Management Software Yearly Fee
	TOTAL PROFESSIONAL SERVICES	\$16,221	\$225,000	\$117,500	
13253-51920	RENT/LEASE - EQUIPMENT	\$32,186	\$0	\$0	
13253-52510	GRANTS	\$0	\$24,000	\$24,000	Sustainable Strategies
13253-52710	CREDIT CARD FEES	\$832	\$0	\$0	
13253-52810	OTHER OPERATING EXPENSE	\$4,572	\$0	\$0	
13253-52820	TIF TO DDA	\$103,586	\$91,728	\$13,919	
13253-52825	ECONOMIC INCENTIVE REBATE	\$18,517	\$0	\$13,513	
13253-53910	PRINCIPAL - BONDS	\$265,000	\$255,000	\$275,000	
13253-53930	INTEREST - BONDS	\$52,554	\$64,296	\$46,512	
13253-53950	ISSUANCE COSTS	\$300	\$0	\$0	
13253-54310	INTERFUND COST OF SERVICE	\$291,818	\$300,573	\$306,584	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
13253-54710	ROUTINE MAINTENANCE			\$70,000	Chip Seal and Crack Seal Projects Around Town per Plan
				\$60,000	City Wide Contacted Street Striping
				\$30,000	Traffic Signal Maintenance and Repairs
				\$110,000	Snow Removal Contract
				\$20,000	Miscellaneous Equipment Rentals
				\$50,000	Traffic Calming Program - Run Through Engineering Department
				\$20,000	Roadside Sign Replacement Program
				\$15,000	Storm Water System Maintenance Program
				\$15,000	Guardrail Replacement Program
				\$100,000	Alleyway Maintenance and Replacement Program
				\$10,000	Safe Routes to School Program
				\$20,000	Sidewalk Panel and ADA Ramp Replacements and Repair Program
		\$388,606	\$607,500	\$60,000	ROW Concrete Repair and Installation Program
	TOTAL ROUTINE MAINTENANCE	\$388,606	\$607,500	\$580,000	
13253-55920	TRANSFER TO A&I	\$74,000	\$0	\$0	
	TOTAL 253 - STREET TAX FUND	\$1,330,796	\$1,668,097	\$1,474,528	
	TOTAL STREET TAX FUND	\$1,920,440	\$4,268,097	\$2,424,528	

Street Tax Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$1,685,542	\$1,685,542
2019 Increase/(Decrease)	<u>(\$172,345)</u>	<u>\$768,888</u>
Ending Balance	\$1,513,197	\$2,454,430
2020 Fund Balance		
Beginning Balance	\$1,513,197	\$2,454,430
2020 Increase/(Decrease)	<u>(\$1,090,127)</u>	<u>(\$1,346,095)</u>
Ending Balance	\$423,070	\$1,108,335
2021 Fund Balance		
Beginning Balance		\$1,108,335
2021 Increase/(Decrease)		<u>(\$15,383)</u>
Ending Balance		\$1,092,952
Spring Ridge Traffic Fees		<u>(\$233,313)</u>
Developer Contributions		<u>(\$25,000)</u>
Available Reserves		\$834,639
Cash Balance 12/31/2019		\$2,235,218
2021 Revenues		\$2,409,145
2021 Expenses		<u>(\$2,424,528)</u>
2021 Change in Fund Balance		<u>(\$15,383)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
15 MARIJUANA TAX FUND - 00020 TAXES					
1500020-41510	MARIJUANA SALES TAX	\$286,724	\$280,000	\$250,000	
1500020-41520	MARIJUANA EXCISE TAX	\$50,714	\$50,000	\$45,000	
TOTAL 00020 - TAXES		\$337,438	\$330,000	\$295,000	
15 MARIJUANA TAX FUND - 00060 OTHER					
1500060-43510	INTEREST	\$577	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$577	(\$0)	(\$0)	
TOTAL MARIJUANA TAX FUND		\$338,015	\$330,000	\$295,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
MARIJUANA TAX FUND - MARIJUANA TAX FUND					
15510-51710	PROFESSIONAL SERVICES	\$502	\$600	\$0	
15510-55950	TRANSFER TO GENERAL FUND	\$166,833	\$300,000	\$185,000	
15510-55960	TRANSFER TO FIRE & EMS	\$83,167	\$0	\$100,000	
TOTAL 510 - MARIJUANA TAX FUND		\$250,502	\$300,600	\$285,000	
TOTAL MARIJUANA TAX FUND		\$250,502	\$300,600	\$285,000	

Marijuana Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$89,875	\$89,875
2019 Increase/(Decrease)	<u>\$51,186</u>	<u>\$87,513</u>
Ending Balance	\$141,061	\$177,388
2020 Fund Balance		
Beginning Balance	\$141,061	\$177,388
2020 Increase/(Decrease)	<u>\$29,400</u>	<u>\$0</u>
Ending Balance	\$170,461	\$177,388
2021 Fund Balance		
Beginning Balance		\$177,388
2021 Increase/(Decrease)		<u>\$10,000</u>
Ending Balance		\$187,388
Available Reserves		\$187,388
Cash Balance as of 12/31/2019		\$151,600
2021 Revenues		\$295,000
2021 Expenses		<u>(\$285,000)</u>
2021 Change in Fund Balance		\$10,000



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
16 TOBACCO TAX - 00020 TAXES					
1600020-41530	TOBACCO SALES TAX	(\$0)	(\$0)	\$900,000	
TOTAL 00020 - TAXES		(\$0)	(\$0)	\$900,000	
16 TOBACCO TAX - 00060 OTHER					
1600060-43510	INTEREST	(\$0)	(\$0)	\$1,000	
TOTAL 00060 - OTHER		(\$0)	(\$0)	\$1,000	
TOTAL TOBACCO TAX		(\$0)	(\$0)	\$901,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOBACCO TAX - TOBACCO TAX					
16520-51710	PROFESSIONAL SERVICES	\$0	\$0	\$1,500	
TOTAL 520 - TOBACCO TAX		\$0	\$0	\$1,500	
TOBACCO TAX - INTERFUND TRANSFERS					
16999-55950	TRANSFER TO GENERAL FUND	\$0	\$0	\$750,000	
TOTAL 999 - INTERFUND TRANSFERS		\$0	\$0	\$750,000	
TOTAL TOBACCO TAX		0.00	\$0	\$751,500	

Tobacco Tax Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$0	\$0
2019 Increase/(Decrease)	<u>\$0</u>	<u>\$0</u>
Ending Balance	\$0	\$0
2020 Fund Balance		
Beginning Balance	\$0	\$0
2020 Increase/(Decrease)	<u>\$0</u>	<u>\$0</u>
Ending Balance	\$0	\$0
2021 Fund Balance		
Beginning Balance		\$0
2021 Increase/(Decrease)		<u>\$149,500</u>
Ending Balance		\$149,500
Available Reserves		\$149,500
Cash Balance 12/31/2019		\$0
2021 Revenues		\$901,000
2021 Expenses		<u>(\$751,500)</u>
2021 Change in Fund Balance		\$149,500



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
18 BUS TAX FUND - 00020 TAXES					
1800020-41210	GENERAL SALES TAX	\$1,017,167	\$1,021,911	\$919,789	
1800020-41310	USE TAX	\$63,192	\$48,000	\$40,000	
TOTAL 00020 - TAXES		\$1,080,359	\$1,069,911	\$959,789	
18 BUS TAX FUND - 00040 INTERGOVERNMENTAL					
1800040-42310	GRANTS	\$728,117	\$764,405	\$764,405	
TOTAL 00040 - INTERGOVERNMENTAL		\$728,117	\$764,405	\$764,405	
18 BUS TAX FUND - 00060 OTHER					
1815060-41220	AUDIT REVENUE	\$6,886	\$5,000	\$2,000	
1815060-42420	CREDIT CARD CONVENIENCE FEES	\$119	(\$0)	\$120	
1815060-43510	INTEREST	\$5,533	\$1,000	\$1,000	
1815060-44130	MISCELLANEOUS	\$1,450	(\$0)	\$1,000	
TOTAL 00060 - OTHER		\$13,988	\$6,000	\$4,120	
18 BUS TAX FUND - 00050 CHARGE FOR SERVICE/FEES					
1815050-42421	ADVERTISING FEES	\$10,850	\$10,000	\$5,000	
1815050-42422	BUS FARES	\$98,959	\$95,000	\$75,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$109,809	\$105,000	\$80,000	
TOTAL BUS TAX FUND		\$1,932,274	\$1,945,316	\$1,808,314	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
BUS TAX FUND - UNCLASSIFIED/UNDECLARED/UN-USE					
1815-60000	PROJECTS	\$0	\$40,000	\$0	
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$0	\$40,000	\$0	
BUS TAX FUND - BUS TAX FUND					
18170-51410	UTILITIES	\$12,260	\$0	\$13,000	
18170-51710	PROFESSIONAL SERVICES	\$8,380	\$10,000	\$0	
18170-52210	PROFESSIONAL DEVELOPMENT	\$2,072	\$2,000	\$2,000	
18170-52510	GRANTS	\$543,184	\$572,980	\$629,432	his is the total amount of project receiving federal funding from FTA 5311 program. The City's match is 50%, at \$314,716
18170-52710	CREDIT CARD FEES	\$333	\$7,500	\$300	
18170-52810	OTHER OPERATING EXPENSE	\$10,816	\$20,000	\$20,000	
18170-52815	SALES TAX REFUNDS	\$0	\$1,050	\$1,050	
18170-52820	TIF TO DDA	\$41,431	\$26,250	\$60,000	
18170-52825	ECONOMIC INCENTIVE REBATE	\$7,494	\$315	\$6,000	
18170-53510	PROPERTY INSURANCE	\$6,900	\$7,250	\$7,000	
18170-54310	INTERFUND COST OF SERVICE	\$127,773	\$131,606	\$134,238	
18170-56510	FIXED LABOR COSTS	\$381,409	\$406,140	\$406,140	
18170-56515	DIRECT LABOR COSTS	\$390,631	\$425,464	\$425,464	
18170-56520	EMPLOYEE BUS PASSES	\$1,067	\$1,000	\$1,000	
18170-56525	TDM PROGRAM EXPENSE	\$3,963	\$5,000	\$5,000	
18170-56530	DIRECT MILEAGE COSTS	\$200,858	\$242,760	\$242,760	
18170-56535	ALLOCATED TRAINING & OTHER COS	\$68,785	\$80,640	\$80,640	
18170-56540	VAN MAINTENANCE	\$4,315	\$3,500	\$3,500	
18170-56545	PARA-TRANSTI SERVICE	\$30,000	\$30,000	\$30,000	
18170-56550	TRANSIT OPERATIONS PLAN	\$20,737	\$0	\$0	
18170-56555	ALLOCATED CAPITAL COSTS	\$52,383	\$59,325	\$59,325	
18170-56560	BUS WRAPS	\$15,652	\$10,000	\$0	
18170-56565	RIDE HAILING PILOT	\$0	\$60,000	\$0	
TOTAL 170 - BUS TAX FUND		\$1,930,442	\$2,102,780	\$2,126,849	
TOTALBUS TAX FUND		\$1,930,442	\$2,142,780	\$2,126,849	

Bus Tax Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$811,963	\$811,963
2019 Increase/(Decrease)	<u>(\$332,809)</u>	<u>\$1,821</u>
Ending Balance	\$479,154	\$813,784
2020 Fund Balance		
Beginning Balance	\$479,154	\$813,784
2020 Increase/(Decrease)	<u>(\$157,464)</u>	<u>\$181,165</u>
Ending Balance	\$321,690	\$994,949
2021 Fund Balance		
Beginning Balance		\$994,949
2021 Increase/(Decrease)		<u>(\$318,535)</u>
Ending Balance		\$676,414
 Cash Balance as of 12/31/2019		 \$875,463
 2021 Revenues		 \$1,808,314
2021 Expenses		<u>(\$2,126,849)</u>
2021 Change in Fund Balance		<u>(\$318,535)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21 WATER, SEWER AND SANITATION - 00050 CHARGE FOR SERVICE/FEEES					
2146050-42520	SEWER USER FEES	\$3,354,836	\$3,450,124	\$3,450,000	
2146050-42580	SEWER IMPROVEMENT FEES	\$316,908	\$50,000	\$50,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEEES		\$3,671,744	\$3,500,124	\$3,500,000	
21 WATER, SEWER AND SANITATION - 00060 OTHER					
2145060-43510	INTEREST	\$139,353	\$60,000	\$60,000	
2145060-44130	MISCELLANEOUS	\$1,191	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$140,543	\$60,000	\$60,000	
21 WATER, SEWER AND SANITATION - 00050 CHARGE FOR SERVICE/FEEES					
2145050-42510	WATER USER FEES	\$2,795,662	\$2,850,531	\$2,850,000	
2145050-42550	METER SALES	\$14,211	\$10,200	\$10,000	
2145050-42560	SERVICE CONNECT FEES	\$3,747	\$3,500	\$3,500	
2145050-42570	WATER IMPROVEMENT FEES	\$191,102	\$50,000	\$50,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEEES		\$3,004,722	\$2,914,231	\$2,913,500	
TOTAL WATER, SEWER AND SANITATION		\$6,817,009	\$6,474,355	\$6,473,500	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
WATER, SEWER AND SANITATION - UNCLASSIFIED/UNDECLARED/UN-USE					
2145-60000	PROJECTS	\$597,406	\$5,485,000	\$250,000	Highlands Tank Rockfall Mitigation
				\$1,700,000	Cardiff Tank #2 Construction
				\$50,000	Design of Highland Tank #2
				\$75,000	Install waterline in 9th St. Colorado to Pitkin
				\$500,000	Red Mountain South Water Replacement (Phase 1)
				\$75,000	System Improvements/Repairs Yearly
				\$50,000	23rd Street Waterline Replacement Design Hwy 82 to Blake Ave
				\$150,000	21st Street Waterline Replacement Blake Ave to Bennett Ave
				\$25,000	Yearly Field Telemetry upgrades
				\$45,000	Replace NAOH Pumps and Control Panels (2)
				\$25,000	Repair/Replace WTP Filter Building Exterior insulation.
				\$300,000	Blake Ave water main replacement
				\$28,000	Vehicle replacement for WTP.
	TOTAL PROJECTS	\$597,406	\$5,485,000	\$3,273,000	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$597,406	\$5,485,000	\$3,273,000	

WATER, SEWER AND SANITATION - UNCLASSIFIED/UNDECLARED/UN-USE

2146-60000	PROJECTS	\$974,843	\$1,290,000	\$100,000	Sewer Rehabilitation Program
				\$80,000	Starbucks/Safeway Sewer Main Replacement.
				\$500,000	Red Mountain South Sewer Replacement
				\$75,000	System Improvements/Yearly Repairs
				\$300,000	WWTF Head works Hydrogen Sulfide Mitigation
				\$100,000	Drying Bed Expansion or Storage at Farm
				\$55,000	Launder Covers For Clarifies
				\$25,000	Bio solids Truck Bay Re coating
				\$25,000	Digester Air Balance Repair
				\$28,000	New Vehicle for Collections
				\$25,000	Gearbox for oxidation ditches
	TOTAL PROJECTS	\$974,843	\$1,290,000	\$1,313,000	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$974,843	\$1,290,000	\$1,313,000	

WATER, SEWER AND SANITATION - WATER & SEWER ADMINISTRATION



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21211-51110	REGULAR EMPLOYEES	\$250,260	\$319,895	\$381,594	PIO/Assistant to the City Manager (25%) Asset Mgmt/GIS Support Specialist (29%) Temp Special Project Coordination WA/WW Plant Ops Superintendent WA/WW Field Ops Superintendent Public Works Director (50%) GIS Administrator (25%)
21211-51210	HEALTH INSURANCE PREMIUMS	\$40,196	\$43,415	\$55,595	
21211-51220	LONG TERM DISABILITY	\$29	\$579	\$1,144	
21211-51230	BASIC LIFE INSURANCE	\$51	\$703	\$909	
21211-51250	FICA CONTRIBUTIONS	\$22,489	\$20,871	\$27,356	
21211-51260	RETIREMENT CONTRIBUTIONS	\$20,539	\$19,097	\$25,032	
21211-51270	UNEMPLOYMENT COMPENSATION	\$889	\$835	\$1,073	
21211-51280	WORKERS' COMPENSATION	\$7,663	\$7,256	\$7,256	
21211-51310	TUTITION REIMBURSEMENTS	\$390	\$0	\$0	
21211-51380	UNIFORM ALLOWANCE	\$0	\$700	\$700	
21211-51410	UTILITIES	\$672	\$1,320	\$1,320	Mobile phones (2)
21211-51610	SUPPLIES	\$1,467	\$1,000	\$1,000	Office supplies and misc.
21211-51710	PROFESSIONAL SERVICES	\$47,838	\$26,800	\$45,000	EQR Reviews, engineering consulting, iWorq software, infowater license, asset management software license, autoCAD, GIS user licents (5), CDL drug testing
21211-51810	MAINTENANCE & REPAIR	\$8,449	\$13,500	\$13,500	Gas, oil for admin vehicles, fleet charges
21211-52110	PUBLIC NOTICES	\$902	\$0	\$0	
21211-52120	EMPLOYMENT POSTING	\$0	\$1,000	\$1,000	
21211-52140	PROCUREMENT ADVERTISING	\$46	\$200	\$200	
21211-52210	PROFESSIONAL DEVELOPMENT	\$115	\$3,100	\$4,000	Training/Certification for Admin. Class 4 D, C Class B Water Class D WW
21211-52410	PROFESSIONAL DUES AND MEMBERSH	\$324	\$0	\$0	
21211-52420	ORGANIZATIONAL DUES AND MEMBER	\$550	\$2,400	\$2,400	Colorado Rural Water Membership, partnership for safe water membership, water research foundation, american water works
21211-52440	PROFESSIONAL SUBSCRIPTION	\$0	\$350	\$350	RMWEA Membership
21211-52510	GRANTS	\$0	\$30,000	\$30,000	Sustainable Strategies
21211-52710	CREDIT CARD FEES	\$5,888	\$0	\$0	
21211-52810	OTHER OPERATING EXPENSE	\$1,117	\$24,500	\$24,500	Community outreach (CRWA), CLEER, BLM west glenwood tank lease, misc.
21211-53510	PROPERTY INSURANCE	\$75,133	\$55,794	\$80,000	Based on 2019 actuals
21211-53520	LIABILITY AND CASUALTY INSURA	\$8,741	\$16,626	\$16,626	
21211-54310	INTERFUND COST OF SERVICE	\$386,258	\$397,846	\$405,803	
21211-54610	ENERGY CONSERVATION	\$2,209	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21211-54810	WATER ASSESSMENTS	\$29,530	\$33,071	\$33,000	Reudi Water, Reudi Dues and Aquatic Nuisance Program, Reynolds and Cain
21211-55110	SAFETY PROGRAMS	\$0	\$200	\$200	
TOTAL 211 - WATER & SEWER ADMINISTRATION		\$911,745	\$1,021,058	\$1,159,558	
WATER, SEWER AND SANITATION - CUSTOMER ACCOUNTS WATER					
21240-51710	PROFESSIONAL SERVICES	\$995	\$10,000	\$0	
21240-54310	INTERFUND COST OF SERVICE	\$173,776	\$178,989	\$182,569	
TOTAL 240 - CUSTOMER ACCOUNTS WATER		\$174,771	\$188,989	\$182,569	
WATER, SEWER AND SANITATION - WATER INTERFUND					
21260-55710	ALLOCATED ORGANIZATION COST	\$85,516	\$88,081	\$95,000	3% of sales
21260-55810	INTERFUND FRANCHISE FEE	\$85,516	\$88,081	\$95,000	3% of sales
TOTAL 260 - WATER INTERFUND		\$171,032	\$176,163	\$190,000	
WATER, SEWER AND SANITATION - WASTEWATER INTERFUND					
21261-55710	ALLOCATED ORGANIZATION COST	\$103,504	\$106,609	\$95,000	3% of sales
21261-55810	INTERFUND FRANCHISE FEE	\$103,504	\$106,609	\$95,000	3% of sales
TOTAL 261 - WASTEWATER INTERFUND		\$207,008	\$213,218	\$190,000	
WATER, SEWER AND SANITATION - INTEREST					
21270-53930	INTEREST - BONDS	\$658,236	\$714,268	\$580,069	
TOTAL 270 - INTEREST		\$658,236	\$714,268	\$580,069	
WATER, SEWER AND SANITATION - DEPRECIATION/AMORTIZATION					
21275-55610	DEPRECIATION	\$616,164	\$658,533	\$658,533	
21275-59599	CAPITALIZED ASSETS	(\$746,999)	\$0	\$0	
TOTAL 275 - DEPRECIATION/AMORTIZATION		(\$130,835)	\$658,533	\$658,533	
WATER, SEWER AND SANITATION - DEPRECIATION/AMORTIZATION - WA					
21276-55610	DEPRECIATION	\$1,106,414	\$1,131,735	\$1,131,735	
TOTAL 276 - DEPRECIATION/AMORTIZATION - WA		\$1,106,414	\$1,131,735	\$1,131,735	
WATER, SEWER AND SANITATION - WATER TREATMENT					



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21410-51110	REGULAR EMPLOYEES	\$252,139	\$254,133	\$263,189	Water Treatment Operation I D Water Treatment Operation I D Water Treatment Operator II Chief Operator Water Treatment
21410-51140	OVERTIME	\$6,512	\$8,000	\$8,000	
21410-51150	STANDBY AND CALLBACK PAY	\$18,490	\$19,398	\$20,000	
21410-51210	HEALTH INSURANCE PREMIUMS	\$48,833	\$49,225	\$41,317	
21410-51220	LONG TERM DISABILITY	\$23	\$771	\$698	
21410-51230	BASIC LIFE INSURANCE	\$40	\$623	\$554	
21410-51250	FICA CONTRIBUTIONS	\$20,055	\$20,889	\$16,691	
21410-51260	RETIREMENT CONTRIBUTIONS	\$17,782	\$19,114	\$15,274	
21410-51270	UNEMPLOYMENT COMPENSATION	\$786	\$835	\$655	
21410-51280	WORKERS' COMPENSATION	\$7,896	\$8,709	\$9,000	
21410-51380	UNIFORM ALLOWANCE	\$29	\$1,400	\$1,400	
21410-51410	UTILITIES	\$122,108	\$130,190	\$138,000	natural gas, water/sewer, electricity for WTP trash, mobile phones, telemetry equipment
21410-51610	SUPPLIES	\$5,801	\$6,680	\$6,680	Office and plant supplies
21410-51710	PROFESSIONAL SERVICES	\$20,978	\$42,000	\$46,200	Fire/HVAC monitoring, generator load testing, security system, autodialer, backflow calibration, electric and controls, SCADA contractor, SCADA software support, drug/alcohol testing, background check. Special control and integration work.
21410-51810	MAINTENANCE & REPAIR	\$57,432	\$75,500	\$79,000	Pump stations, grounds maintenance, landscaping, plant repairs, SCADA upgrades, fuel, plant and system inventory, fleet charges
21410-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,000	\$1,000	Miscellaneous for non-routine work
21410-52210	PROFESSIONAL DEVELOPMENT	\$815	\$4,800	\$6,000	Certification renewal training, lodging and meals.
21410-52810	OTHER OPERATING EXPENSE	\$2,608	\$1,800	\$5,000	BLM West Glenwood Tank Lease, certification bonuses, discharge permit fee.. Based on 2019 actuals and prior years.
21410-53230	OTHER CHEMICALS			\$45,000	Polymer (Coagulant/Filter Aid) Caustic Soda (pH adjustment) Chlorine (disinfection) Fluoride Salt for OSHG System 12% Sodium hypochlorite (Emergency feed system)
		\$145,713	\$141,099	\$112,000	WTP primary coagulant (poly aluminum chloride)
	TOTAL OTHER CHEMICALS	\$145,713	\$141,099	\$157,000	
21410-53240	LABORATORY	\$6,870	\$3,075	\$7,000	TOC monitoring, inorganics, VOCs, bacteriological samples, miscellaneous analytical samples
21410-54820	LAB SUPPLIES	\$2,322	\$8,000	\$8,000	Lab Supplies
21410-55110	SAFETY PROGRAMS	\$519	\$1,150	\$5,000	Added budget for additional PPE
21410-59520	CAPITAL OUTLAY			\$2,500	Misc. small tools
		\$0	\$2,500	\$6,000	Replacement differential pressure transmitters for WTP filter bed loss of head signals
	TOTAL CAPITAL OUTLAY	\$0	\$2,500	\$8,500	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 410 - WATER TREATMENT		\$737,750	\$800,891	\$844,158	
WATER, SEWER AND SANITATION - WATER TRANSMISSION & DISTRIBUTION					
21420-51110	REGULAR EMPLOYEES	\$255,956	\$294,326	\$217,509	Water Utility Worker I Water Utility Worker I Water Utility Worker IV Water Util Maint Coord II
21420-51140	OVERTIME	\$6,648	\$9,000	\$9,000	
21420-51150	STANDBY AND CALLBACK PAY	\$8,711	\$13,000	\$13,000	
21420-51210	HEALTH INSURANCE PREMIUMS	\$55,950	\$62,927	\$66,169	
21420-51220	LONG TERM DISABILITY	\$14	\$914	\$696	
21420-51230	BASIC LIFE INSURANCE	\$24	\$734	\$551	
21420-51250	FICA CONTRIBUTIONS	\$20,118	\$23,777	\$16,639	
21420-51260	RETIREMENT CONTRIBUTIONS	\$14,511	\$21,757	\$15,226	
21420-51270	UNEMPLOYMENT COMPENSATION	\$789	\$951	\$653	
21420-51280	WORKERS' COMPENSATION	\$9,176	\$9,963	\$9,963	
21420-51360	EMPLOYEE ONBOARDING	\$141	\$0	\$0	
21420-51380	UNIFORM ALLOWANCE	\$335	\$1,750	\$1,750	
21420-51410	UTILITIES	\$6,322	\$10,960	\$11,000	Gas, electric, trash, phone, mobile
21420-51610	SUPPLIES	\$5,011	\$7,775	\$7,775	Copying, computer supplies, compliance samples, hand tool replacement and purchases, water maintenance operations miscellaneous.
21420-51710	PROFESSIONAL SERVICES	\$12,044	\$28,200	\$28,200	River crossing adjustments, compaction testing, water system modeling, iworq licens, backflow software support, fire inspections, drug/alcohol testing
21420-51810	MAINTENANCE & REPAIR	\$80,111	\$93,300	\$93,300	River crossing adjustments, compaction testing, water system modeling, iworq licens, backflow software support, fire inspections, drug/alcohol testing
21420-51920	RENT/LEASE - EQUIPMENT	\$0	\$4,000	\$4,000	Micellaneous equipment rental for non-routine work (e.g., vaccum trailer, trackhoe rental)
21420-52210	PROFESSIONAL DEVELOPMENT	\$2,387	\$6,700	\$7,500	Travel - certification testing (\$100/trip x 2 trips/person x 5 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 Seminars for Career Development
21420-52420	ORGANIZATIONAL DUES AND MEMBER	\$53	\$0	\$0	
21420-52810	OTHER OPERATING EXPENSE	\$83	\$1,200	\$1,200	Certification bonuses (4 staff x \$300/staff = \$1200)
21420-53240	LABORATORY	\$0	\$6,600	\$6,600	Contract Lab Services
21420-53530	DAMAGE CLAIMS	\$0	\$3,000	\$3,000	
21420-54330	FORCE CONSTRUCTION	\$23,292	\$23,758	\$23,292	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21420-55110	SAFETY PROGRAMS	\$3,223	\$4,150	\$5,000	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	\$42	\$28,000	\$28,000	Replace 4 hydrants/year Fire hydrant parts for repairs and inventory
21420-55220	METERS	\$24,401	\$50,000	\$50,000	Existing AMR/repair parts AMR system-wide replacement program (\$70K equipment remaining)
21420-55230	LEAK DETECTION	\$6,463	\$8,500	\$8,500	Routine leak detection (1/3 of system/year) Emergency leak detection
21420-59520	CAPITAL OUTLAY	\$11,924	\$16,250	\$15,000	Shoring (Split with Collections) Job site work lighting (Split with Collections) Steel plates (Split with Collections) Chipping hammers PSI Testing Pump and Equipment GPS Collector Inspection camera (split with sewer)(from 2020)
TOTAL 420 - WATER TRANSMISSION & DISTRIBUTION		\$547,730	\$731,491	\$643,523	
WATER, SEWER AND SANITATION - WASTEWATER TREATMENT					
21430-51110	REGULAR EMPLOYEES	\$193,272	\$227,229	\$258,260	WW Treatment Operator I D WW Treatment Operator I C WW Treatment Operator Chief Operator WW Treatment
21430-51140	OVERTIME	\$5,682	\$10,000	\$10,000	
21430-51150	STANDBY AND CALLBACK PAY	\$13,674	\$19,398	\$19,398	
21430-51210	HEALTH INSURANCE PREMIUMS	\$48,669	\$53,437	\$49,237	
21430-51220	LONG TERM DISABILITY	\$17	\$680	\$682	
21430-51230	BASIC LIFE INSURANCE	\$30	\$549	\$541	
21430-51250	FICA CONTRIBUTIONS	\$15,771	\$18,647	\$16,314	
21430-51260	RETIREMENT CONTRIBUTIONS	\$12,679	\$17,063	\$14,928	
21430-51270	UNEMPLOYMENT COMPENSATION	\$618	\$746	\$640	
21430-51280	WORKERS' COMPENSATION	\$10,759	\$6,381	\$6,381	
21430-51310	TUTORIAL REIMBURSEMENTS	\$434	\$0	\$0	
21430-51360	EMPLOYEE ONBOARDING	\$89	\$0	\$0	
21430-51380	UNIFORM ALLOWANCE	\$0	\$1,400	\$1,400	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21430-51410	UTILITIES	\$263,452	\$229,758	\$300,000	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 Texting Modem
21430-51610	SUPPLIES	\$9,772	\$9,650	\$10,000	Copier Copying/printing supplies Cleaning Supplies Miscellaneous office supplies Shipping costs (lab samples, instrument return, etc) Misc. hand tool replacement and purchases City logo shirts
21430-51710	PROFESSIONAL SERVICES	\$20,757	\$53,330	\$56,000	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 Managmenet Software Purchase WWTF Annual Site Survey Immunizations Drug/alcohol compliance testing CDL physicals Misc. (background checks, etc.) HVAC maint services



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21430-51810	MAINTENANCE & REPAIR	\$146,577	\$100,466	\$110,000	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 Towels, Napkins Diesel Gas Grease Oil Fleet Charges
21430-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,500	\$1,500	Rental of equipment for non-routine tasks or emergencies
21430-52210	PROFESSIONAL DEVELOPMENT	\$1,551	\$5,750	\$7,000	Miscellaneous Seminars for Career Development Training for Certification & Testing Tuition reimbursement Travel for testing Travel for testing
21430-52310	MISC. TRAVEL	\$78	\$0	\$0	
21430-52420	ORGANIZATIONAL DUES AND MEMBER	\$35	\$0	\$0	
21430-52810	OTHER OPERATING EXPENSE	\$16,325	\$10,435	\$10,000	APEN Permit CDPHE Discharge Permit Certification bonuses APEN Discharge Permit CDLE Permit Biosolids Fee
21430-53230	OTHER CHEMICALS	\$21,434	\$32,500	\$35,000	Polymer (Clarification Aid) Misc Chemicals - Chlorine, Ferric, Caustic, Algae Control



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21430-53240	LABORATORY	\$11,591	\$10,371	\$13,000	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 Lab retest contingency
21430-54820	LAB SUPPLIES	\$13,972	\$16,214	\$17,500	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 Latex/Nitrile Gloves ORP Calibration Solution
21430-55110	SAFETY PROGRAMS	\$294	\$3,800	\$4,000	Safety Supplies (gloves, hearing protection, safety vests, etc.) Gas Detector Sensors First Aid Kit Calibration gases Fall Protection
21430-59520	CAPITAL OUTLAY	\$0	\$13,200	\$8,000	on-line pH probes for WWTP digesters
TOTAL 430 - WASTEWATER TREATMENT		\$807,532	\$842,503	\$949,781	
WATER, SEWER AND SANITATION - WASTEWATER COLLECTION & TRANSMI					
21440-51110	REGULAR EMPLOYEES	\$157,138	\$198,787	\$192,185	WW Utility Worker WW Utility Worker WW Equipment Operator WW Utility Maint Coord I
21440-51140	OVERTIME	\$7,942	\$4,000	\$4,000	
21440-51150	STANDBY AND CALLBACK PAY	\$8,437	\$9,699	\$9,699	
21440-51210	HEALTH INSURANCE PREMIUMS	\$51,891	\$68,473	\$62,388	
21440-51220	LONG TERM DISABILITY	\$12	\$610	\$615	
21440-51230	BASIC LIFE INSURANCE	\$22	\$495	\$487	
21440-51250	FICA CONTRIBUTIONS	\$13,262	\$16,284	\$14,702	
21440-51260	RETIREMENT CONTRIBUTIONS	\$7,646	\$14,901	\$13,453	
21440-51270	UNEMPLOYMENT COMPENSATION	\$520	\$651	\$577	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21440-51280	WORKERS' COMPENSATION	\$5,574	\$6,175	\$6,175	
21440-51360	EMPLOYEE ONBOARDING	\$47	\$0	\$0	
21440-51380	UNIFORM ALLOWANCE	\$1,473	\$1,400	\$1,400	
21440-51410	UTILITIES	\$3,310	\$18,340	\$16,000	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) Tablet computer service
21440-51610	SUPPLIES	\$5,467	\$4,750	\$6,000	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 Misc. supplies for wastewater maintenance operations
21440-51710	PROFESSIONAL SERVICES	\$9,378	\$17,150	\$17,000	Electrical & Control Contractor Services (for Lift Station PLCs) Video and Jetting Services Trio Vision licenses for sewer camera van (CIMS9, CDL9000) Asset Managmenet Software Purchase Iworq License (1 module) Fire extinguisher inspections Camera Truck support & software licensing Drug/alcohol compliance testing CDL Physicals Misc. (shots, background checks, etc.)
21440-51810	MAINTENANCE & REPAIR	\$68,679	\$85,000	\$85,500	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 equipmen
21440-51920	RENT/LEASE - EQUIPMENT	\$0	\$1,500	\$1,500	Micellaneous equipment for non-routine work (e.g., trackhoe rental)
21440-52210	PROFESSIONAL DEVELOPMENT	\$592	\$3,050	\$4,000	Travel - certification testing Training for Certifications, professional development
21440-52420	ORGANIZATIONAL DUES AND MEMBER	\$53	\$0	\$0	
21440-52810	OTHER OPERATING EXPENSE	\$70	\$1,200	\$1,200	Certification bonuses
21440-53530	DAMAGE CLAIMS	\$0	\$1,000	\$1,000	Sewer Drainage Claims (based on 2016 budgeted amount)
21440-54330	FORCE CONSTRUCTION	\$300	\$300	\$300	Interfund force construction
21440-54510	LOSS ON ASSET DISPOSITION	\$0	\$2,000	\$2,000	Asset disposal loss
21440-54910	ROOT CONTROL	\$6,458	\$10,000	\$10,000	Preventive root maintenance



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
21440-54920	BACKFLOW DEVICE	\$0	\$5,000	\$2,500	Back flow valve program
21440-55110	SAFETY PROGRAMS	\$3,832	\$3,400	\$3,400	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	\$12,601	\$17,800	\$15,000	Shoring (Split with Collections) Job site work lighting (Split with Collections) Steel plates (Split with Collections) Chipping hammers PSI Testing Pump and Equipment GPS Collector Inspection camera (split with sewer)(from 2020)
TOTAL 440 - WASTWATER COLLECTION & TRANSMISSION		\$364,703	\$491,965	\$471,081	
WATER, SEWER AND SANITATION - INTERFUND TRANSFERS					
21999-55980	TRANSFER TO OTHER FUNDS	\$1,013,000	\$100,000	\$50,000	ERP
				\$28,000	Water Truck
				\$28,000	Wastewater Truck
				\$100,000	Transfer out to Fleet for Wash Bay Funds
	TOTAL TRANSFER TO OTHER FUNDS	\$1,013,000	\$100,000	\$206,000	
TOTAL 999 - INTERFUND TRANSFERS		\$1,013,000	\$100,000	\$206,000	
TOTAL WATER, SEWER AND SANITATION		\$8,141,334	\$13,845,815	\$11,793,007	

Water/Wastewater Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$37,257,636	\$37,257,636
2019 Increase/(Decrease)	<u>-\$1,132,110</u>	<u>-\$1,324,325</u>
Ending Balance	\$36,125,526	\$35,933,311
2020 Fund Balance		
Beginning Balance	\$36,125,526	\$35,933,311
2020 Increase/(Decrease)	<u>(\$7,371,460)</u>	<u>(\$6,536,526)</u>
Ending Balance	\$28,754,066	\$29,396,785
2021 Fund Balance		
Beginning Balance		\$29,396,785
2021 Increase/(Decrease)		<u>(\$5,319,506)</u>
Ending Balance		\$24,077,279
Restricted Water Fees		<u>(\$2,753,726)</u>
Restricted Sewer Fees		<u>(\$1,625,448)</u>
Available Reserves		\$19,698,105
Cash Balance 12/31/2019		\$8,282,974
2021 Revenues		\$6,473,500
2021 Expenses		<u>(\$11,793,007)</u>
2021 Change in Fund Balance		<u>(\$5,319,507)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
22 BROADBAND - 00050 CHARGE FOR SERVICE/FEES					
2251050-43410	BANDWIDTH - ENTERPRISE	(\$0)	(\$0)	\$1,173,682	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		(\$0)	(\$0)	\$1,173,682	
TOTAL BROADBAND		(\$0)	(\$0)	\$1,173,682	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
BROADBAND - BROADBAND					
22227-51110	REGULAR EMPLOYEES	\$0	\$0	\$730,800	Broadband Superintendent Fiber plant tech System technician Commercial Acct rep/marketing Maintenance and service techs
22227-51210	HEALTH INSURANCE PREMIUMS	\$0	\$0	\$133,060	
22227-51220	LONG TERM DISABILITY	\$0	\$0	\$3,100	
22227-51230	BASIC LIFE INSURANCE	\$0	\$0	\$2,400	
22227-51250	FICA CONTRIBUTIONS	\$0	\$0	\$72,000	
22227-51260	RETIREMENT CONTRIBUTIONS	\$0	\$0	\$63,000	
22227-51270	UNEMPLOYMENT COMPENSATION	\$0	\$0	\$2,600	
22227-51280	WORKERS' COMPENSATION	\$0	\$0	\$700	
22227-51410	UTILITIES	\$0	\$0	\$18,100	
22227-51610	SUPPLIES	\$0	\$0	\$15,000	
22227-51710	PROFESSIONAL SERVICES	\$0	\$0	\$330,217	
22227-51810	MAINTENANCE & REPAIR	\$0	\$0	\$30,450	
22227-52210	PROFESSIONAL DEVELOPMENT	\$0	\$0	\$10,000	
22227-52510	GRANTS	\$0	\$0	\$15,000	
22227-52610	TECHNOLOGY	\$0	\$0	\$55,000	
22227-53940	INTEREST - OTHER DEBT	\$0	\$0	\$181,528	
22227-54110	BAD DEBTS	\$0	\$0	\$35,210	
22227-54310	INTERFUND COST OF SERVICE	\$0	\$0	\$16,049	
22227-59520	CAPITAL OUTLAY	\$0	\$0	\$3,034,413	Outside plant construction
				\$71,885	Broadband vehicles
				\$778,246	Includes FTTH, ONPs, fiber drop powering
	TOTAL CAPITAL OUTLAY	\$0	\$0	\$3,884,544	
	TOTAL 227 - BROADBAND	\$0	\$0	\$5,598,758	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
24 ELECTRIC UTILITY - 00060 OTHER					
2450060-42560	SERVICE CONNECT FEES	\$17,345	\$13,954	\$13,954	
2450060-42650	VENDORS FEE	\$8,078	\$8,160	\$8,160	
2450060-42660	JOINT POLE USE	\$2,832	\$2,889	\$2,889	
2450060-43510	INTEREST	\$72,109	\$25,000	\$25,000	
2450060-43710	DEVELOPER CONTRIBUTIONS	\$206,551	(\$0)	(\$0)	
2450060-44110	SALE OF ASSETS	\$7,855	(\$0)	(\$0)	
2450060-44130	MISCELLANEOUS	\$426,606	\$20,000	\$20,000	
2450060-44140	BAD DEBT RECOVERY	\$1,565	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$742,942	\$70,003	\$70,003	
24 ELECTRIC UTILITY - 00050 CHARGE FOR SERVICE/FEES					
2450050-42610	COMMERCIAL	\$9,640,020	\$10,908,260	\$10,908,260	
2450050-42620	RESIDENTIAL	\$4,511,382	\$4,396,598	\$4,396,598	
2450050-42630	MUNICIPAL	\$134,830	\$141,500	\$141,500	
2450050-42640	SECURITY LIGHTING	\$12,596	\$14,235	\$14,235	
2450050-43410	BANDWIDTH - ENTERPRISE	\$664,357	\$700,000	(\$0)	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$14,963,185	\$16,160,593	\$15,460,593	
TOTAL ELECTRIC UTILITY		\$15,706,127	\$16,230,596	\$15,530,596	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
ELECTRIC UTILITY - UNCLASSIFIED/UNDECLARED/UN-USE					
2450-60000	PROJECTS			\$75,000	System Upgrades - Carry over
				\$150,000	NG Sub Reclosures - Carry over
				\$150,000	South Midland - Carry over
				\$25,000	Red Mountain South
				\$2,500,000	Electric Operations Center
				\$150,000	Cardnell Sub to Meadows
				\$50,000	Pole Inspections
				\$75,000	Roaring Fork Marketplace Cable Replacement
		\$266,573	\$3,600,000	\$50,000	Tower removal
				\$700,000	Cardnell Substation Carryover
	TOTAL PROJECTS	\$266,573	\$3,600,000	\$3,925,000	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$266,573	\$3,600,000	\$3,925,000	
ELECTRIC UTILITY - ELECTRIC ADMINISTRATION					
24220-51110	REGULAR EMPLOYEES	\$131,278	\$164,001	\$166,609	Electric Administrative Assistant PIO/Assistant to the City Manager (25%) Asset Mgmt/GIS Support Specialist (14%) Public Works Director (50%) GIS Administrator (25%)
24220-51150	STANDBY AND CALLBACK PAY	\$0	\$0	\$25,000	
24220-51210	HEALTH INSURANCE PREMIUMS	\$15,780	\$12,661	\$22,362	
24220-51220	LONG TERM DISABILITY	\$21	\$377	\$533	
24220-51230	BASIC LIFE INSURANCE	\$39	\$341	\$425	
24220-51250	FICA CONTRIBUTIONS	\$14,352	\$9,919	\$12,746	
24220-51260	RETIREMENT CONTRIBUTIONS	\$10,728	\$9,076	\$11,663	
24220-51270	UNEMPLOYMENT COMPENSATION	\$570	\$397	\$500	
24220-51280	WORKERS' COMPENSATION	\$279	\$353	\$353	
24220-51410	UTILITIES	\$20,063	\$48,750	\$50,000	Gas, water, electric, trash, phone and internet
24220-51610	SUPPLIES	\$5,398	\$12,000	\$6,000	Office Supplies and shipping
24220-51710	PROFESSIONAL SERVICES	\$27,769	\$127,500	\$50,000	Construction Management
				\$20,000	ESC and misc.
	TOTAL PROFESSIONAL SERVICES	\$27,769	\$127,500	\$70,000	
24220-51810	MAINTENANCE & REPAIR	\$9,290	\$0	\$0	
24220-51920	RENT/LEASE - EQUIPMENT	\$749	\$27,900	\$28,000	Temporary Electric Building
24220-52110	PUBLIC NOTICES	\$364	\$2,000	\$2,000	
24220-52120	EMPLOYMENT POSTING	\$0	\$500	\$500	
24220-52140	PROCUREMENT ADVERTISING	\$107	\$480	\$480	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
24220-52210	PROFESSIONAL DEVELOPMENT	\$2,038	\$11,200	\$11,200	Safety Training, Lineman Training, CIRSA Training and other Training Opportunities. Admin position.
24220-52310	MISC. TRAVEL	\$3,857	\$5,000	\$5,000	MEAN Board meetings
24220-52410	PROFESSIONAL DUES AND MEMBERSH	\$13,654	\$30,000	\$30,000	
24220-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$2,500	\$2,500	
24220-52510	GRANTS	\$0	\$15,000	\$15,000	Sustainable Strategies
24220-52710	CREDIT CARD FEES	\$11,048	\$0	\$0	
24220-52810	OTHER OPERATING EXPENSE	\$978	\$0	\$0	
24220-53510	PROPERTY INSURANCE	\$59,052	\$43,000	\$55,000	
24220-53520	LIABILITY AND CASUALTY INSURA	\$8,580	\$16,000	\$16,000	
24220-54310	INTERFUND COST OF SERVICE	\$320,000	\$329,600	\$336,192	
24220-54330	FORCE CONSTRUCTION	\$3,500	\$0	\$0	
24220-54410	REGULATORY EXPENSE	\$8,323	\$10,000	\$10,000	
24220-54510	LOSS ON ASSET DISPOSITION	\$49,275	\$0	\$0	
24220-54610	ENERGY CONSERVATION	\$168,538	\$210,000	\$210,000	CLEER, rebates
24220-54750	PURCHASED POWER	\$9,869,566	\$9,900,000	\$9,900,000	
TOTAL 220 - ELECTRIC ADMINISTRATION		\$10,755,196	\$10,988,555	\$10,988,063	

ELECTRIC UTILITY - BROADBAND

24227-51110	REGULAR EMPLOYEES	\$173,915	\$160,185	\$0
24227-51140	OVERTIME	\$71	\$1,000	\$0
24227-51150	STANDBY AND CALLBACK PAY	\$31,656	\$25,000	\$0
24227-51210	HEALTH INSURANCE PREMIUMS	\$27,368	\$20,323	\$0
24227-51220	LONG TERM DISABILITY	\$14	\$498	\$0
24227-51230	BASIC LIFE INSURANCE	\$24	\$393	\$0
24227-51250	FICA CONTRIBUTIONS	\$15,287	\$14,303	\$0
24227-51260	RETIREMENT CONTRIBUTIONS	\$11,970	\$13,087	\$0
24227-51270	UNEMPLOYMENT COMPENSATION	\$599	\$572	\$0
24227-51280	WORKERS' COMPENSATION	\$389	\$418	\$0
24227-51310	TUTITION REIMBURSEMENTS	\$1,500	\$0	\$0
24227-51410	UTILITIES	\$135,064	\$200,000	\$0
24227-51610	SUPPLIES	\$42,921	\$75,000	\$0
24227-51710	PROFESSIONAL SERVICES	\$174,305	\$15,000	\$0
24227-51810	MAINTENANCE & REPAIR	\$4,152	\$10,000	\$0
24227-52210	PROFESSIONAL DEVELOPMENT	\$795	\$10,000	\$0
24227-52310	MISC. TRAVEL	\$221	\$0	\$0



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
24227-52510	GRANTS	\$0	\$15,000	\$0	
24227-52610	TECHNOLOGY	\$23,306	\$30,000	\$0	
24227-52810	OTHER OPERATING EXPENSE	\$649	\$0	\$0	
24227-54310	INTERFUND COST OF SERVICE	\$15,276	\$15,734	\$0	
24227-54710	ROUTINE MAINTENANCE	\$37	\$0	\$0	
24227-59520	CAPITAL OUTLAY	\$70,422	\$0	\$0	
TOTAL 227 - BROADBAND		\$729,943	\$606,512	\$0	

ELECTRIC UTILITY - CUSTOMER ACCOUNTS ELECTRIC

24245-51110	REGULAR EMPLOYEES	\$104,131	\$117,978	\$123,268	ASSISTANT METER TECHNICIAN ELECTRIC METER TECHNICIAN
24245-51140	OVERTIME	\$190	\$650	\$650	
24245-51210	HEALTH INSURANCE PREMIUMS	\$47,620	\$50,083	\$41,634	
24245-51220	LONG TERM DISABILITY	\$0	\$367	\$371	
24245-51230	BASIC LIFE INSURANCE	\$0	\$291	\$294	
24245-51250	FICA CONTRIBUTIONS	\$7,740	\$9,076	\$8,856	
24245-51260	RETIREMENT CONTRIBUTIONS	\$6,328	\$8,305	\$8,104	
24245-51270	UNEMPLOYMENT COMPENSATION	\$303	\$363	\$347	
24245-51280	WORKERS' COMPENSATION	\$1,609	\$1,563	\$1,563	
24245-51380	UNIFORM ALLOWANCE	\$0	\$300	\$1,400	
24245-51610	SUPPLIES	\$300	\$0	\$0	
24245-51710	PROFESSIONAL SERVICES	\$128	\$0	\$0	
24245-52610	TECHNOLOGY	\$25,740	\$0	\$0	
24245-54110	BAD DEBTS	\$3,872	\$0	\$0	
24245-54320	INTERFUND BILLING	\$804,176	\$335,094	\$341,796	2% Increase
24245-54340	NONRECIPROCAL INTERFUND ACTIVI	\$478,842	\$493,207	\$503,071	2% Increase
24245-54760	CUSTOMER DEPOSIT INTEREST	\$936	\$0	\$0	
24245-55810	INTERFUND FRANCHISE FEE	\$0	\$493,207	\$503,071	
24245-59520	CAPITAL OUTLAY	\$0	\$0	\$38,000	Replacement of Meter Test Board
				\$12,000	Trailer
TOTAL CAPITAL OUTLAY		\$0	\$0	\$50,000	
24245-59997	BIW EQUIPMENT	\$0	\$0	\$38,000	Replace meter test equipment
TOTAL 245 - CUSTOMER ACCOUNTS ELECTRIC		\$1,481,916	\$1,510,484	\$1,622,425	

ELECTRIC UTILITY - DEPRECIATION/AMORTIZATION

24275-55610	DEPRECIATION	\$1,023,831	\$997,000	\$997,000	
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2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
24275-59599	CAPITALIZED ASSETS	(\$516,519)	\$0	\$0	
TOTAL 275 - DEPRECIATION/AMORTIZATION		\$507,312	\$997,000	\$997,000	
ELECTRIC UTILITY - MAINTENANCE & DISTRIBUTION					
24380-51110	REGULAR EMPLOYEES	\$494,844	\$716,377	\$731,120	Electric Apprentice Lineman Electric Apprentice Lineman Electric Apprentice Lineman Electric Apprentice Lineman Electric Crew Leader Electric Crew Leader Electric Crew Leader Electric Line Superintendent
24380-51140	OVERTIME	\$8,674	\$10,000	\$6,000	
24380-51150	STANDBY AND CALLBACK PAY	\$56,546	\$57,500	\$57,500	
24380-51160	PROJECT ALLOCATION WAGES	(\$46,455)	\$0	\$0	
24380-51210	HEALTH INSURANCE PREMIUMS	\$103,367	\$107,871	\$108,588	
24380-51220	LONG TERM DISABILITY	\$55	\$2,064	\$2,090	
24380-51230	BASIC LIFE INSURANCE	\$103	\$1,818	\$1,771	
24380-51250	FICA CONTRIBUTIONS	\$53,744	\$60,121	\$53,636	
24380-51260	RETIREMENT CONTRIBUTIONS	\$42,663	\$55,013	\$49,078	
24380-51270	UNEMPLOYMENT COMPENSATION	\$2,108	\$2,405	\$2,103	
24380-51280	WORKERS' COMPENSATION	\$18,938	\$11,299	\$11,299	
24380-51360	EMPLOYEE ONBOARDING	\$100	\$0	\$0	
24380-51380	UNIFORM ALLOWANCE	\$4,315	\$1,200	\$1,400	
24380-51410	UTILITIES	\$6,529	\$750	\$750	Landfill
24380-51610	SUPPLIES	\$66,263	\$23,600	\$25,000	Employee clothing, hand tools, gloves, meter supplies, street light supplies
24380-51710	PROFESSIONAL SERVICES	\$121,903	\$28,042	\$30,000	Consulting, pest control, bulb recycling, janitorial, heating and cooling, weed control, traffic control, line locating, rubber goods testing
24380-51810	MAINTENANCE & REPAIR	\$39,729	\$97,872	\$90,000	Generator testing, high voltage testing, fire sprinkler testing, fire extinguishers, gas, oil, vehicle repair (\$72,000), building maint.
24380-52140	PROCUREMENT ADVERTISING	\$72	\$240	\$240	
24380-52210	PROFESSIONAL DEVELOPMENT	\$7,431	\$5,800	\$5,800	
24380-52310	MISC. TRAVEL	\$263	\$500	\$500	
24380-52810	OTHER OPERATING EXPENSE	\$5,195	\$5,000	\$5,000	Misc Mtce Expense ZEE Medical, DOT/Random drug screening, Physicals, PEGDPC sponsorships
24380-53530	DAMAGE CLAIMS	\$0	\$1,000	\$1,000	
24380-54710	ROUTINE MAINTENANCE	\$75,116	\$150,000	\$150,000	Meter maintenance (\$5k), Service maintenance (\$5k), Street lights (\$25k), tree trimming (\$75k), substations (\$5k), underground lines (\$25k), SCADA system (\$0k)
24380-59520	CAPITAL OUTLAY	\$113,174	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 380 - MAINTENANCE & DISTRIBUTION		\$1,174,679	\$1,338,473	\$1,332,875	
ELECTRIC UTILITY - INTERFUND TRANSFERS					
24999-55910	TRANSFER TO FLEET SERVICES			\$40,000	Fleet - Electric Truck Replacement
		\$133,000	\$90,000	\$75,000	Transfer to Fleet to Construct a Wash Bay
TOTAL TRANSFER TO FLEET SERVICES		\$133,000	\$90,000	\$115,000	
24999-55920	TRANSFER TO A&I	\$130,000	\$0	\$0	
24999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000	\$25,000	\$50,000	ERP
TOTAL 999 - INTERFUND TRANSFERS		\$288,000	\$115,000	\$165,000	
TOTALELECTRIC UTILITY		\$15,203,619	\$19,156,024	\$19,030,363	

Electric Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$25,167,512	\$25,167,512
2019 Increase/(Decrease)	<u>-\$545,143</u>	<u>\$383,067</u>
Ending Balance	\$24,622,369	\$25,550,579
2020 Fund Balance		
Beginning Balance	\$24,622,369	\$25,550,579
2020 Increase/(Decrease)	<u>(\$2,800,428)</u>	<u>(\$2,088,989)</u>
Ending Balance	\$21,821,941	\$23,461,590
2021 Fund Balance		
Beginning Balance		\$23,461,590
2021 Increase/(Decrease)		<u>(\$3,499,767)</u>
Ending Balance		\$19,961,823
Available Reserves		\$19,961,823
Cash Balance		\$6,246,511
2021 Revenues		\$15,530,596
2021 Expenses		<u>(\$19,030,363)</u>
2021 Change in Fund Balance		<u>(\$3,499,767)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
27 AIRPORT ENTERPRISE FUND - 00040 INTERGOVERNMENTAL					
2755040-42250	STATE AVIATION FUEL TAX REFUND	\$459	(\$0)	\$500	
TOTAL 00040 - INTERGOVERNMENTAL		\$459	(\$0)	\$500	
27 AIRPORT ENTERPRISE FUND - 00060 OTHER					
2755060-42423	LATE FEE	\$80	(\$0)	(\$0)	
2755060-43510	INTEREST	\$789	\$200	\$200	
2755060-44130	MISCELLANEOUS	\$2,242	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$3,110	\$200	\$200	
27 AIRPORT ENTERPRISE FUND - 00050 CHARGE FOR SERVICE/FEES					
2755050-42710	RUNWAY USER FEES	\$1,500	\$3,000	\$3,000	
2755050-42720	LONG TERM TIE DOWNS	\$11,865	\$9,000	\$12,000	
2755050-42730	TRANSIENT TIE DOWN FEES	\$2,400	(\$0)	\$2,000	
2755050-42740	FUEL SALES	\$151,812	\$125,000	\$150,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$167,577	\$137,000	\$167,000	
27 AIRPORT ENTERPRISE FUND - 00055 LEASE/RENT INCOME					
2755055-43610	BUILDING LEASE	\$9,200	\$13,000	\$9,200	
2755055-43620	LAND LEASES	\$18,295	\$15,000	\$15,000	
TOTAL 00055 - LEASE/RENT INCOME		\$27,495	\$28,000	\$24,200	
TOTAL AIRPORT ENTERPRISE FUND		\$198,642	\$165,200	\$191,900	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
AIRPORT ENTERPRISE FUND - AIRPORT ADMINISTRATION					
27450-51110	REGULAR EMPLOYEES	\$17,796	\$17,510	\$17,510	
27450-51120	PART-TIME EMPLOYEES	\$179	\$5,000	\$5,000	
27450-51250	FICA CONTRIBUTIONS	\$1,375	\$1,339	\$1,339	
27450-51270	UNEMPLOYMENT COMPENSATION	\$54	\$52	\$52	
27450-51280	WORKERS' COMPENSATION	\$0	\$0	\$10	
27450-51360	EMPLOYEE ONBOARDING	\$193	\$0	\$0	
27450-51410	UTILITIES	\$4,708	\$5,000	\$5,000	
27450-51610	SUPPLIES	\$104	\$400	\$400	
27450-51710	PROFESSIONAL SERVICES	\$2,498	\$5,000	\$0	
27450-51810	MAINTENANCE & REPAIR	\$8,981	\$5,000	\$5,000	
27450-51930	RENT/LEASE - BUILDING	\$4,440	\$4,440	\$6,600	FBO rent increased from \$370/month to \$555/month in 2019
27450-52130	SPECIAL EVENT POSTING	\$51	\$800	\$800	
27450-52150	ADVERTISING	\$392	\$0	\$0	
27450-52210	PROFESSIONAL DEVELOPMENT	\$293	\$1,600	\$1,600	
27450-52440	PROFESSIONAL SUBSCRIPTION	\$200	\$0	\$0	
27450-52710	CREDIT CARD FEES	\$2,814	\$2,000	\$3,000	
27450-52810	OTHER OPERATING EXPENSE	\$3,037	\$2,500	\$3,000	
27450-53520	LIABILITY AND CASUALTY INSURA	\$6,541	\$6,000	\$6,500	
27450-54310	INTERFUND COST OF SERVICE	\$2,400	\$2,472	\$2,521	
27450-55610	DEPRECIATION	\$9,099	\$9,100	\$9,100	
27450-56110	AVIATION FUEL	\$110,871	\$100,000	\$135,000	
27450-59520	CAPITAL OUTLAY	\$0	\$11,000	\$25,000	Fuel Pedestal
TOTAL 450 - AIRPORT ADMINISTRATION		\$176,026	\$179,213	\$227,432	
TOTAL AIRPORT ENTERPRISE FUND		\$176,026	\$179,213	\$227,432	

Airport Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$482,205	\$482,205
2019 Increase/(Decrease)	<u>\$4,514</u>	<u>\$22,617</u>
Ending Balance	\$486,719	\$504,822
2020 Fund Balance		
Beginning Balance	\$486,719	\$504,822
2020 Increase/(Decrease)	<u>(\$14,013)</u>	<u>\$55,987</u>
Ending Balance	\$472,706	\$560,809
2021 Fund Balance		
Beginning Balance		\$560,809
2021 Increase/(Decrease)		<u>(\$35,532)</u>
Ending Balance		\$525,277
 Cash Balance as of 12/31/2019		 \$147,315
 2021 Revenues		 \$191,900
2021 Expenses		<u>(\$227,432)</u>
2021 Change in Fund Balance		<u>(\$35,532)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
29 LANDFILL ENTERPRISE FUND - 00060 OTHER					
2960060-42650	VENDORS FEE	\$1,694	(\$0)	(\$0)	
2960060-43510	INTEREST	\$89,211	\$50,000	\$50,000	
2960060-44130	MISCELLANEOUS	\$24,633	\$10,000	\$10,000	
2960060-44150	FINANCE CHARGES	\$4,189	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$119,727	\$60,000	\$60,000	
29 LANDFILL ENTERPRISE FUND - 00050 CHARGE FOR SERVICE/FEES					
2960050-42810	CONCRETE	\$220,230	\$150,000	\$150,000	
2960050-42811	OTHER RECYCLABLE METALS	\$3,653	\$2,200	\$2,200	
2960050-42812	ANIMALS	\$1,354	\$1,200	\$1,200	
2960050-42813	NON-FRIABLE ASBESTOS	\$898	\$600	\$600	
2960050-42814	APPLIANCES	\$9,555	\$9,000	\$9,000	
2960050-42815	BRUSH & WOOD	\$48,406	\$55,000	\$55,000	
2960050-42816	CITY OF GLENWOOD	\$21,952	\$48,000	\$48,000	
2960050-42817	CONSTRUCTION WASTE MIXED	\$742,930	\$650,000	\$650,000	
2960050-42818	CONTAMINATED SOIL	\$69,559	\$10,000	\$10,000	
2960050-42819	MUNICIPAL WASTE	\$1,024,077	\$1,100,000	\$1,100,000	
2960050-42820	RESIDENTIAL/MIXED	\$74,534	\$45,000	\$45,000	
2960050-42821	SLUDGE	\$27,133	\$20,000	\$20,000	
2960050-42822	CAR WASH SLUDGE	\$107,576	\$80,000	\$80,000	
2960050-42823	SEPTIC SLUDGE	\$305,616	\$450,000	\$450,000	
2960050-42824	TIRES - PASSENGER/LT TRUCK	\$18,834	\$17,000	\$17,000	
2960050-42825	TIRES - LARGE TRUCK	\$2,905	\$2,000	\$2,000	
2960050-42826	TIRES - EQUIPMENT	\$105	\$200	\$200	
2960050-42827	COMPOST FEE	\$76,942	\$60,000	\$60,000	
2960050-42828	SCRAP METAL/RECYCLE FEES	(\$0)	\$3,000	\$3,000	
2960050-42829	CLEAN OUT FEE	\$2,250	\$1,300	\$1,300	
2960050-42830	ELECTRONICS	\$43,398	\$48,000	\$48,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,801,906	\$2,752,500	\$2,752,500	
TOTAL LANDFILL ENTERPRISE FUND		\$2,921,633	\$2,812,500	\$2,812,500	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
LANDFILL ENTERPRISE FUND - UNCLASSIFIED/UNDECLARED/UN-USE					
2960-60000	PROJECTS			\$450,000	Pond Construction
		\$0	\$500,000	\$100,000	Scale maintenance and upgrade
				\$50,000	Rental of Front End Loader for Purpose/Use within the Composting Operations
	TOTAL PROJECTS	\$0	\$500,000	\$600,000	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$0	\$500,000	\$600,000	
LANDFILL ENTERPRISE FUND - LANDFILL ADMINISTRATION					
29610-51110	REGULAR EMPLOYEES	\$416,457	\$551,882	\$604,032	Recycling Technician Recycling Technician Accounting Technician/Cashier Landfill Equipment Operator III - Landfill Equipment Operator II - Landfill Equipment Operator III - Landfill Equipment Operator III - Landfill Equipment Operator III - Landfill Crew Leader - Landfill PIO/Assistant to the City Manager (25%) Landfill Superintendent
29610-51120	PART-TIME EMPLOYEES	\$20,861	\$75,000	\$75,000	
29610-51140	OVERTIME	\$58,537	\$30,600	\$30,600	
29610-51210	HEALTH INSURANCE PREMIUMS	\$104,683	\$121,239	\$173,519	
29610-51220	LONG TERM DISABILITY	\$41	\$1,414	\$1,805	
29610-51230	BASIC LIFE INSURANCE	\$73	\$1,166	\$1,433	
29610-51250	FICA CONTRIBUTIONS	\$36,493	\$37,240	\$43,148	
29610-51260	RETIREMENT CONTRIBUTIONS	\$16,674	\$34,075	\$39,481	
29610-51270	UNEMPLOYMENT COMPENSATION	\$1,431	\$1,489	\$1,692	
29610-51280	WORKERS' COMPENSATION	\$7,803	\$8,609	\$8,609	
29610-51360	EMPLOYEE ONBOARDING	\$536	\$0	\$0	
29610-51380	UNIFORM ALLOWANCE	\$3,116	\$3,600	\$3,600	
29610-51410	UTILITIES	\$8,510	\$13,700	\$10,000	Electric, propane, telephone, city water
29610-51610	SUPPLIES	\$16,732	\$5,000	\$5,000	Office and landfill field supplies
29610-51710	PROFESSIONAL SERVICES	\$150,355	\$145,000	\$125,000	Engineering Services (\$100k), lab work and water sampling
29610-51810	MAINTENANCE & REPAIR	\$325,462	\$225,000	\$250,000	Fleet, heavy equip repair, gas, oil, lubrication
29610-51920	RENT/LEASE - EQUIPMENT	\$275,370	\$401,000	\$425,000	Grinder, excavator, compost screen rental, testing equipment, dozer and articulating truck leases.
29610-52110	PUBLIC NOTICES	\$720	\$3,200	\$1,500	
29610-52120	EMPLOYMENT POSTING	\$409	\$1,000	\$1,000	
29610-52130	SPECIAL EVENT POSTING	\$0	\$2,000	\$2,000	
29610-52140	PROCUREMENT ADVERTISING	\$0	\$2,000	\$2,000	
29610-52210	PROFESSIONAL DEVELOPMENT	\$25,758	\$14,000	\$7,500	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
29610-52310	MISC. TRAVEL	\$398	\$1,000	\$1,000	
29610-52410	PROFESSIONAL DUES AND MEMBERSH	\$838	\$800	\$800	
29610-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$1,500	\$1,500	
29610-52610	TECHNOLOGY	\$200	\$1,000	\$1,000	
29610-52810	OTHER OPERATING EXPENSE	\$16,839	\$27,700	\$25,000	
29610-53510	PROPERTY INSURANCE	\$418	\$300	\$300	
29610-53520	LIABILITY AND CASUALTY INSURA	\$45,162	\$50,000	\$50,000	
29610-54110	BAD DEBTS	\$0	\$5,000	\$5,000	
29610-54310	INTERFUND COST OF SERVICE	\$135,900	\$139,977	\$142,777	
29610-54320	INTERFUND BILLING	\$4,500	\$4,635	\$4,728	2% Increase
29610-55110	SAFETY PROGRAMS	\$0	\$17,500	\$15,000	
29610-55310	MANAGEMENT FEES	\$496,251	\$0	\$0	
29610-55320	SEPTIC AND CAR WASH	\$47,518	\$28,000	\$3,000	
29610-55340	TIRE DISPOSAL	\$17,191	\$25,000	\$25,000	
29610-55350	CONCRETE CRUSHING AND RECYCLIN	\$0	\$45,000	\$45,000	
29610-55360	LANDFILL CLOSURE COSTS	\$210,228	\$39,000	\$39,000	
29610-55370	LANDFILL POSTCLOSURE COSTS	\$34,370	\$30,000	\$30,000	
29610-55380	WEED CONTROL	\$3,950	\$6,000	\$6,000	
29610-55390	RECYCLING PROGRAM	\$77,645	\$80,000	\$90,000	
29610-55510	HOUSEHOLD HAZARDOUS WASTE	\$20,322	\$30,000	\$30,000	
29610-55610	DEPRECIATION	\$96,596	\$45,000	\$45,000	
29610-55910	TRANSFER TO FLEET SERVICE	\$0	\$25,000	\$25,000	Wash Bay
29610-59520	CAPITAL OUTLAY	\$457,876	\$0	\$0	
29610-59525	LAND ACQUISITION	\$0	\$250,000	\$0	
29610-59599	CAPITALIZED ASSETS	(\$450,311)	\$0	\$0	

TOTAL 610 - LANDFILL ADMINISTRATION	\$2,685,913	\$2,530,626	\$2,397,024
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LANDFILL ENTERPRISE FUND - INTERFUND TRANSFERS

29999-55930	TRANSFER TO CAPITAL PROJECTS	\$25,000	\$25,000	\$25,000	ERP
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TOTAL 999 - INTERFUND TRANSFERS	\$25,000	\$25,000	\$25,000
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TOTAL LANDFILL ENTERPRISE FUND	\$2,710,913	\$3,055,626	\$3,022,024
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Landfill Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$2,778,733	\$2,778,733
2019 Increase/(Decrease)	<u>-\$772,127</u>	<u>\$210,720</u>
Ending Balance	\$2,006,606	\$2,989,453
2020 Fund Balance		
Beginning Balance	\$2,006,606	\$2,989,453
2020 Increase/(Decrease)	<u>\$6,874</u>	<u>\$9,249</u>
Ending Balance	\$2,013,480	\$2,998,702
2021 Fund Balance		
Beginning Balance		\$2,998,702
2021 Increase/(Decrease)		<u>(\$209,524)</u>
Ending Balance		\$2,789,178
Post Closure Costs		(\$1,448,959)
Available Reserves		\$1,340,219
Cash Balance end of 2019		\$2,006,581
2021 Revenues		\$2,812,500
2021 Expenses		<u>(\$3,022,024)</u>
2021 Change in Fund Balance		(\$209,524)



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
31 CAPITAL PROJECTS - 00020 TAXES					
3100020-41210	GENERAL SALES TAX	\$2,543,106	\$2,554,970	\$2,299,145	
3100020-41310	USE TAX	\$157,992	\$120,000	\$100,000	
TOTAL 00020 - TAXES		\$2,701,097	\$2,674,970	\$2,399,145	
31 CAPITAL PROJECTS - 00060 OTHER					
3100060-41220	AUDIT REVENUE	\$17,217	\$6,000	\$10,000	
3100060-42420	CREDIT CARD CONVENIENCE FEES	\$298	(\$0)	(\$0)	
3100060-43510	INTEREST	\$87,886	\$37,000	\$50,000	
3100060-43920	INSURANCE REIMBURSEMENT	\$2,516	(\$0)	(\$0)	
3100060-44130	MISCELLANEOUS	\$150	(\$0)	(\$0)	
3100060-44325	TRANSFER FROM LANDFILL	\$25,000	\$25,000	\$25,000	ERP
3100060-44385	TRANSFER FROM WA/SW	\$50,000	\$50,000	\$50,000	ERP Water and Wastewater
3100060-44390	TRANSFER FROM ELECTRIC	\$25,000	\$25,000	\$25,000	ERP
TOTAL 00060 - OTHER		\$208,066	\$143,000	\$160,000	
31 CAPITAL PROJECTS - 00040 INTERGOVERNMENTAL					
3100040-42310	GRANTS	\$30,000	(\$0)	(\$0)	
TOTAL 00040 - INTERGOVERNMENTAL		\$30,000	(\$0)	(\$0)	
31 CAPITAL PROJECTS - 00070 XFERS					
3100070-44315	TRANSFER FROM A & I	\$1,974,283	(\$0)	(\$0)	
3100070-44370	TRANSFER FROM GENERAL FUND	\$1,646,053	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$3,620,336	(\$0)	(\$0)	
31 CAPITAL PROJECTS - 00030 PERMITS/LICENSES					
3130030-42424	PARKLAND FEES - SPRINGRIDGE	\$17,324	(\$0)	(\$0)	
3130030-42425	PARK LAND FEES	\$17,324	(\$0)	\$200,000	Bell Rippey property
TOTAL 00030 - PERMITS/LICENSES		\$34,649	(\$0)	\$200,000	
TOTAL CAPITAL PROJECTS		\$6,594,149	\$2,817,970	\$2,759,145	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3110-60000	PROJECTS			\$400,000	Finance - ERP
		\$510,608	\$1,483,500	\$150,000	IT - Server and switch upgrades
				\$100,000	IT - Replacement Cycle
				\$17,000	IT - (GIS) Aerial Photography Update
	TOTAL PROJECTS	\$510,608	\$1,483,500	\$667,000	
3110-61000	DEPARTMENTAL	\$140,572	\$54,400	\$0	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$651,180	\$1,537,900	\$667,000	
CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3135-60000	PROJECTS			\$75,000	Rec - Ice Rink Repairs and Improvements
				\$25,000	Rec - Fitness Equipment
				\$10,000	Rec - AcidRite System
				\$14,000	Rec - Pool Decking and Refinishing
				\$30,000	Rec - Carpet Replacement
				\$76,000	Rec - Window Repairs
				\$185,000	Rec - Lap Pool Plaster & Gutter Grates
				\$35,000	Arts - Stair Replacement
				\$65,000	Arts - Fire Suppression
				\$22,000	Arts - Clay Sink
				\$52,000	Parks - Tractor
				\$25,000	Parks - UTV
				\$15,000	Parks - Mower
				\$8,500	Parks - Signage
		(\$9,102)	\$264,000	\$15,000	Parks - Parking Garage Improvements
				\$30,000	Facilities - City Hall Plumbing Isolation Valves
				\$75,000	Parks - Metal Structure & Concrete Slab at Parks Building
				\$50,000	Facilities - City Hall parking lot
				\$50,000	Facilities - City Hall electronic doors and monitoring
	TOTAL PROJECTS	(\$9,102)	\$264,000	\$857,500	
3135-61000	DEPARTMENTAL	\$655,248	\$131,000	\$0	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$646,146	\$395,000	\$857,500	
CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE					



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
3130-60000	PROJECTS			\$35,000	Public Works - Streets - Office Building
				\$35,000	Public Works - SWAT contingency
		\$3,746,701	\$919,810	\$0	Public Works - Traffic calming and signage
	TOTAL PROJECTS	\$3,746,701	\$919,810	\$70,000	
3130-61000	DEPARTMENTAL	\$81,471	\$85,000	\$0	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$3,828,172	\$1,004,810	\$70,000	
CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3120-61000	DEPARTMENTAL	\$0	\$0	\$50,000	Public Safety - Firearms, safety and training equipment
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$0	\$0	\$50,000	
CAPITAL PROJECTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3125-61000	COMM DEV DEPARTMENTAL	\$0	\$0	\$47,364	Comm Dev - NEA grant match for Cooper mural district. Some can be allocated to 2022, if we get the grant.
				\$50,000	Riparian Mapping
				\$25,000	Carryover for micro loan project
	TOTAL COMM DEV DEPARTMENTAL	\$0	\$0	\$122,364	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$0	\$0	\$122,364	
CAPITAL PROJECTS - SPECIAL WORKS ACTIVITIES TEAM					
31390-51110	REGULAR EMPLOYEES	\$169,386	\$217,651	\$219,722	SWAT Maintenance Specialist SWAT Maintenance Specialist SWAT Maintenance Specialist SWAT Crew Lead
31390-51140	OVERTIME	\$1,508	\$6,000	\$2,000	
31390-51150	STANDBY AND CALLBACK PAY	\$2,493	\$12,500	\$2,000	
31390-51210	HEALTH INSURANCE PREMIUMS	\$39,269	\$45,265	\$45,277	
31390-51220	LONG TERM DISABILITY	\$18	\$676	\$703	
31390-51230	BASIC LIFE INSURANCE	\$32	\$547	\$556	
31390-51250	FICA CONTRIBUTIONS	\$13,123	\$16,690	\$16,809	
31390-51260	RETIREMENT CONTRIBUTIONS	\$7,995	\$15,272	\$15,381	
31390-51270	UNEMPLOYMENT COMPENSATION	\$515	\$667	\$659	
31390-51280	WORKERS' COMPENSATION	\$6,608	\$6,532	\$7,000	
31390-51360	EMPLOYEE ONBOARDING	\$21	\$0	\$0	
31390-51380	UNIFORM ALLOWANCE	\$1,283	\$1,400	\$450	
31390-51410	UTILITIES	\$9,308	\$10,000	\$9,500	Utilities



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
31390-51610	SUPPLIES	\$53,778	\$75,000	\$1,500	FR clothing/ Safety
				\$27,500	Welding Supply
				\$8,000	Small tools and equipment
				\$10,000	Consumables/ Hardware
				\$3,000	Concrete supply
	TOTAL SUPPLIES	\$53,778	\$75,000	\$50,000	
31390-51710	PROFESSIONAL SERVICES	\$37,564	\$30,000	\$75,000	Public Works - Outsourced engineering, surveying, project management on various projects
31390-51810	MAINTENANCE & REPAIR	\$16,390	\$20,000	\$15,500	
31390-51920	RENT/LEASE - EQUIPMENT	\$1,137	\$2,000	\$1,500	
31390-51930	RENT/LEASE - BUILDING	\$0	\$0	\$45,000	Public Works - Building and improvements at boneyard
31390-52210	PROFESSIONAL DEVELOPMENT	\$584	\$1,000	\$500	
31390-52310	MISC TRAVEL	\$0	\$600	\$300	
31390-52710	CREDIT CARD FEES	\$832	\$0	\$0	
31390-52810	OTHER OPERATING EXPENSE	\$2,184	\$8,000	\$5,000	
31390-52815	SALES TAX REFUNDS	\$0	\$3,000	\$0	
31390-52820	TIF TO DDA	\$103,586	\$89,930	\$13,919	
31390-52825	ECONOMIC INCENTIVE REBATE	\$18,517	\$0	\$13,513	
31390-53520	LIABILITY AND CASUALTY INSURA	\$1,662	\$2,300	\$2,500	
31390-54310	INTERFUND COST OF SERVICE	\$82,147	\$86,304	\$88,031	
31390-55910	TRANSFER TO FLEET SERVICE			\$57,000	Parks - 2 Trucks; one with plow
				\$35,000	Public Works - Streets Dept - Superintendent truck
				\$25,000	Public Safety - Police parking management vehicle
		\$447,000	\$721,500	\$500,000	Fleet Service catch-up
	TOTAL TRANSFER TO FLEET SERVICE	\$447,000	\$721,500	\$617,000	
31390-59520	CAPITAL OUTLAY	\$4,389	\$1,500	\$150,000	Project Contingency
TOTAL 390 - SPECIAL WORKS ACTIVITIES TEAM		\$1,021,330	\$1,374,335	\$1,397,820	
CAPITAL PROJECTS - INTERFUND TRANSFERS					
31999-55980	TRANSFER TO OTHER FUNDS	\$400,000	\$68,000	\$0	
TOTAL 999 - INTERFUND TRANSFERS		\$400,000	\$68,000	\$0	
TOTALCAPITAL PROJECTS		\$6,546,828	\$4,380,045	\$3,164,684	

Capital Projects Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$4,915,082	\$4,915,082
2019 Increase/(Decrease)	<u>(\$671,483)</u>	<u>\$47,322</u>
Ending Balance	\$4,243,599	\$4,962,404
2020 Fund Balance		
Beginning Balance	\$4,243,599	\$4,962,404
2020 Increase/(Decrease)	<u>(\$571,865)</u>	<u>(\$1,437,234)</u>
Ending Balance	\$3,671,734	\$3,525,170
2021 Fund Balance		
Beginning Balance		\$3,525,170
2021 Increase/(Decrease)		<u>(\$405,539)</u>
Ending Balance		\$3,119,631
Parkland Fees		(\$632,324)
Water Storage Fees		(\$2,290)
Springridge		(\$322,324)
Glenwood Park Fees		(\$3,375)
Contingency		<u>(\$2,000,000)</u>
Available Reserves		\$159,317
Cash Balance as of 12/31/2019		\$4,860,290
2021 Revenues		\$2,759,145
2021 Expenses		<u>(\$3,164,684)</u>
2021 Change in Fund Balance		(\$405,539)



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3310-60000	PROJECTS	\$40	\$0	\$0	
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$40	\$0	\$0	
ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3335-60000	PROJECTS	\$1,164,576	\$2,632,331	\$0	
3335-61000	DEPARTMENT PROJECTS	\$0	\$0	\$50,000	Trail System Maintenance, River clean-up. Was in Other Operating Expense in 2020.
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$1,164,576	\$2,632,331	\$50,000	
ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE					



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
3330-60000	PROJECTS			\$500,000	27th Street Over/ Underpass Total project estimate: 10,000,000 Total current grants (MMOF,TAP, CDOT, RFTA) \$7.4M Current grant requests (GCFMLD, DOLA) \$2M City matching funds \$500,000
				\$9,883,585	South Midland Reconstruction -Projected 2021 total expenses including construction, construction management and public information \$9,883,584.66 Total Grant Funds for the project overall include BUILD,Garfield County, DOLA - \$8,009,312.00. 66.7 % of the total grant funding will be requested in 2021. Estimated City contribution for 2021: \$4,541,373.56
				\$2,300,993	South Bridge Completion of design, right of way and additional public outreach. 2021 expenditures are estimated to be: Design and ROW process: \$1,244,123.30 2021 ROW estimated purchase: \$1,056,869.80 Total \$2,300,993.10 The project is partially funded by a Federal Earmark. The Federal Earmark covers 80% of the design invoices we receive for the project. We currently have \$4,635,347.50 remaining. It will cover \$446,770 of the right of way expenses. The City match required for these expenses in 2021 is estimated to be \$1,311,868.66
				\$500,000	Acquisitions and Improvements Fund Contingency
		\$14,851,322	\$3,371,456	\$1,200,000	2021 LoVa trail extension Total cost: \$1,200,000 Grant revenue: GCFMLD \$700,000 RFTA \$175,000 Garfield County \$150,000 Town of New Castle \$15,000 City matching funds A&I obligation \$160,000
TOTAL PROJECTS		\$14,851,322	\$3,371,456	\$14,384,578	

TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$14,851,322	\$3,371,456	\$14,384,578
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ACQUISITION & IMPROVEMENTS - A&I GENERAL GOVERNMENT

33300-51410	UTILITIES	\$27,842	\$0	\$0	
33300-51710	PROFESSIONAL SERVICES	\$88,024	\$22,500	\$0	
33300-52510	GRANTS	\$164,672	\$177,213	\$22,500	Sustainable Strategies
				\$159,491	FAB Grants - 10% Decrease
TOTAL GRANTS		\$164,672	\$177,213	\$181,991	
33300-52710	CREDIT CARD FEES	\$1,663	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
33300-52810	OTHER OPERATING EXPENSE	\$0	\$50,000	\$0	
33300-52820	TIF TO DDA	\$207,172	\$169,922	\$27,838	
33300-52825	ECONOMIC INCENTIVE REBATE	\$37,034	\$50,000	\$27,028	
33300-53710	CONTRIBUTIONS/DONATIONS	\$12,500	\$97,500	\$25,000	LoVa Operations
				\$60,000	Historical Museum
				\$12,500	Reudi Aquatics
	TOTAL CONTRIBUTIONS/DONATIONS	\$12,500	\$97,500	\$97,500	
33300-54310	INTERFUND COST OF SERVICE	\$305,392	\$314,554	\$320,845	
33300-54710	ROUTINE MAINTENANCE	\$22,990	\$0	\$0	
TOTAL 300 - A&I GENERAL GOVERNMENT		\$867,290	\$881,689	\$655,202	
ACQUISITION & IMPROVEMENTS - A&I PUBLIC WORKS					
33301-54710	ROUTINE MAINTENANCE	\$20,076	\$0	\$0	
TOTAL 301 - A&I PUBLIC WORKS		\$20,076	\$0	\$0	
ACQUISITION & IMPROVEMENTS - A&I CULTURE & RECREATION					
33302-54710	ROUTINE MAINTENANCE	\$90,846	\$0	\$0	
TOTAL 302 - A&I CULTURE & RECREATION		\$90,846	\$0	\$0	
ACQUISITION & IMPROVEMENTS - A&I DEBT SERVICE					
33303-53910	PRINCIPAL - BONDS	\$0	\$175,000	\$1,335,000	
33303-53930	INTEREST - BONDS	\$638,013	\$1,775,000	\$642,635	
33303-53950	ISSUANCE COSTS	\$94,317	\$0	\$0	
33303-53960	ADMIN SERVICE FEES	\$1,200	\$0	\$0	
33303-53970	ARBITRAGE COMPLIANCE	\$0	\$1,000	\$0	
TOTAL 303 - A&I DEBT SERVICE		\$733,530	\$1,951,000	\$1,977,635	
ACQUISITION & IMPROVEMENTS - INTERFUND TRANSFERS					
33999-55980	TRANSFER TO OTHER FUNDS	\$3,145,223	\$1,540,000	\$1,000,000	Community Center
				\$200,000	Parks Maintenance Transfer
				\$120,000	EHOP Transfer
				\$100,000	Special Events
	TOTAL TRANSFER TO OTHER FUNDS	\$3,145,223	\$1,540,000	\$1,420,000	
TOTAL 999 - INTERFUND TRANSFERS		\$3,145,223	\$1,540,000	\$1,420,000	
TOTAL ACQUISITION & IMPROVEMENTS		\$20,872,902	\$10,376,476	\$18,487,415	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3310-60000	PROJECTS	\$40	\$0	\$0	
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$40	\$0	\$0	
ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE					
3335-60000	PROJECTS	\$1,164,576	\$2,632,331	\$0	
3335-61000	DEPARTMENT PROJECTS	\$0	\$0	\$50,000	Trail System Maintenance, River clean-up. Was in Other Operating Expense in 2020.
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$1,164,576	\$2,632,331	\$50,000	

ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
3330-60000	PROJECTS			\$500,000	27th Street Over/ Underpass Total project estimate: 10,000,000 Total current grants (MMOF,TAP, CDOT, RFTA) \$7.4M Current grant requests (GCFMLD, DOLA) \$2M City matching funds \$500,000
				\$9,883,585	South Midland Reconstruction -Projected 2021 total expenses including construction, construction management and public information \$9,883,584.66 Total Grant Funds for the project overall include BUILD,Garfield County, DOLA - \$8,009,312.00. 66.7 % of the total grant funding will be requested in 2021. Estimated City contribution for 2021: \$4,541,373.56
				\$2,300,993	South Bridge Completion of design, right of way and additional public outreach. 2021 expenditures are estimated to be: Design and ROW process: \$1,244,123.30 2021 ROW estimated purchase: \$1,056,869.80 Total \$2,300,993.10 The project is partially funded by a Federal Earmark. The Federal Earmark covers 80% of the design invoices we receive for the project. We currently have \$4,635,347.50 remaining. It will cover \$446,770 of the right of way expenses. The City match required for these expenses in 2021 is estimated to be \$1,311,868.66
				\$500,000	Acquisitions and Improvements Fund Contingency
		\$14,851,322	\$3,371,456	\$1,200,000	2021 LoVa trail extension Total cost: \$1,200,000 Grant revenue: GCFMLD \$700,000 RFTA \$175,000 Garfield County \$150,000 Town of New Castle \$15,000 City matching funds A&I obligation \$160,000
TOTAL PROJECTS		\$14,851,322	\$3,371,456	\$14,384,578	

TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$14,851,322	\$3,371,456	\$14,384,578
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ACQUISITION & IMPROVEMENTS - A&I GENERAL GOVERNMENT

33300-51410	UTILITIES	\$27,842	\$0	\$0	
33300-51710	PROFESSIONAL SERVICES	\$88,024	\$22,500	\$0	
33300-52510	GRANTS	\$164,672	\$177,213	\$22,500	Sustainable Strategies
				\$159,491	FAB Grants - 10% Decrease
TOTAL GRANTS		\$164,672	\$177,213	\$181,991	
33300-52710	CREDIT CARD FEES	\$1,663	\$0	\$0	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
33300-52810	OTHER OPERATING EXPENSE	\$0	\$50,000	\$0	
33300-52820	TIF TO DDA	\$207,172	\$169,922	\$27,838	
33300-52825	ECONOMIC INCENTIVE REBATE	\$37,034	\$50,000	\$27,028	
33300-53710	CONTRIBUTIONS/DONATIONS	\$12,500	\$97,500	\$25,000	LoVa Operations
				\$60,000	Historical Museum
				\$12,500	Reudi Aquatics
	TOTAL CONTRIBUTIONS/DONATIONS	\$12,500	\$97,500	\$97,500	
33300-54310	INTERFUND COST OF SERVICE	\$305,392	\$314,554	\$320,845	
33300-54710	ROUTINE MAINTENANCE	\$22,990	\$0	\$0	
TOTAL 300 - A&I GENERAL GOVERNMENT		\$867,290	\$881,689	\$655,202	
ACQUISITION & IMPROVEMENTS - A&I PUBLIC WORKS					
33301-54710	ROUTINE MAINTENANCE	\$20,076	\$0	\$0	
TOTAL 301 - A&I PUBLIC WORKS		\$20,076	\$0	\$0	
ACQUISITION & IMPROVEMENTS - A&I CULTURE & RECREATION					
33302-54710	ROUTINE MAINTENANCE	\$90,846	\$0	\$0	
TOTAL 302 - A&I CULTURE & RECREATION		\$90,846	\$0	\$0	
ACQUISITION & IMPROVEMENTS - A&I DEBT SERVICE					
33303-53910	PRINCIPAL - BONDS	\$0	\$175,000	\$1,335,000	
33303-53930	INTEREST - BONDS	\$638,013	\$1,775,000	\$642,635	
33303-53950	ISSUANCE COSTS	\$94,317	\$0	\$0	
33303-53960	ADMIN SERVICE FEES	\$1,200	\$0	\$0	
33303-53970	ARBITRAGE COMPLIANCE	\$0	\$1,000	\$0	
TOTAL 303 - A&I DEBT SERVICE		\$733,530	\$1,951,000	\$1,977,635	
ACQUISITION & IMPROVEMENTS - INTERFUND TRANSFERS					
33999-55980	TRANSFER TO OTHER FUNDS	\$3,145,223	\$1,540,000	\$1,000,000	Community Center
				\$200,000	Parks Maintenance Transfer
				\$120,000	EHOP Transfer
				\$100,000	Special Events
	TOTAL TRANSFER TO OTHER FUNDS	\$3,145,223	\$1,540,000	\$1,420,000	
TOTAL 999 - INTERFUND TRANSFERS		\$3,145,223	\$1,540,000	\$1,420,000	
TOTAL ACQUISITION & IMPROVEMENTS		\$20,872,902	\$10,376,476	\$18,487,415	

A&I Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$14,353,246	\$14,353,246
2019 Increase/(Decrease)	<u>\$1,984,556</u>	<u>\$2,900,400</u>
Ending Balance	\$16,337,802	\$17,253,646
2020 Fund Balance		
Beginning Balance	\$16,337,802	\$17,253,646
2020 Increase/(Decrease)	<u>(\$5,682,751)</u>	<u>(\$4,128,071)</u>
Ending Balance	\$10,655,051	\$13,125,575
2021 Fund Balance		
Beginning Balance		\$13,125,575
2021 Increase/(Decrease)		<u>(\$4,755,021)</u>
Ending Balance		\$8,370,554
Bond Reserve		(\$1,980,388)
South Bridge		(\$750,000)
6th Street Reserve		-\$1,750,000
Theatre Reserve		-\$704,112
FAB Grant Reserve		-\$10,307
Bond Funds Remaining		\$0
A&I Contingency		(\$3,000,000)
Available Reserves		\$175,747
Cash Balance as of 12/31/2019		\$16,154,974
2021 Revenues		\$13,732,394
2021 Expenses		<u>(\$18,487,415)</u>
2021 Change in Fund Balance		(\$4,755,021)



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 00020 TAXES					
3700020-41110	PROPERTY TAXES	\$40,143	\$43,981	\$40,000	
3700020-41120	DELINQUENT PROPERTY TAXES	\$15	(\$0)	(\$0)	
3700020-41150	SPECIFIC OWNERSHIP	\$2,955	\$2,200	\$2,900	
TOTAL 00020 - TAXES		<u>\$43,113</u>	<u>\$46,181</u>	<u>\$42,900</u>	
37 GENERAL IMPROVEMENT DISTRICT - 00060 OTHER					
3700060-43510	INTEREST	\$602	\$150	(\$0)	
TOTAL 00060 - OTHER		<u>\$602</u>	<u>\$150</u>	<u>(\$0)</u>	
TOTAL GENERAL IMPROVEMENT DISTRICT		<u>\$43,715</u>	<u>\$46,331</u>	<u>\$42,900</u>	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
GENERAL IMPROVEMENT DISTRICT - GENERAL IMPROVEMENT DISTRICT #					
37282-52750	TREASURER'S FEES	\$806	\$0	\$0	
37282-52810	OTHER OPERATING EXPENSE	\$0	\$50,000	\$0	
37282-54310	INTERFUND COST OF SERVICE	\$12,763	\$13,053	\$13,314	
TOTAL 282 - GENERAL IMPROVEMENT DISTRICT #		\$13,569	\$63,053	\$13,314	
TOTALGENERAL IMPROVEMENT DISTRICT		\$13,569	\$63,053	\$13,314	

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	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$65,993	\$65,993
2019 Increase/(Decrease)	<u>\$28,943</u>	<u>\$30,146</u>
Ending Balance	\$94,936	\$96,139
2020 Fund Balance		
Beginning Balance	\$94,936	\$96,139
2020 Increase/(Decrease)	<u>-\$16,722</u>	<u>\$1,000</u>
Ending Balance	\$78,214	\$97,139
2021 Fund Balance		
Beginning Balance		\$97,139
2021 Increase/(Decrease)		<u>\$29,586</u>
Ending Balance		\$126,725
Available Reserves		\$52,088



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
43 FIRE & EMS FUND - 00070 XFERS					
4300070-44355	TRANSFER FROM MARIJUANA TAX FU	\$75,000	(\$0)	\$100,000	
4300070-44370	TRANSFERS FROM GENERAL FUND	\$2,871,209	\$2,563,126	\$2,769,299	
4300070-44380	TRANSFER FROM RURAL FIRE DISTR	\$756,876	\$759,441	\$780,000	
TOTAL 00070 - XFERS		\$3,703,085	\$3,322,567	\$3,649,299	
43 FIRE & EMS FUND - 00030 PERMITS/LICENSES					
4320030-42130	FIRE PERMITS	\$16,065	\$15,000	\$15,000	
TOTAL 00030 - PERMITS/LICENSES		\$16,065	\$15,000	\$15,000	
43 FIRE & EMS FUND - 00040 INTERGOVERNMENTAL					
4320040-42310	GRANTS	\$57,627	(\$0)	(\$0)	
TOTAL 00040 - INTERGOVERNMENTAL		\$57,627	(\$0)	(\$0)	
43 FIRE & EMS FUND - 00050 CHARGE FOR SERVICE/FEES					
4320050-42428	AMBULANCE FEES	\$701,175	\$800,000	\$550,000	Net revenue; assumes \$800,000 earned in ambulance fees with \$250,000 adjusted down for mandatory insurance adjustments.
4320050-42429	MEDICARE/MEDICAID ADJUSTMENT	(\$245,175)	(\$0)	(\$0)	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$456,001	\$800,000	\$550,000	
43 FIRE & EMS FUND - 00060 OTHER					
4320060-43510	INTEREST	(\$760)	(\$0)	\$300	
4320060-43710	CONTRIBUTIONS/DONATIONS	\$200	(\$0)	(\$0)	
4320060-44130	MISCELLANEOUS	\$9,669	(\$0)	\$5,000	
4320060-44140	BAD DEBT RECOVERY	\$19,299	\$20,000	\$20,000	
TOTAL 00060 - OTHER		\$28,408	\$20,000	\$25,300	
TOTAL FIRE & EMS FUND		\$4,261,186	\$4,157,567	\$4,239,599	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
FIRE & EMS FUND - FIRE & EMS					
43133-51110	REGULAR EMPLOYEES	\$2,004,138	\$2,005,594	\$2,005,594	Fire Chief Fire Marshal Executive Assistant/PIO Fire Battalion Chief (3) Fire Lieutenant (3) Firefighter I/EMT Basic (3) Firefighter I/EMT Paramedic Firefighter II/EMT Basic (2) Firefighter II/EMT Paramedic (6) Firefighter II/Engineer (6)
43133-51120	PART-TIME EMPLOYEES	\$196,160	\$210,000	\$206,000	
43133-51140	OVERTIME	\$139,955	\$138,000	\$138,000	
43133-51210	HEALTH INSURANCE PREMIUMS	\$510,057	\$470,017	\$504,769	
43133-51220	LONG TERM DISABILITY	\$162	\$6,112	\$6,022	
43133-51230	BASIC LIFE INSURANCE	\$289	\$5,157	\$4,854	
43133-51240	FPPA DEATH AND DISABILITY INS	\$1,319	\$49,367	\$1,879	
43133-51250	FICA CONTRIBUTIONS	\$44,972	\$47,689	\$43,881	
43133-51260	RETIREMENT CONTRIBUTIONS	\$138,035	\$150,342	\$134,287	
43133-51265	POLICE/FIRE RETIREMENT CONTRIB	\$160,807	\$156,388	\$143,877	
43133-51270	UNEMPLOYMENT COMPENSATION	\$6,825	\$7,234	\$5,755	
43133-51280	WORKERS' COMPENSATION	\$84,082	\$84,412	\$84,412	
43133-51360	EMPLOYEE ONBOARDING	\$2,788	\$5,000	\$3,500	
43133-51410	UTILITIES	\$46,239	\$46,500	\$46,500	
43133-51610	SUPPLIES			\$6,000	Office supplies
		\$50,700	\$10,600	\$15,000	misc supplies /food for responders
				\$15,000	Other operating supplies and janitorial
				\$15,000	Uniforms
				\$20,000	PPE: wildland, structure, river, hazmat
	TOTAL SUPPLIES	\$50,700	\$10,600	\$71,000	
43133-51710	PROFESSIONAL SERVICES	\$53,268	\$33,100	\$33,100	
43133-51810	MAINTENANCE & REPAIR	\$125,377	\$90,000	\$150,000	
43133-51920	RENT/LEASE - EQUIPMENT	\$790	\$1,900	\$1,900	
43133-52110	PUBLIC NOTICES	\$0	\$0	\$250	
43133-52120	EMPLOYMENT POSTING	\$229	\$500	\$250	
43133-52130	SPECIAL EVENT POSTING	\$0	\$0	\$250	
43133-52140	PROCUREMENT ADVERTISING	\$0	\$500	\$250	
43133-52210	PROFESSIONAL DEVELOPMENT	\$40,437	\$40,000	\$40,000	
43133-52310	MISC. TRAVEL	\$3,303	\$5,000	\$2,500	
43133-52410	PROFESSIONAL DUES AND MEMBERSH	\$2,347	\$4,300	\$3,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
43133-52420	ORGANIZATIONAL DUES AND MEMBER	\$636	\$900	\$1,200	
43133-52510	GRANTS	\$27,194	\$10,000	\$15,000	
43133-52610	TECHNOLOGY	\$0	\$0	\$4,000	
43133-52810	OTHER OPERATING EXPENSE	\$7,862	\$27,270	\$15,000	
43133-53230	OTHER CHEMICALS	\$0	\$3,000	\$1,500	
43133-53510	PROPERTY INSURANCE	\$8,252	\$7,000	\$8,500	
43133-53520	LIABILITY AND CASUALTY INSURA	\$16,088	\$27,500	\$22,000	
43133-53710	CONTRIBUTIONS/DONATIONS	\$30,000	\$30,000	\$0	
43133-53820	MEDICAL SUPPLIES	\$30,885	\$38,000	\$38,000	
43133-54110	BAD DEBTS	\$294,892	\$200,000	\$250,000	
43133-54210	COLLECTION EXPENSE	\$20,296	\$27,000	\$25,000	
43133-54310	INTERFUND COST OF SERVICE	\$212,801	\$219,185	\$223,569	
TOTAL 133 - FIRE & EMS		\$4,261,186	\$4,157,567	\$4,235,599	
TOTAL FIRE & EMS FUND		\$4,261,186	\$4,157,567	\$4,235,599	

This fund carries no fund balance



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
45 V.A.L.E. FUND - 00050 CHARGE FOR SERVICE/FEES					
4510050-42426	V.A.L.E. ASSESSMENT	\$24,983	\$25,000	\$25,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$24,983	\$25,000	\$25,000	
45 V.A.L.E. FUND - 00060 OTHER					
4510060-43510	INTEREST	\$646	\$1,000	\$1,000	
TOTAL 00060 - OTHER		\$646	\$1,000	\$1,000	
TOTAL V.A.L.E. FUND		\$25,629	\$26,000	\$26,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
V.A.L.E. FUND - V.A.L.E. FUND					
45132-56310	VICTIM/WITNESS ASSISTANCE	\$23,060	\$25,000	\$20,000	
45132-59520	CAPITAL OUTLAY	\$0	\$5,000	\$5,000	
TOTAL 132 - V.A.L.E. FUND		\$23,060	\$30,000	\$25,000	
TOTAL V.A.L.E. FUND		\$23,060	\$30,000	\$25,000	

V.A.L.E. Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$33,814	\$33,814
2019 Increase/(Decrease)	<u>\$1,050</u>	<u>\$2,569</u>
Ending Balance	\$34,864	\$36,383
2020 Fund Balance		
Beginning Balance	\$34,864	\$36,383
2020 Increase/(Decrease)	<u>\$1,150</u>	<u>\$1,000</u>
Ending Balance	\$36,014	\$37,383
2021 Fund Balance		
Beginning Balance		\$37,383
2021 Increase/(Decrease)		<u>\$1,000</u>
Ending Balance		\$38,383
Available Reserves		\$38,383
Cash Balance as of 12/31/19		\$36,383
2021 Revenues		\$26,000
2021 Expenses		<u>(\$25,000)</u>
2021 Change in Fund Balance		\$1,000



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
48 CONSERVATION TRUST - 00040 INTERGOVERNMENTAL					
4835040-42260	LOTTERY FUNDS	\$114,298	\$107,398	\$112,200	
TOTAL 00040 - INTERGOVERNMENTAL		\$114,298	\$107,398	\$112,200	
48 CONSERVATION TRUST - 00060 OTHER					
4835060-43510	INTEREST	\$1,581	\$1,000	\$1,000	
TOTAL 00060 - OTHER		\$1,581	\$1,000	\$1,000	
TOTAL CONSERVATION TRUST		\$115,878	\$108,398	\$113,200	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
CONSERVATION TRUST - UNCLASSIFIED/UNDECLARED/UN-USE					
4835-60000	PROJECTS	\$1,123	\$150,000	\$100,000	LoVa Trail Match - Carried over from 2021
				\$10,000	Parks - Remote controlled Timers
				\$50,000	Parks - Remote Controlled Door Locks
				\$8,500	Parks - Signage
				\$50,000	Whitewater Area Return/Parking Design & Permitting
	TOTAL PROJECTS	\$1,123	\$150,000	\$218,500	
	TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE	\$1,123	\$150,000	\$218,500	
	TOTALCONSERVATION TRUST	\$1,123	\$150,000	\$218,500	

Conservation Trust

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$120,516	\$120,516
2019 Increase/(Decrease)	<u>\$12,965</u>	<u>\$114,756</u>
Ending Balance	\$133,481	\$235,272
2020 Fund Balance		
Beginning Balance	\$133,481	\$235,272
2020 Increase/(Decrease)	<u>\$8,398</u>	<u>\$107,398</u>
Ending Balance	\$141,879	\$342,670
2021 Fund Balance		
Beginning Balance		\$342,670
2021 Increase/(Decrease)		<u>(\$105,300)</u>
Ending Balance		\$237,370
Reserve for LoVa Trail Match		(\$100,000)
Reserve for Water Park Carry Forward		<u>(\$50,000)</u>
Available Reserves		\$87,370
Cash Balance		\$235,272
2021 Revenues		\$113,200
2021 Expenses		<u>(\$218,500)</u>
2021 Change in Fund Balance		<u>(\$105,300)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
52 CEMETERY - 00060 OTHER					
5235060-43510	INTEREST	\$292	\$150	\$50	
TOTAL 00060 - OTHER		\$292	\$150	\$50	
52 CEMETERY - 00050 CHARGE FOR SERVICE/FEES					
5235050-42427	PERPETUAL CARE FEES	\$1,750	\$1,000	\$1,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$1,750	\$1,000	\$1,000	
TOTAL CEMETERY		\$2,042	\$1,150	\$1,050	

Cemetery Reserve

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$50,046	\$50,046
2019 Increase/(Decrease)	<u>\$1,050</u>	<u>\$2,042</u>
Ending Balance	\$51,096	\$52,088
2020 Fund Balance		
Beginning Balance	\$51,096	\$52,088
2020 Increase/(Decrease)	<u>\$1,150</u>	<u>\$1,000</u>
Ending Balance	\$52,246	\$53,088
2021 Fund Balance		
Beginning Balance		\$53,088
2021 Increase/(Decrease)		<u>\$1,050</u>
Ending Balance		\$54,138
 Cash Balance		 \$52,088
 2021 Revenues		 \$1,050
2021 Expenses		<u>\$0</u>
2021 Change in Fund Balance		\$1,050



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
64 FLEET SERVICE FUND - 00060 OTHER					
6400060-43510	INTEREST	\$23,490	\$35,000	\$10,000	
6400060-43920	INSURANCE REIMBURSEMENT	\$18,092	\$10,000	\$40,000	
6400060-44110	SALE OF ASSETS	(\$0)	\$120,000	\$75,000	
6400060-44130	MISCELLANEOUS	\$16	(\$0)	\$1,000	
TOTAL 00060 - OTHER		\$41,598	\$165,000	\$126,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6410050-43110	SERVICE GENERAL GOVERNMENT	\$1,997	\$4,000	\$2,750	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$1,997	\$4,000	\$2,750	
64 FLEET SERVICE FUND - 00070 XFERS					
6410070-44410	FUNDING GENERAL GOVERNMENT	\$100,000	\$516,500	(\$0)	
TOTAL 00070 - XFERS		\$100,000	\$516,500	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6415050-43115	SERVICE PUBLIC TRANSPORTATION	\$4,315	\$10,000	\$6,500	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$4,315	\$10,000	\$6,500	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6420050-43120	SERVICE PUBLIC SAFETY	\$165,965	\$150,000	\$250,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$165,965	\$150,000	\$250,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6420070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0)	(\$0)	\$57,000	Parks - 2 Trucks; one with plow
				\$35,000	Streets Dept - Superintendent truck
				\$25,000	Public Safety - Police parking management vehicle
				\$200,000	Wash Bay Contribution
				\$300,000	Fleet Catch up
TOTAL TRANSFER FROM CAPITAL PROJECTS		(\$0)	(\$0)	\$617,000	
6420070-44420	FUNDING PUBLIC SAFETY	\$258,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$258,000	(\$0)	\$617,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6425050-43125	SERVICE COM DEVELOPMENT	\$2,451	\$2,000	\$8,000	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,451	\$2,000	\$8,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6430050-43130	SERVICE PUBLIC WORKS	\$146,646	\$150,000	\$125,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$146,646	\$150,000	\$125,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6430070-44310	TRANSFER FROM CAPITAL PROJECTS	\$150,000	\$205,000	(\$0)	
6430070-44430	FUNDING PUBLIC WORKS	\$189,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$339,000	\$205,000	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6435050-43135	SERVICE CULTURE & RECREATION	\$76,150	\$80,000	\$76,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$76,150	\$80,000	\$76,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6435070-44435	FUNDING CULTURE & RECREATION	\$150,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$150,000	(\$0)	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6445050-43140	SERVICE WATER & SEWER	\$99,608	\$90,000	\$295,800	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$99,608	\$90,000	\$295,800	
64 FLEET SERVICE FUND - 00070 XFERS					
6445070-44385	TRANSFER FROM WA/SW	(\$0)	(\$0)	\$28,000	Water Truck
				\$28,000	Wastewater Truck
				\$170,000	Wash Bay Contribution
	TOTAL TRANSFER FROM WA/SW	(\$0)	(\$0)	\$226,000	
6445070-44440	FUNDING WATER & SEWER	\$238,000	\$50,000	(\$0)	
TOTAL 00070 - XFERS		\$238,000	\$50,000	\$226,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6450050-43145	SERVICE ELECTRIC	\$43,067	\$60,000	\$100,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$43,067	\$60,000	\$100,000	
64 FLEET SERVICE FUND - 00070 XFERS					



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
6450070-44390	TRANSFER FROM ELECTRIC			\$40,000	Electric Truck - Replaceme
				\$75,000	Wash Bay Contribution
		(\$0)	(\$0)	\$45,900	Transfer from Broadband for vehicles
	TOTAL TRANSFER FROM ELECTRIC	(\$0)	(\$0)	\$160,900	
6450070-44445	FUNDING ELECTRIC	\$133,000	\$65,000	(\$0)	
	TOTAL 00070 - XFERS	\$133,000	\$65,000	\$160,900	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6455050-43150	SERVICE AIRPORT	\$1,363	\$3,000	\$1,500	
	TOTAL 00050 - CHARGE FOR SERVICE/FEES	\$1,363	\$3,000	\$1,500	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6460050-43155	SERVICE LANDFILL	\$29,871	\$15,000	\$40,000	
	TOTAL 00050 - CHARGE FOR SERVICE/FEES	\$29,871	\$15,000	\$40,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6460070-44455	FUNDING LANDFILL	(\$0)	\$50,000	\$25,000	Transfer for contribution to Wash Bay
	TOTAL 00070 - XFERS	(\$0)	\$50,000	\$25,000	
	TOTAL FLEET SERVICE FUND	\$1,831,031	\$1,615,500	\$2,060,450	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
64 FLEET SERVICE FUND - 00060 OTHER					
6400060-43510	INTEREST	\$23,490	\$35,000	\$10,000	
6400060-43920	INSURANCE REIMBURSEMENT	\$18,092	\$10,000	\$40,000	
6400060-44110	SALE OF ASSETS	(\$0)	\$120,000	\$75,000	
6400060-44130	MISCELLANEOUS	\$16	(\$0)	\$1,000	
TOTAL 00060 - OTHER		\$41,598	\$165,000	\$126,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6410050-43110	SERVICE GENERAL GOVERNMENT	\$1,997	\$4,000	\$2,750	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$1,997	\$4,000	\$2,750	
64 FLEET SERVICE FUND - 00070 XFERS					
6410070-44410	FUNDING GENERAL GOVERNMENT	\$100,000	\$516,500	(\$0)	
TOTAL 00070 - XFERS		\$100,000	\$516,500	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6415050-43115	SERVICE PUBLIC TRANSPORTATION	\$4,315	\$10,000	\$6,500	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$4,315	\$10,000	\$6,500	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6420050-43120	SERVICE PUBLIC SAFETY	\$165,965	\$150,000	\$250,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$165,965	\$150,000	\$250,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6420070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0)	(\$0)	\$57,000	Parks - 2 Trucks; one with plow
				\$35,000	Streets Dept - Superintendent truck
				\$25,000	Public Safety - Police parking management vehicle
				\$200,000	Wash Bay Contribution
				\$300,000	Fleet Catch up
TOTAL TRANSFER FROM CAPITAL PROJECTS		(\$0)	(\$0)	\$617,000	
6420070-44420	FUNDING PUBLIC SAFETY	\$258,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$258,000	(\$0)	\$617,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6425050-43125	SERVICE COM DEVELOPMENT	\$2,451	\$2,000	\$8,000	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$2,451	\$2,000	\$8,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6430050-43130	SERVICE PUBLIC WORKS	\$146,646	\$150,000	\$125,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$146,646	\$150,000	\$125,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6430070-44310	TRANSFER FROM CAPITAL PROJECTS	\$150,000	\$205,000	(\$0)	
6430070-44430	FUNDING PUBLIC WORKS	\$189,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$339,000	\$205,000	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6435050-43135	SERVICE CULTURE & RECREATION	\$76,150	\$80,000	\$76,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$76,150	\$80,000	\$76,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6435070-44435	FUNDING CULTURE & RECREATION	\$150,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$150,000	(\$0)	(\$0)	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6445050-43140	SERVICE WATER & SEWER	\$99,608	\$90,000	\$295,800	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$99,608	\$90,000	\$295,800	
64 FLEET SERVICE FUND - 00070 XFERS					
6445070-44385	TRANSFER FROM WA/SW	(\$0)	(\$0)	\$28,000	Water Truck
				\$28,000	Wastewater Truck
				\$170,000	Wash Bay Contribution
	TOTAL TRANSFER FROM WA/SW	(\$0)	(\$0)	\$226,000	
6445070-44440	FUNDING WATER & SEWER	\$238,000	\$50,000	(\$0)	
TOTAL 00070 - XFERS		\$238,000	\$50,000	\$226,000	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6450050-43145	SERVICE ELECTRIC	\$43,067	\$60,000	\$100,000	
TOTAL 00050 - CHARGE FOR SERVICE/FEES		\$43,067	\$60,000	\$100,000	
64 FLEET SERVICE FUND - 00070 XFERS					



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
6450070-44390	TRANSFER FROM ELECTRIC			\$40,000	Electric Truck - Replaceme
				\$75,000	Wash Bay Contribution
		(\$0)	(\$0)	\$45,900	Transfer from Broadband for vehicles
	TOTAL TRANSFER FROM ELECTRIC	(\$0)	(\$0)	\$160,900	
6450070-44445	FUNDING ELECTRIC	\$133,000	\$65,000	(\$0)	
	TOTAL 00070 - XFERS	\$133,000	\$65,000	\$160,900	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6455050-43150	SERVICE AIRPORT	\$1,363	\$3,000	\$1,500	
	TOTAL 00050 - CHARGE FOR SERVICE/FEES	\$1,363	\$3,000	\$1,500	
64 FLEET SERVICE FUND - 00050 CHARGE FOR SERVICE/FEES					
6460050-43155	SERVICE LANDFILL	\$29,871	\$15,000	\$40,000	
	TOTAL 00050 - CHARGE FOR SERVICE/FEES	\$29,871	\$15,000	\$40,000	
64 FLEET SERVICE FUND - 00070 XFERS					
6460070-44455	FUNDING LANDFILL	(\$0)	\$50,000	\$25,000	Transfer for contribution to Wash Bay
	TOTAL 00070 - XFERS	(\$0)	\$50,000	\$25,000	
	TOTAL FLEET SERVICE FUND	\$1,831,031	\$1,615,500	\$2,060,450	

Fleet Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$4,609,303	\$4,609,303
2019 Increase/(Decrease)	<u>(\$735,108)</u>	<u>\$118,879</u>
Ending Balance	\$3,874,195	\$4,728,182
2020 Fund Balance		
Beginning Balance	\$3,874,195	\$4,728,182
2020 Increase/(Decrease)	<u>(\$597,560)</u>	<u>(\$597,560)</u>
Ending Balance	\$3,276,635	\$4,130,622
2021 Fund Balance		
Beginning Balance		\$4,130,622
2021 Increase/(Decrease)		<u>(\$46,947)</u>
Ending Balance		\$4,083,675
 Cash Balance as of 12/31/2019		 \$47,765
 2021 Revenues		 \$2,060,450
2021 Expenses		<u>(\$2,107,397)</u>
2021 Change in Fund Balance		<u>(\$46,947)</u>



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 00070 XFERS					
7000070-44370	TRANSFER FROM GENERAL FUND	\$543,580	\$864,917	\$625,000	Assumes 2.5 mills
7000070-44380	TRANSFER FROM RURAL FIRE DISTR	\$272,181	\$300,718	\$160,000	Assumes 2.5 mills
TOTAL 00070 - XFERS		\$815,761	\$1,165,635	\$785,000	
70 EMERGENCY SERVICES & EQUIPMENT - 00030 PERMITS/LICENSES					
7020030-42950	FIRE IMPACT FEES	\$103,185	(\$0)	\$100,000	
TOTAL 00030 - PERMITS/LICENSES		\$103,185	(\$0)	\$100,000	
70 EMERGENCY SERVICES & EQUIPMENT - 00060 OTHER					
7020060-43510	INTEREST	\$27,000	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$27,000	(\$0)	(\$0)	
TOTAL EMERGENCY SERVICES & EQUIPMENT		\$945,946	\$1,165,635	\$885,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
EMERGENCY SERVICES & EQUIPMENT - FIRE EQUIP REPLACEMENT					
70134-59520	CAPITAL OUTLAY	\$61,880	\$1,122,800	\$100,000	Station Facility Improvements; appromately: -\$25,000 4-Mile -\$25,000 Downtown -\$50,000 West Glenwood (includes HVAC)
				\$180,000	NFPA compliant SCBA
				\$46,000	NFPA compliant structural firefighting gear
	TOTAL CAPITAL OUTLAY	\$61,880	\$1,122,800	\$326,000	
	TOTAL 134 - FIRE EQUIP REPLACEMENT	\$61,880	\$1,122,800	\$326,000	
	TOTALEMERGENCY SERVICES & EQUIPMENT	\$61,880	\$1,122,800	\$326,000	

Fire Equipment Replacement

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$1,014,699	\$1,014,699
2019 Increase/(Decrease)	<u>\$51,585</u>	<u>\$884,065</u>
Ending Balance	\$1,066,284	\$1,898,764
2020 Fund Balance		
Beginning Balance	\$1,066,284	\$1,898,764
2020 Increase/(Decrease)	<u>\$42,835</u>	<u>\$840,000</u>
Ending Balance	\$1,109,119	\$2,738,764
2021 Fund Balance		
Beginning Balance		\$2,738,764
2021 Increase/(Decrease)		<u>\$559,000</u>
Ending Balance		\$3,297,764
 Cash Balance as of 12/31/2019		 \$1,896,580
 2021 Revenues		 \$885,000
2021 Expenses		<u>(\$326,000)</u>
2021 Change in Fund Balance		\$559,000



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 00020 TAXES					
8600020-41610	TIF PROPERTY TAXES	\$116,126	\$80,292	\$115,000	
8600020-41620	TIF SALES TAX	\$766,538	\$628,708	\$103,000	Assumes the 2020-2021 DDA fiscal year (March 1 - Feb 28) is down 40% from prior year. The DDA is prepared to see no revenue from sales tax in 2021.
TOTAL 00020 - TAXES		\$882,664	\$709,000	\$218,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 00060 OTHER					
8600060-43510	INTEREST	\$26,138	\$15,000	\$10,000	
8600060-43650	MISCELLANEOUS LEASE	\$4,000	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$30,138	\$15,000	\$10,000	
TOTAL DOWNTOWN DEVELOPMENT AUTHORITY		\$912,802	\$724,000	\$228,000	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
DOWNTOWN DEVELOPMENT AUTHORITY - UNCLASSIFIED/UNDECLARED/UN-USE					
8630-60000	PROJECTS	\$306,165	\$0	\$0	
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$306,165	\$0	\$0	
DOWNTOWN DEVELOPMENT AUTHORITY - UNCLASSIFIED/UNDECLARED/UN-USE					
8610-60000	PROJECTS	\$138,060	\$423,000	\$90,000	Economic Development Projects
				\$15,000	NEA Mural Match
				\$50,000	Contingency
	TOTAL PROJECTS	\$138,060	\$423,000	\$155,000	
TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$138,060	\$423,000	\$155,000	
DOWNTOWN DEVELOPMENT AUTHORITY - DOWNTOWN DEVELOPMENT AUTHORITY					
86180-51610	SUPPLIES	\$20	\$1,400	\$0	
86180-51710	PROFESSIONAL SERVICES	\$90,272	\$160,000	\$120,000	
86180-52310	MISC. TRAVEL	\$0	\$2,300	\$2,400	
86180-52510	GRANTS	\$720	\$0	\$0	
86180-52750	TREASURER'S FEES	\$2,323	\$1,200	\$1,400	
86180-52810	OTHER OPERATING EXPENSE	\$653	\$0	\$0	
86180-53520	LIABILITY AND CASUALTY INSURA	\$0	\$1,350	\$1,450	
86180-53940	INTEREST - OTHER DEBT	\$10,584	\$12,750	\$12,750	
86180-54310	INTERFUND COST OF SERVICE	\$21,077	\$21,709	\$22,143	
86180-55920	TRANSFER TO A&I	\$0	\$100,000	\$0	
TOTAL 180 - DOWNTOWN DEVELOPMENT AUTHORITY		\$125,649	\$300,709	\$160,143	
TOTAL DOWNTOWN DEVELOPMENT AUTHORITY		\$569,874	\$723,709	\$315,143	

DDA Fund

	Original Forecast	Current Forecast
2019 Fund Balance		
Beginning Balance	\$220,484	\$220,484
2019 Increase/(Decrease)	<u>(\$154,218)</u>	<u>\$342,928</u>
Ending Balance	\$66,266	\$563,412
2020 Fund Balance		
Beginning Balance	\$66,266	\$563,412
2020 Increase/(Decrease)	<u>\$291</u>	<u>\$191,000</u>
Ending Balance	\$66,557	\$754,412
2021 Fund Balance		
Beginning Balance		\$754,412
2021 Increase/(Decrease)		<u>(\$278,000)</u>
Ending Balance		\$476,412
 Cash Balance as of 12/31/2019		 \$922,640
 2021 Revenues		 \$228,000
2021 Expenses		<u>(\$315,143)</u>
2021 Change in Fund Balance		<u>(\$87,143)</u>

2021 BUDGET SUBMITTAL

October 1, 2020

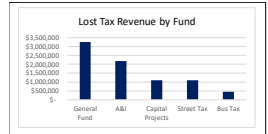


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2020 HIGHLIGHTS

FINANCE AND OPERATIONS

- Crashing Revenues
 - The Show Must Go On
 - Another Clean Audit (2019)
 - Munis HR/Payroll Implementation
 - City Clerk's Office
 - Information Technology



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2020 HIGHLIGHTS

FINANCE AND OPERATIONS

- Crashing Revenues
- The Show Must Go On**
- Another Clean Audit (2019)
- Munis HR/Payroll Implementation
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2020 HIGHLIGHTS

FINANCE AND OPERATIONS

- Crashing Revenues
- The Show Must Go On
- Another Clean Audit (2019)**
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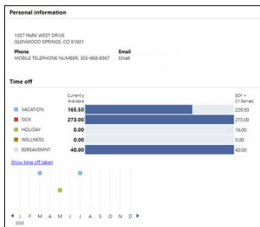


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2020 HIGHLIGHTS

FINANCE AND OPERATIONS

- Crashing Revenues
- The Show Must Go On
- Another Clean Audit (2019)
- Munis HR/Payroll Implementation**
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2020 HIGHLIGHTS

FINANCE AND OPERATIONS

- Crashing Revenues
- The Show Must Go On
- Another Clean Audit (2019)
- Munis HR/Payroll Implementation
- City Clerk's Office**
- Information Technology



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2020 HIGHLIGHTS **FINANCE AND OPERATIONS**

- Crashing Revenues
- The Show Must Go On
- Another Clean Audit (2019)
- Munis HR/Payroll Implementation
- City Clerk's Office
- **Information Technology**



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- **Sale of MOC**
- Fleet Building
- Parks Building
- Boneyard
- Electric/Broadband Building
- Recycle Center
- Compost Lagoon



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- **Fleet Building**
- Parks Building
- Boneyard
- Electric/Broadband Building
- Recycle Center
- Compost Lagoon



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- Fleet Building
- **Parks Building**
- Boneyard
- Electric/Broadband Building
- Recycle Center
- Compost Lagoon



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- Fleet Building
- Parks Building
- **Boneyard**
- Electric/Broadband Building
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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- Fleet Building
- Parks Building
- Boneyard
- **Electric/Broadband Building**
- Recycle Center
- Compost Lagoon



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- Fleet Building
- Parks Building
- Boneyard
- Electric Building
- **Recycle Center**
- Compost Lagoon



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2020 HIGHLIGHTS **BUILDINGS AND FACILITIES**

- Sale of MOC
- Fleet Building
- Parks Building
- Boneyard
- Electric Building
- Recycle Center
- **Compost Lagoon**



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2020 HIGHLIGHTS **COMMUNITY AND ECONOMIC DEVELOPMENT**

- **Get Glenwood Going Again (G4)**
- Outdoor Dining
- Land Use/Planning
- Recreational Economy



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2020 HIGHLIGHTS **COMMUNITY AND ECONOMIC DEVELOPMENT**

- Get Glenwood Going Again (G4)
- **Outdoor Dining**
- Land Use/Planning
- Recreational Economy



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2020 HIGHLIGHTS **COMMUNITY AND ECONOMIC DEVELOPMENT**

- Get Glenwood Going Again (G4)
- Outdoor Dining
- **Land Use/Planning**
- Recreational Economy



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2020 HIGHLIGHTS **COMMUNITY AND ECONOMIC DEVELOPMENT**

- Get Glenwood Going Again (G4)
- Outdoor Dining
- Land Use/Planning
- **Recreational Economy**



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2020 HIGHLIGHTS **PARKS AND RECREATION**

- **Two Rivers Park**
- Community Center
- Park Usage
- Art Plan Progress



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2020 HIGHLIGHTS **PARKS AND RECREATION**

- Two Rivers Park
- **Community Center**
- Park Usage
- Art Plan Progress



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2020 HIGHLIGHTS **PARKS AND RECREATION**

- Two Rivers Park
- Community Center
- **Park Usage**
- Art Plan Progress



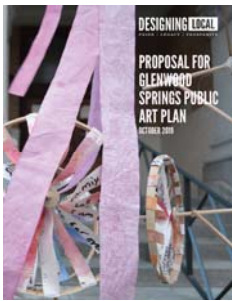
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2020 HIGHLIGHTS **PARKS AND RECREATION**

- Two Rivers Park
- Community Center
- Park Usage
- **Art Plan Progress**



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2020 HIGHLIGHTS **PUBLIC SAFETY**

- **New Chief of Police**
- COVID – 19
- Grizzly Creek Fire
- Police Department Staffing
- High Fire/EMS Call Volume



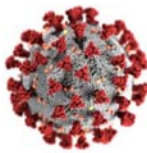
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2020 HIGHLIGHTS **PUBLIC SAFETY**

- New Chief of Police
- **COVID – 19**
- Grizzly Creek Fire
- Police Department Staffing
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2020 HIGHLIGHTS

PUBLIC SAFETY

- New Chief of Police
- COVID –19
- **Grizzly Creek Fire**
- Police Department Staffing
- High Fire/EMS Call Volume



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2020 HIGHLIGHTS

PUBLIC SAFETY

- New Chief of Police
- COVID –19
- Grizzly Creek Fire
- **Police Department Staffing**
- High Fire/EMS Call Volume



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2020 HIGHLIGHTS

PUBLIC SAFETY

- New Chief of Police
- COVID –19
- Grizzly Creek Fire
- Police Department Staffing
- **High Fire/EMS Call Volume**



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2020 HIGHLIGHTS

**STREETS AND INFRASTRUCTURE
Engineering/Public Works**

- **Cedarcrest**
- 22nd Street
- Middle Midland
- 27th Street Bridge
- 6th Street Roundabout
- Cardnell Substation
- Broadband Build-out
- Raw Waterline Blowout



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2020 HIGHLIGHTS

**STREETS AND INFRASTRUCTURE
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2020 HIGHLIGHTS

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2020 HIGHLIGHTS **STREETS AND INFRASTRUCTURE**
Engineering/Public Works

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2020 HIGHLIGHTS **STREETS AND INFRASTRUCTURE**
Engineering/Public Works

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2020 HIGHLIGHTS **STREETS AND INFRASTRUCTURE**
Engineering/Public Works

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Engineering/Public Works

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2020 HIGHLIGHTS **STREETS AND INFRASTRUCTURE**
Engineering/Public Works

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- **Raw Waterline Blowout**



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2020 HIGHLIGHTS **Administration**

- **Public Information/Outreach**
- Grants Awarded
- Resistance to RMI Mine Expansion
- Approval of Strategic Vision



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2020 HIGHLIGHTS Administration

- Public Information/Outreach
- Human Resources**
- Grants Awarded
- Resistance to RMI Mine Expansion
- Approval of 2020-2025 Strategic Vision



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2020 HIGHLIGHTS Administration

- Public Information/Outreach
- Grants Awarded**
- Resistance to RMI Mine Expansion
- Approval of 2020-2025 Strategic Vision



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2020 HIGHLIGHTS Administration

- Public Information/Outreach
- Human Resources
- Grants Awarded
- Resistance to RMI Mine Expansion**
- Approval of 2020-2025 Strategic Vision

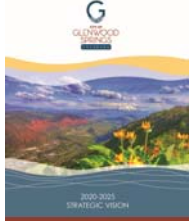



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2020 HIGHLIGHTS Administration

- Public Information/Outreach
- Grants Awarded
- Resistance to RMI Mine Expansion
- Approval of 2020-2025 Strategic Vision**



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City Council Strategic Goals

1. Provide Efficient and Responsive City Government
2. Preserve and Improve Infrastructure
3. Protect and Preserve Our Quality of Life
4. Generate Sustainable Economic Development
5. Ensure Public Safety

January 3, 2016

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2021 BUDGET OVERVIEW

- Projected sales tax revenues down 10%
- General Fund Expenses down 7.1%
- Full-time staff retained
- No COLA increase but health insurance increase absorbed
- Available reserves:
 - \$2.0 Million Capital Projects
 - \$3.0 Million A&I
 - \$4.5 General Fund
- Meets all FAB Recommendations

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2021 BUDGET OVERVIEW

- \$120,000 Transfer to General Fund from A&I eliminated
- \$100,000 Transfer to General Fund from Tourism eliminated
- \$100,000 Transfer to General Fund from DDA eliminated
- \$7.3 Million in Street Projects
- \$580,000 in Routine Street Maintenance
- \$4,586,000 in Water/WW infrastructure projects

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2021 MAJOR PROJECTS

1. Provide Efficient and Responsive City Government

- Continue ERP Implementation – Utility Billing
- Maintaining all Full Time Employees
- VUEWorks Go-Live
- IT Computer Replacement Cycle and Server and Switch Upgrades

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2021 MAJOR PROJECTS

2. Preserve and Improve Infrastructure

- Phase 1 Red Mountain South Subdivision
- Cardiff Tank #2 Construction
- Water Line Replacements at 9th & Colorado, 21st Street, 23rd Street and Blake Avenue
- Electric Operations Center
- Landfill Pond Construction

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2021 MAJOR PROJECTS

2. Preserve and Improve Infrastructure (cont.)

- South Midland Construction
- South Bridge Planning
- 27th Street and GA Underpasses in Partnership with RFTA

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2021 MAJOR PROJECTS

3. Protect and Preserve Our Quality of Life

- Whitewater Park Return and Parking
- Basic Maintenance for the Community Center from 2020 Budget
- LoVa Trail Extension – Meet Me in the Middle Project
- Sayre Park Improvements
- Comprehensive Plan
- Protecting our Water Quality

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2021 MAJOR PROJECTS

4. Generate Sustainable Economic Development

- USDA Microloans
- Advancement of 8th Street Crossing 6F Designation
- Collaboration with DDA and Chamber on Retail Gaps
- Continuation of Art Plan/Mural Project

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2021 MAJOR PROJECTS

5. Ensure Public Safety

- Successful Completion of the Assistance to Firefighters Grant
- Improvements to the West Glenwood Fire Station
- Savings for the replacement of the West Glenwood Fire Station
- Police Parking Management Vehicle
- Firearms, Safety, and Training Equipment

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2021 BUDGET SCHEDULE

- Public Hearing October 15th
- Council Adoption Vote November 5th
- Appropriation Vote December 3rd

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THE END

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City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:	Planning Item 15-20 - Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes
Action Requested:	<u>Action 1 - Preliminary Plat</u> – to amend the Oasis Creek Tract A Subdivision to allow for six duplex tracts and one open space tract.
Department:	Economic and Community Development
Presented By:	Trent Hyatt, Senior Planner
Background Info:	Per Section 070.060.020/Table 060.1 of the Glenwood Springs Municipal Code (Code), the Planning and Zoning Commission (Commission) reviews and provides a recommendation to City Council for all Preliminary Plat applications. A Preliminary Plat involves the creation of four or more lots as outlined in Section 070.060.060(b) of the <i>Glenwood Springs Municipal Code</i> (Code). The Planning and Zoning Commission (Commission) is the recommending body to City Council for Preliminary Plat applications. For a complete summary and analysis of the proposal, please refer to the attached Commission staff report dated September 22, 2020, draft minutes from the September 22, 2020 Commission meeting, draft minutes from September 29, 2020 meeting, reviewing agency and public comments, and the submitted application materials.
Issues:	<u>Planning and Zoning Commission Discussion</u> Staff provided background on the proposal to the Commission at their September 22, 2020 meeting where public comment was also taken. The item was continued to the September 29, 2020 special meeting to allow for the submittal of additional public comment which were read into the record. The Commission discussed various issues related to the current proposal and past subdivision approval, specifically the potential conflict between the neighborhood's covenant limiting use of the lot as single-family as opposed to duplexes as requested by the applicant. Staff explained that the City is not responsible administering said covenants but that City approval of the request was not intended to bypass any process required by the neighborhood and that plat notes are recommended to address the matter. Other issues such as the potential design of the anticipated duplexes as single story, the sidewalk variance previously granted to the subdivision, access to individual lots, and existing parking issues in the neighborhood were also addressed by the Commission. <u>Planning and Zoning Commission Recommendation</u> The Commission voted unanimously 5-0 to recommend approval with conditions of the application to City Council slightly revising one of the conditions recommended by staff to clarify that the tracts could allow up to a duplex in the future so as to not eliminate the potential for a single-family home. Staff also recommends the revised condition to City Council below.
Staff Recommendation:	<u>Action Alternatives</u> Section 070.060.030(g)(1)d of the Code outlines the review and decision procedures for applications being considered by City Council stating, "The applicable review body shall approve, approve with conditions, or deny the application based on the applicable approval criteria listed in the application specific procedures. The body may also continue the hearing or refer the application to another authority as provided in 070.060.050(a)(2)c, Referral and Call- Up Procedures." <u>Action 1 - Preliminary Plat</u> – to amend the Oasis Creek Tract A Subdivision to allow for six duplex

tracts and one open space tract.

Staff Recommendation

Staff recommends **approval with conditions** of the Preliminary Plat application with the findings and conditions below.

Recommended Findings:

1. The proposal is consistent with the Comprehensive Plan;
2. The proposal complies with the applicable zoning district standards;
3. The proposal complies with the use, dimensional, design, and development standards in this Code;
4. The proposal provides a layout of lots, streets, blocks, driveways, utilities, drainage, and other public facilities and services designed to minimize the amount of disturbance to sensitive areas and/or community assets;
5. The proposal provides evidence of public water and sewer system connections;
6. The proposal identifies and adequately mitigates known natural hazard areas; and
7. The proposal complies with reasonable project phasing in terms of infrastructure capacity.

Recommended Conditions:

1. Any future physical changes or improvements to the property or buildings on the parcel are subject to the review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code.
2. The proposed subdivision shall comply with all verbal representations made by the applicant in the public hearing, as well as all approved plans and application materials, as revised per conditions of the Special Use Permit and approved by the Community Development Director prior to issuance of a Special Use Permit.
3. The use shall comply with the use standards specified in the Glenwood Springs Municipal Code at all times. Failure to comply with the applicable standards may result in an enforcement action or the incorporation of additional mitigation methods for Code compliance.
4. The applicant shall submit a building permit application as required. All contractors must receive a license to work in the City of Glenwood Springs.
5. The applicant shall obtain an access permit from the Colorado Department of Transportation, as required.
6. Use of Tracts 1-6 shall be limited to the construction of a maximum density of a duplex on each tract.
7. The applicant has indicated that Tract 7 is not intended for development and shall acknowledge and address this limitation in a form (such as but not limited to a conservation easement, deed restriction, plat note, etc.) acceptable to the City Attorney.
8. Owners of individual lots shall pay fire impact fees prior to issuance of a building permit.
9. Owners of individual lots shall provide evidence of payment of school land dedication fees prior to issuance of a building permit.
10. Development of residential structures on lots shall require a site-specific geotechnical report and the recommendations of said report shall become conditions of approval of individual building permits.
11. Prior to recordation, the following notes shall be added to the Preliminary Plat:
 - a. Approval of this plat by the City does not alter private covenants or restrictions that otherwise apply to the property.
 - b. The use of Tracts 1-6 shall be limited to the construction of a maximum density of a duplex.
 - c. Tract 7 is not intended for future residential development.



Planning and Zoning Commission Report

Date: September 22, 2020
To: Planning and Zoning Commission
From: Trent L. Hyatt, Senior Planner
Subject: #15-20 – Preliminary Plat, Oasis Creek Tract A Subdivision

REQUEST	Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes
APPLICANT	Tate Fairbanks
OWNER	Lydia Development Company
LOCATION	TBD, North Traver Trail (PINs: 2185-092-00-043, -002, -003, -004, -005, -006, -007)
ZONE	PUD R/3 Planned Unit Development Multifamily Residential
SURROUNDING LAND USES	North: Single family residential South: Multi family residential East: Single family residential West: Single family residential
LOT SIZE	Approximately 5.278 acres

ACTION ITEM:

Per Section 070.060.020/Table 060.1 of the Glenwood Springs Municipal Code (Code), the Planning and Zoning Commission (Commission) reviews and provides a recommendation to City Council for all Preliminary Plat applications. Preliminary Plat involve the creation of four or more lots as outlined in Section 070.060.060(b) of the *Glenwood Springs Municipal Code (Code)*. Details for the related action item are provided below.

Action 1 - Preliminary Plat – to amend the Oasis Creek Tract A Subdivision to allow for six duplex tract and one open space tract.

Staff recommendation: *Staff recommends **approval (with conditions)** of the Preliminary Plat with the findings and conditions on page 7.*

BACKGROUND/ANALYSIS

Proposal

Much of the property which makes up the Oasis Creek Subdivision (OCS) was annexed into the City in 1980. At that time, the subject property was divided into lots and tracts designated for various residential (single, two, three, and four family dwellings) and limited commercial uses. Of these, the subject Tract A was designated R/3 Multifamily residential district in the Oasis Creek P.U.D. Agreement. As defined in the P.U.D., the R/3 tract allows for multi-family residential dwellings up to a maximum of 50 units. The original approval outlines a floor area ratio of 0.5:1, a maximum height of 30 feet, and the following minimum yards: front 20 feet, side 5 feet, and rear



Southwest view

Tract A now consists of six lots (having an average lot size of approximately 25,935 square feet) intended for single-family homes and one approximately 74,249 square foot open space tract. Mary and Jerry Steinbrecher, the former applicants and current owners of the subject property,



Southeast view

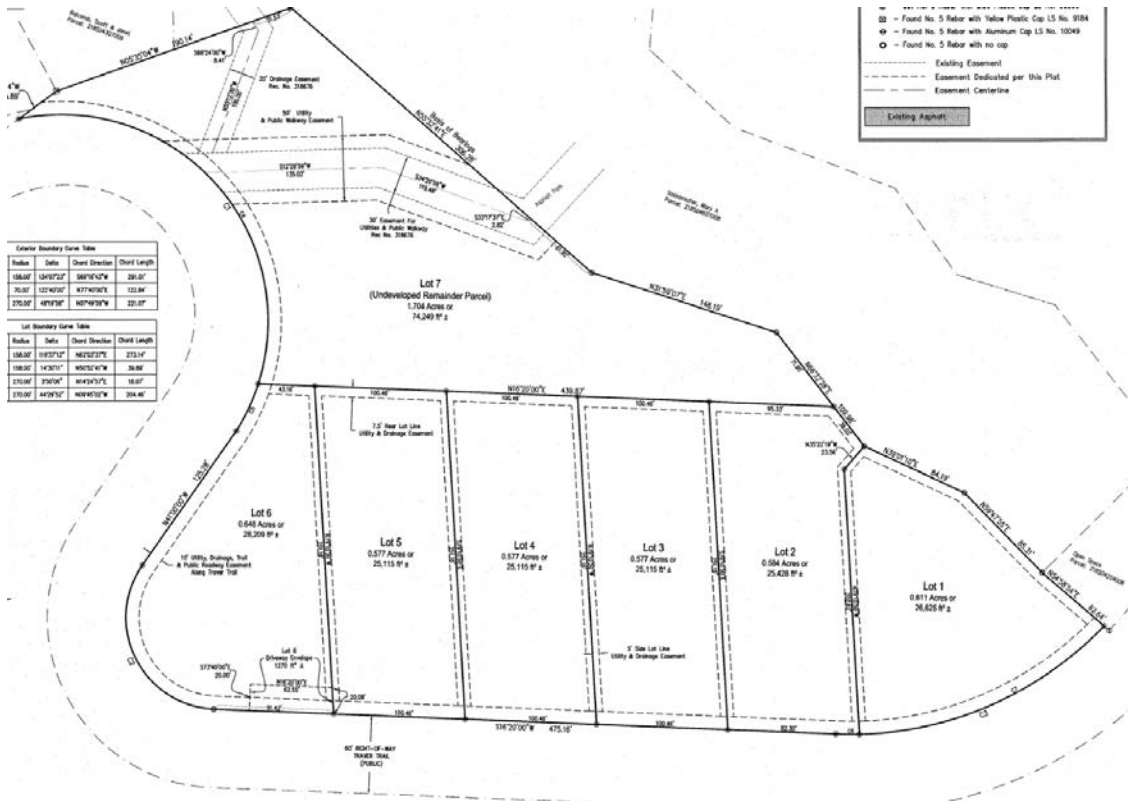
20 feet. While most of the OCS has since been developed, Tract A has remained vacant (as pictured at left and below) except for a public trail easement dedicated by the original plat. Copies of the original annexation agreement, planned unit development agreement, and subdivision plat are attached.

On June 16, 2016, City Council approved the subdivision of Oasis Creek Tract A as depicted below (plat recorded September 2016). At the time, the process was titled a “Subdivision without a Development Plan”. requested the 2016 subdivision in order to reduce the density allowed by the P.U.D., create six single family homesites, and to reserve an open space buffer along the west side of the property adjacent to their family home.

A variance for the requirement of a sidewalk adjacent to the site along North Traver Trail was also granted in 2016. The installation of an 18-inch wide gravel path in lieu of a sidewalk was a condition of the granted variance. Since that time, the path has become overgrown and/or is the location of on-street parking.

The six developable lots have been on the market since shortly after the 2016 subdivision. The applicant and prospective buyer, Tate Fairbanks, is requesting an amendment to the previous approval to allow for the construction of duplexes on each of the six lots instead of single-family homes, increasing the density to a total of 12 units. There are no other changes proposed to the existing lot areas or boundaries as depicted on the draft plat map below. Drainage infrastructure is proposed for the open space tract, however.

While the current request does not include a Site/Architectural Review application, the applicant has provided preliminary details related to site layout, building design intent, drainage, access/traffic, etc. as outlined in the attached materials.



Existing lot layout/proposed Preliminary Plat



Illustrative site plan

Preliminary Plat Review Approval Criteria

Section 070.060.060(b)(3)f.4 of the Code outlines the approval criteria for a Preliminary Plat. These criteria are provided in **bold** below with corresponding comments from staff.

In reviewing a preliminary plat application, the Planning Commission and City Council shall consider whether the preliminary plat:

1. Is consistent with the Comprehensive Plan;

As shown at right, Map 2.1 Future Land Use – North Portion of the City of the Glenwood Springs of the Comprehensive Plan (Comp Plan) identifies the property as “Single-family Residential” in yellow. According to the Comp Plan, this designation “...is comprised primarily of single-family detached homes and duplexes on a variety of lot sizes. Accessory dwelling units and home occupations may be permitted with additional review. Institutional uses such as churches, schools, parks and trails are also allowed.” The current proposal is in compliance with the map designation and description.



Numerous community goals and related objectives and strategies outlined in the Executive Summary and subsequent chapters of the Comp Plan encourage economic development, preserving our small-town character, convenient transportation, infill development, housing opportunities, social diversity, and preserving natural resources all of which are supported by this proposal. These goals are outlined in the following table.

<u>Comprehensive Plan Goal Supported</u>	<u>Objectives and Strategies</u>
-Promote long-term, sustainable, diverse, economic development	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34)
Staff Comment: The objective/strategy outlined above is supported by the current application as it includes infill development.	
-Preserve small town character while maintaining the livability of Glenwood Springs and increasing the vibrancy and commercial success of the downtown	-Develop according to the vision (Chapter 4, Page 34) -Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: Infill, as proposed, makes improvements more cost effective. The use is in character with surrounding development, P.U.D., and zone district.	

-Address transportation and provide multiple convenient travel choices	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34)
Staff Comment: Infill, as proposed, is a land use strategy used to address transportation issues per the Comp Plan.	
-Direct development to locations and building forms that are cost effective to serve	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Direct growth to areas where utilities and services can be provided efficiently (Chapter 7, Page 82) -Retain role as a regional center (Chapter 7, Page 83) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development in an area already served by existing utilities.	
-Support social diversity	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development and provides for additional housing diversity.	
-Preserve natural resources	-Promote water conservation (Chapter 7, Page 84) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development.	

2. Will comply with the applicable zoning district standards;

The proposal complies with the OCS/PUD R/3 Planned Unit Development Multifamily Residential zone district in terms of area and density requirements.

3. Will comply with the use, dimensional, design, and development standards in this Code;

The OCS provides for its own related standards with which the proposal complies. The parking variance previously granted would not apply to the current request as it is a change to the site-specific development plan with which it was associated. That being said, the OCS is specifically exempted from the requirement for the sidewalk construction and/or a payment of a fee in lieu of as outlined in the attached update to the City's *Engineering Standards*.

4. Provides a layout of lots, streets, blocks, driveways, utilities, drainage, and other public facilities and services designed to minimize the amount of disturbance to sensitive areas and/or community assets;

The proposal takes advantage of existing streets for access, utilities, topography, and facilities/services and is proposed in an area already entitled for development. Vehicle trips are expected to double to 114 per day (10-AM and 13-PM peak hour trips) but will still be significantly less than originally anticipated for the site. Drainage is expected to be the responsibility of each

property owner with the current approval. The current proposal instead addresses drainage for the entire development. The layout continues to utilize gentler slopes of the site for earth disturbing activities.

5. Provides evidence of public water and sewer system connections;

City utilities already exist and are available to serve the site.

6. Identifies and adequately mitigates known natural hazard areas; and

The attached geotechnical report does not identify any hazards which limit the subdivision of the subject property. However, a site specific subsurface geotechnical report is required prior to the issuance of a building permit for each lot.

7. If applicable, proposes reasonable project phasing in terms of infrastructure capacity. Such facilities shall be architecturally compatible with respect to attachments, and colored to match the building or structure to which they are attached;

Phasing for the project, development of each lot individually, seems appropriate. Design standards are regulated by the OCS P.U.D. covenants (attached). Procedurally, Community Development ensures that each building receives approval from the Oasis Creek architectural control committee (ACC) prior to approval of building permit applications.

There was a discussion of whether multi-family dwellings are allowed on lots (as opposed to tracts) in OCS during the review of the application. The applicant may need to obtain a variance from the ACC to allow the construction of a duplex on Lots 1-6. In an attempt to comply with the previous approvals by the ACC and address concerns related to proposal, the applicant considered eliminating construction on Lot 6. Please note, municipal governments do not administer neighborhood or homeowner association covenants. However, the City would also not consider approval of this application, if applicable, as circumventing any approval required by the OCS ACC or homeowner's association.

Reviewing Agency Comments

No comments have been received from referral agencies regarding the application.

Adjacent Property Owner Comments

None received as of the drafting of this staff report

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

Section 070.060.050(e)(1)e.1 of the Code explains, "The Planning Commission shall review and approve, approve with conditions, or deny the special use permit application in accordance with 070.060.030(g) and the approval criteria in paragraph 2 below [addressed above in in this instance]. The Planning Commission may also remand the application back to the Director for further consideration." Section 070.060.030(g)(1)d also states, "The body may also continue the hearing or refer the application to another authority as provided in 070.060.050(a)(2)c, *Referral and Call-Up Procedures*."

Action 1 - Preliminary Plat – to amend the Oasis Creek Tract A Subdivision to allow for six duplex tract and one open space tract.

Staff recommendation: Staff recommends **approval with conditions** of the Preliminary Plat application with the **findings** and **conditions** below:

Recommended Findings:

1. The proposal is consistent with the Comprehensive Plan;
2. The proposal complies with the applicable zoning district standards;
3. The proposal complies with the use, dimensional, design, and development standards in this Code;
4. The proposal provides a layout of lots, streets, blocks, driveways, utilities, drainage, and other public facilities and services designed to minimize the amount of disturbance to sensitive areas and/or community assets;
5. The proposal provides evidence of public water and sewer system connections;
6. The proposal identifies and adequately mitigates known natural hazard areas; and
7. The proposal complies proposes reasonable project phasing in terms of infrastructure capacity.

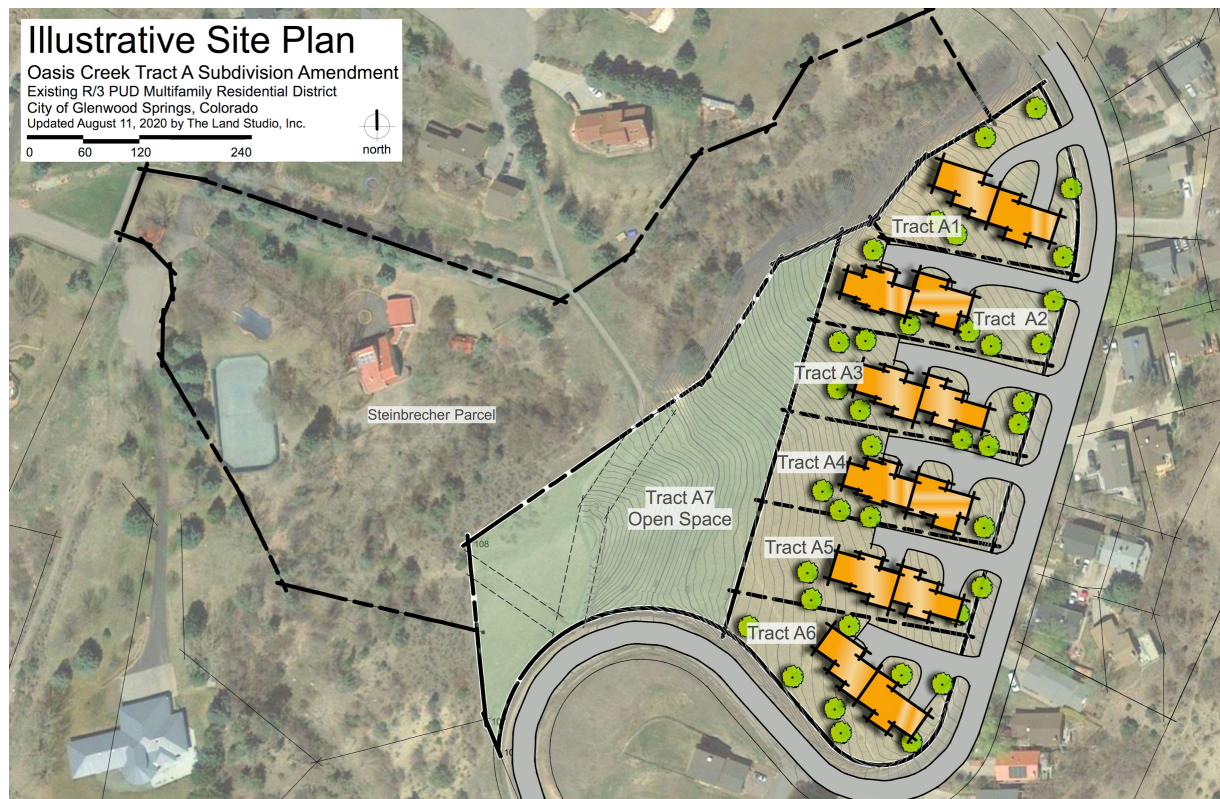
Recommended Conditions:

1. Any future physical changes or improvements to the property or buildings on the parcel are subject to the review and approval of the Community Development Director for compliance with applicable requirements of the *Glenwood Springs Municipal Code*.
2. The proposed subdivision shall comply with all verbal representations made by the applicant in the public hearing, as well as all approved plans and application materials, as revised per conditions of the Special Use Permit and approved by the Community Development Director prior to issuance of a Special Use Permit.
3. The use shall comply with the use standards specified in the *Glenwood Springs Municipal Code* at all times. Failure to comply with the applicable standards may result in an enforcement action or the incorporation of additional mitigation methods for Code compliance.
4. The applicant shall submit a building permit application as required. All contractors must receive a license to work in the City of Glenwood Springs.
5. The applicant shall obtain an access permit from the Colorado Department of Transportation, as required.
6. Use of Lots/Tracts 1-6 shall be limited to the construction of a duplex on each lot.
7. The applicant has indicated that Tract 7 is not intended for development and shall acknowledge and address this limitation in a form (such as but not limited to a conservation easement, deed restriction, plat note, etc.) acceptable to the City Attorney.
8. Owners of individual lots shall pay fire impact fees prior to issuance of a building permit.
9. Owners of individual lots shall provide evidence of payment of school land dedication fees prior to issuance of a building permit.
10. Development of residential structures on lots shall require a site-specific geotechnical report and the recommendations of said report shall become conditions of approval of individual building permits.
11. Prior to recordation, the following notes shall be added to the Preliminary Plat:
 - a. Approval of this plat by the City does not alter private covenants or restrictions that otherwise apply to the property.
 - b. The use of Lots/Tracts 1-6 shall be limited to the construction of a duplex.
 - c. Tract 7 is not intended for future residential development.

Oasis Creek Tract A Subdivision Amendment

City of Glenwood Springs, Colorado

Preliminary Plan Application for Six Duplex Tracts & One Open Space Tract



Prepared August 11, 2020

Prepared for:
The Lydia Development Company
Contact: Mary Steinbrecher
611 Harvard Drive
Glenwood Springs, Colorado 81601
907.945.7397

Prepared by:
The Land Studio, Inc.
Contact: Doug Pratte
365 River Bend Way
Glenwood Springs, Colorado 81601
970.927.3690
landstudio2@comcast.net

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Application Team

Land Owner

Lydia Development Co.
611 Harvard Drive
Glenwood Springs, Colorado 81601
T: 970.945.7397

Applicant

Tate Fairbanks
PO 2251
Glenwood Springs, Colorado 81602
T: 970.309.5227

Land Planning

The Land Studio, Inc.
Contact: Doug Pratte
365 River Bend Way
Glenwood Springs, Colorado 81601
T: 970.927.3690

Civil Engineering and Surveying

Boundaries Unlimited Inc.
Deric J. Walter, PE
923 Cooper Ave., Ste. 201
Glenwood Springs, Colorado 81601
T: 970.945.5252

Geologic and Geotechnical

CTL Thompson, Inc.
Contact: James Kellogg
234 Center Drive
Glenwood Springs, Colorado 81601
T: 970.945.2809

1. Planning Application



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
Subdivisions		☐	Right of Way Encroachment License
☐	Minor Subdivision	☐	Floodplain Development Permit
☒	Preliminary Plat	☐	Special Use Permit
☐	Final Plat	Flexibility and Relief Procedures	
☐	Vacation of Right-of-Way	☐	Variance
		☐	Administrative Adjustment
Other Land Use Applications		☐	Appeal
☐	Outdoor Seating	☐	

Applicant/Property Owner Information:			
Applicant Tate Fairbanks		Owner Lydia Development Co.	
Relationship to Owner Contractual		Owner	
Applicant Address 109 Fox Point, Carbondale, CO		Owner Address 611 Harvard Dr. Glenwood Spgs, CO 81601	
Phone 970-309-5227	Email Address tate@tatecivil.com	Phone 970-945-7397	Email Address

Property Information:	
Address North Traver Trail	Parcel Number 218504311001, 218504311002, 218504311003, 218504311004, 218504311005, 218504311006, 218504311007
Subdivision Oasis Creek Subdivision	Lot and Block Number Oasis Creek Subdivision Tract A
Zone District R/3 Multi-Family Residential PUD	Existing Land Use Vacant

General Project Description:
The Applicant proposes to amend the Oasis Creek Tract A Subdivision to covert six single family lots to six duplex tracts and retain undeveloped Tract 7 as an open space tract. The Applicant proposes to build one level duplexes on each tract with each unit off-set and a size of approximately 2300-2400 sq. ft. per unit.

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	<table border="1"> <tr> <td><i>Tate Fairbanks</i></td> <td>07/7/20</td> </tr> <tr> <td>Applicant</td> <td>Date</td> </tr> <tr> <td><i>[Signature]</i></td> <td>8-5-20</td> </tr> <tr> <td>Owner</td> <td>Date</td> </tr> </table>	<i>Tate Fairbanks</i>	07/7/20	Applicant	Date	<i>[Signature]</i>	8-5-20	Owner	Date
<i>Tate Fairbanks</i>	07/7/20								
Applicant	Date								
<i>[Signature]</i>	8-5-20								
Owner	Date								

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.	<i>Mary A. Hinbuck</i>	8/5/2020
	Owner	Date

2. Proof of Ownership of the Subject Property

884544 11/01/2016 09:10:48 AM Page 1 of 2
 Jean Alberico, Garfield County, Colorado
 Rec Fee: \$16.00 Doc Fee: \$80.00 eRecorded



Special Warranty Deed
 (Pursuant to 38-30-115 C.R.S.)

State Documentary Fee
 Date: October 27, 2016
 \$ 80.00

THIS DEED, made on October 27, 2016 by STEINBRECHER INVESTMENTS, LLC, A COLORADO LIMITED LIABILITY COMPANY Grantor(s), of the County of GARFIELD and State of COLORADO for the consideration of (\$800,000.00) *** Eight Hundred Thousand and 00/100 *** dollars in hand paid, hereby sells and conveys to THE LYDIA DEVELOPMENT COMPANY, A COLORADO CORPORATION Grantee(s), whose street address is 611 W HARVARD DRIVE GLENWOOD SPRINGS, CO 81601, County of GARFIELD, and State of COLORADO, the following real property in the County of Garfield, and State of Colorado, to wit:

SEE ATTACHED "EXHIBIT A"
 also known by street and number as: GLENWOOD SPRINGS CO 81601

with all its appurtenances and warrants the title against all persons claiming under the Grantor(s), subject to general taxes for the year 2016 and those specific Exceptions described by reference to recorded documents as reflected in the Title Documents accepted by Grantee(s) in accordance with Record Title Matter (Section 8.1) of the Contract to Buy and Sell Real Estate relating to the above described real property; 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 Off-Record Title Matters (Section 8.2) and Current Survey Review (Section 9) of the Contract to Buy and Sell Real Estate relating to the above described real property; inclusion of the Property within any special tax district; and other

STEINBRECHER INVESTMENTS, LLC, A COLORADO LIMITED
 LIABILITY COMPANY

MARY STEINBRECHER, MANAGER

JERRY STEINBRECHER, MANAGER

LAURIE J. CRUZ-POTTER
 NOTARY PUBLIC
 STATE OF COLORADO
 NOTARY ID 20084038483
 MY COMMISSION EXPIRES 11/04/2017

State of COLORADO)
) ss.
 County of GARFIELD)

The foregoing instrument was acknowledged before me on this day of October 27, 2016
 by MARY STEINBRECHER AND JERRY STEINBRECHER, MANAGERS OF STEINBRECHER INVESTMENTS, LLC, A
 COLORADO LIMITED LIABILITY COMPANY

Witness my hand and official seal. 11/04/2017
 My commission expires

Notary Public

When Recorded Return to: THE LYDIA DEVELOPMENT COMPANY, A COLORADO CORPORATION
 611 W HARVARD DRIVE GLENWOOD SPRINGS, CO 81601

Form 13767 01/2011 swd.odt Special Warranty Deed (Photographic) ABS63010441 {26709899}



884544 11/01/2016 09:10:48 AM Page 2 of 2
Jean Alberico, Garfield County, Colorado
Rec Fee: \$16.00 Doc Fee: \$80.00 eRecorded

EXHIBIT A

**TRACT A, OASIS CREEK SUBDIVISION, AS AMENDED
CITY OF GLENWOOD SPRINGS
COUNTY OF GARFIELD, STATE OF COLORADO**

**ALSO KNOWN AS
TRACT A, OASIS CREEK SUBDIVISION ACCORDING TO THE AMENDED PLAT RECORDED SEPTEMBER 2, 1981 AT
RECEPTION NO. 318676
CITY OF GLENWOOD SPRINGS
COUNTY OF GARFIELD, STATE OF COLORADO**

3. Project Description

3.1. Summary of Permit Request

The Oasis Creek Tract A Subdivision resides on North Traver Trail in the City of Glenwood Springs. The following is a summary of the Oasis Creek Tract A Subdivision Amendment that is proposed by Tate Fairbanks for the property that is owned by Lydia Development Co. This Tract A Subdivision Amendment Preliminary Plat Application proposes to amend the Oasis Creek Tract A Subdivision to convert six single family lots to six duplex Tracts and retain undeveloped Tract A7 as an open space Tract. The Applicant proposes to build one level duplexes with an optional basement on each Tract. Each duplex unit will have an approximate footprint size of 2,300-2,400 SF. The Pre-Application Conference for this project was held with Senior Planner Trent Hyatt on April 20, 2020.

Existing Conditions and Zoning Standards

Tract A was part and parcel of the original Oasis Creek Subdivision that was approved in the early 1980's. The Tract is zoned R/3 Multi-Family Residential PUD, which allows single-family, two-family, three-family and four-family dwellings as permitted uses. Tract A is limited to a maximum of 50 dwelling units. The PUD text is silent on minimum lot size restrictions, so the regulations of general applicability contained in 070.040.040 District regulations apply. The R/3 Multi-Family Residential PUD Zone District Regulations state that a minimum lot size of 6,000 square feet is required for lots created subsequent to 1965. Floor area ratio, minimum yards and maximum building heights are prescribed in the PUD regulations as follows:

Floor area ratio:	0.50:1
Front yard setback:	20 feet
Side yard setback:	5 feet
Rear yard setback:	20 feet
Maximum bldg. ht.	30 feet

Hillside Preservation Overlay Zone

The City of Glenwood Springs adopted the Hillside Preservation Overlay Zone (HPOZ) ordinance in 2000. The zone district applies to any properties above 6,000 feet elevation with an average slope of 20 percent or more. While this parcel is over 6,000 feet in elevation, the slopes for the site are less than the 20%, so the HPOZ regulations are not a factor. Topography is shown on the included Existing Conditions Map.

Open Space and Parkland

Tract A7 will remain as an Undeveloped Tract of 1.705 acres.

6.4 acres of parkland were dedicated with the original Oasis Creek annexation agreement. No additional parkland or parkland fees will be required.

School

The applicant agrees to pay the cash in lieu of school land dedication fee and will be provided at the time of building permit application for each lot.

Water

According to the Oasis Creek Annexation Agreement, \$150 / unit will be collected when the property develops. ½ the fee will be provided upon building permit application and the remainder will be provided prior to receipt of a certificate of occupancy.

Sewer

According to the Oasis Creek Annexation Agreement, \$150 / unit will be collected when the property develops. ½ the fee will be provided upon building permit application and the remainder will be provided prior to receipt of a certificate of occupancy.

Fire Impact/Emergency Services

Per GSMC Section 070.030.150 (e) Fire and emergency services impact fees, in order to help offset the financial impacts of new development on the residents of the City, all new development shall pay a fire and emergency services impact fee as provided for in this section.

The Applicant agrees to pay the emergency services impact fee as calculated by the City, the emergency services impact fee shall be made upon building permit application.

Utility Extensions

Utilities are available to all of the Tracts in this project along North Traver Trail. This Subdivision Application includes engineered plans showing the locations of all utilities available to each Tract. Please note that there are also sewer and water line utilities, which cross from north to south on Tract A7. The engineered plans are attached as an Exhibit.

Public Roadway Access

North Traver Trail will provide access to each of the Tracts, and in turn will provide access to Highway 6 & 24 at the entrance to the Oasis Creek Subdivision. North Traver Trail is a 24' wide paved roadway, which provides access for the remainder of Oasis Creek Subdivision.

Driveway Access

Tracts A1-A6 will access off the north/south leg of North Traver Trail. In order to maximize site distance, the Tract A6 driveway will be restricted to the location as shown; Tracts A1-A5 would have an option of a driveway access anywhere along the frontage. See the Oasis Creek Tract A Subdivision Plat for the restricted driveway access to Tract A6.

Sidewalks/Trails

The Applicant will retain the existing trail connections on proposed Tract A7 that reside within a trail easement and connect North Traver Trail to Harvard Drive. This trail connection allows convenient pedestrian access through the Oasis Creek Tract A Subdivision and joins with pedestrian ways of adjacent properties. The Trail is approximately five (5) feet wide in the R/3 Multi-Family Residential PUD Zone District.

Overlot Drainage

The existing topography is from the northeast to the southwest across Tract A. Offsite drainage to the east is intercepted by North Traver Trail. Onsite, localized drainage eventually reaches the major topographic swale along the northwest side of the property, with a small portion intercepted by the uphill drainage ditch on the switchback portion of North Traver Trail.

An overall Drainage Plan for the development of Tract A has been prepared by Boundaries Unlimited and is attached as an Exhibit. Detailed drainage for the construction of each duplex will be dealt with on a building permit basis for each Tract. It is anticipated that the normal building requirements for drainage away from structures and onsite drainage erosion control will address any potential localized drainage issues. Once all of the units have been constructed, there is significant natural buffering between any discharge points.

Street Trees

One (1) street tree shall be provided for each Tract of seventy-five-foot frontage or the next highest number. Trees shall be placed so as not to obstruct sight distances at driveways and corners. Each deciduous street tree shall have a minimum caliper of two (2) inches. All street trees must be irrigated and maintained in good health by individual homeowners. Landscape plans for Tracts will be submitted with the building permit application for each duplex and will include street trees. Acceptable street trees include:

Skyline Honeylocust
 Shademaster Honeylocust
 American Sentry Linden
 Greenspire Linden
 Littleleaf Linden
 Sienna Glen Maple
 Autumn Blaze Maple

Norway Maple 'Emerald Queen'
 Sensation Boxelder Maple
 Royal Red Maple
 Kentucky Coffee Tree
 Swamp White Oak
 Bur Oak

3.2. Previous Variance Request

The previous approval requested a variance from the sidewalk standards in GSMC Section 070.030.080 that would have required a sidewalk along North Traver Trail, and a variance from the landscape buffer strip associated with this sidewalk. The existing neighborhood trail system in Oasis Creek does not reside along the roadways. As noted above, the Applicant will retain the existing trail connections on proposed Tract A7 that reside within a trail easement and connect North Traver Trail to Harvard Drive. A gravel trail was constructed along North Traver Trail and will remain in place for the proposed development.

3.3. Project Overview

See above for the Project Description and Summary of Permit Request.

3.3.1. Consistency with the City's Land Use Plan and Comprehensive Plan

The City of Glenwood Springs Comprehensive Plan Map 2.1: Future Land Use - North Portion of City defines the future land use of Tract A as single-family residential. The six proposed duplex residential Tracts and undeveloped remainder Tract are infill development within the existing Oasis Creek neighborhood. The duplex residential Tracts will result in a density of one unit per 0.44 acres (2.27 units per acre), much less than the underlying R/3 Multi-Family Residential PUD zoning at one unit per .11 acres (9.5 units per acre). As a comparison, Oasis Creek Tract A is platted for 6 single family lots and a remainder open space lot at a density of one unit per .88 acres (1.14 units per acre).

3.3.2. Tract Sizes

Tract A1	26,624± SF
Tract A2	25,428± SF
Tract A3	25,116± SF
Tract A4	25,116± SF
Tract A5	25,116± SF
Tract A6	28,206± SF
Tract A7	74,250± SF

Total parcel size = 5.278 acres

3.3.3. Proposed Types and sizes of uses on each Tract

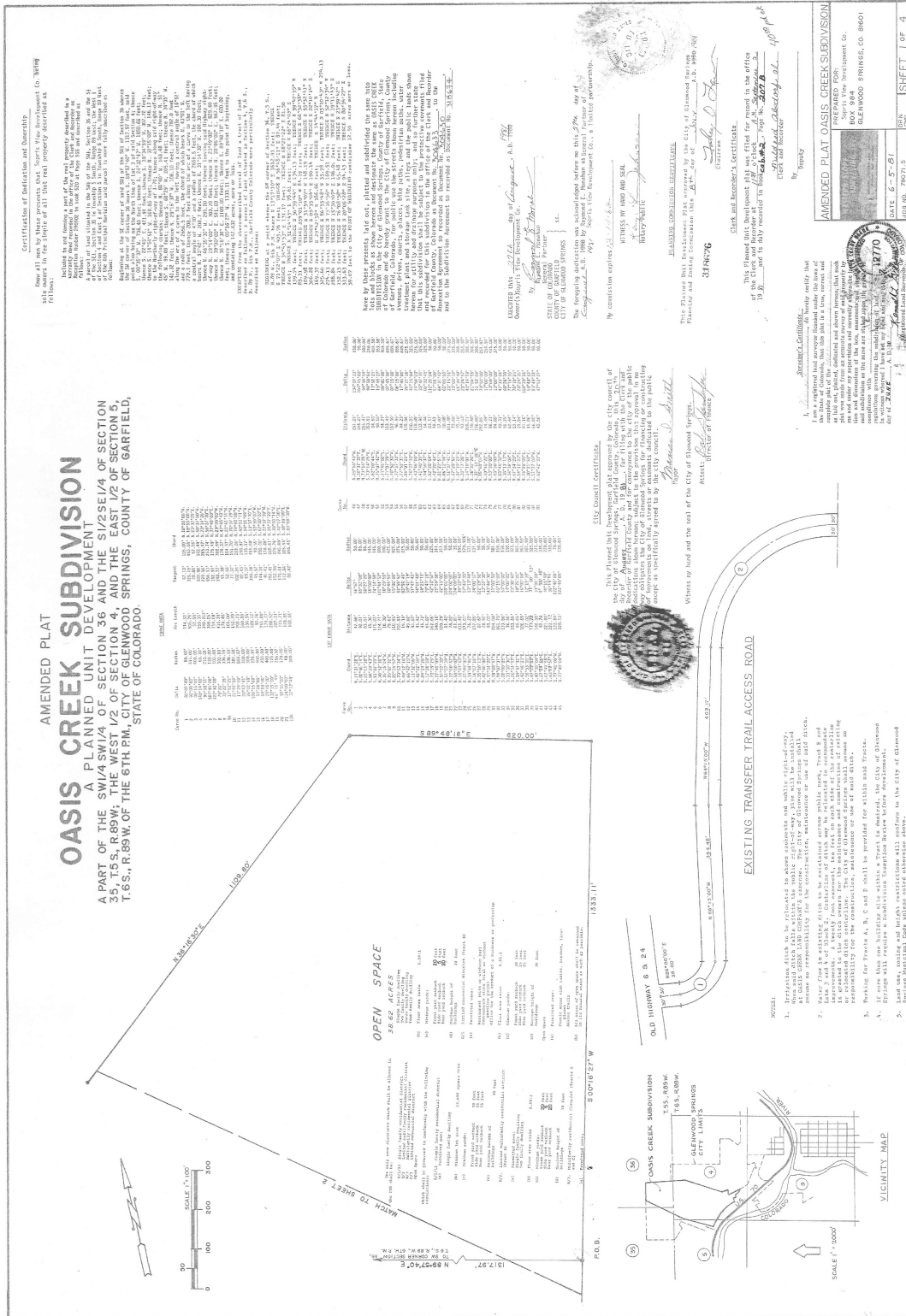
The proposed uses and sizes for each of Tracts A1-A6 are defined in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit. Tract A7 will remain as an undeveloped Tract with an existing trail and utilities within it.

3.3.4. Existing Conditions that Affect the Project Design

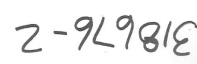
Tract A was part and parcel of the original Oasis Creek Subdivision that was approved in the early 1980's. The Tract is zoned R/3 Multi-Family Residential PUD, which allows single-family, two-family, three-family and four-family dwellings as permitted uses. Tract A is limited to a maximum of 50 dwelling units. The PUD text is silent on minimum lot size restrictions, so the regulations of general applicability contained in 070.040.040 District regulations apply. The R/3 Multi-Family Residential PUD Zone District Regulations state that a minimum lot size of 6,000 square feet is required for lots created subsequent to 1965.

This Application is for the Oasis Creek Tract A Subdivision Amendment Preliminary Plan to create 6 duplex Tracts and an undeveloped remainder Tract on the 5.278-acre Tract A parcel. The intent is to provide tract sizes and density that are compatible with the existing neighborhood and serve as a transition from the smaller lots on the east and south side of Tract A to the larger lots on the north and west side of Tract A.

4. Recorded Subdivision Plat Showing Proposed Development Location.

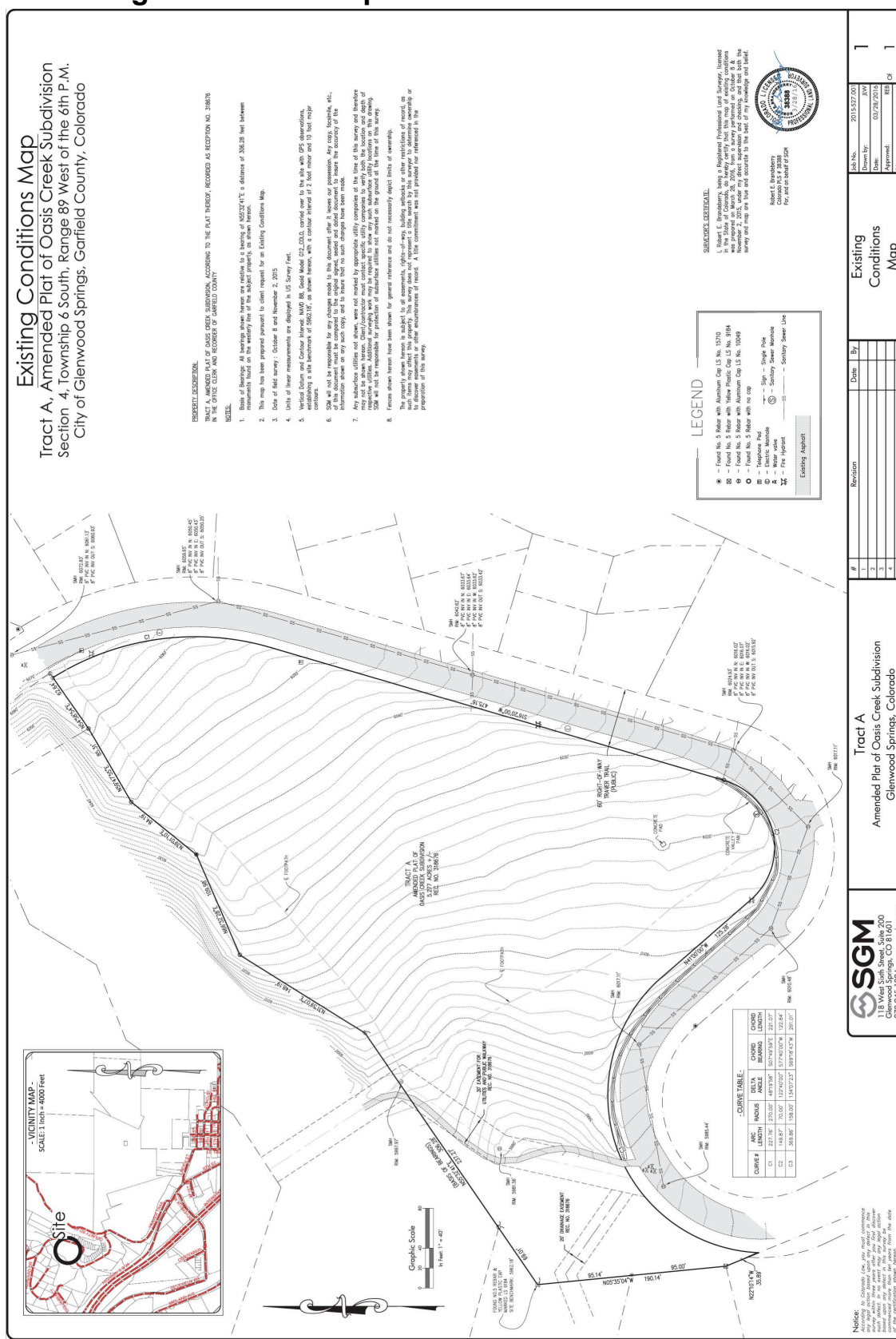


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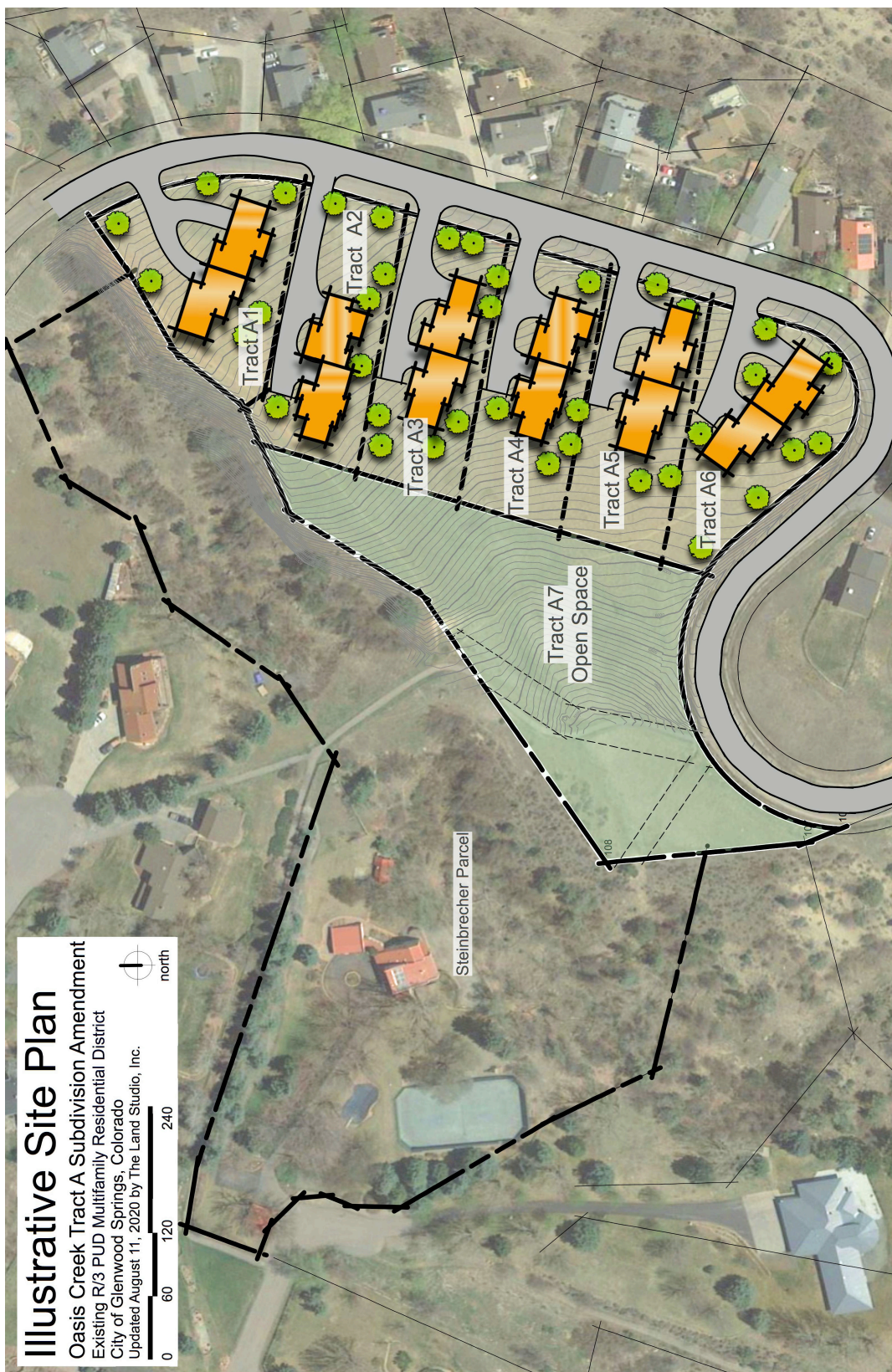


[illegible]

5. Existing Conditions Map



6. Illustrative Site Plan



7. Proposed Major Subdivision Plat

The Oasis Creek Tract A Subdivision Amendment Preliminary Plat has been included as part of the Engineering Plans, which are attached as an Exhibit to this Application.

8. Engineering Drawings and Reports

8.1. Utility plans

Utilities are available to all of the Tracts in this project along North Traver Trail. This Subdivision Application includes engineered plans showing the locations of all utilities available to each Tract. Please note that there are also sewer and water line utilities, which cross from north to south on Tract A7. The engineered plans are attached as an Exhibit.

8.2. Sanitary and storm sewer facilities

According to the Oasis Creek Annexation Agreement, \$150 / unit will be collected when the property develops. ½ the fee will be provided upon building permit application and the remainder will be provided prior to receipt of a certificate of occupancy.

8.3. Proposed streets

North Traver Trail will provide access to each of the Tracts, and in turn will provide access to Highway 6 & 24 at the entrance to the Oasis Creek Subdivision. North Traver Trail is a 24' wide paved roadway, which provides access for the remainder of Oasis Creek Subdivision. No new streets are proposed for the Oasis Creek Tract A Subdivision.

8.4 Any other proposed public improvements

An easement is in place to retain the existing trail.

8.5. Site- and project-specific drainage report including calculations

A Drainage Study has been included as an Exhibit to this Application

8.5.1. Drainage Plan

A Site Grading and Erosion Control Plan has been included as an Exhibit to this Application.

8.5.2. Geotechnical Report

CTL Thompson, Inc. has prepared a letter of consultation regarding geologic conditions and geotechnical engineering criteria for the proposed 6 duplex Tracts

to be developed on Tract A. Their preliminary opinions and recommendations are based on review of geologic mapping, their geotechnical investigations at nearby sites in Oasis Creek Subdivision, site reconnaissance, and their understanding of the proposed development concept. They will confirm and refine their preliminary opinions and recommendations in an engineering report subsequent to exploratory drilling at the site and pertinent laboratory testing. CTL Thompson's letter of consultation is attached as an Exhibit.

8.6. Evidence of Adequate Water

Utilities are available to all of the Tracts in this project along North Traver Trail. This Subdivision Application includes engineered plans showing the locations of all utilities available to each Tract. Please note that there are also sewer and water line utilities, which cross from north to south on Tract A7. The engineered plans are attached as an Exhibit.

According to the Oasis Creek Annexation Agreement for water hookup, \$150 / unit will be collected when the property develops. ½ the fee will be provided upon building permit application and the remainder will be provided prior to receipt of a certificate of occupancy.

8.7. Traffic Analysis

A Traffic and Parking Analysis has been included as an Exhibit to this Application.

8.8. Preliminary Cost Estimate for All Public Improvements

There are no public improvements proposed for the Oasis Creek Tract A Subdivision.

8.9. Sewage Disposal

Utilities are available to all of the Tracts in this project along North Traver Trail. This Subdivision Application includes engineered plans showing the locations of all utilities available to each Tract. Please note that there are also sewer and water line utilities, which cross from north to south on Tract A7. The engineered plans are attached as an Exhibit.

According to the Oasis Creek Annexation Agreement for sewage disposal hookup, \$150 / unit will be collected when the property develops. ½ the fee will be provided upon building permit application and the remainder will be provided prior to receipt of a certificate of occupancy.

8.10. Erosion and sediment control, stabilization, and revegetation plans

Erosion and sediment control, stabilization, and revegetation for the construction of each duplex on Tracts A1-A6 will be dealt with on a building permit basis for each Tract. It is anticipated that the normal building requirements for erosion and sediment control, stabilization, and revegetation will address any potential localized issues.

8.11. Trails

Per GSMC Section 070.030.080 – Sidewalks, the Applicant will retain the existing trail connections on proposed Tract A7 that reside within a trail easement and connect North Traver Trail to Harvard Drive. This trail connection allows convenient pedestrian access through the Oasis Creek Tract A Subdivision and joins with pedestrian ways of adjacent properties. The Trail is an asphalt trail that is approximately five (5) feet wide within the R/3 Multi-Family Residential PUD Zone District parcel.

9. Traffic

A Traffic and Parking Analysis has been included as an Exhibit to this Application.

10. Landscape Plan

Proposed landscape for each of Tracts A1-A6 will be governed by the Architectural Control Committee defined in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit. Tract A7 will remain as an undeveloped Tract with all disturbed areas to be reclaimed with seeded grass that is similar to existing.

One (1) street tree shall be provided for each Tract of seventy-five-foot frontage or the next highest number. Trees shall be placed so as not to obstruct sight distances at driveways and corners. Each deciduous street tree shall have a minimum caliper of two (2) inches. All street trees must be irrigated and maintained in good health by individual Tract owners. Landscape plans for each duplex will be submitted with the building permit application for each Tract and will include street trees. Acceptable street trees include:

Skyline Honeylocust
Shademaster Honeylocust
American Sentry Linden
Greenspire Linden
Littleleaf Linden
Sienna Glen Maple
Autumn Blaze Maple

Norway Maple 'Emerald Queen'
Sensation Boxelder Maple
Royal Red Maple
Kentucky Coffee Tree
Swamp White Oak
Bur Oak

11. Lighting Plan

No new streets or trails that will require lighting are proposed as a part of this subdivision. Each Tract owner will be encouraged to adopt "dark night sky" principles for lighting (<http://darksky.org/lighting/lighting-basics/>). Proposed lighting for each of Tracts A1-A6 will be governed by the Architectural Control Committee defined in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This

document is attached as an Exhibit. Tract A7 will remain as an undeveloped Tract with no proposed lighting.

13. Phasing Schedule

All 7 Tracts on the Proposed Major Subdivision Plat will be platted simultaneously in one phase.

14. Governing Documents

No new covenants will be created to govern the Oasis Creek Tract A Subdivision. The Oasis Creek Tract A Subdivision will be governed by the existing Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit.

14.1. Use of General and Limited Common Elements

There are no new common elements associated with Tracts A1-A7 of the Oasis Creek Tract A Subdivision.

14.2. Maintenance Responsibilities

The individual owners of Tracts A1-A7 will be responsible for the maintenance of their property. Maintenance responsibilities are identified in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit.

14.3. Storage of Recreational Vehicles, Boats, etc.

The Oasis Creek Tract A Subdivision storage will be governed by the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit.

14.4. Responsibility for Maintenance and Inspection of Fire Suppression Systems

Those currently maintaining and inspecting the existing fire suppression systems on North Traver Trail will continue to do so.

14.5. Use of Common Parking Areas

There are no common parking areas associated with Tracts A1-A7 of the Oasis Creek Tract A Subdivision.

14.6. Joint Use Agreements for Common Sewer or Water Service Lines

There are no common sewer or water service lines associated with Tracts A1-A7 of the Oasis Creek Tract A Subdivision.

14.7. Maintenance of Detention or Retention Basins

The individual owners of Tracts A1-A7 will be responsible for the maintenance of the detention or retention basins on their property.

15. Neighborhood Meeting

A Neighborhood Meeting was held on July 29, 2020 at 6:30 p.m. to present project details and receive feedback from the neighborhood group. The Applicant presented a site plan showing the proposed Subdivision Amendment and Preliminary Plat Application. Doug Pratte presented an overview of the project and Neighborhood attendees made the following questions and comments:

- Thank you to the Steinbrechers for keeping the land in open space.
- Concern was raised over additional development because of existing traffic concerns along N. Traver Trail.
- Is construction contingent on the Rocky Mountain Industries ongoing lawsuit?
- How many stories will the units be?
- Concern about access for fire and police and snow removal.
- Concern duplexes will impact property values.
- Concern about light pollution from houses with exterior lights facing existing neighboring homes.
- Prefer no trees that block neighbor views, especially Cottonwoods.
- Expressed desire to keep single family homes rather than duplex units.
- Discussion of existing covenants related to the proposed project. The Applicant agrees to work with the neighborhood regarding future review of the application.
- Concern about multiple families living in a single unit.

The Applicant did remind the neighbors they would be receiving public notice as public hearings are scheduled with the City of Glenwood Springs.

An Exhibit showing the list of those notified by mail, sent on July 9, 2020, those in attendance at the meeting and a copy of the Exhibits used at the meeting has been included with this application.

16. Fees

Once the final amount is identified by staff, the Applicant agrees to provide a check for the required fees made out to the City of Glenwood Springs for the Oasis Creek Tract A Subdivision Amendment Preliminary Plan Application for 6 Multi-Family Tracts and a Remainder Open Space Tract.

17. Exhibits

Exhibit A - Engineered Plans

- Cover sheet
- Site grading and drainage
- Utility plan
- Civil details
- Preliminary Plat

Exhibit B – Drainage Study and Traffic Study

Exhibit C - Geologic Conditions and Geotechnical Letter of Consultation

Exhibit D - Declaration of Protective Covenants for Oasis Creek Subdivision

Exhibit E – Neighborhood Meeting Information



Exhibit A

Engineered Plans

OASIS

A detailed topographic map of Glenwood Springs, Colorado. The map features contour lines indicating elevation, with labels such as 8000, 8200, 8400, 8600, 8800, 9000, 9200, 9400, 9600, 9800, 10000, 10200, 10400, 10600, 10800, 11000, 11200, 11400, 11600, 11800, 12000, 12200, 12400, 12600, 12800, 13000, 13200, 13400, 13600, 13800, 14000, 14200, 14400, 14600, 14800, 15000, 15200, 15400, 15600, 15800, 16000, 16200, 16400, 16600, 16800, 17000, 17200, 17400, 17600, 17800, 18000, 18200, 18400, 18600, 18800, 19000, 19200, 19400, 19600, 19800, 20000, 20200, 20400, 20600, 20800, 21000, 21200, 21400, 21600, 21800, 22000, 22200, 22400, 22600, 22800, 23000, 23200, 23400, 23600, 23800, 24000, 24200, 24400, 24600, 24800, 25000, 25200, 25400, 25600, 25800, 26000, 26200, 26400, 26600, 26800, 27000, 27200, 27400, 27600, 27800, 28000, 28200, 28400, 28600, 28800, 29000, 29200, 29400, 29600, 29800, 30000, 30200, 30400, 30600, 30800, 31000, 31200, 31400, 31600, 31800, 32000, 32200, 32400, 32600, 32800, 33000, 33200, 33400, 33600, 33800, 34000, 34200, 34400, 34600, 34800, 35000, 35200, 35400, 35600, 35800, 36000, 36200, 36400, 36600, 36800, 37000, 37200, 37400, 37600, 37800, 38000, 38200, 38400, 38600, 38800, 39000, 39200, 39400, 39600, 39800, 40000, 40200, 40400, 40600, 40800, 41000, 41200, 41400, 41600, 41800, 42000, 42200, 42400, 42600, 42800, 43000, 43200, 43400, 43600, 43800, 44000, 44200, 44400, 44600, 44800, 45000, 45200, 45400, 45600, 45800, 46000, 46200, 46400, 46600, 46800, 47000, 47200, 47400, 47600, 47800, 48000, 48200, 48400, 48600, 48800, 49000, 49200, 49400, 49600, 49800, 50000, 50200, 50400, 50600, 50800, 51000, 51200, 51400, 51600, 51800, 52000, 52200, 52400, 52600, 52800, 53000, 53200, 53400, 53600, 53800, 54000, 54200, 54400, 54600, 54800, 55000, 55200, 55400, 55600, 55800, 56000, 56200, 56400, 56600, 56800, 57000, 57200, 57400, 57600, 57800, 58000, 58200, 58400, 58600, 58800, 59000, 59200, 59400, 59600, 59800, 60000, 60200, 60400, 60600, 60800, 61000, 61200, 61400, 61600, 61800, 62000, 62200, 62400, 62600, 62800, 63000, 63200, 63400, 63600, 63800, 64000, 64200, 64400, 64600, 64800, 65000, 65200, 65400, 65600, 65800, 66000, 66200, 66400, 66600, 66800, 67000, 67200, 67400, 67600, 67800, 68000, 68200, 68400, 68600, 68800, 69000, 69200, 69400, 69600, 69800, 70000, 70200, 70400, 70600, 70800, 71000, 71200, 71400, 71600, 71800, 72000, 72200, 72400, 72600, 72800, 73000, 73200, 73400, 73600, 73800, 74000, 74200, 74400, 74600, 74800, 75000, 75200, 75400, 75600, 75800, 76000, 76200, 76400, 76600, 76800, 77000, 77200, 77400, 77600, 77800, 78000, 78200, 78400, 78600, 78800, 79000, 79200, 79400, 79600, 79800, 80000, 80200, 80400, 80600, 80800, 81000, 81200, 81400, 81600, 81800, 82000, 82200, 82400, 82600, 82800, 83000, 83200, 83400, 83600, 83800, 84000, 84200, 84400, 84600, 84800, 85000, 85200, 85400, 85600, 85800, 86000, 86200, 86400, 86600, 86800, 87000, 87200, 87400, 87600, 87800, 88000, 88200, 88400, 88600, 88800, 89000, 89200, 89400, 89600, 89800, 90000, 90200, 90400, 90600, 90800, 91000, 91200, 91400, 91600, 91800, 92000, 92200, 92400, 92600, 92800, 93000, 93200, 93400, 93600, 93800, 94000, 94200, 94400, 94600, 94800, 95000, 95200, 95400, 95600, 95800, 96000, 96200, 96400, 96600, 96800, 97000, 97200, 97400, 97600, 97800, 98000, 98200, 98400, 98600, 98800, 99000, 99200, 99400, 99600, 99800, 100000. The map also shows the Colorado River, I-70, and various landmarks including West Glenwood Springs, Golf Course, and Site. A north arrow is located in the top right corner. The map is titled 'GLENWOOD SPRINGS' at the bottom center. The map is a topographic map of Glenwood Springs, Colorado. It shows the Colorado River, I-70, and various landmarks including West Glenwood Springs, Golf Course, and Site. A north arrow is located in the top right corner. The map is titled 'GLENWOOD SPRINGS' at the bottom center. The map is a topographic map of Glenwood Springs, Colorado. It shows the Colorado River, I-70, and various landmarks including West Glenwood Springs, Golf Course, and Site. A north arrow is located in the top right corner. The map is titled 'GLENWOOD SPRINGS' at the bottom center. The map is a topographic map of Glenwood Springs, Colorado. It shows the Colorado River, I-70, and various landmarks including West Glenwood Springs, Golf Course, and Site. 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Scale: 1"=200'

INDEX OF SHEETS	
SHEET NO.	SHEET LIST
C.1	Cover Sheet
C.2	Site, Grading and Erosion Control Plan
C.3	Utility Plan
C.4	Civil Details
V.1	Preliminary Plat

EXISTING 1" CONTOUR	PROPOSED 1" CONTOUR
EXISTING DITCH/SWALE FLOW LINE <td>PROPOSED DITCH/SWALE FLOW LINE</td>	PROPOSED DITCH/SWALE FLOW LINE
EXISTING STORM SEWER CULVERT	PROPOSED 18" STORM DRAIN
EASEMENT	PROPOSED SEDIMENT CONTROL FENCING
BUILDING ENVELOPE	PROPOSED TELEPHONE
PROPERTY RIGHT-OF-WAY LINE	PROPOSED ELECTRIC
CENTERLINE	PROPOSED GAS
EXISTING FENCE	PROPOSED FIBER OPTICS
EXISTING UNDERGROUND ELECTRIC	PROPOSED WATER MAIN/VALVE
EXISTING TELEPHONE	PROPOSED WATER SERVICE/SHUT OFF VALVE
EXISTING GAS	PROPOSED FIRE HYDRANT ASSEMBLY
EXISTING 6" WATER MAIN/VALVE	PROPOSED SEWER MAIN/VALVE
EXISTING WATER MAIN/VALVE	PROPOSED SEWER SERVICE & CLEANOUT
EXISTING FIRE HYDRANT ASSEMBLY	PROPOSED ROCK SOCK OR EROSION LOG
EXISTING 8" SEWER MAIN/VALVE	EXISTING/PROPOSED INLET Type-13
EXISTING 8" SEWER MAIN/VALVE	EXISTING/PROPOSED INLET Type-16 (CURB)
EXISTING SEWER SERVICE & CLEANOUT	EXISTING/PROPOSED INLET Type-D
EXISTING/PROPOSED STREET SIGN	EXISTING/PROPOSED AREA INLET
EXISTING/PROPOSED STREET LAMP-CARRIAGE	DIRECTION OF FLOW
EXISTING/PROPOSED STREET LIGHT	ASPHALT/CONCRETE/GRAVEL DEMOLITION
EXISTING/PROPOSED STREET LAMP BOX	
EXISTING/PROPOSED TRANSFORMER	
EXISTING/PROPOSED ELEC./TELE./CABLE PEDESTAL	
EXISTING/PROPOSED SWITCH CABINET	
EXISTING/PROPOSED ELECTRIC VAULT	
EXISTING/PROPOSED ELECTRIC METER (PED./WALL)	

Call before you

Oasis Creek Subdivision
Cover Sheet



NOTES:
1. THE PROPOSED SEWER LINE WILL BEGIN NEAR THE NORTHWEST CORNER OF LOT 2 AND WILL FLOW TO THE SOUTHWEST ALONG THE BACK OF LOTS 2-6 UNTIL IT CONNECTS INTO THE EXISTING MANHOLE LABELED "EX-7" ON THIS SHEET.



N:\PROJECTS\2020\2010-Oasis Creek\dwg\2010-Oasis Creek.dwg 8/11/2020 8:40 AM

Civil Engineering
Surveying
& Beyond

Boundaries Unlimited Inc.

923 Cooper Ave., Ste. 201
Glenwood Springs, CO 81601
(T) 970.945.5252
www.bu-inc.com

Subsurface Utility Engineering (SUE)
Required Project: *N/A*
If "Yes", SUE Certification by:
Firm: #####
Job #: #####
Date: *N/A*

Engineer or Surveyor Seal

NOT FOR
Review
CONSTRUCTION

Client Information:
LYDIA DEVELOPMENT COMPANY
611 HARVARD DRIVE
GLENWOOD SPRINGS, CO 81601
000.000.0000

NORTH

0 40 80
Scale: 1" = 40'

811

Know what's below.
Call before you dig.

GLENWOOD SPRINGS, COLORADO

Oasis Creek Subdivision

Utility Plan

No.	Date	Revision	By
1			
2			
3			
4			
5			
6			
7			
8			
9			

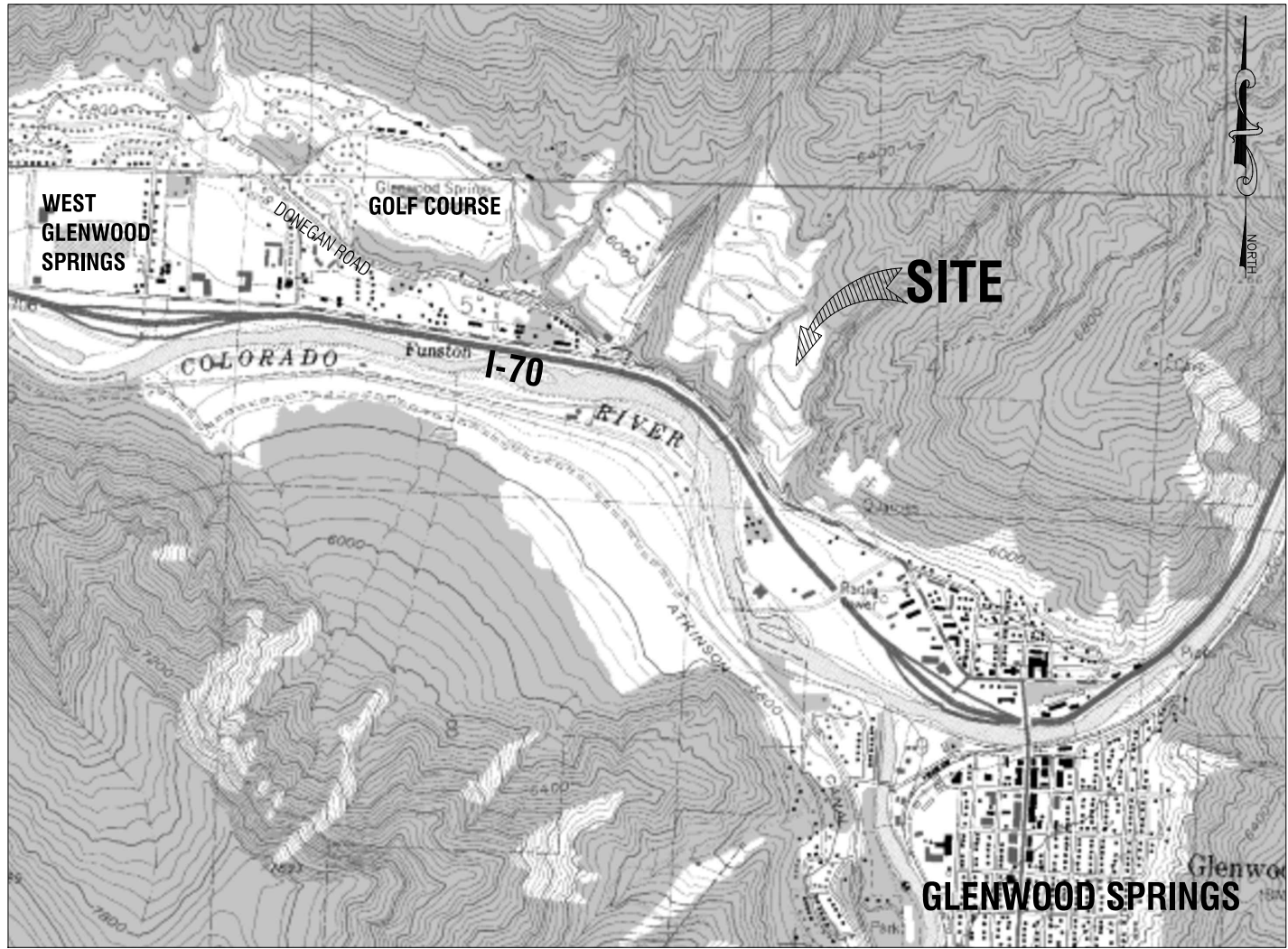
PROJECT NO.
2010
Designer:
DJW
Checker:
BUJ
Date:
8/7/20

Sheet
C.3

File Name: 2010-o-topo.dwg

Packet Page 449

PRELIMINARY PLAT
OASIS CREEK TRACT A SUBDIVISION AMENDMENT
AN AMENDMENT OF OASIS CREEK TRACT A SUBDIVISION AS PLATTED UNDER R.N. 882404
SITUATED IN SECTION 4, TOWNSHIP 6 SOUTH, RANGE 89 WEST OF THE 6TH P.M.,
CITY OF GLENWOOD SPRINGS, COUNTY OF GARFIELD, STATE OF COLORADO



VICINITY MAP
Scale: 1"=2000'

LEGEND

- FOUND NO. 5 REBAR WITH BLUE PLASTIC CAP LS NO. 38388
- ⊠ FOUND NO. 5 REBAR WITH YELLOW PLASTIC CAP LS NO. 9184
- FOUND NO. 5 REBAR WITH ALUMINUM CAP LS NO. 10049
- FOUND NO. 5 REBAR WITH NO CAP

- PROPERTY LINE
- ADJOINING PROPERTY
- EASEMENT
- SETBACK
- CENTERLINE

CERTIFICATE OF DEDICATION AND OWNERSHIP

KNOW ALL MEN BY THESE PRESENTS THAT LYDIA DEVELOPMENT COMPANY BEING THE SOLE OWNERS IN FEE SIMPLE OF ALL THAT REAL PROPERTY DESCRIBED AS FOLLOWS: OASIS CREEK TRACT A SUBDIVISION AS PLATTED UNDER RECEPTION NUMBER 882404 IN THE OFFICE OF THE CLERK AND RECORDER OF GARFIELD COUNTY, COLORADO, AND CONTAINING 5.28 ACRES, MORE OR LESS, HAVE BY THESE PRESENTS LAID OUT, PLATTED AND SUBDIVIDED THE SAME INTO TRACTS AS SHOWN HEREON AND DESIGNATE THE SAME AS OASIS CREEK TRACT A SUBDIVISION AMENDMENT IN THE CITY OF GLENWOOD SPRINGS, COUNTY OF GARFIELD, COLORADO; AND DO HEREBY GRANT TO THE CITY OF GLENWOOD SPRINGS, GARFIELD COUNTY, COLORADO, FOR PUBLIC USE THE STREETS SHOWN HEREON, INCLUDING AVENUES, DRIVES, COURTS, PLACES AND ALLEYS, THE PUBLIC LANDS SHOWN HEREON FOR UTILITY AND DRAINAGE PURPOSES ONLY; 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 UNDER RECEPTION NO. _____, AND SUBJECT TO THE SUBDIVISION AGREEMENT FILE AND RECORDED FOR THIS SUBDIVISION IN THE OFFICE OF THE CLERK AND RECORDER OF GARFIELD COUNTY, COLORADO UNDER RECEPTION NO. _____.

EXECUTED THIS _____ DAY OF _____, A.D. 2020.

PRESIDENT - THE LYDIA DEVELOPMENT COMPANY

STATE OF COLORADO)
) SS.
COUNTY OF GARFIELD)

THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, A.D. 20 _____.

BY _____

MY COMMISSION EXPIRES _____
WITNESS MY HAND AND SEAL _____

NOTARY PUBLIC _____

SURVEYOR'S CERTIFICATE

I, STEVEN L. SMITH, 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 OASIS CREEK TRACT A SUBDIVISION AMENDMENT 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 TRACTS, EASEMENTS AND STREETS OF SAID SUBDIVISION AS THE SAME AS STAKE ON 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 _____, A.D. 20 _____.

STEVEN L. SMITH, PLS 25642
FOR AND ON BEHALF OF BOUNDARIES UNLIMITED INC.

TITLE CERTIFICATE

TITLE COMPANY, DOES HEREBY CERTIFY THAT IT HAS EXAMINED THE TITLE TO ALL LANDS SHOWN UPON THIS FINAL PLAT AND THAT TITLE TO SUCH LANDS IS VESTED IN THE LYDIA DEVELOPMENT COMPANY FREE AND CLEAR OF ALL LIENS, AND ENCUMBRANCES EXCEPT AS FOLLOWS: _____

DATED THIS _____ DAY OF _____, A.D., 20 _____

AGENT _____

PLAT NOTES

- BASIS OF BEARINGS: THE NORTH EASTERLY LINE OF SUBDIVISION BEARING N 55°32'41"E, A DISTANCE OF 306.28' WITH MONUMENT AT THE SOUTH BEING A NO. 5 REBAR WITH A YELLOW PLASTIC CAP STAMPED "LS 9184" AND AT THE NORTH END BY A NO. 5 REBAR WITH AN ALUMINUM CAP STAMPED "LS 10049". ROTATE PLAT BEARINGS 00°00'35" COUNTERCLOCKWISE TO MATCH CITY OF GLENWOOD CONTROL BEARINGS.
- EACH TRACT A1-A6 IS LIMITED TO TWO (2) ATTACHED DWELLING UNITS PER TRACT AND TRACT A7 IS TO REMAIN AS AN OPEN SPACE TRACT.

CITY COUNCIL CERTIFICATE

THIS PLAT WAS APPROVED BY THE CITY COUNCIL OF GLENWOOD SPRINGS, GARFIELD COUNTY COLORADO THE _____ DAY OF _____, A.D. 20 _____, FOR FILING WITH THE CLERK AND RECORDER OF GARFIELD COUNTY AND FOR CONVEYANCE TO THE CITY OF PUBLIC DEDICATIONS SHOWN HEREON SUBJECT TO THE PROVISION THAT THE APPROVAL IN NO WAY OBLIGATES THE CITY OF GLENWOOD SPRINGS FOR FINANCING OR CONSTRUCTION OF IMPROVEMENTS ON LAND, STREETS OR EASEMENT S DEDICATED TO THE PUBLIC EXCEPT AS SPECIFICALLY AGREED TO BY THE CITY COUNCIL IN THE SUBDIVISION AGREEMENT.

MAYOR
WITNESS MY HAND AND THE SEAL OF THE CITY OF GLENWOOD SPRINGS.

ATTEST:

CITY CLERK _____

CLERK AND RECORDERS 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 _____, UNDER RECEPTION NO. _____.

CLERK AND RECORDER _____

BY _____
DEPUTY

Civil Engineering
Surveying
& Beyond

Boundaries Unlimited Inc.

923 Cooper Avenue
Suite 201
Glenwood Springs, CO 81601
tele: 970.945.5252
fax: 970.384.2833
Engineer or Surveyor Seal

NOT FOR
PRELIM
CONSTRUCTION

Client Information:
LYDIA DEVELOPMENT COMPANY
611 HARVARD DRIVE
GLENWOOD SPRINGS, CO 81601
000.000.0000

NORTH

0 40 80
Scale: 1" = 40'

811

Know what's below.
Call before you dig.

Oasis Creek Tract A Subdivision Amendment
Preliminary Plat

By
Revision
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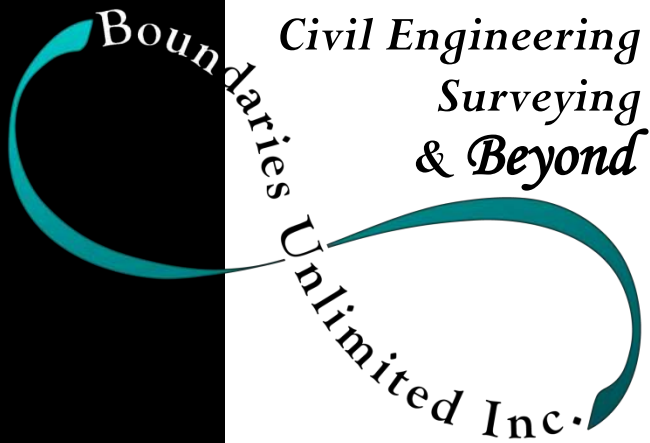
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Packet Page 451

Exhibit B
Drainage Study
And
Traffic Study



Major Drainage Report

Oasis Creek Tract A Subdivision Amendment

August 7, 2020
BUI Project #20010.01



"I hereby affirm that this report and the accompanying plans for the Oasis Creek Tract A Subdivision Amendment was prepared by me (or under my 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. 37110
Licensed Professional Engineer, State of Colorado



(Seal)

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Appendix

- Drainage Basin Summary Spreadsheet
- Autodesk Storm and Sanitary Sewer Analysis (SSA) datasheets
- MHFD Detention Basin Design Workbook datasheets
- Autodesk Hydraflow Express datasheets
- NRCS Web Soil Survey
- NOAA Atlas 14
- Design Plans & Details (24"x36")

A. Introduction

The purpose of this report is to provide an outline and basis of design for the drainage improvements proposed for the Oasis Creek Tract A Subdivision Amendment in Glenwood Springs, Colorado (situated within Section: 4 Township: 6 Range: 89 West of the Sixth Principal Meridian). The intent of the project is to designate the existing tracts as lots and construct duplex homes with associated driveways/landscaping and to mitigate the drainage impacts resulting from the development.

B. Existing Conditions

The project area consists of seven (7) undeveloped tracts of land included in the Oasis Creek Subdivision. The project area is bounded by N. Traver Trail to the south and east and single-family residences to the north and west. The only existing significant disturbances on the property are a drainage ditch that flows along N. Traver Trail, an 18" wide footpath that parallels the ditch and a paved bike path which crosses along the southwest side of the property. In general, the topography within the site slopes from east to west with slopes ranging from 10%-14%. Site vegetation consists primarily of short native grasses. The USDA NRCS Web Soil Survey (attached) indicates that soils are primarily Potts-Ildfonso complex (hydrologic Group C) with a small section of Ildfonso stony loam (hydrologic Group A) along the western and southeastern edge of the property.

A geotechnical investigation was performed by CTL Thompson, Inc. (Project No. GS06028.000-115, dated April 22, 2016). The investigation considered Colorado Geological Survey (CGS) mapping titled, "Geologic Map of the Glenwood Springs Quadrangle, Garfield County, Colorado" By Kirkham, Streufert, Cappa, Shaw, Allen and Jones. According to that CGS mapping, most of the property consists of soils with clayey to sandy silt and silty sand. Outcrops of Belden Formation shale, limestone, and sandstone are visible in the very steep slopes of the south extent of the topographic bench. Groundwater was not encountered.

C. Existing Drainage Basin

Basin Ex-01 (5.28 acres) consists of the entire undeveloped site. During major and minor storm events, runoff sheet flows from the east end of the site along N. Traver Trail until it concentrates and shallow flows west into a ravine. An existing roadside drainage ditch effectively isolates the property from any offsite basins. Please see Table 1 for the basin area, runoff coefficient, time of concentration and runoff rate and Figures 1 & 2 for the basin boundary and hydrologic soil group.

Basin	Area		Runoff (C)	Tc (min.)	Q ₂₅ (cfs)	Q ₁₀₀ (cfs)
	(sf)	(Ac.)				
Ex-01	229859	5.28	0.5	21.87	6.13	7.89

Table 1: Existing Basins



Figure 1: Existing Drainage Basin

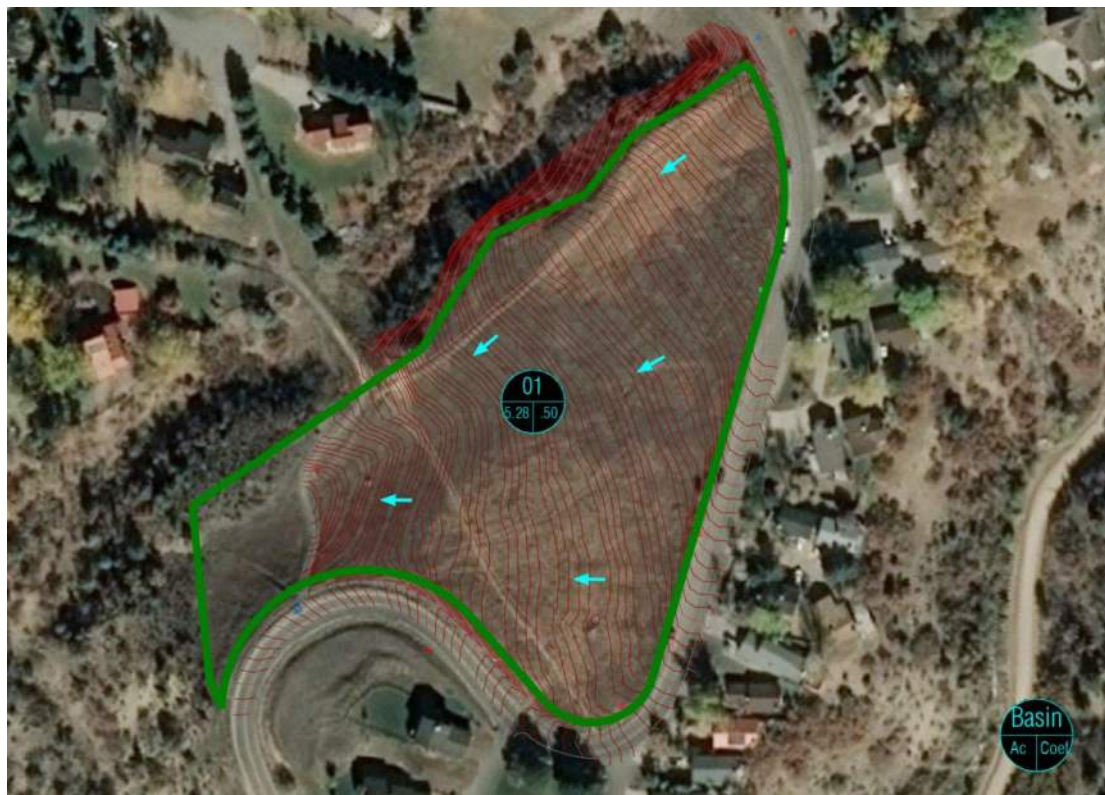


Figure 2: Existing Drainage Basins

1. Floodplain

The site is not located in a defined floodplain as shown in the the Flood Insurance Rate Map (FIRM) prepared by the Federal Emergency Management Agency (FEMA) for Garfield County, Colorado, Community Panel Number 080071 1432 C, effective date: October 15, 1985. As indicated, the property is in Zone D - areas of undetermined, but possible, flood hazards. The proposed building sites are elevated well above the adjacent ravine. Please see Figure 3.

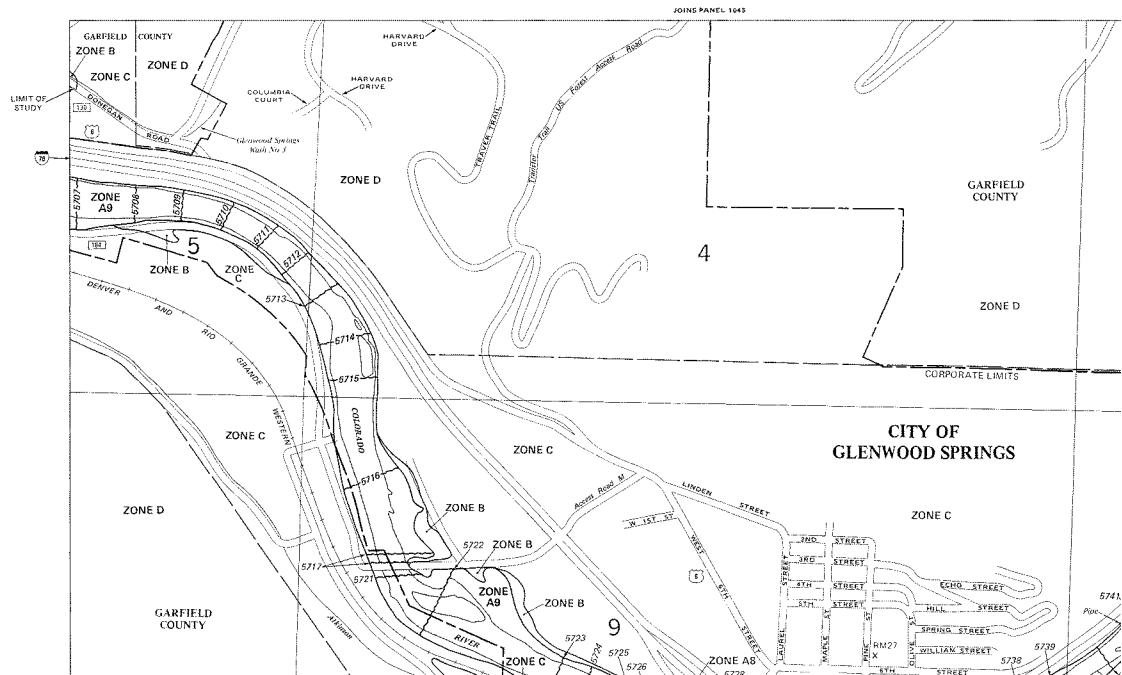


Figure 3: FEMA Map

D. Proposed Conditions

The proposed development will include multi-story duplex homes draining to a single topographic low point (outfall/design point). This low point corresponds with the existing conditions with flows concentrating at the west end of the site.

In planning out the design, several stormwater management alternatives were considered, including: bioretention; WQCV Drywells; Extended Detention Basin (EDB); and conveyance structures. Per City requirements, the Project is required to treat runoff for the Water Quality Capture Volume (WQCV), manage runoff from the minor (25-year) and ensure conveyance of the 100-year storm event without adversely impacting downstream properties.

In preparing the design, it was determined that the soils were not suitable for infiltration and that the fact that all the lots drain to a single location made an EDB the most feasible alternative.

The Project has been designed to utilize roof gutters, downspouts and swales for the capture and conveyance of runoff to the EDB. Water Quality Capture Volume (WQCV) and runoff from impervious areas under the 25-year and 100-year, 1-hour storms will be managed using multi-stage outflow control in the EDB. The controlled discharge will be released into the existing natural drainage channel (the ravine) which is tributary to the Colorado River.

In general, runoff from the roofs will be collected by roof gutters and downspouts which will discharge into swales lined with rip rap or erosion control fabric leading to the EDB. Runoff from landscaped areas around the building will be captured by the same swales.

The EDB WQCV requirements were initially designed using MHFD *Detention Basin Design Workbook* software for a three (3) zone system and the outflow control structures were designed using Autodesk Storm and Sanitary Sewer Analysis (SSA) v2020 software and the Rational Method. The permissible outflow must be limited to the historic runoff rates to prevent adverse impacts to downstream properties/systems. A copy of the SSA analysis has been included in the Appendix. The EDB storage requirements and proposed outflow controls are as follows:

Storm Event/Zone	Volume		Orifice Ø (in)	Weir			Peak Outflow		
	(ac-ft)	(cf)		Width (ft)	Height (ft)	Stage (ft)	WQCV (cfs)	Q25 (cfs)	Q100 (cfs)
WQCV	0.061	2644	7/8	-	-	0	0.03		
			7/8	-	-	0.33	0.02		
25-yr*	0.116	5053	-	1.00	-	1.25		5.08	
100-yr	0.230	10019	-	Overflow Grate		2.00			6.85

*Overflow grate, not a typical weir

Table 2: EDB Storage Requirements and Outflow Control

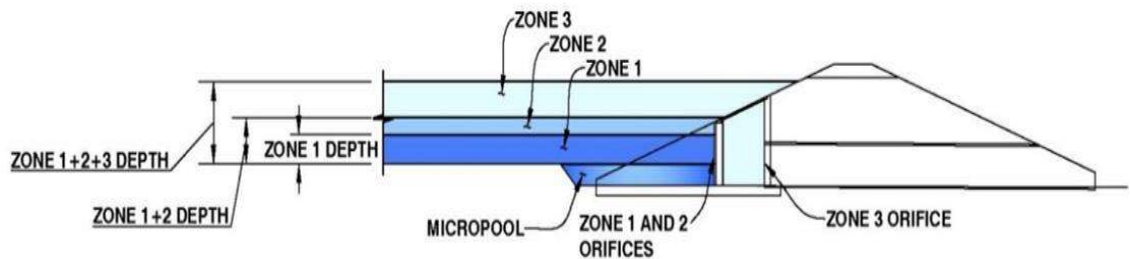


Figure 4: Extended Detention with 3 zones

The EDB has been depicted on the Drainage Plans to fit at the bottom of the basin just uphill from the existing pedestrian bike path. The proposed Stage-Storage dimensions of the EDB are:

Stage (ft)	Area (sf)	Volume	
		(cf)	(ac-ft)
-0.5 (Micropool)	115	-	-
0	1753	0	0.000
1	2583	2167	0.050
2	2488	5203.5	0.119
3	4467	9181	0.211

Storm Event/Zone	HWL (ft)
-	-
WQCV	1.19
25-yr	1.79
100-yr	2.02

Table 3: EDB Stage-Storage

The EDB should contain a 115sf x 6" deep micropool near the outflow control structure for sediment storage. The bottom of the micropool must be lined with 9"Ø nominal riprap and the remaining bottom of the EDB and side slopes must be lined with a temporary erosion control

fabric vegetated with native grasses. An outflow control structure detail has been included in the Plans.

E. Proposed Drainage Basins

Proposed drainage basin boundaries have been delineated in order to size swales. Please see Figure 5 for basin boundaries and Table 4 for areas, runoff coefficients, times of concentration and hydrology.

Basin	Area		Imperv. (%)	Runoff (c)	Tc (min.)	WQCV Depth (in)	V _{WQ} (cf) (d6=0.34)	Q ₂₅ (cfs)	Q ₁₀₀ (cfs)
	(sf)	(Ac.)							
Pr-01	26615	0.61	31.0%	0.59	13.15	0.15	271	1.16	1.51
Pr-02	25439	0.58	39.9%	0.64	13.20	0.18	301	1.20	1.56
Pr-03	25134	0.58	38.0%	0.63	11.08	0.17	289	1.28	1.66
Pr-04	25134	0.58	35.8%	0.62	9.32	0.17	279	1.37	1.78
Pr-05	25134	0.58	35.3%	0.64	10.34	0.17	277	1.34	1.75
Pr-06	28227	0.65	31.8%	0.59	13.70	0.16	292	1.21	1.57
Pr-07	74250	1.70	1.9%	0.50	8.48	0.01	71	3.40	4.41

Table 4: Proposed Basins



Figure 5: Proposed Drainage Basins

1. Basin Pr-01

Basin Pr-01 (0.61 acres; $C=0.59$; $T_c=13.15$ min.; $WQCV=271$ cf; $Q_{25}=1.16$ cfs; $Q_{100}=1.51$ cfs) is situated at the northeast corner of the site along with the west side of N. Traver Trail. As previously discussed, duplex homes with a shared driveway will be developed. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. A swale will need to be constructed on the north end of the residences to convey runoff around the building. Captured runoff will be routed through a series of swales to the EDB for treatment, detention and controlled release. Any disturbed slopes steeper than 4:1 will need to be lined with a 2-year stable erosion control fabric vegetated with native grasses. The net watershed imperviousness is 31.0%.

2. Basin Pr-02

Basin Pr-02 (0.58 acres; $C=0.64$; $T_c=13.20$ min.; $WQCV=301$ cf; $Q_{25}=1.20$ cfs; $Q_{100}=1.56$ cfs) is south of Basin Pr-01. Duplex homes will be developed on this site. Impervious areas will include the duplex and the driveway. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. No slopes steeper than 4:1 are anticipated which would require erosion control fabric. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 39.9%.

3. Basin Pr-03

Basin Pr-03 (0.58 acres; $C=0.63$; $T_c=11.08$ min.; $WQCV=289$ cf; $Q_{25}=1.28$ cfs; $Q_{100}=1.66$ cfs) is south of Basin Pr-02. Duplex homes will be developed on this site. Impervious areas will include the duplex and the driveway. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. No slopes steeper than 4:1 are anticipated which would require erosion control fabric. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 38.0%.

4. Basin Pr-04

Basin Pr-04 (0.58 acres; $C=0.62$; $T_c=9.32$ min.; $WQCV=279$ cf; $Q_{25}=1.37$ cfs; $Q_{100}=1.78$ cfs) is south of Basin Pr-03. Duplex homes will be developed on this site. Impervious areas will include the duplex and the driveway. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. No slopes steeper than 4:1 are anticipated which would require erosion control fabric. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 35.8%.

5. Basin Pr-05

Basin Pr-05 (0.58 acres; $C=0.64$; $T_c=10.34$ min.; $WQCV=277$ cf; $Q_{25}=1.34$ cfs; $Q_{100}=1.75$ cfs) is south of Basin Pr-04. Duplex homes will be developed on this site. Impervious areas will include the duplex and the driveway. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. No slopes steeper than 4:1 are anticipated which would require erosion control fabric. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 35.3%.

6. Basin Pr-06

Basin Pr-06 (0.65 acres; C=0.59; Tc=13.70 min.; WQCV=292 cf; Q₂₅=1.21 cfs; Q₁₀₀=1.57 cfs) is south of Basin Pr-05. Duplex homes will be developed on this site. Impervious areas will include the duplex and the driveway. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. No slopes steeper than 4:1 are anticipated which would require erosion control fabric. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 31.8%.

7. Basin Pr-07

Basin Pr-07 (1.70 acres; C=0.50; Tc=8.48 min.; WQCV=71 cf; Q₂₅=3.40 cfs; Q₁₀₀=4.41 cfs) resides along the westerly end of the property. There will be no development on this site. Impervious areas will only include the existing paved bike trail then runs through the basin. Disturbed areas will be vegetated with native grasses, lawn grasses and landscape shrubs/trees. Any disturbed slopes steeper than 4:1 will need to be lined with a 2-year stable erosion control fabric vegetated with native grasses. In general, runoff will sheet flow in the short upper limits and shallow flow in the swales which lead to the EDB for treatment, detention and controlled release. The net watershed imperviousness is 1.9%.

F. Low Impact Site Design

The landscaping strategy is to reduce impervious areas where possible and stabilize slopes with erosion fabric and vegetation and utilize low water demanding plants and grasses. Low Impact Site Design (LID) principals have been considered for implementation as follows:

Principle 1: Consider stormwater quality needs early in the design process

The need to manage and treat stormwater runoff was discussed during the design process affording the design team and owner an opportunity to discuss the options and evaluate their feasibility. Recognizing that the entire site grades to a common area, it was decided that extended detention/treatment would be more feasible than other BMP options. Plans were made to minimize the extent of hardscape improvements and install vegetative areas around the buildings and driveways. The EDB will provide sediment fallout, hydrocarbon reduction and minor infiltration.

Principle 2: Use the entire site when planning for stormwater quality treatment

The design was prepared with the intent of promoting shallow flow (swales), reducing imperviousness (minimized amount of driveway area via shared drives) and increasing sediment dropout (EDB).

Principle 3: Avoid unnecessary impervious area

With only the construction of driveways and the duplexes themselves, there is minimal impervious area in this development.

Principle 4: Reduce runoff rates and volumes to more closely match natural conditions

The use of the EDB outflow control structure will reduce the runoff rates for the minor (25-year) and major (100-yr) storm events to less than the pre-developed level as required by City code.

Principle 5: Integrate stormwater quality management and flood control

The purposed use of the EDB will provide extensive treatment. The EDB and outflow control structure will reduce runoff rates.

Principle 6: Develop stormwater quality facilities that enhance the site, the community and the environment

Grading and swales have been designed to protect the building structures and capture large quantities of runoff. Treating the runoff will bolster the community and environment.

Principle 7: Use a treatment train approach

A train approach has been applied by directing the runoff from driveways and parking areas across landscaped areas before it is directed through swales into the EDB.

Principle 8: Design sustainable facilities that can be safely maintained

The EDB was kept shallow at a max depth of 3 feet, which can easily be maintained

Principle 9: Design and maintain facilities with public safety in mind

The shallow depth of the EDB will enable humans and animals to enter/exit the EDB for maintenance or in emergency situations.

G. Hydrologic Criteria

The stormwater management system has been designed to treat polluted runoff, detain and release the 25-year and 100-year, 1-hour storm event runoffs and allow excess runoff beyond the 100-year event to overflow the EDB safely. Rainfall intensities are based on rainfall data obtained from the National Oceanic and Atmospheric Administration (NOAA) Atlas 14 point precipitation database. Runoff rates and volumes were estimated using Autodesk Storm and Sanitary Sewer Analysis (SSA) v2020 software and the Rational Method. Copies of these data sheets have been included in the Appendix.

H. Hydraulic Criteria

The WQCV was designed using MHFD calculation spreadsheets and the outlet control structure was designed using Autodesk Storm and Sanitary Sewer Analysis (SSA) v2020 software and the Rational Method. Copies of these data sheets have been included in the Appendix.

I. Proposed Facilities

Erosion control measures and Best Management Practices (BMPS) should be followed during construction to ensure that the property and the adjacent streets are not impacted from sedimentation. This should include a combination of temporary sediment control fence, erosion control logs, rock socks, terraced excavations and erosion fabrics to minimize erosion and control runoff. A detailed Stormwater Management and Erosion Control Plan may need to be designed and approved by the City of Glenwood Springs Engineering Department prior to construction. Preparation of stormwater management plans, permitting and compliance are the responsibility of the contractor. This project may also require a permit for stormwater discharge associated with construction activity from the station of Colorado.

The EDB will treat the WQCV for the site. Runoff from the minor and major storm events will be captured and released at controlled rates as discussed. Excess runoff beyond the major event will safely pass through the control structure.

J. Operation and Maintenance

During construction activities and until vegetation can be established, temporary certified weed free hay bales, check dams, silt dikes, erosion control logs or sediment control fencing should be installed around below all disturbances in Colorado Department of Transportation M-Standards.

The Contractor shall be responsible for removing debris from the sediment structures after each storm event. The Contractor shall also repair any damaged erosion controls, remove accumulated sediment from the EDB and from behind hay bales/check dams/silt dikes/erosion control logs/sediment control fence after each storm event. After construction, the homeowners association shall be responsible for removing debris and sediment after each storm event and dredging sediment on an as-needed basis.

The EDB Outflow Control Structure must be inspected and maintained semi-annually to remove sediment and debris that has collected.

Extended detention basins have low to moderate maintenance requirements. Routine and non-routine maintenance is necessary to assure performance, enhance aesthetics, and protect structural integrity. The dry basins can result in nuisance complaints if not properly designed or maintained. Bio-degradable pesticides may be required to limit insect problems. Frequent debris removal and grass-mowing can reduce aesthetic complaints. If a shallow wetland or marshy area is included, mosquito breeding and nuisance odors could occur if the water becomes stagnant. The basic elements of the maintenance requirements are presented as follows:

Required Action	Maintenance Objective	Frequency of Action
Lawn mowing and lawn care	Occasional mowing to limit unwanted vegetation. Maintain irrigated turf grass as 2 to 4 inches tall and non-irrigated native turf grasses at 4 to 6 inches.	Routine – Depending on aesthetic requirements.
Debris and litter removal	Remove debris and litter from the entire pond to minimize outlet clogging and improve aesthetics.	Routine – Following spring runoff and following significant rainfall events.
Sediment removal from forebay and micro-pool	Remove accumulated sediment from the forebay and micro-pool. Dewatering of the micro-pool by pumping onto the EDB's bottom grasses and temporary diversion of all base flows will be needed to remove the accumulated sediment from micro-pool's bottom.	Routine – The sediment accumulations forebay and the micro-pool will need to be cleaned out every one to three years. Cleaning of micro-pool is important for mosquito control.

(AMEC Earth and Environmental Inc., Wright Water Engineers Inc., Wenk & Associates, 2010, Rev. 12/2014)

Sediment and mud should be prevented from leaving the construction site by the immediate placement of a stabilized construction entrance. The Contractor should be responsible for cleaning and general upkeep of the site and adjacent roadways. As an effective dust control measure, water and weed-free straw may be utilized to minimize uprising of dust.

Good housekeeping BMP(s) should be followed throughout the entire life of the project. These include but are not limited to:

- refuge receptacles should be regularly emptied and equipped with lids;
- keeping machinery in good operating condition to prevent leakage;
- apply appropriate (not excessive) amounts of fertilizer to the landscaping;
- scheduled maintenance cleaning of any downstream curb and gutter, storm sewer inlets, culverts and ditches;
- general site cleanliness and proper training of employees;
- Grading must be performed (but not in excess) to ensure that drainage is directed away from all structures in all directions.

Once construction activities are completed, final stabilization of the disturbed areas should begin. Within one growing season of the project completion, uniform vegetative site coverage should be equal to or greater than 70% of the pre-disturbance levels, or equivalent permanent, physical erosion reduction methods should be employed. When the site is determined to have reached the final stabilization stage, erosion control structures can be removed.

K. Works Cited

- AMEC Earth and Environmental Inc., Wright Water Engineers Inc., Wenk & Associates;. (2010, Rev. 12/2014). *Urban Runoff Management Plan, A Guide to Stormwater Management in the City of Aspen*. Aspen.
- City of Glenwood Springs. (2018, July). The Glenwood Springs Engineering Design Standards. Glenwood Springs, Colorado.
- Mile High Flood District. (August 2018). Urban Storm Drianage Criterial Manual, Volumes 1-3. Denver, CO.
- Web Soil Survey*. (n.d.). Retrieved June 2020, from United States Department of Agriculture, Natural Resources Conservation Service: <http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>

Appendix

- *Drainage Basin Summary Spreadsheet*
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- *Design Plans & Details (24"x36")*

Drainage Basin Summary Oasis Creek Subdivision

Basin	Area		Imperviousness (%)	Runoff (c)	Tc (min.)	WQCV Depth (in)	V _{wQ} (cf) (d6=0.34)	Q ₂₅ (cfs)	Q ₁₀₀ (cfs)
	(sf)	(Ac.)							
Ex-01	229859	5.28	0.62%	0.5	21.87	-	-	6.13	7.89
Pr-01	26615	0.61	31.01%	0.59	13.15	0.15	271	1.16	1.51
Pr-02	25439	0.58	39.87%	0.64	13.20	0.18	301	1.20	1.56
Pr-03	25134	0.58	38.01%	0.63	11.08	0.17	289	1.28	1.66
Pr-04	25134	0.58	35.84%	0.62	9.32	0.17	279	1.37	1.78
Pr-05	25134	0.58	35.26%	0.64	10.34	0.17	277	1.34	1.75
Pr-06	28227	0.65	31.76%	0.59	13.70	0.16	292	1.21	1.57
Pr-07	74250	1.70	1.91%	0.50	8.48	0.01	71	3.40	4.41



Project Description

File Name 20010-SSA.SPF

Project Options

Flow Units CFS
Elevation Type Elevation
Hydrology Method Rational
Time of Concentration (TOC) Method SCS TR-55
Link Routing Method Kinematic Wave
Enable Overflow Ponding at Nodes YES
Skip Steady State Analysis Time Periods YES

Analysis Options

Start Analysis On Jun 19, 2020 00:00:00
End Analysis On Jun 19, 2020 03:00:00
Start Reporting On Jun 19, 2020 00:00:00
Antecedent Dry Days 0 days
Runoff (Dry Weather) Time Step 0 01:00:00 days hh:mm:ss
Runoff (Wet Weather) Time Step 0 00:05:00 days hh:mm:ss
Reporting Time Step 0 00:05:00 days hh:mm:ss
Routing Time Step 30 seconds

Rainfall Details

Return Period..... 25 year(s)

25-year 1-hour
Storm Event

BUI#20010

Subbasin Summary

SN	Subbasin ID	Area	Weighted Runoff Coefficient	Total Rainfall	Total Runoff	Total Runoff Volume	Peak Runoff	Time of Concentration
		(ft²)		(in)	(in)	(ft³)	(cfs)	(days hh:mm:ss)
1	Historic	229858	0.500	0.85	0.42	8102.5	6.13	0 00:21:52
2	Tract-1A	26615	0.590	0.71	0.42	924.9	1.16	0 00:13:09
3	Tract-2A	25439	0.640	0.71	0.45	956.1	1.20	0 00:13:12
4	Tract-3A	25134	0.630	0.64	0.41	850.4	1.28	0 00:11:04
5	Tract-4A	25134	0.620	0.59	0.37	770.8	1.37	0 00:09:19
6	Tract-5A	25134	0.640	0.63	0.40	839.9	1.34	0 00:10:20
7	Tract-6A	28227	0.590	0.72	0.42	997.3	1.21	0 00:13:42
8	Tract-7A	74250	0.500	0.56	0.28	1744.9	3.40	0 00:08:28

25-year 1-hour
Storm Event

BUI#20010

Node Summary

SN	Element ID	Element Type	Invert Elevation	Ground/Rim (Max) Elevation	Initial Water Elevation	Surcharge Elevation	Ponded Area	Peak Inflow	Max HGL Elevation Attained	Max Surcharge Depth Attained	Min Freeboard Attained	Time of Peak Flooding Occurrence	Total Flooded Volume	Total Time Flooded
			(ft)	(ft)	(ft)	(ft)	(ft²)	(cfs)	(ft)	(ft)	(ft)	(days hh:mm)	(ft³)	(min)
1	Outlet	Junction	90.00	91.50	0.00	6.00	0.00	3.780	90.57	0.00	2.68	0 00:00	0.00	0.00
2	Swale1-4	Junction	113.60	114.60	0.00	115.00	0.00	4.370	114.10	0.00	0.50	0 00:00	0.00	0.00
3	Swale5-6	Junction	107.00	108.00	0.00	108.00	0.00	2.250	107.50	0.00	0.50	0 00:00	0.00	0.00
4	Swale-All	Junction	104.90	105.90	0.00	106.00	0.00	6.590	105.40	0.00	0.50	0 00:00	0.00	0.00
5	Dev-Out	Outfall	89.00					3.780	89.57					
6	Historic-Out	Outfall	90.00					6.130	90.00					
7	Det-Pond	Storage Node	90.00	94.00	0.00		0.00	9.040	91.95				0.00	0.00

25-year 1-hour
Storm Event

BUI#20010

Link Summary

SN	Element ID	Element Type	From (Inlet) Node	To (Outlet) Node	Length	Inlet Invert Elevation	Outlet Invert Elevation	Average Slope	Diameter or Height	Manning's Roughness	Peak Flow	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Peak Flow Depth
					(ft)	(ft)	(ft)	(%)	(in)		(cfs)	(cfs)		(ft/sec)	(ft)
1	Outlet-Pipe	Pipe	Outlet	Dev-Out	55.00	90.00	83.12	12.5000	18.000	0.0150	3.780	12.28	0.31	6.11	0.57
2	Swale1-4	Channel	Swale1-4	Swale-All	108.00	113.00	104.90	7.5000	12.000	0.0270	4.360	28.50	0.15	9.58	0.49
3	Swale5-6	Channel	Swale5-6	Swale-All	104.00	106.98	104.90	2.0000	12.000	0.0270	2.240	14.27	0.16	5.45	0.50
4	Swale-All	Channel	Swale-All	Det-Pond	70.00	98.00	85.89	17.3000	12.000	0.0270	6.590	46.33	0.14	9.49	0.48
5	Orifice-Out-1	Orifice	Det-Pond	Outlet		90.00	90.00		0.880		0.030				
6	Orifice-Out-2	Orifice	Det-Pond	Outlet		90.00	90.00		0.880		0.030				
7	Weir-100	Weir	Det-Pond	Outlet		90.00	90.00				0.580				
8	Weir-25	Weir	Det-Pond	Outlet		90.00	90.00				3.140				

25-year 1-hour
Storm Event

BUI#20010

Peak Flow Depth/ Total Depth Ratio	Total Time Surcharged (min)
0.38	0.00
0.49	0.00
0.50	0.00
0.48	0.00

Subbasin : Historic

Input Data

Area (ft²) 229858.50
Weighted Runoff Coefficient 0.5000

Runoff Coefficient

Soil/Surface Description	Area (ft²)	Soil Group	Runoff Coeff.
Pasture, 25 years or greater	191173.30	C (6%+)	0.52
Pasture, 25 years or greater	37466.91	A (6%+)	0.37
Composite Area & Weighted Runoff Coeff.	228640.21		0.50

Time of Concentration

TOC Method : SCS TR-55

Sheet Flow Equation :

$T_c = (0.007 * ((n * L_f)^{0.8})) / ((P^{0.5}) * (S_f^{0.4}))$

Where :

Tc = Time of Concentration (hr)
n = Manning's roughness
Lf = Flow Length (ft)
P = 2 yr, 24 hr Rainfall (inches)
Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation :

V = 16.1345 * (Sf^0.5) (unpaved surface)
V = 20.3282 * (Sf^0.5) (paved surface)
V = 15.0 * (Sf^0.5) (grassed waterway surface)
V = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
V = 9.0 * (Sf^0.5) (cultivated straight rows surface)
V = 7.0 * (Sf^0.5) (short grass pasture surface)
V = 5.0 * (Sf^0.5) (woodland surface)
V = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
Tc = (Lf / V) / (3600 sec/hr)

Where:

Tc = Time of Concentration (hr)
Lf = Flow Length (ft)
V = Velocity (ft/sec)
Sf = Slope (ft/ft)

Channel Flow Equation :

$V = (1.49 * (R^{2/3})) * (S_f^{0.5}) / n$
 $R = A_q / W_p$
 $T_c = (L_f / V) / (3600 \text{ sec/hr})$

Where :

Tc = Time of Concentration (hr)
Lf = Flow Length (ft)
R = Hydraulic Radius (ft)
Aq = Flow Area (ft²)
Wp = Wetted Perimeter (ft)
V = Velocity (ft/sec)
Sf = Slope (ft/ft)
n = Manning's roughness

25-year 1-hour
Storm Event

BUI#20010

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.4	0.00	0.00
	Flow Length (ft) :	100	0.00
	Slope (%) :	11.6	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
Shallow Concentrated Flow Computations	Velocity (ft/sec) :	0.10	0.00
	Computed Flow Time (min) :	16.74	0.00
	Subarea	Subarea	Subarea
	A	B	C
	760	0.00	0.00
	Slope (%) :	12.5	0.00
Total TOC (min)	Surface Type :	Grass pasture	Unpaved
	Velocity (ft/sec) :	2.47	0.00
	Computed Flow Time (min) :	5.13	0.00

Subbasin Runoff Results

Total Rainfall (in)	0.85
Total Runoff (in)	0.42
Peak Runoff (cfs)	6.13
Rainfall Intensity	2.323
Weighted Runoff Coefficient	0.5000
Time of Concentration (days hh:mm:ss)	0 00:21:52

Subbasin : Historic

Composite Area & Weighted Runoff Coeff. 26615.59 0.59

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	100	0.00	0.00
Slope (%) :	10.8	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.17	0.00	0.00
Computed Flow Time (min) :	9.89	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	126	117	245
Slope (%) :	12.1	10.7	14.4
Surface Type :	Grass pasture	rass pasture	rass pasture
Velocity (ft/sec) :	2.43	2.29	2.66
Computed Flow Time (min) :	0.86	0.85	1.54
Total TOC (min)	13.15		

Subbasin Runoff Results

Total Rainfall (in)	0.71
Total Runoff (in)	0.42
Peak Runoff (cfs)	1.16
Rainfall Intensity	3.219
Weighted Runoff Coefficient	0.5900
Time of Concentration (days hh:mm:ss)	0 00:13:09

Subbasin : Tract-1A

Composite Area & Weighted Runoff Coeff. 25438.30 0.64

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	100	0.00	0.00
Slope (%) :	10.3	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.17	0.00	0.00
Computed Flow Time (min) :	10.08	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	165	46	214
Slope (%) :	7.2	12	14.4
Surface Type :	Grass pasture	rass pasture	rass pasture
Velocity (ft/sec) :	1.88	2.42	2.66
Computed Flow Time (min) :	1.46	0.32	1.34
Total TOC (min)	13.20		

Subbasin Runoff Results

Total Rainfall (in)	0.71
Total Runoff (in)	0.45
Peak Runoff (cfs)	1.20
Rainfall Intensity	3.212
Weighted Runoff Coefficient	0.6400
Time of Concentration (days hh:mm:ss)	0 00:13:12

Subbasin : Tract-2A

Composite Area & Weighted Runoff Coeff. 25134.03 0.63

Time of Concentration

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	89.69	0.00	0.00
Slope (%) :	13.8	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.18	0.00	0.00
Computed Flow Time (min) :	8.22	0.00	0.00
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
Flow Length (ft) :	274	120	0.00
Slope (%) :	9.4	15.2	0.00
Surface Type :	Grass pasture	rass pastu	Unpaved
Velocity (ft/sec) :	2.15	2.73	0.00
Computed Flow Time (min) :	2.12	0.73	0.00
Total TOC (min)	11.08		

Subbasin Runoff Results

Total Rainfall (in)	0.64
Total Runoff (in)	0.41
Peak Runoff (cfs)	1.28
Rainfall Intensity	3.512
Weighted Runoff Coefficient	0.6300
Time of Concentration (days hh:mm:ss)	0 00:11:05

Subbasin : Tract-3A

Composite Area & Weighted Runoff Coeff. 25133.82 0.62

Time of Concentration

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	77.37	0.00	0.00
Slope (%) :	14.3	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.18	0.00	0.00
Computed Flow Time (min) :	7.20	0.00	0.00
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
Flow Length (ft) :	311	0.00	0.00
Slope (%) :	12.3	0.00	0.00
Surface Type :	Grass pasture	used water	Unpaved
Velocity (ft/sec) :	2.45	0.00	0.00
Computed Flow Time (min) :	2.12	0.00	0.00
Total TOC (min)	9.32		

Subbasin Runoff Results

Total Rainfall (in)	0.59
Total Runoff (in)	0.37
Peak Runoff (cfs)	1.37
Rainfall Intensity	3.819
Weighted Runoff Coefficient	0.6200
Time of Concentration (days hh:mm:ss)	0 00:09:19

Subbasin : Tract-4A

Composite Area & Weighted Runoff Coeff. 25133.38 0.64

Time of Concentration

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.2	0.00	0.00
	Flow Length (ft) :	72.28	0.00
	Slope (%) :	9.8	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
	Velocity (ft/sec) :	0.15	0.00
	Computed Flow Time (min) :	7.93	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	243	49	0.00
	Flow Length (ft) :	9.5	4.9
	Slope (%) :	Grass pasture	rass pasture
	Surface Type :	used	waterway
	Velocity (ft/sec) :	2.16	1.55
	Computed Flow Time (min) :	1.87	0.53
Total TOC (min)10.34			

Subbasin Runoff Results

Total Rainfall (in)	0.63
Total Runoff (in)	0.40
Peak Runoff (cfs)	1.34
Rainfall Intensity	3.638
Weighted Runoff Coefficient	0.6400
Time of Concentration (days hh:mm:ss)	0 00:10:20

Subbasin : Tract-5A

Composite Area & Weighted Runoff Coeff. 28228.10 0.59

Time of Concentration

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.2	0.00	0.00
	Flow Length (ft) :	93.2	0.00
	Slope (%) :	9.2	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
	Velocity (ft/sec) :	0.16	0.00
	Computed Flow Time (min) :	9.97	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	259	73.5	0.00
	Flow Length (ft) :	5.38	2.7
	Slope (%) :	5.38	2.7
	Surface Type :	Grass pasture	rass pastureused waterway
	Velocity (ft/sec) :	1.62	1.15
	Computed Flow Time (min) :	2.66	1.07
Total TOC (min)13.70			

Subbasin Runoff Results

Total Rainfall (in)	0.72
Total Runoff (in)	0.42
Peak Runoff (cfs)	1.21
Rainfall Intensity	3.152
Weighted Runoff Coefficient	0.5900
Time of Concentration (days hh:mm:ss)	0 00:13:42

Subbasin : Tract-6A

Composite Area & Weighted Runoff Coeff. 74250.24 0.50

Time of Concentration

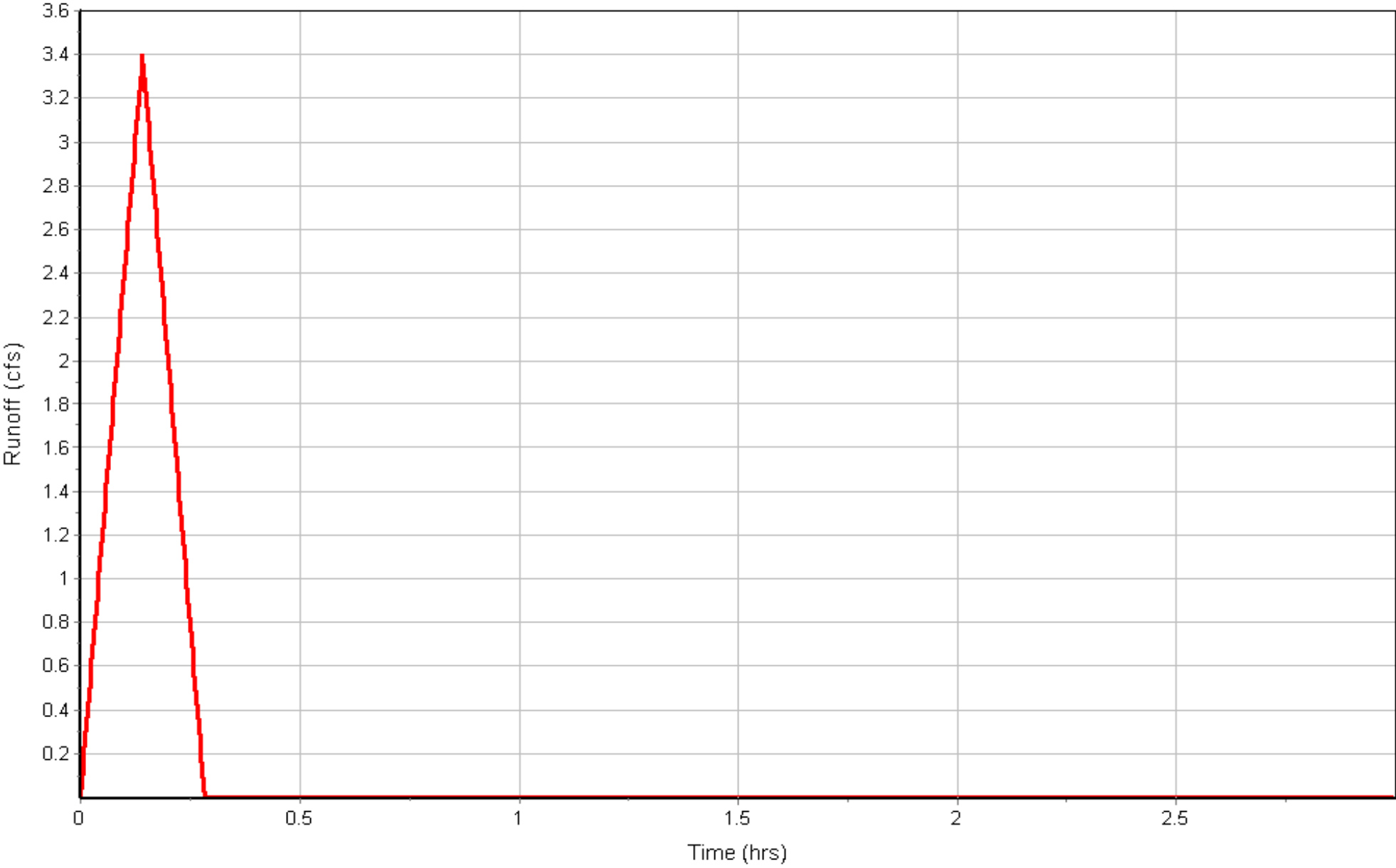
	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	65	0.00	0.00
Slope (%) :	11	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.16	0.00	0.00
Computed Flow Time (min) :	6.96	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	243	0.00	0.00
Slope (%) :	14.4	0.00	0.00
Surface Type :	Grass pasture	Unpaved	Unpaved
Velocity (ft/sec) :	2.66	0.00	0.00
Computed Flow Time (min) :	1.52	0.00	0.00
Total TOC (min)	8.48		

Subbasin Runoff Results

Total Rainfall (in)	0.56
Total Runoff (in)	0.28
Peak Runoff (cfs)	3.40
Rainfall Intensity	3.984
Weighted Runoff Coefficient	0.5000
Time of Concentration (days hh:mm:ss)	0 00:08:29

Subbasin : Tract-7A

Runoff Hydrograph



25-year 1-hour
Storm Event

BUI#20010

Junction Input

SN Element ID	Invert Elevation	Ground/Rim (Max) Elevation	Ground/Rim (Max) Offset	Initial Water Elevation	Initial Water Depth	Surcharge Elevation	Surcharge Depth	Ponded Area
	(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(ft²)
1 Outlet	90.00	91.50	1.50	0.00	-90.00	6.00	-85.50	0.00
2 Swale1-4	113.60	114.60	1.00	0.00	-113.60	115.00	0.40	0.00
3 Swale5-6	107.00	108.00	1.00	0.00	-107.00	108.00	0.00	0.00
4 Swale-All	104.90	105.90	1.00	0.00	-104.90	106.00	0.10	0.00

25-year 1-hour
Storm Event

BUI#20010

Junction Results

SN Element ID	Peak Inflow	Peak Lateral Inflow	Max HGL Elevation Attained	Max HGL Depth Attained	Max Surcharge Depth Attained	Min Freeboard Attained	Average HGL Elevation Attained	Average HGL Depth Attained	Time of Max HGL Occurrence	Total Flooded Volume	Total Time Flooded
	(cfs)	(cfs)	(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(days hh:mm)	(ft³)	(min)
1 Outlet	3.780	0.00	90.57	0.57	0.00	2.68	90.13	0.13	0 00:17	0.00	0.00
2 Swale1-4	4.370	4.37	114.10	0.50	0.00	0.50	113.65	0.05	0 00:11	0.00	0.00
3 Swale5-6	2.250	2.25	107.50	0.50	0.00	0.50	107.05	0.05	0 00:10	0.00	0.00
4 Swale-All	6.590	0.00	105.40	0.50	0.00	0.50	104.96	0.06	0 00:11	0.00	0.00

25-year 1-hour
Storm Event

BUI#20010

Channel Input

SN	Element ID	Length	Inlet Invert Elevation	Inlet Invert Offset	Outlet Invert Elevation	Outlet Invert Offset	Total Drop	Average Slope	Shape	Height	Width	Manning's Roughness	Entrance Losses	Exit/Bend Losses	Additional Losses	Initial Flow
		(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(%)		(ft)	(ft)					(cfs)
1	Swale1-4	108.00	113.00	-0.60	104.90	0.00	8.10	7.5000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000
2	Swale5-6	104.00	106.98	-0.02	104.90	0.00	2.08	2.0000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000
3	Swale-All	70.00	98.00	-6.90	85.89	-4.11	12.11	17.3000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000

25-year 1-hour
Storm Event

BUI#20010

Channel Results

SN	Element ID	Peak Flow	Time of Peak Flow Occurrence	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Travel Time	Peak Flow Depth	Peak Flow Depth/ Total Depth Ratio	Total Time Reported Surcharged	Reported Condition
		(cfs)	(days hh:mm)	(cfs)		(ft/sec)	(min)	(ft)		(min)	
1	Swale1-4	4.360	0 00:11	28.500	0.15	9.58	0.19	0.49	0.49	0.00	
2	Swale5-6	2.240	0 00:11	14.270	0.16	5.45	0.32	0.50	0.50	0.00	
3	Swale-All	6.590	0 00:11	46.330	0.14	9.49	0.12	0.48	0.48	0.00	

Pipe Input

SN	Element ID	Length	Inlet Invert Elevation	Inlet Invert Offset	Outlet Invert Elevation	Outlet Invert Offset	Total Drop	Average Slope	Pipe Shape	Pipe Diameter or Height	Pipe Width	Manning's Roughness	Entrance Losses	Exit/Bend Losses	Initial Flow	Flap Gate	No. of Barrels
		(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(%)		(in)	(in)				(cfs)		
1	Outlet-Pipe	55.00	90.00	0.00	83.12	-5.88	6.88	12.5000	CIRCULAR	18.000	18.000	0.0150	0.5000	0.5000	0.000	No	1

25-year 1-hour
Storm Event

BUI#20010

Pipe Results

SN Element ID	Peak Flow	Time of Peak Flow Occurrence	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Travel Time	Peak Flow Depth	Peak Flow Depth/ Total Depth Ratio	Total Time Surcharged	Reported Condition
	(cfs)	(days hh:mm)	(cfs)		(ft/sec)	(min)	(ft)		(min)	
1 Outlet-Pipe	3.780	0 00:17	12.28	0.31	6.11	0.15	0.57	0.38	0.00	Calculated

Storage Nodes

Storage Node : Det-Pond

Input Data

Invert Elevation (ft)	90.00
Max (Rim) Elevation (ft)	94.00
Max (Rim) Offset (ft)	4.00
Initial Water Elevation (ft)	0.00
Initial Water Depth (ft)	-90.00
Ponded Area (ft²)	0.00
Evaporation Loss	0.00

Storage Area Volume Curves

Storage Curve : Detention

Stage	Storage Area	Storage Volume
(ft)	(ft²)	(ft³)
0	1753	0.000
1	2583	2168.00
2	3488	5203.50
3	4467	9181.00
3.5	4983.9	11543.73

Peak Exfiltration Flow Rate (cfm)	0.00
Max HGL Elevation Attained (ft)	91.95
Max HGL Depth Attained (ft)	1.95
Average HGL Elevation Attained (ft)	91.28
Average HGL Depth Attained (ft)	1.28
Time of Max HGL Occurrence (days hh:mm)	0 00:17
Total Exfiltration Volume (1000-ft³)	0.000
Total Flooded Volume (ac-in)	0
Total Time Flooded (min)	0
Total Retention Time (sec)	0.00

Project Description

File Name 20010-SSA.SPF

Project Options

Flow Units CFS
Elevation Type Elevation
Hydrology Method Rational
Time of Concentration (TOC) Method SCS TR-55
Link Routing Method Kinematic Wave
Enable Overflow Ponding at Nodes YES
Skip Steady State Analysis Time Periods YES

Rainfall Details

Return Period..... 100 year(s)

100-year 1-hour
Storm Event

BUI#20010

Subbasin Summary

SN	Subbasin ID	Area	Weighted Runoff Coefficient	Total Rainfall	Total Runoff	Total Runoff Volume	Peak Runoff	Time of Concentration
		(ac)		(in)	(in)	(ft³)	(cfs)	(days hh:mm:ss)
1	Historic	5	0.500	1.09	0.54	10420.3	7.89	0 00:21:52
2	Tract-1A	1	0.590	0.92	0.54	1199.9	1.51	0 00:13:09
3	Tract-2A	1	0.640	0.92	0.59	1242.3	1.56	0 00:13:12
4	Tract-3A	1	0.630	0.84	0.53	1103.8	1.66	0 00:11:04
5	Tract-4A	1	0.620	0.77	0.48	1003.3	1.78	0 00:09:19
6	Tract-5A	1	0.640	0.81	0.52	1091.2	1.75	0 00:10:20
7	Tract-6A	1	0.590	0.93	0.55	1293.7	1.57	0 00:13:42
8	Tract-7A	2	0.500	0.73	0.37	2270.8	4.41	0 00:08:28

100-year 1-hour
Storm Event

BUI#20010

Node Summary

SN	Element ID	Element Type	Invert Elevation	Ground/Rim (Max) Elevation	Initial Water Elevation	Surcharge Elevation	Ponded Area	Peak Inflow	Max HGL Elevation Attained	Max Surcharge Depth Attained	Min Freeboard Attained	Time of Peak Flooding Occurrence	Total Flooded Volume	Total Time Flooded
			(ft)	(ft)	(ft)	(ft)	(ft²)	(cfs)	(ft)	(ft)	(ft)	(days hh:mm)	(ft³)	(min)
1	Outlet	Junction	90.00	91.50	0.00	6.00	0.00	5.960	90.74	0.00	2.51	0 00:00	0.00	0.00
2	Swale1-4	Junction	113.60	114.60	0.00	115.00	0.00	5.680	114.15	0.00	0.45	0 00:00	0.00	0.00
3	Swale5-6	Junction	107.00	108.00	0.00	108.00	0.00	2.930	107.55	0.00	0.45	0 00:00	0.00	0.00
4	Swale-All	Junction	104.90	105.90	0.00	106.00	0.00	8.570	105.45	0.00	0.45	0 00:00	0.00	0.00
5	Dev-Out	Outfall	89.00					5.960	89.74					
6	Historic-Out	Outfall	90.00					7.890	90.00					
7	Det-Pond	Storage Node	90.00	94.00	0.00		0.00	11.760	92.20				0.00	0.00

Link Summary

SN	Element ID	Element Type	From (Inlet) Node	To (Outlet) Node	Length	Inlet Invert Elevation	Outlet Invert Elevation	Average Slope	Diameter or Height	Manning's Roughness	Peak Flow	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Peak Flow Depth
					(ft)	(ft)	(ft)	(%)	(in)		(cfs)	(cfs)		(ft/sec)	(ft)
1	Outlet-Pipe	Pipe	Outlet	Dev-Out	55.00	90.00	83.12	12.5000	18.000	0.0150	5.960	12.28	0.49	6.90	0.74
2	Swale1-4	Channel	Swale1-4	Swale-All	108.00	113.00	104.90	7.5000	12.000	0.0270	5.670	28.50	0.20	10.10	0.55
3	Swale5-6	Channel	Swale5-6	Swale-All	104.00	106.98	104.90	2.0000	12.000	0.0270	2.910	14.27	0.20	5.74	0.55
4	Swale-All	Channel	Swale-All	Det-Pond	70.00	98.00	85.89	17.3000	12.000	0.0270	8.570	46.33	0.18	10.13	0.53
5	Orifice-Out-1	Orifice	Det-Pond	Outlet		90.00	90.00		0.880		0.030				
6	Orifice-Out-2	Orifice	Det-Pond	Outlet		90.00	90.00		0.880		0.030				
7	Weir-100	Weir	Det-Pond	Outlet		90.00	90.00				1.980				
8	Weir-25	Weir	Det-Pond	Outlet		90.00	90.00				3.930				

100-year 1-hour
Storm Event

BUI#20010

Peak Flow Depth/ Total Depth Ratio	Total Time Surcharged (min)
0.49	0.00
0.55	0.00
0.55	0.00
0.53	0.00

Subbasin : Historic

Input Data

Area (ft²) 229858.50
Weighted Runoff Coefficient 0.5000

Runoff Coefficient

Soil/Surface Description	Area (ft²)	Soil Group	Runoff Coeff.
Pasture, 25 years or greater	191173.30	C (6%+)	0.52
Pasture, 25 years or greater	37466.91	A (6%+)	0.37
Composite Area & Weighted Runoff Coeff.	228640.21		0.50

Time of Concentration

TOC Method : SCS TR-55

Sheet Flow Equation :

$T_c = (0.007 * ((n * L_f)^{0.8})) / ((P^{0.5}) * (S_f^{0.4}))$

Where :

Tc = Time of Concentration (hr)
n = Manning's roughness
Lf = Flow Length (ft)
P = 2 yr, 24 hr Rainfall (inches)
Sf = Slope (ft/ft)

Shallow Concentrated Flow Equation :

V = 16.1345 * (Sf^0.5) (unpaved surface)
V = 20.3282 * (Sf^0.5) (paved surface)
V = 15.0 * (Sf^0.5) (grassed waterway surface)
V = 10.0 * (Sf^0.5) (nearly bare & untilled surface)
V = 9.0 * (Sf^0.5) (cultivated straight rows surface)
V = 7.0 * (Sf^0.5) (short grass pasture surface)
V = 5.0 * (Sf^0.5) (woodland surface)
V = 2.5 * (Sf^0.5) (forest w/heavy litter surface)
Tc = (Lf / V) / (3600 sec/hr)

Where:

Tc = Time of Concentration (hr)
Lf = Flow Length (ft)
V = Velocity (ft/sec)
Sf = Slope (ft/ft)

Channel Flow Equation :

$V = (1.49 * (R^{2/3})) * (S_f^{0.5}) / n$
 $R = A_q / W_p$
 $T_c = (L_f / V) / (3600 \text{ sec/hr})$

Where :

Tc = Time of Concentration (hr)
Lf = Flow Length (ft)
R = Hydraulic Radius (ft)
Aq = Flow Area (ft²)
Wp = Wetted Perimeter (ft)
V = Velocity (ft/sec)
Sf = Slope (ft/ft)
n = Manning's roughness

100-year 1-hour
Storm Event

BUI#20010

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.4	0.00	0.00
	Flow Length (ft) :	100	0.00
	Slope (%) :	11.6	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
Shallow Concentrated Flow Computations	Velocity (ft/sec) :	0.10	0.00
	Computed Flow Time (min) :	16.74	0.00
	Subarea	Subarea	Subarea
	A	B	C
	760	0.00	0.00
	Slope (%) :	12.5	0.00
Total TOC (min)	Surface Type :	Grass pasture	Unpaved
	Velocity (ft/sec) :	2.47	0.00
	Computed Flow Time (min) :	5.13	0.00

Subbasin Runoff Results

Total Rainfall (in)	1.09
Total Runoff (in)	0.54
Peak Runoff (cfs)	7.89
Rainfall Intensity	2.991
Weighted Runoff Coefficient	0.5000
Time of Concentration (days hh:mm:ss)	0 00:21:52

Subbasin : Historic

Composite Area & Weighted Runoff Coeff. 26615.59 0.59

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	100	0.00	0.00
Slope (%) :	10.8	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.17	0.00	0.00
Computed Flow Time (min) :	9.89	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	126	117	245
Slope (%) :	12.1	10.7	14.4
Surface Type :	Grass pasture	rass pasture	rass pasture
Velocity (ft/sec) :	2.43	2.29	2.66
Computed Flow Time (min) :	0.86	0.85	1.54
Total TOC (min)	13.15		

Subbasin Runoff Results

Total Rainfall (in)	0.92
Total Runoff (in)	0.54
Peak Runoff (cfs)	1.51
Rainfall Intensity	4.182
Weighted Runoff Coefficient	0.5900
Time of Concentration (days hh:mm:ss)	0 00:13:09

Subbasin : Tract-1A

Composite Area & Weighted Runoff Coeff. 25438.30 0.64

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	100	0.00	0.00
Slope (%) :	10.3	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.17	0.00	0.00
Computed Flow Time (min) :	10.08	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	165	46	214
Slope (%) :	7.2	12	14.4
Surface Type :	Grass pasture	rass pasture	rass pasture
Velocity (ft/sec) :	1.88	2.42	2.66
Computed Flow Time (min) :	1.46	0.32	1.34
Total TOC (min)	13.20		

Subbasin Runoff Results

Total Rainfall (in)	0.92
Total Runoff (in)	0.59
Peak Runoff (cfs)	1.56
Rainfall Intensity	4.174
Weighted Runoff Coefficient	0.6400
Time of Concentration (days hh:mm:ss)	0 00:13:12

Subbasin : Tract-2A

Composite Area & Weighted Runoff Coeff. 25134.03 0.63

Time of Concentration

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	89.69	0.00	0.00
Slope (%) :	13.8	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.18	0.00	0.00
Computed Flow Time (min) :	8.22	0.00	0.00
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
Flow Length (ft) :	274	120	0.00
Slope (%) :	9.4	15.2	0.00
Surface Type :	Grass pasture	rass pastu	Unpaved
Velocity (ft/sec) :	2.15	2.73	0.00
Computed Flow Time (min) :	2.12	0.73	0.00
Total TOC (min)	11.08		

Subbasin Runoff Results

Total Rainfall (in)	0.84
Total Runoff (in)	0.53
Peak Runoff (cfs)	1.66
Rainfall Intensity	4.564
Weighted Runoff Coefficient	0.6300
Time of Concentration (days hh:mm:ss)	0 00:11:05

Subbasin : Tract-3A

Composite Area & Weighted Runoff Coeff. 25133.82 0.62

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	77.37	0.00	0.00
Slope (%) :	14.3	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.18	0.00	0.00
Computed Flow Time (min) :	7.20	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	311	0.00	0.00
Slope (%) :	12.3	0.00	0.00
Surface Type :	Grass pasture	used water	Unpaved
Velocity (ft/sec) :	2.45	0.00	0.00
Computed Flow Time (min) :	2.12	0.00	0.00
Total TOC (min)	9.32		

Subbasin Runoff Results

Total Rainfall (in)	0.77
Total Runoff (in)	0.48
Peak Runoff (cfs)	1.78
Rainfall Intensity	4.964
Weighted Runoff Coefficient	0.6200
Time of Concentration (days hh:mm:ss)	0 00:09:19

Subbasin : Tract-4A

Composite Area & Weighted Runoff Coeff. 25133.38 0.64

Time of Concentration

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.2	0.00	0.00
	Flow Length (ft) :	72.28	0.00
	Slope (%) :	9.8	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
	Velocity (ft/sec) :	0.15	0.00
	Computed Flow Time (min) :	7.93	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	243	49	0.00
	Flow Length (ft) :	9.5	4.9
	Slope (%) :	Grass pasture	rass pasture
	Surface Type :	used	waterway
	Velocity (ft/sec) :	2.16	1.55
	Computed Flow Time (min) :	1.87	0.53
Total TOC (min)10.34			

Subbasin Runoff Results

Total Rainfall (in)	0.81
Total Runoff (in)	0.52
Peak Runoff (cfs)	1.75
Rainfall Intensity	4.729
Weighted Runoff Coefficient	0.6400
Time of Concentration (days hh:mm:ss)	0 00:10:20

Subbasin : Tract-5A

Composite Area & Weighted Runoff Coeff. 28228.10 0.59

Time of Concentration

Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.2	0.00	0.00
	Flow Length (ft) :	93.2	0.00
	Slope (%) :	9.2	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
	Velocity (ft/sec) :	0.16	0.00
	Computed Flow Time (min) :	9.97	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	Flow Length (ft) :	259	73.5
	Slope (%) :	5.38	2.7
	Surface Type :	Grass pasture rass pastused waterway	
	Velocity (ft/sec) :	1.62	1.15
	Computed Flow Time (min) :	2.66	1.07
Total TOC (min)13.70			

Subbasin Runoff Results

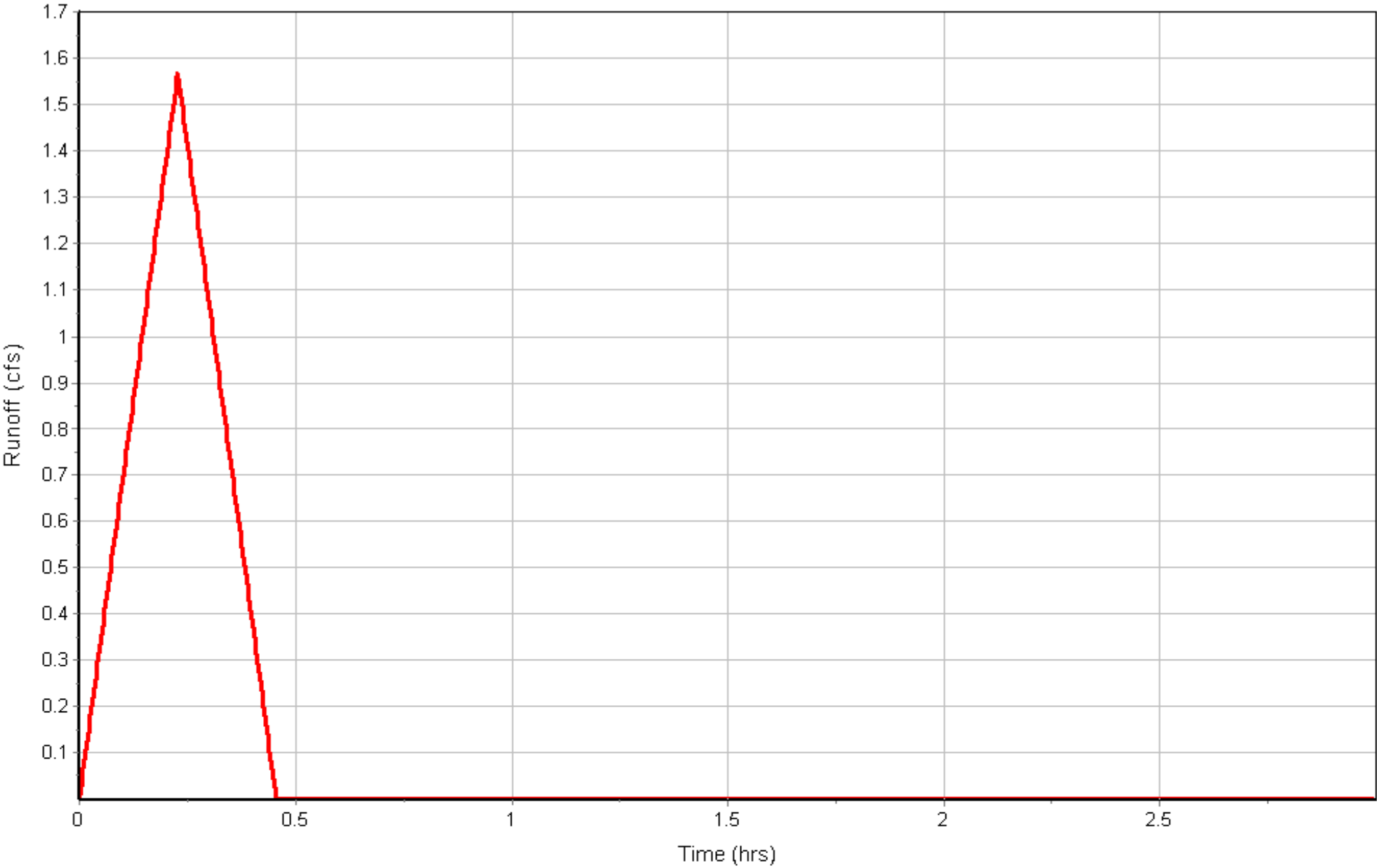
Total Rainfall (in)	0.93
Total Runoff (in)	0.55
Peak Runoff (cfs)	1.57
Rainfall Intensity	4.095
Weighted Runoff Coefficient	0.5900
Time of Concentration (days hh:mm:ss)	0 00:13:42

100-year 1-hour
Storm Event

BUI#20010

Subbasin : Tract-6A

Runoff Hydrograph



Composite Area & Weighted Runoff Coeff. 74250.24 0.50

Time of Concentration

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	65	0.00	0.00
Slope (%) :	11	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.16	0.00	0.00
Computed Flow Time (min) :	6.96	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	243	0.00	0.00
Slope (%) :	14.4	0.00	0.00
Surface Type :	Grass pasture	Unpaved	Unpaved
Velocity (ft/sec) :	2.66	0.00	0.00
Computed Flow Time (min) :	1.52	0.00	0.00
Total TOC (min)	8.48		

Subbasin Runoff Results

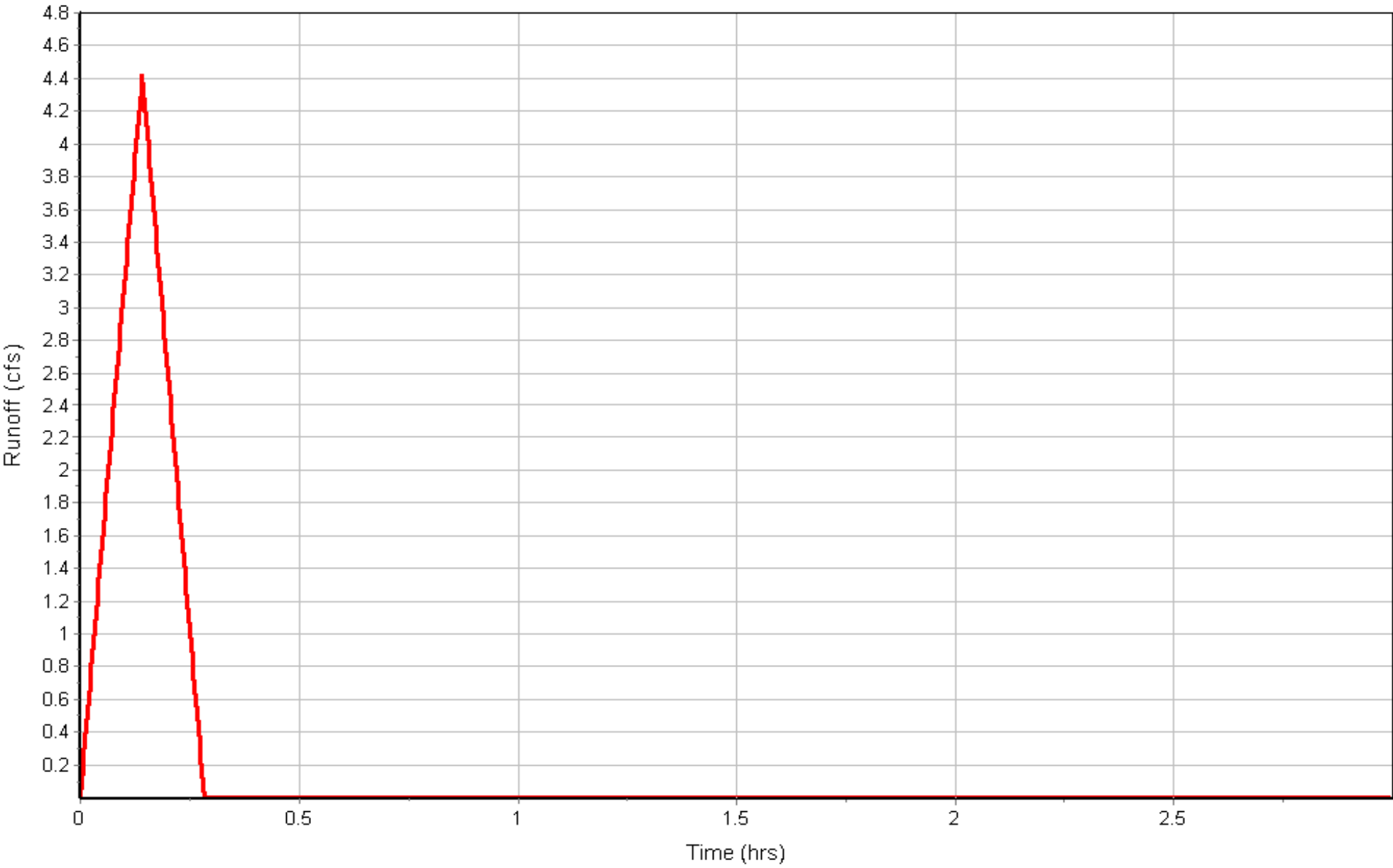
Total Rainfall (in)	0.73
Total Runoff (in)	0.37
Peak Runoff (cfs)	4.41
Rainfall Intensity	5.178
Weighted Runoff Coefficient	0.5000
Time of Concentration (days hh:mm:ss)	0 00:08:29

100-year 1-hour
Storm Event

BUI#20010

Subbasin : Tract-7A

Runoff Hydrograph



Junction Input

SN	Element ID	Invert Elevation (ft)	Ground/Rim (Max) Elevation (ft)	Ground/Rim (Max) Offset (ft)	Initial Water Elevation (ft)	Initial Water Depth (ft)
1	Outlet	90.00	91.50	1.50	0.00	-90.00
2	Swale1-4	113.60	114.60	1.00	0.00	-113.60
3	Swale5-6	107.00	108.00	1.00	0.00	-107.00
4	Swale-All	104.90	105.90	1.00	0.00	-104.90

100-year 1-hour
Storm Event

BUI#20010

Junction Results

SN Element ID	Peak Inflow	Max HGL Elevation Attained	Max HGL Depth Attained	Min Freeboard Attained	Average HGL Elevation Attained	Average HGL Depth Attained	Time of Max HGL Occurrence	Total Flooded Volume	Total Time Flooded
	(cfs)	(ft)	(ft)	(ft)	(ft)	(ft)	(days hh:mm)	(ft³)	(min)
1 Outlet	5.960	90.74	0.74	2.51	90.15	0.15	0 00:16	0.00	0.00
2 Swale1-4	5.680	114.15	0.55	0.45	113.66	0.06	0 00:11	0.00	0.00
3 Swale5-6	2.930	107.55	0.55	0.45	107.06	0.06	0 00:10	0.00	0.00
4 Swale-All	8.570	105.45	0.55	0.45	104.96	0.06	0 00:11	0.00	0.00

100-year 1-hour
Storm Event

BUI#20010

Channel Input

SN	Element ID	Length	Inlet Invert Elevation	Inlet Invert Offset	Outlet Invert Elevation	Outlet Invert Offset	Total Drop	Average Slope	Shape	Height	Width	Manning's Roughness	Entrance Losses	Exit/Bend Losses	Additional Losses	Initial Flow
		(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(%)		(ft)	(ft)					(cfs)
1	Swale1-4	108.00	113.00	-0.60	104.90	0.00	8.10	7.5000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000
2	Swale5-6	104.00	106.98	-0.02	104.90	0.00	2.08	2.0000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000
3	Swale-All	70.00	98.00	-6.90	85.89	-4.11	12.11	17.3000	Triangular	1.000	6.000	0.0270	0.5000	0.5000	0.0000	0.000

Channel Results

SN	Element ID	Peak Flow	Time of Peak Flow Occurrence	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Travel Time	Peak Flow Depth	Peak Flow Depth/ Total Depth Ratio	Total Time Reported Surcharged	Reported Condition
		(cfs)	(days hh:mm)	(cfs)		(ft/sec)	(min)	(ft)		(min)	
1	Swale1-4	5.670	0 00:11	28.500	0.20	10.10	0.18	0.55	0.55	0.00	
2	Swale5-6	2.910	0 00:11	14.270	0.20	5.74	0.30	0.55	0.55	0.00	
3	Swale-All	8.570	0 00:11	46.330	0.18	10.13	0.12	0.53	0.53	0.00	

Pipe Input

SN Element ID	Length	Inlet Invert Elevation	Inlet Invert Offset	Outlet Invert Elevation	Outlet Invert Offset	Total Drop	Average Slope	Pipe Shape	Pipe Diameter or Height	Pipe Width	Manning's Roughness	Entrance Losses	Exit/Bend Losses	Initial Flow	Flap Gate	No. of Barrels
	(ft)	(ft)	(ft)	(ft)	(ft)	(ft)	(%)		(in)	(in)				(cfs)		
1 Outlet-Pipe	55.00	90.00	0.00	83.12	-5.88	6.88	12.5000	CIRCULAR	18.000	18.000	0.0150	0.5000	0.5000	0.000	No	1

Pipe Results

SN Element ID	Peak Flow	Time of Peak Flow Occurrence	Design Flow Capacity	Peak Flow/ Design Flow Ratio	Peak Flow Velocity	Travel Time	Peak Flow Depth	Peak Flow Depth/ Total Depth Ratio	Total Time Surcharged
	(cfs)	(days hh:mm)	(cfs)		(ft/sec)	(min)	(ft)		(min)
1 Outlet-Pipe	5.960	0 00:16	12.28	0.49	6.90	0.13	0.74	0.49	0.00

Storage Nodes

Storage Node : Det-Pond

Input Data

Invert Elevation (ft)	90.00
Max (Rim) Elevation (ft)	94.00
Max (Rim) Offset (ft)	4.00
Initial Water Elevation (ft)	0.00
Initial Water Depth (ft)	-90.00
Ponded Area (ft²)	0.00
Evaporation Loss	0.00

Storage Area Volume Curves

Storage Curve : Detention

Stage	Storage Area	Storage Volume
(ft)	(ft²)	(ft³)
0	1753	0.000
1	2583	2168.00
2	3488	5203.50
3	4467	9181.00
3.5	4983.9	11543.73

Peak Exfiltration Flow Rate (cfm)	0.00
Max HGL Elevation Attained (ft)	92.20
Max HGL Depth Attained (ft)	2.2
Average HGL Elevation Attained (ft)	91.31
Average HGL Depth Attained (ft)	1.31
Time of Max HGL Occurrence (days hh:mm)	0 00:16
Total Exfiltration Volume (1000-ft ³)	0.000
Total Flooded Volume (ac-in)	0
Total Time Flooded (min)	0
Total Retention Time (sec)	0.00

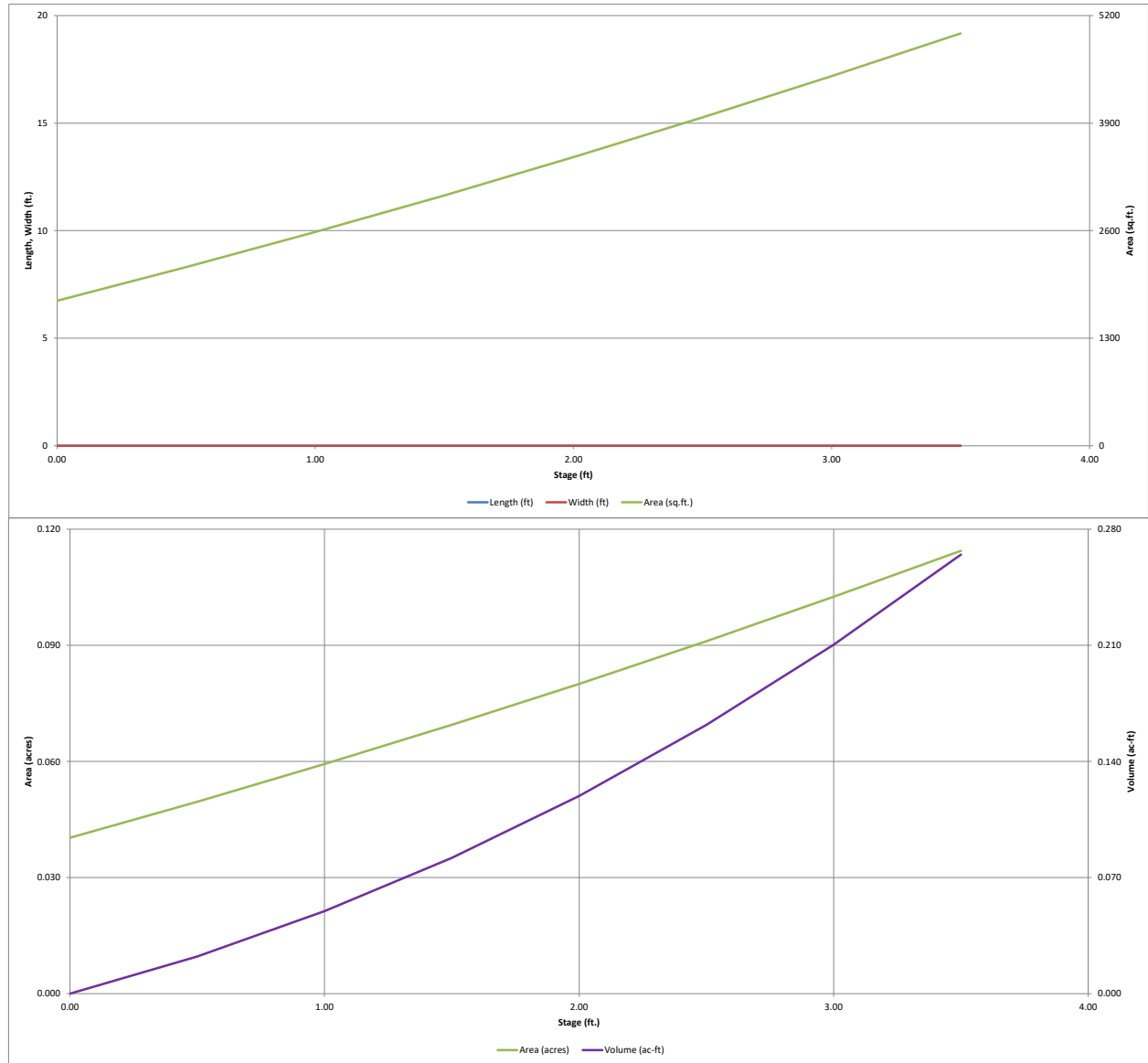
MHFD-Detention, Version 4.03 (May 2020)

Example Zone Configuration (Retention Pond)

7/15/2020, 12:22 PM

DETENTION BASIN STAGE-STORAGE TABLE BUILDER

MHFD-Detention, Version 4.03 (May 2020)

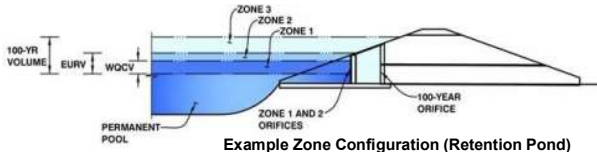


DETENTION BASIN OUTLET STRUCTURE DESIGN

MHFD-Detention, Version 4.03 (May 2020)

Project:

Basin ID:



Example Zone Configuration (Retention Pond)

	Estimated Stage (ft)	Estimated Volume (ac-ft)	Outlet Type
Zone 1 (WQCV)	1.19	0.061	Orifice Plate
Zone 2 (25-year)	2.05	0.062	Weir&Pipe (Restrict)
Zone 3 (100-year)	2.52	0.041	Not Utilized
Total (all zones)		0.164	

User Input: Orifice at Underdrain Outlet (typically used to drain WQCV in a Filtration BMP)

Underdrain Orifice Invert Depth =	N/A	ft (distance below the filtration media surface)
Underdrain Orifice Diameter =	N/A	inches

Calculated Parameters for Underdrain	
Underdrain Orifice Area =	N/A ft ²
Underdrain Orifice Centroid =	N/A feet

User Input: Orifice Plate with one or more orifices or Elliptical Slot Weir (typically used to drain WQCV and/or EURV in a sedimentation BMP)

Invert of Lowest Orifice =	0.00	ft (relative to basin bottom at Stage = 0 ft)
Depth at top of Zone using Orifice Plate =	1.25	ft (relative to basin bottom at Stage = 0 ft)
Orifice Plate: Orifice Vertical Spacing =	N/A	inches
Orifice Plate: Orifice Area per Row =	0.60	sq. inches (diameter = 7/8 inch)

Calculated Parameters for Plate	
WQ Orifice Area per Row =	4.167E-03 ft ²
Elliptical Half-Width =	N/A feet
Elliptical Slot Centroid =	N/A feet
Elliptical Slot Area =	N/A ft ²

User Input: Stage and Total Area of Each Orifice Row (numbered from lowest to highest)

	Row 1 (required)	Row 2 (optional)	Row 3 (optional)	Row 4 (optional)	Row 5 (optional)	Row 6 (optional)	Row 7 (optional)	Row 8 (optional)
Stage of Orifice Centroid (ft)	0.00	0.33						
Orifice Area (sq. inches)	0.60	0.60						

	Row 9 (optional)	Row 10 (optional)	Row 11 (optional)	Row 12 (optional)	Row 13 (optional)	Row 14 (optional)	Row 15 (optional)	Row 16 (optional)
Stage of Orifice Centroid (ft)								
Orifice Area (sq. inches)								

User Input: Vertical Orifice (Circular or Rectangular)

	Not Selected	Not Selected	
Invert of Vertical Orifice =	N/A	N/A	ft (relative to basin bottom at Stage = 0 ft)
Depth at top of Zone using Vertical Orifice =	N/A	N/A	ft (relative to basin bottom at Stage = 0 ft)
Vertical Orifice Diameter =	N/A	N/A	inches

Calculated Parameters for Vertical Orifice	
Vertical Orifice Area =	N/A ft ²
Vertical Orifice Centroid =	N/A feet

User Input: Overflow Weir (Dropbox with Flat or Sloped Grate and Outlet Pipe OR Rectangular/Trapezoidal Weir (and No Outlet Pipe)

	Zone 2 Weir	Not Selected	
Overflow Weir Front Edge Height, H _o =	1.25	N/A	ft (relative to basin bottom at Stage = 0 ft)
Overflow Weir Front Edge Length =	2.00	N/A	feet
Overflow Weir Grate Slope =	0.00	N/A	H:V
Horiz. Length of Weir Sides =	1.00	N/A	feet
Overflow Grate Open Area % =	70%	N/A	%, grate open area/total area
Debris Clogging % =	50%	N/A	%

Calculated Parameters for Overflow Weir	
Height of Grate Upper Edge, H _u =	1.25 feet
Overflow Weir Slope Length =	1.00 feet
Grate Open Area / 100-yr Orifice Area =	0.79
Overflow Grate Open Area w/o Debris =	1.40 ft ²
Overflow Grate Open Area w/ Debris =	0.70 ft ²

User Input: Outlet Pipe w/ Flow Restriction Plate (Circular Orifice, Restrictor Plate, or Rectangular Orifice)

	Zone 2 Restrictor	Not Selected	
Depth to Invert of Outlet Pipe =	0.00	N/A	ft (distance below basin bottom at Stage = 0 ft)
Outlet Pipe Diameter =	18.00	N/A	inches
Restrictor Plate Height Above Pipe Invert =	18.00		inches

Calculated Parameters for Outlet Pipe w/ Flow Restriction Plate	
Outlet Orifice Area =	1.77 ft ²
Outlet Orifice Centroid =	0.75 feet
Half-Central Angle of Restrictor Plate on Pipe =	3.14 radians

User Input: Emergency Spillway (Rectangular or Trapezoidal)

Spillway Invert Stage =		ft (relative to basin bottom at Stage = 0 ft)
Spillway Crest Length =		feet
Spillway End Slopes =		H:V
Freeboard above Max Water Surface =		feet

Calculated Parameters for Spillway		
Spillway Design Flow Depth=		feet
Stage at Top of Freeboard =		feet
Basin Area at Top of Freeboard =		acres
Basin Volume at Top of Freeboard =		acre-ft

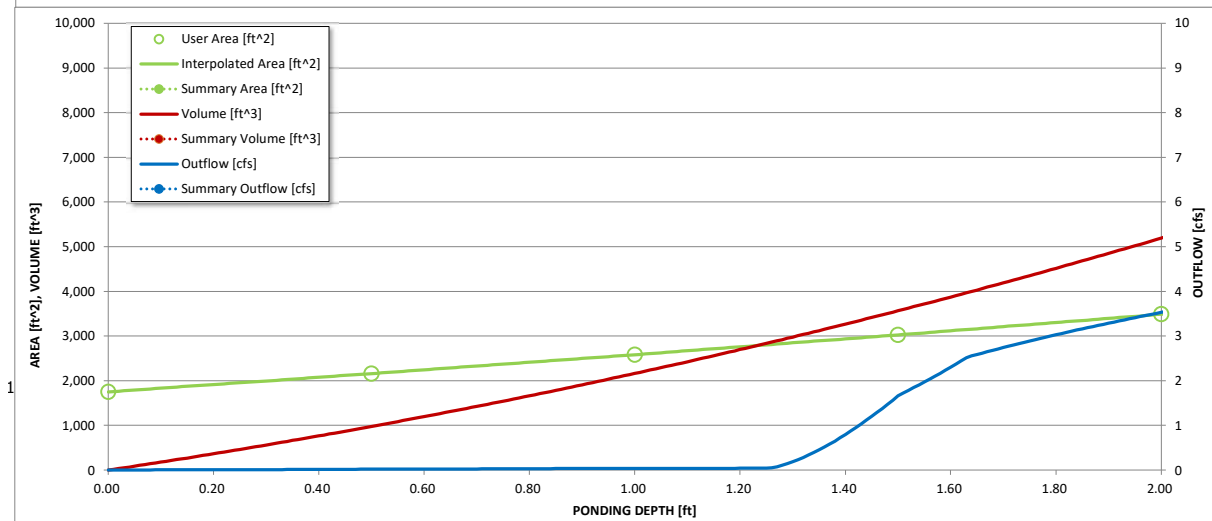
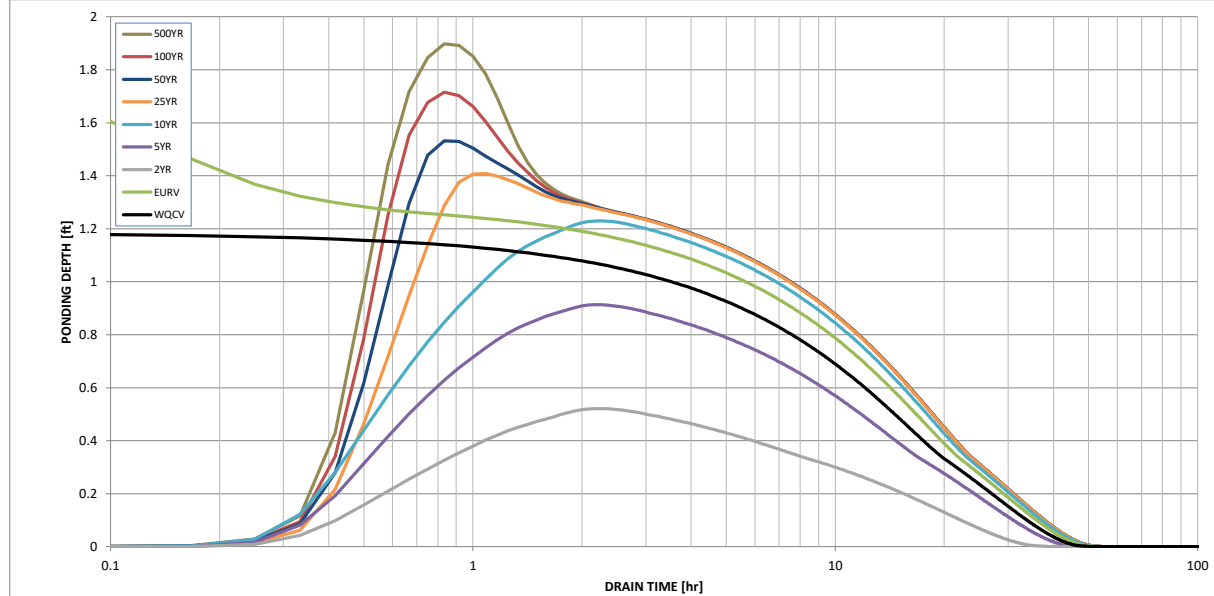
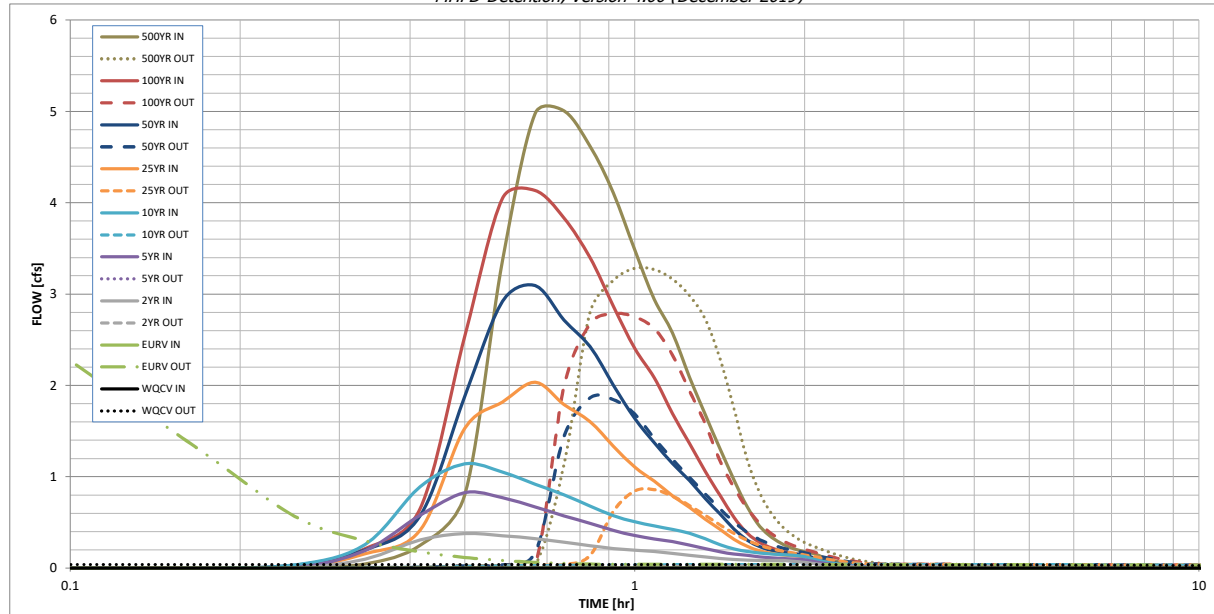
Routed Hydrograph Results

The user can override the default CUHP hydrographs and runoff volumes by entering new values in the Inflow Hydrographs table (Columns W through AF).

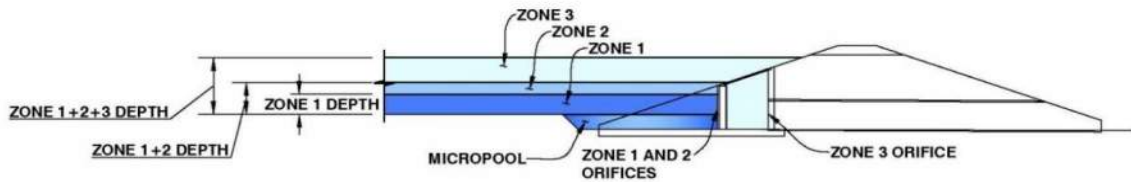
	WQCV	EURV	2 Year	5 Year	10 Year	25 Year	50 Year	100 Year	500 Year
Design Storm Return Period =	N/A	N/A	0.51	0.71	0.86	1.06	1.21	1.34	1.47
One-Hour Rainfall Depth (in) =	0.061	0.125	0.027	0.050	0.070	0.116	0.168	0.230	0.282
CUHP Runoff Volume (acre-ft) =	N/A	N/A	0.027	0.050	0.070	0.116	0.168	0.230	0.282
Inflow Hydrograph Volume (acre-ft) =	N/A	N/A	0.0	0.0	0.1	0.5	1.6	2.6	3.4
CUHP Predevelopment Peak Q (cfs) =	N/A	N/A				6.1		7.8	
OPTIONAL Override Predevelopment Peak Q (cfs) =	N/A	N/A							
Predevelopment Unit Peak Flow, q (cfs/acre) =	N/A	N/A	0.00	0.01	0.01	1.16	0.30	1.48	0.65
Peak Inflow Q (cfs) =	N/A	N/A	0.4	0.8	1.1	2.0	3.1	4.1	5.0
Peak Outflow Q (cfs) =	0.0	3.4	0.0	0.0	0.0	0.9	1.9	2.8	3.3
Ratio Peak Outflow to Predevelopment Q =	N/A	N/A	N/A	0.9	0.6	0.1	1.2	0.4	1.0
Structure Controlling Flow =	Plate	Overflow Weir 1	Plate	Plate	Plate	Overflow Weir 1	Overflow Weir 1	Overflow Weir 1	Overflow Weir
Max Velocity through Grate 1 (fps) =	N/A	2.61	N/A	N/A	N/A	0.6	1.3	1.9	2.3
Max Velocity through Grate 2 (fps) =	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Time to Drain 97% of Inflow Volume (hours) =	39	37	31	37	42	39	36	33	31
Time to Drain 99% of Inflow Volume (hours) =	44	43	34	41	46	45	44	42	41
Maximum Ponding Depth (ft) =	1.19	2.08	0.52	0.91	1.23	1.41	1.53	1.71	1.90
Area at Maximum Ponding Depth (acres) =	0.06	0.08	0.05	0.06	0.06	0.07	0.07	0.07	0.08
Maximum Volume Stored (acre-ft) =	0.061	0.126	0.023	0.044	0.063	0.075	0.084	0.097	0.111

DETENTION BASIN OUTLET STRUCTURE DESIGN

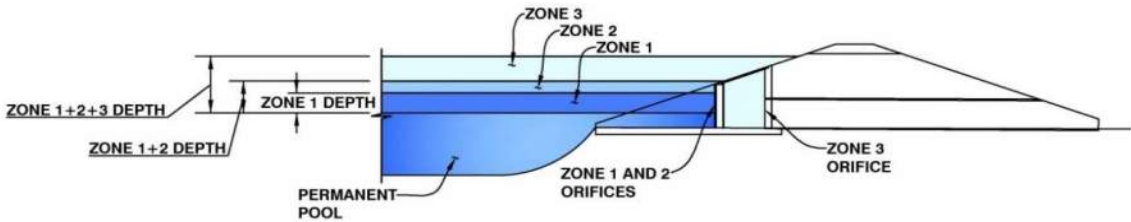
MHFD-Detention, Version 4.00 (December 2019)



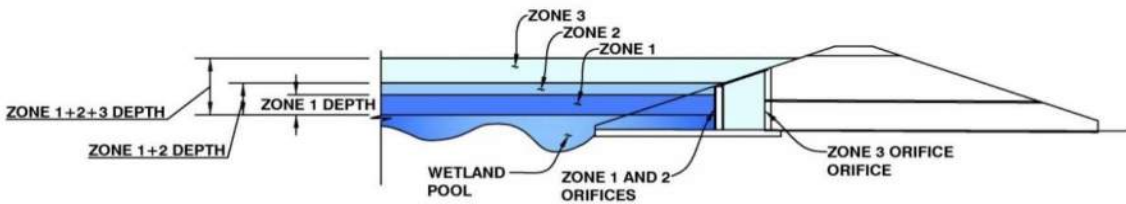
S-A-V-D Chart Axis Override	X-axis	Left Y-Axis	Right Y-Axis
minimum bound			
maximum bound			



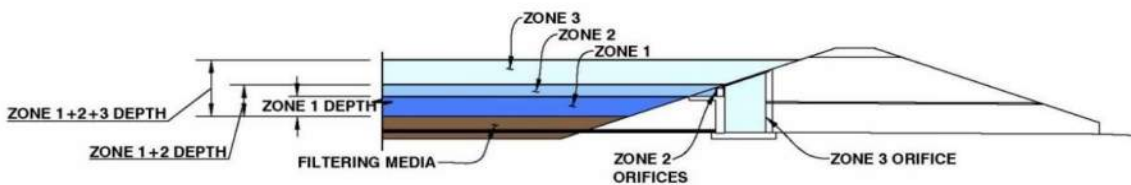
EXTENDED DETENTION BASIN WITH 3 ZONES



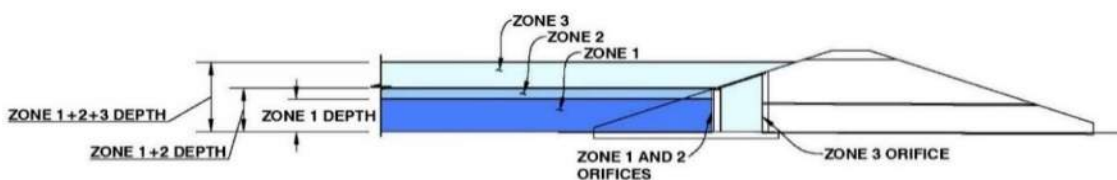
RETENTION POND WITH 3 ZONES



CONSTRUCTED WETLAND POND WITH 3 ZONES



FILTERING BMP WITH 3 ZONES



FLOOD CONTROL WITH THREE ZONES

Channel Report

Swale 5-6 (Q100=2.93, FS=1.5)

Triangular

Side Slopes (z:1) = 3.00, 3.00
Total Depth (ft) = 1.00

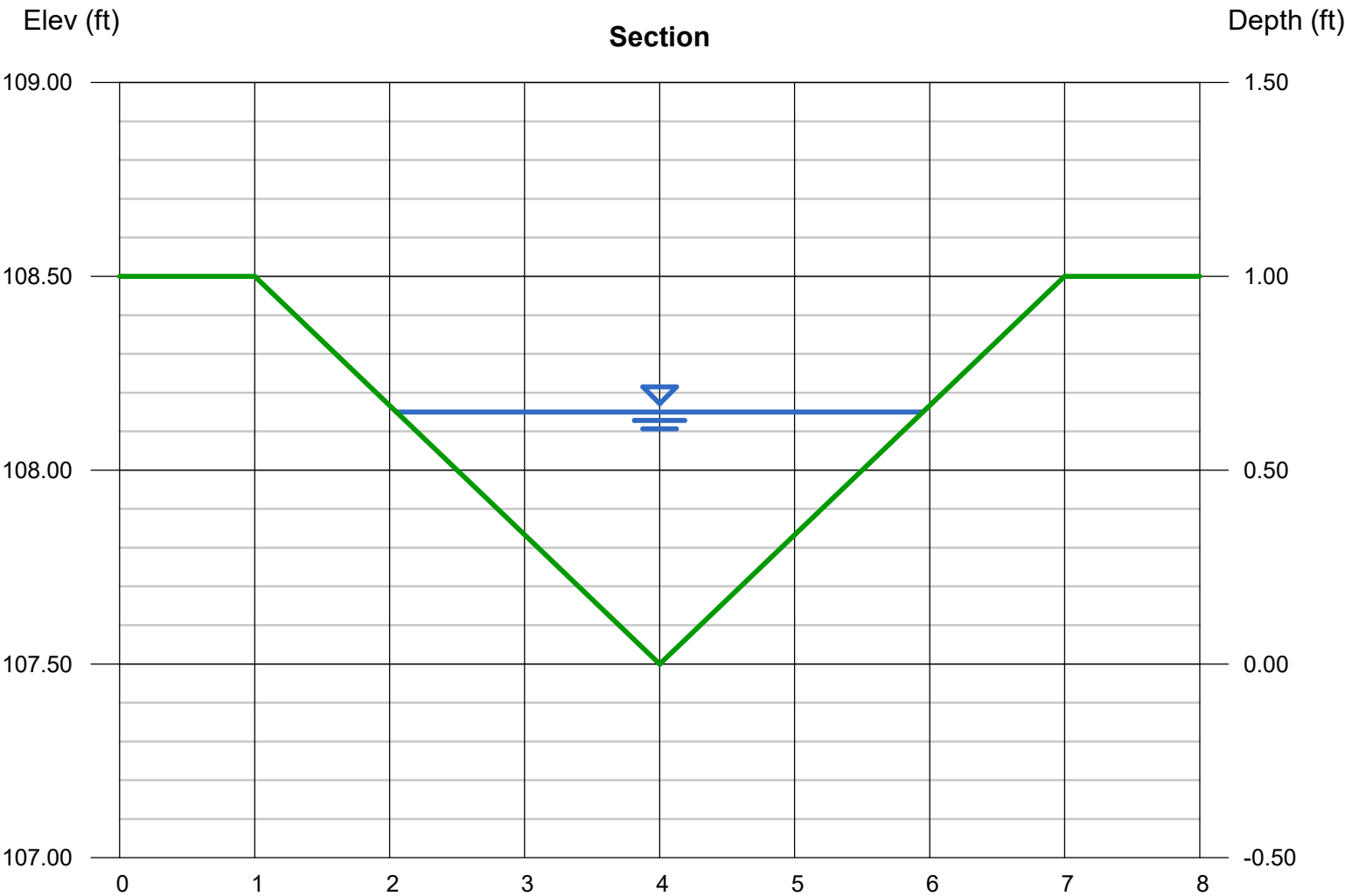
Invert Elev (ft) = 107.50
Slope (%) = 2.00
N-Value = 0.027

Calculations

Compute by: Known Q
Known Q (cfs) = 4.40

Highlighted

Depth (ft) = 0.65
Q (cfs) = 4.400
Area (sqft) = 1.27
Velocity (ft/s) = 3.47
Wetted Perim (ft) = 4.11
Crit Depth, Yc (ft) = 0.67
Top Width (ft) = 3.90
EGL (ft) = 0.84



Channel Report

Swale All (Q100=8.6, FS=1.5)

Triangular

Side Slopes (z:1) = 3.00, 3.00
Total Depth (ft) = 1.00

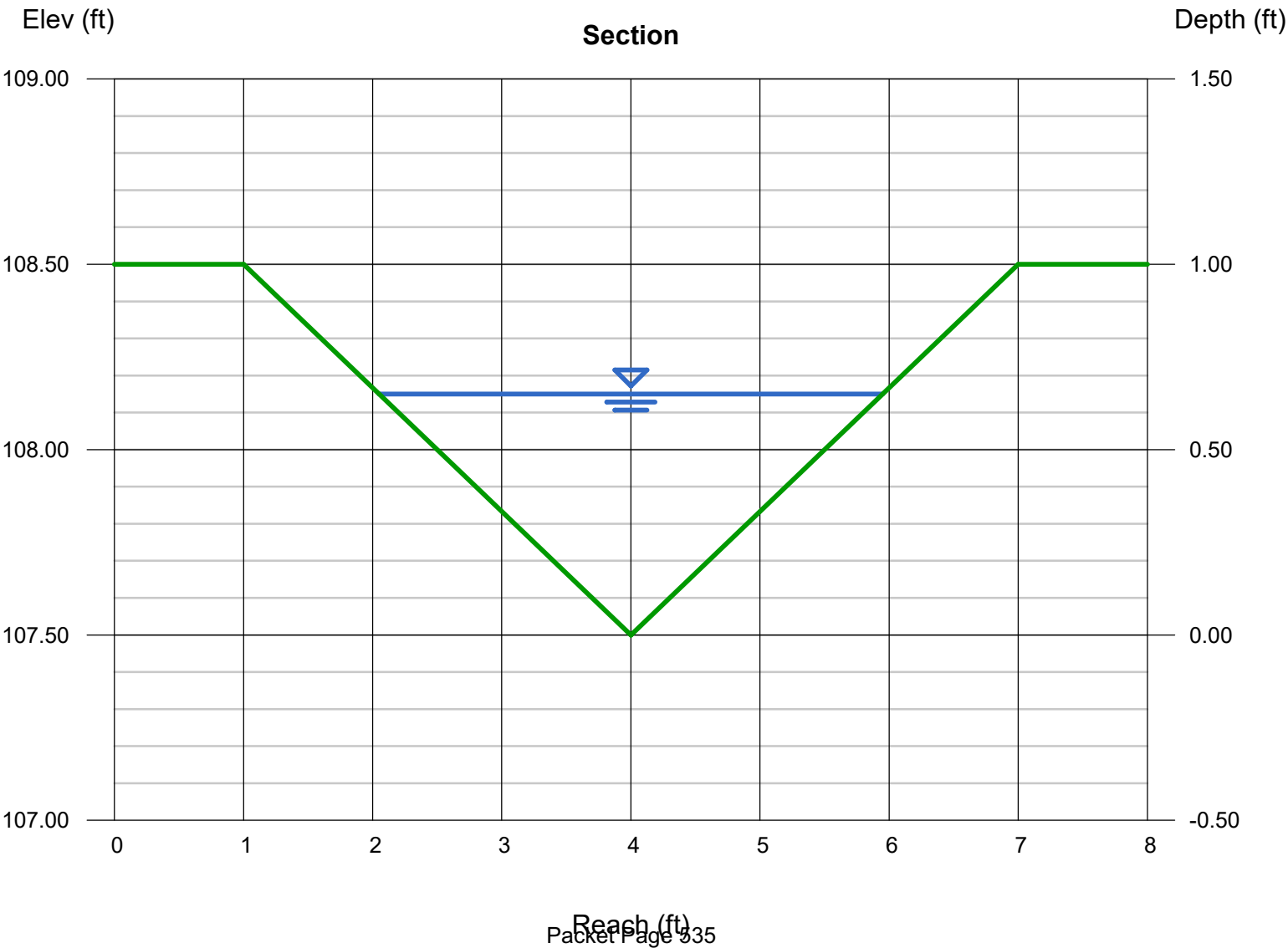
Invert Elev (ft) = 107.50
Slope (%) = 17.30
N-Value = 0.027

Calculations

Compute by: Known Q
Known Q (cfs) = 12.90

Highlighted

Depth (ft) = 0.65
Q (cfs) = 12.90
Area (sqft) = 1.27
Velocity (ft/s) = 10.18
Wetted Perim (ft) = 4.11
Crit Depth, Yc (ft) = 1.00
Top Width (ft) = 3.90
EGL (ft) = 2.26



Channel Report

Hydraflow Express Extension for Autodesk® Civil 3D® by Autodesk, Inc.

Friday, Jul 10 2020

Swale 1-4 (Q100=5.7, FS=1.5)

Triangular

Side Slopes (z:1) = 3.00, 3.00
Total Depth (ft) = 1.00

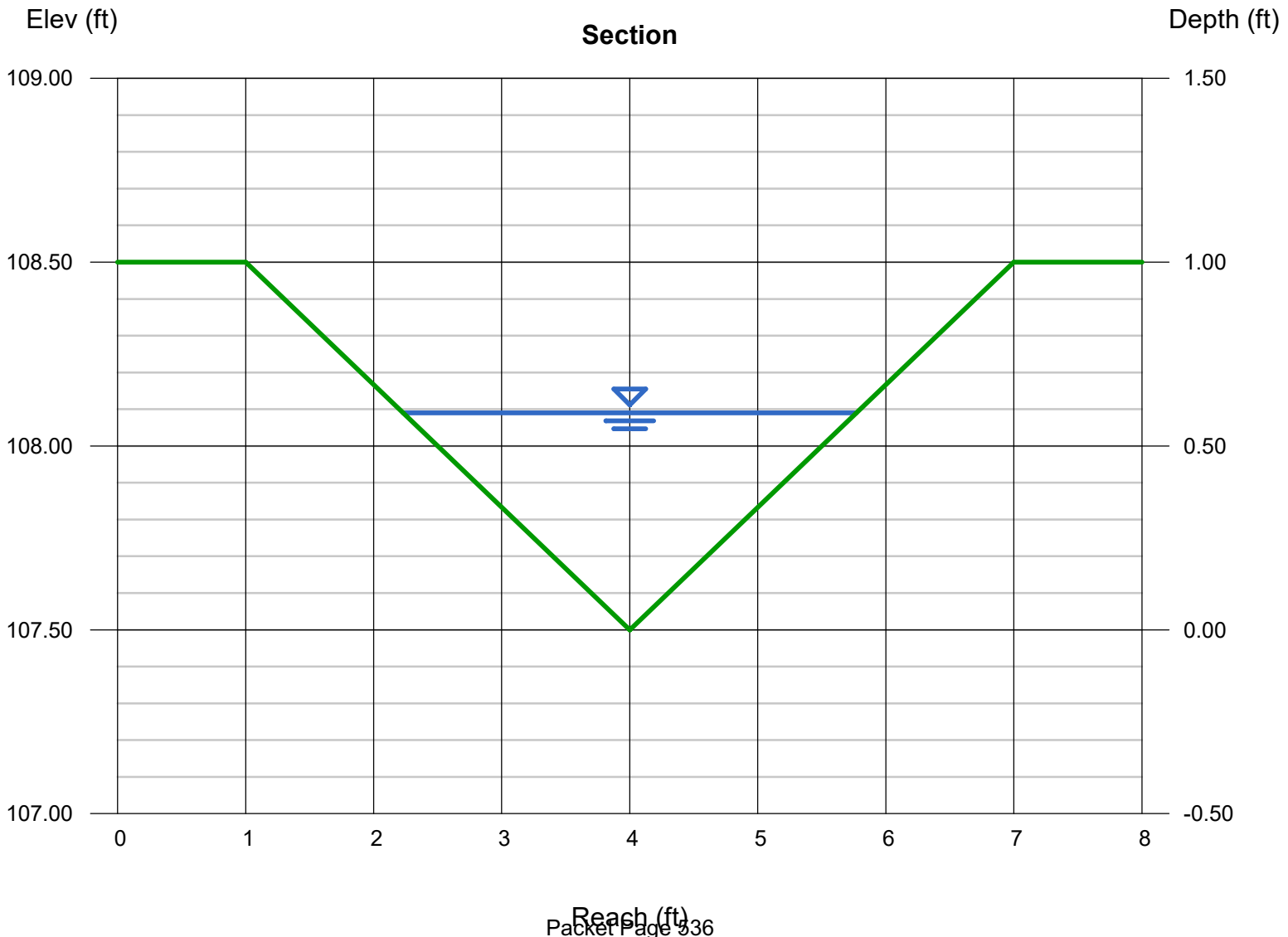
Invert Elev (ft) = 107.50
Slope (%) = 13.33
N-Value = 0.027

Calculations

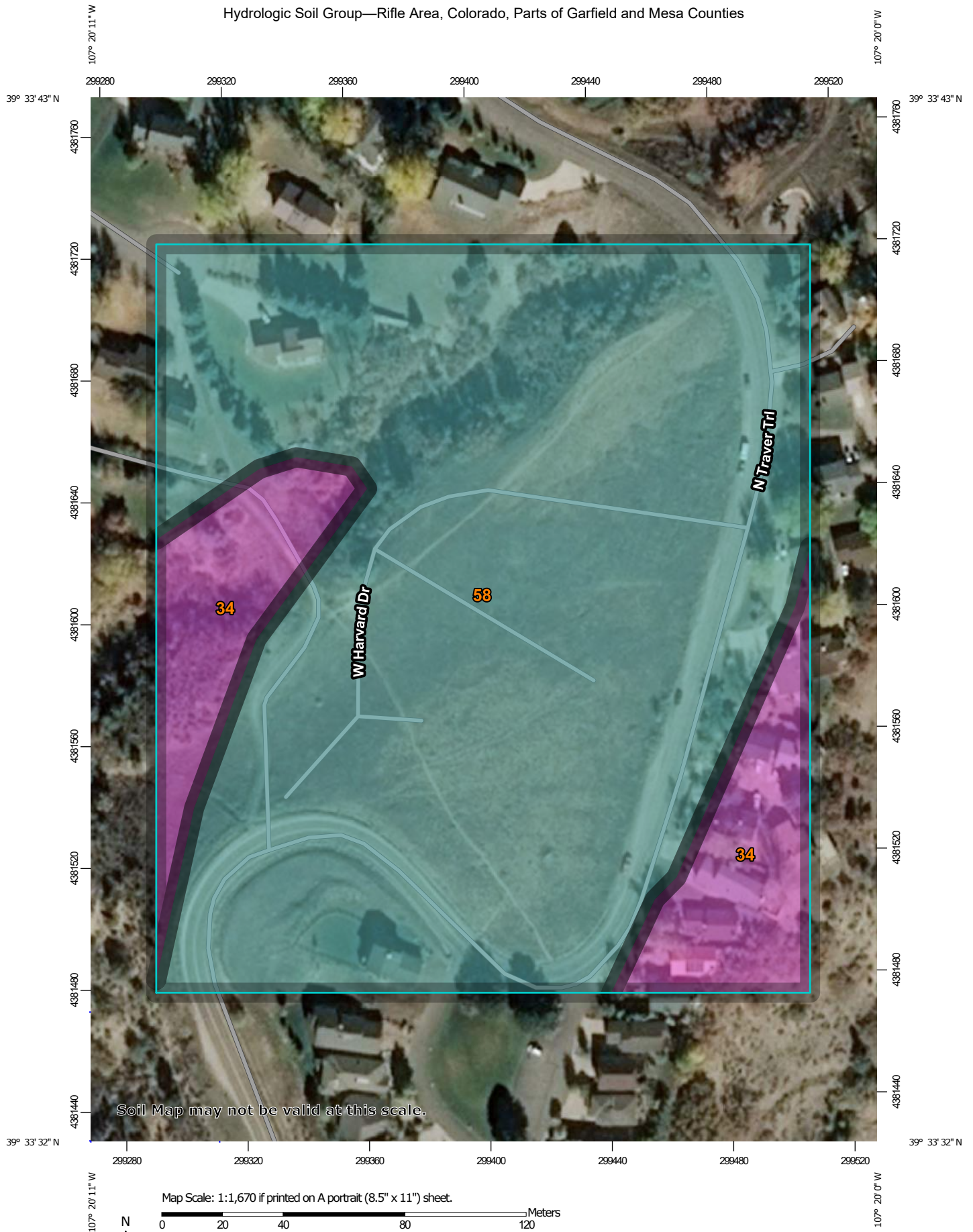
Compute by: Known Q
Known Q (cfs) = 8.60

Highlighted

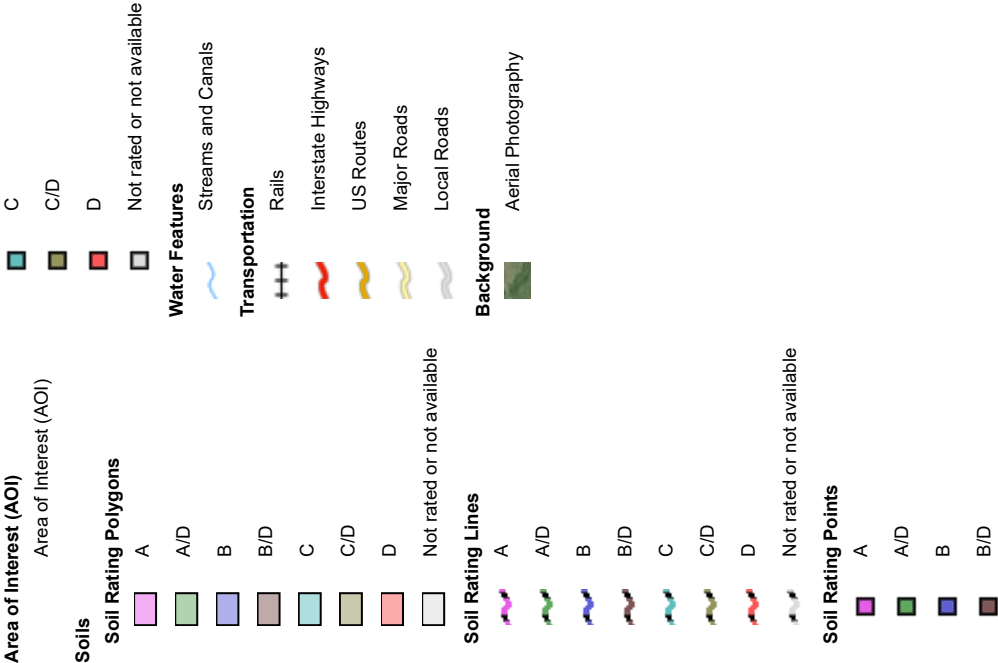
Depth (ft) = 0.59
Q (cfs) = 8.600
Area (sqft) = 1.04
Velocity (ft/s) = 8.24
Wetted Perim (ft) = 3.73
Crit Depth, Yc (ft) = 0.88
Top Width (ft) = 3.54
EGL (ft) = 1.64



Hydrologic Soil Group—Rifle Area, Colorado, Parts of Garfield and Mesa Counties



MAP LEGEND



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 12, Sep 13, 2019

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
34	Ildefonso stony loam, 25 to 45 percent slopes	A	2.1	16.3%
58	Potts-Ildefonso complex, 12 to 25 percent slopes	C	11.0	83.7%
Totals for Area of Interest			13.1	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.



NOAA Atlas 14, Volume 8, Version 2
Location name: Glenwood Springs, Colorado,
USA*

Latitude: 39.5602°, Longitude: -107.3349°

Elevation: 6026.39 ft**

* source: ESRI Maps

** source: USGS



POINT PRECIPITATION FREQUENCY ESTIMATES

Sanja Perica, Deborah Martin, Sandra Pavlovic, Ishani Roy, Michael St. Laurent, Carl Trypaluk, Dale Unruh, Michael Yekta, Geoffrey Bonnin

NOAA, National Weather Service, Silver Spring, Maryland

[PF tabular](#) | [PF graphical](#) | [Maps & aeriels](#)

PF tabular

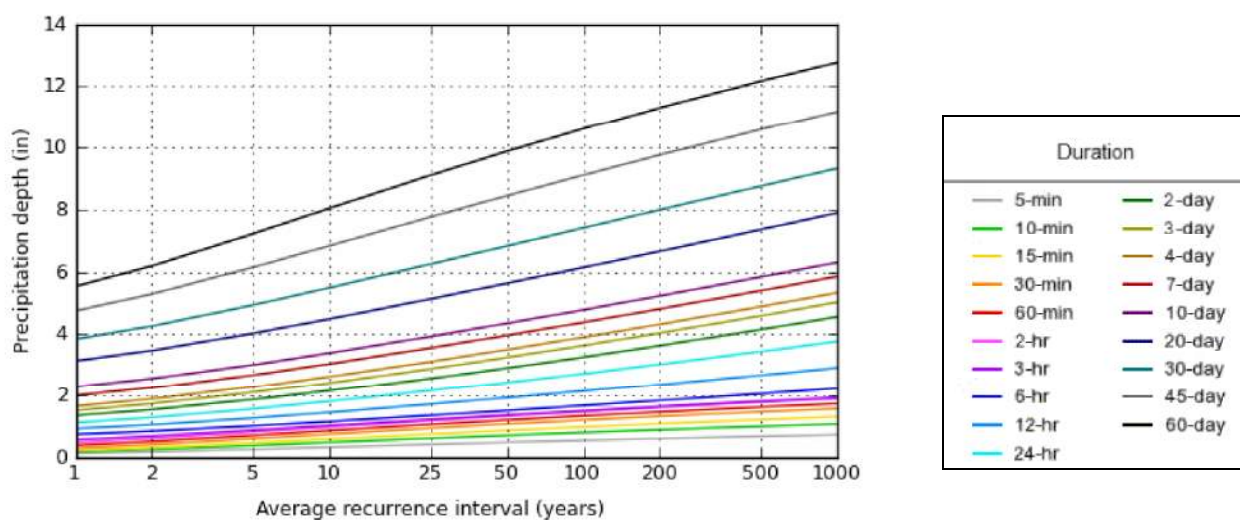
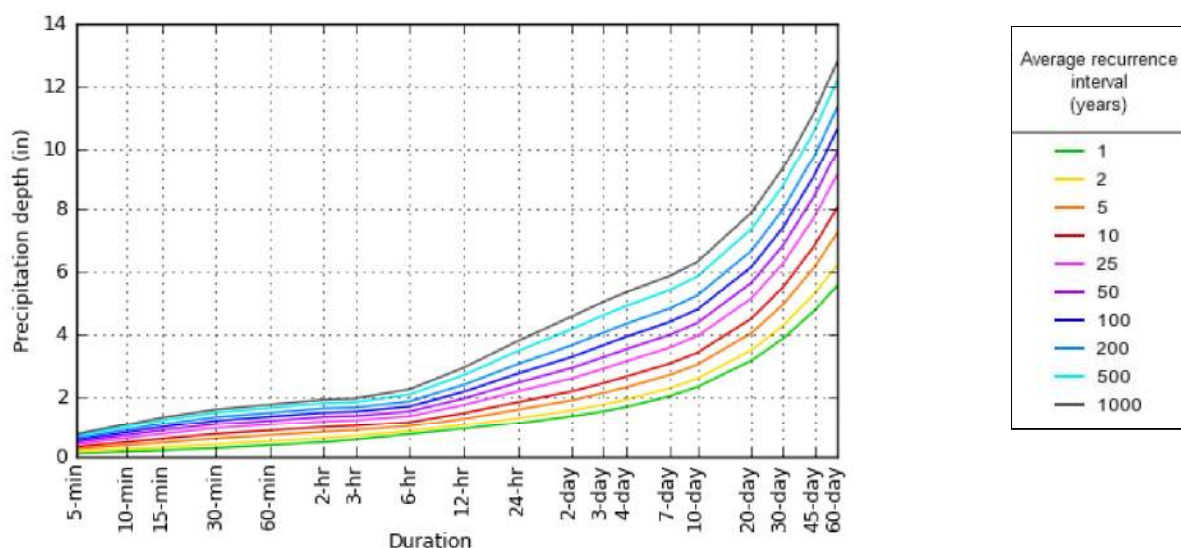
PDS-based point precipitation frequency estimates with 90% confidence intervals (in inches) ¹										
Duration	Average recurrence interval (years)									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.124 (0.097-0.160)	0.178 (0.140-0.230)	0.263 (0.207-0.342)	0.331 (0.259-0.432)	0.420 (0.313-0.564)	0.485 (0.354-0.664)	0.547 (0.385-0.770)	0.607 (0.409-0.882)	0.682 (0.441-1.02)	0.734 (0.465-1.13)
10-min	0.181 (0.143-0.234)	0.260 (0.205-0.337)	0.385 (0.303-0.501)	0.485 (0.379-0.633)	0.615 (0.458-0.826)	0.711 (0.518-0.972)	0.802 (0.564-1.13)	0.889 (0.599-1.29)	0.998 (0.645-1.50)	1.08 (0.681-1.65)
15-min	0.221 (0.174-0.285)	0.317 (0.250-0.411)	0.470 (0.369-0.611)	0.591 (0.462-0.772)	0.750 (0.558-1.01)	0.867 (0.631-1.19)	0.978 (0.687-1.38)	1.09 (0.730-1.58)	1.22 (0.787-1.83)	1.31 (0.830-2.02)
30-min	0.294 (0.232-0.380)	0.414 (0.326-0.536)	0.602 (0.473-0.782)	0.749 (0.585-0.978)	0.940 (0.698-1.26)	1.08 (0.783-1.47)	1.21 (0.846-1.69)	1.33 (0.892-1.92)	1.47 (0.952-2.21)	1.58 (0.997-2.42)
60-min	0.390 (0.307-0.504)	0.514 (0.405-0.666)	0.709 (0.557-0.921)	0.863 (0.673-1.13)	1.06 (0.790-1.42)	1.21 (0.878-1.65)	1.34 (0.943-1.88)	1.47 (0.989-2.13)	1.63 (1.05-2.44)	1.74 (1.10-2.67)
2-hr	0.485 (0.388-0.619)	0.614 (0.490-0.785)	0.816 (0.649-1.05)	0.976 (0.771-1.26)	1.18 (0.893-1.56)	1.33 (0.985-1.80)	1.48 (1.05-2.05)	1.61 (1.10-2.31)	1.78 (1.16-2.63)	1.90 (1.21-2.87)
3-hr	0.569 (0.457-0.720)	0.687 (0.552-0.871)	0.874 (0.700-1.11)	1.02 (0.814-1.31)	1.22 (0.930-1.60)	1.37 (1.02-1.83)	1.51 (1.08-2.07)	1.64 (1.13-2.33)	1.81 (1.19-2.66)	1.93 (1.24-2.91)
6-hr	0.743 (0.604-0.927)	0.845 (0.687-1.06)	1.01 (0.822-1.27)	1.16 (0.932-1.46)	1.36 (1.05-1.77)	1.52 (1.15-2.01)	1.67 (1.22-2.29)	1.84 (1.28-2.59)	2.06 (1.38-2.99)	2.23 (1.45-3.30)
12-hr	0.923 (0.761-1.14)	1.05 (0.866-1.30)	1.27 (1.04-1.57)	1.46 (1.19-1.81)	1.72 (1.35-2.22)	1.93 (1.48-2.53)	2.15 (1.59-2.89)	2.37 (1.67-3.30)	2.68 (1.81-3.84)	2.92 (1.92-4.26)
24-hr	1.12 (0.935-1.36)	1.29 (1.07-1.56)	1.57 (1.30-1.91)	1.81 (1.49-2.22)	2.16 (1.72-2.75)	2.44 (1.89-3.15)	2.73 (2.04-3.63)	3.03 (2.16-4.16)	3.45 (2.36-4.88)	3.77 (2.51-5.42)
2-day	1.36 (1.14-1.62)	1.55 (1.30-1.85)	1.87 (1.57-2.24)	2.16 (1.80-2.60)	2.57 (2.08-3.23)	2.91 (2.29-3.71)	3.26 (2.47-4.28)	3.64 (2.63-4.92)	4.15 (2.88-5.79)	4.56 (3.06-6.46)
3-day	1.52 (1.29-1.80)	1.74 (1.48-2.06)	2.11 (1.78-2.50)	2.43 (2.04-2.90)	2.89 (2.35-3.59)	3.26 (2.58-4.11)	3.64 (2.77-4.72)	4.04 (2.94-5.41)	4.60 (3.20-6.35)	5.03 (3.40-7.05)
4-day	1.66 (1.42-1.95)	1.89 (1.62-2.23)	2.29 (1.95-2.70)	2.63 (2.23-3.12)	3.12 (2.55-3.85)	3.51 (2.79-4.39)	3.91 (2.99-5.03)	4.32 (3.16-5.74)	4.89 (3.42-6.70)	5.34 (3.62-7.43)
7-day	2.00 (1.73-2.33)	2.26 (1.95-2.63)	2.69 (2.31-3.13)	3.05 (2.60-3.57)	3.56 (2.94-4.33)	3.97 (3.19-4.90)	4.39 (3.39-5.57)	4.82 (3.55-6.31)	5.40 (3.81-7.30)	5.86 (4.01-8.05)
10-day	2.30 (2.00-2.66)	2.57 (2.23-2.97)	3.02 (2.61-3.49)	3.40 (2.92-3.95)	3.93 (3.26-4.74)	4.36 (3.52-5.33)	4.79 (3.72-6.03)	5.24 (3.88-6.80)	5.84 (4.14-7.83)	6.31 (4.34-8.60)
20-day	3.15 (2.77-3.57)	3.48 (3.06-3.95)	4.03 (3.54-4.59)	4.49 (3.92-5.14)	5.14 (4.31-6.08)	5.64 (4.61-6.79)	6.15 (4.83-7.60)	6.67 (5.00-8.51)	7.36 (5.28-9.69)	7.89 (5.49-10.6)
30-day	3.85 (3.42-4.33)	4.26 (3.78-4.80)	4.94 (4.37-5.58)	5.50 (4.83-6.23)	6.26 (5.28-7.31)	6.84 (5.63-8.13)	7.42 (5.86-9.07)	8.00 (6.03-10.1)	8.76 (6.32-11.4)	9.33 (6.54-12.4)
45-day	4.76 (4.26-5.30)	5.30 (4.74-5.90)	6.15 (5.48-6.88)	6.84 (6.06-7.69)	7.76 (6.59-8.96)	8.45 (6.99-9.93)	9.11 (7.25-11.0)	9.76 (7.40-12.2)	10.6 (7.68-13.6)	11.2 (7.89-14.7)
60-day	5.54 (4.99-6.13)	6.20 (5.57-6.86)	7.23 (6.47-8.03)	8.04 (7.16-8.98)	9.11 (7.76-10.4)	9.88 (8.21-11.5)	10.6 (8.47-12.7)	11.3 (8.60-14.0)	12.2 (8.86-15.5)	12.8 (9.05-16.7)
¹ Precipitation frequency (PF) estimates in this table are based on frequency analysis of partial duration series (PDS). Numbers in parenthesis are PF estimates at lower and upper bounds of the 90% confidence interval. The probability that precipitation frequency estimates (for a given duration and average recurrence interval) will be greater than the upper bound (or less than the lower bound) is 5%. Estimates at upper bounds are not checked against probable maximum precipitation (PMP) estimates and may be higher than currently valid PMP values. Please refer to NOAA Atlas 14 document for more information.										

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PF graphical

PDS-based depth-duration-frequency (DDF) curves

Latitude: 39.5602°, Longitude: -107.3349°



Maps & aerals

Small scale terrain



Large scale terrain



Large scale map



Large scale aerial



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[Disclaimer](#)

Basic Traffic & Parking Analysis

The purpose of this document is to provide a basic engineered analysis for traffic & parking generated from the development of the Oasis Creek Tract A Subdivision Amendment in Glenwood Springs, Colorado. The 5.24-acre property is currently undeveloped and is a part and parcel of the original Oasis Creek Subdivision that was approved in the early 1980's. The tract is zoned R/3 Multi-Family Residential PUD, which allows single-family, two-family, three-family and four-family dwellings as permitted uses. Tract A is limited to a maximum of 50 dwelling units. The property is bordered by N. Traver Trail along the southerly and easterly sides and a ravine on the west. Since the site is undeveloped it does not have any existing accesses.

The Applicant proposes to construct only 12 single-family duplex residences on six of the seven proposed lots. The seventh lot remain undeveloped. Each duplex lot will have a shared access off N. Traver Trail. The construction will be conducted during normal business hours and no lane closures of the street are anticipated. The following Exhibit-1 provides an aerial view of the proposed development:

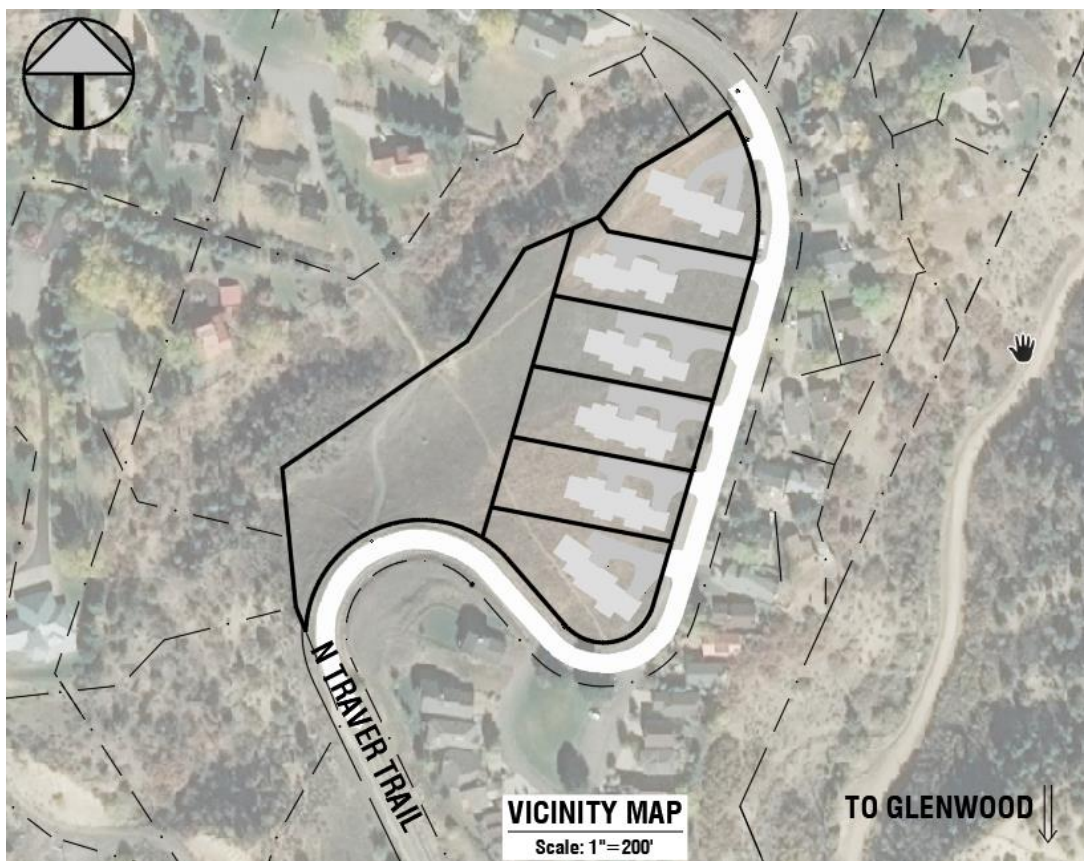


Exhibit 1 (Site & Existing Roadways)

Traffic

N. Traver Trail is a 24' wide two-lane paved road with gravel shoulders and roadside ditches. The posted speed limit is 25 mph and there are no existing sidewalks on either side of the roadway. Proposed traffic trip generation has been estimated as follows:

Proposed Conditions: Single Family Homes							
Description/ITE Code	*ITE Vehicle Trip Generation Rates			# Units	Total Generated Trips		
	Weekday	AM Peak Hour	PM Peak Hour		Weekday	AM Peak Hour	PM Peak Hour
Single Family Homes, per Dwelling Unit (210)	9.44	0.76	0.99	12	113.28	9.12	11.88

*Based on Institute of Traffic Engineers (ITE) Trip Generation Manual, 10th ed.

Table 1, Trip Generation Estimates

Requests were submitted to the City Engineering Department for copies of any existing traffic studies, but no information was made available. Given that the Tract was originally approved for up to 50 dwelling units, it is reasonable to assume that the proposed 12 dwelling units (which less than 25% of the approved density) will not adversely impact the local or regional roadways more than what has already been contemplated. Therefore, no roadway improvements should be warranted for this development.

Each lot contains sufficient area for garages and onsite parking and no on-street parking is proposed.

If you have any questions or need additional information, please feel free to contact me at 970.945.5252.

Sincerely,
BOUNDARIES UNLIMITED INC.

Deric J. Walter, PE



Exhibit C

Geologic Conditions and
Geotechnical Letter of Consultation

April 22, 2016

Lydia Development Company
611 Harvard Drive
Glenwood Springs, CO 81601

Attention Jerry Steinbrecher

Subject: Geologic and Geotechnical Consultation
Tract A
Oasis Creek Subdivision
Glenwood Springs, Colorado
Project No. GS06028.000-115

CTL | Thompson, Inc. presents this letter of consultation regarding geologic conditions and geotechnical engineering criteria for the proposed 6 single-family lots to be developed on Tract A, Oasis Creek Subdivision in Glenwood Springs Colorado. Our preliminary opinions and recommendations are based on review of geologic mapping, our geotechnical investigations at nearby sites in Oasis Creek Subdivision, site reconnaissance, and our understanding of the proposed development concept. We will confirm and refine our preliminary opinions and recommendations in an engineering report subsequent to exploratory drilling at the site and pertinent laboratory testing.

Site Conditions

Tract A is a 5.277-acre parcel in Oasis Creek Subdivision as shown on Figure 1. The property is bordered by Traver Trail at the south and east. The incised drainage channel of an un-named creek, tributary to the Colorado River is along the northwest property boundary. Ground surface on most of the site generally slopes down to the southwest at grades between 5 and 10 percent. Total elevation change from northeast to southwest is on the order of 50 feet. Steep slopes are along the drainage channel sides. Most of the property has not been built upon. A paved bike path crosses in the southwest area. An old concrete pad is in the south part of the property. Most of the parcel is vegetated with sparse grass. Oak brush, pinon, and juniper are in the creek drainage.



Proposed Development

Conceptual plans are to develop the east part of Tract A with six single-family lots ranging in size from 25,000 square feet to 28,000 square feet (see Figure 2). We expect site grading cuts and fill of less than 3 feet. Utilities will be stubbed in from existing utility lines below the Traver Trail right-of-way. Building plans for the residence will be developed by individual lot owners.

Geologic Setting and Geologic Hazards

Tract A, Oasis Creek Subdivision is situated on a south-facing topographic bench at about elevation 6040 feet. The majority of the parcel is on gentle slopes east of an incised creek drainage. We referenced published geologic mapping and performed a site reconnaissance.

We reviewed Colorado Geological Survey (CGS) mapping titled, "Geologic Map of the Glenwood Springs Quadrangle, Garfield County, Colorado" By Kirkham, Streufert, Cappa, Shaw, Allen and Jones. According to the CGS mapping, most of the property including the area of the proposed lots, is underlain with Pleistocene-age loess (wind-deposited soils) consisting of clayey to sandy silt and silty sand. The creek drainage channel is formed of soils that are remnants of long-inactive debris flows that have been washed down from steeper mountain slopes to the north. These deposits typically consist of matrix and clast-supported gravel, cobbles and boulders with sandy clay or silty sand matrix. Outcrops of Belden Formation shale, limestone, and sandstone are visible in the very steep slopes of the south extent of the topographic bench.

Our review of mapping and site reconnaissance identified no geologic hazards that would preclude the planned development of the 6 single-family lots.

Subsurface Conditions

The area of the proposed lots is underlain by soils mapped by the CGS as loess, anticipated as clayey to sandy silty and silty sand. CTL | Thompson, Inc. has drilled exploratory borings in the loess deposits for geotechnical investigations on several lots in Oasis Creek Subdivision near Tract A. Our borings in the loess generally consisted of soils classifying as sandy clay and clayey sand to depths of 5 to 15 feet over dense, clayey gravel. In laboratory testing, the clay exhibited low to high expansion when wetted. The sand has exhibited low to moderate potential for consolidation when wetted under building loads. Free groundwater was not found in our exploratory borings.



Development Considerations

Foundations

Lot-specific geotechnical investigations will be required for each lot to provide design criteria and recommendations after building plans are developed by the lot owners. Where soils with low expansion/consolidation potential are found, footing foundations are likely appropriate. Risk of foundation movement and mitigation can be evaluated in the design-level investigations.

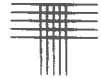
The presence of expansive or consolidating soils below building lots is not uncommon, and homes are commonly constructed on expansive/consolidating soil sites. We believe that residences in Oasis Creek Subdivision have generally performed well. However, deep foundation alternatives, such as drilled piers or micropiles, are positive mitigation where soils with moderate to high volume change potential are found at depths likely to influence foundations. Drilled piers or micropiles are installed to anchor the building below the zone of probable moisture variation. These systems concentrate the weight of the structure and develop friction between the pier and pile to resist and swell downdrag forces of the soils.

For lots that are underlain by soils with moderate volume-change potential, an alternative to enhance potential performance of footing foundations would be removal of a zone of the natural soils below the building footprint and replacement with non-expansive structural fill. If an owner is willing to accept increased risk of differential foundation movement, a structural mat or footings with a minimum deadload could bear on a mat of non-expansive granular structural fill. In this case, a mass excavation below the entire building footprint is advantageous to create a mat of densely compacted, structural fill below both footings and floor slabs. The mass excavation also allows for larger construction equipment which normally results in a better placed fill.

Floor Systems and Slabs-On-Grade

Lower level floors in residences are typically constructed as slabs-on-grade or they are structurally supported. Slab performance risk evaluation is an engineering judgment that is used as a predictor of the general magnitude of potential slab-on-grade heave and the risk of poor slab-on-grade performance.

A common practice to reduce potential slab-on-grade floor movements from expansive or consolidating soils is removal of a thickness of the natural soils and replacement with non-expansive structural fill. If sub-excavation is recommended in lot-specific geotechnical recommendations, it would be beneficial to sub-excavate the entire building footprint to a specified depth below footings to allow use of larger equipment and provide for more uniform structural fill conditions.



Structural floors are supported by the foundation with a crawl space below the floor and are a positive method to mitigate the potential for floor movement. Design and construction issues associated with structural floors include ventilation and lateral loads when structurally supported floors are installed over a crawl space. Where structurally supported floors are used, utility connections, including water, gas, air duct, and exhaust stack connections to floor supported appliances should be capable of absorbing some deflection of the floor.

Control of humidity in crawl spaces is important for indoor air quality and performance of wood floor systems. We believe the best current practices to control humidity involve the use of a vapor retarder or vapor barrier (10 mil minimum) placed on the soils below accessible subfloor areas.

Subsurface Drains and Surface Drainage

A perimeter drain should be provided adjacent to the residence foundations. Our experience indicates moist conditions can develop in basement and crawl space areas, resulting in instances of damp soils, musty smells and, in some cases, standing water. Crawl space areas should be well ventilated.

Proper design, construction, and maintenance of surface drainage is critical to the satisfactory performance of foundations, slabs-on-grade, and other improvements. Landscaping and irrigation practices will also affect performance. Exhibit A contains our recommendations for surface drainage, irrigation, and maintenance.

Excavations

Stability and safety of un-retained excavations is normally governed by local, state, or federal guidelines or regulations. Subcontractors should be familiar with these regulations and take precautions they deem necessary to comply with the requirements and protect the safety of their employees and the general public. Sides of excavations need to be sloped or braced to meet local, state and federal safety regulations. We expect the natural soils below the proposed lots will classify as Type B and/or Type C soils based on OSHA standards governing excavations. Temporary slopes should be no steeper than 1 to 1 (horizontal to vertical) in Type B soils and 1.5 to 1 in Type C soils. Contractors are responsible for excavation safety and overall site safety.

Geotechnical Risk

The concept of risk is an important aspect of any geotechnical evaluation, primarily because the methods used to develop geotechnical recommendations do not comprise an exact science. We never have complete knowledge of subsurface conditions. Analysis must be tempered with engineering judgment and



experience. Therefore, the recommendations presented in any geotechnical evaluation should not be considered risk-free. We cannot provide a guarantee that the interaction between the soils and a proposed structure will be as desired or intended. Our recommendations represent our judgment of those measures that are necessary to increase the chances that the structures will perform satisfactorily.

Preliminary opinions and recommendations in this letter must be confirmed and refined in an engineering report after CTL | Thompson, Inc. directs drilling of exploratory borings and performs pertinent laboratory testing. Lot-specific geotechnical investigations will be required after building plans are conceptually developed by lot owners.

We appreciate the opportunity to work with you on this project. If you have questions or need additional information, please call.

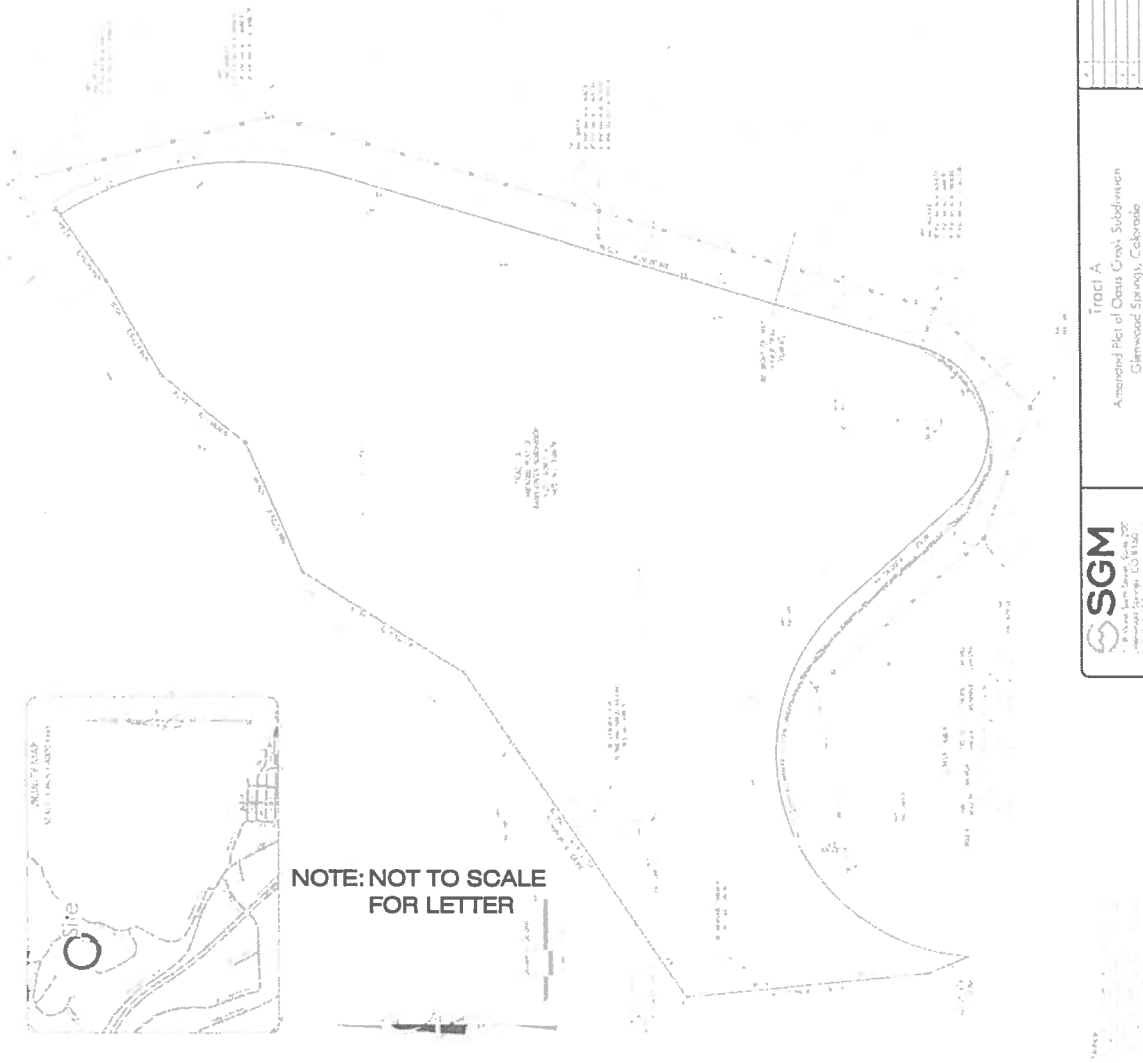
Very truly yours,

CTL | THOMPSON, INC.

James D. Kellogg, P.E.
Division Manager

JDK:kk

cc: Via email to jerrysmd@gmail.com



NOTE: NOT TO SCALE
FOR LETTER

Received 15 January 1998; accepted 15 April 1998



Received 14 November 2005
Accepted 12 January 2006

[illegible]

Existing Conditions	Map
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Tract A
A portion of Plot of Oasis Creek Subdivision
Glenwood Springs, Colorado

SGM Specialty Group Management
We're working on it.

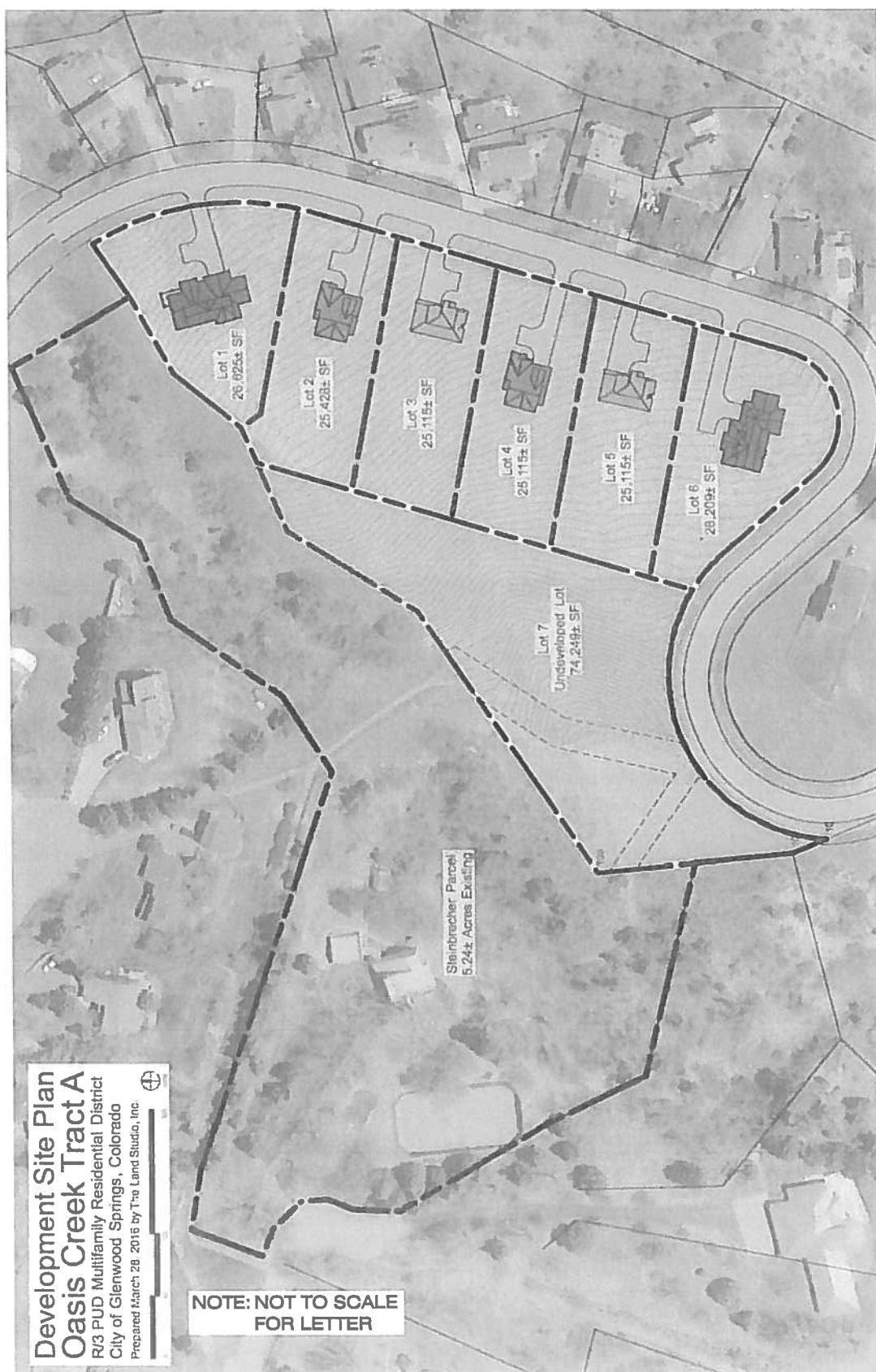




EXHIBIT A

SURFACE DRAINAGE, IRRIGATION AND MAINTENANCE

Performance of foundations and concrete flatwork is influenced by the moisture conditions existing within the foundation soils. Surface drainage should be designed to provide rapid runoff of surface water away from the proposed residence. Proper surface drainage and irrigation practices can help control the amount of surface water that penetrates to foundation levels and contributes to settlement or heave of soils and bedrock that support foundations and slabs-on-grade. Positive drainage away from the foundation and avoidance of irrigation near the foundation also help to avoid excessive wetting of backfill soils, which can lead to increased backfill settlement and possibly to higher lateral earth pressures, due to increased weight and reduced strength of the backfill. CTL Thompson, Inc. recommends the following precautions. The home buyer should maintain surface drainage and, if an irrigation system is installed, it should substantially conform to these recommendations.

1. Wetting or drying of the open foundation excavations should be avoided.
2. Excessive wetting of foundation soils before, during and after construction can cause heave or soften fill and foundation soils and result in foundation and slab movements. Proper surface drainage around the residence and between lots is critical to control wetting.
3. The ground surface surrounding the exterior of the residence should be sloped to drain away from the building in all directions. We recommend a minimum constructed slope of at least 12 inches in the first 10 feet (10 percent) in landscaped areas around the residence, where practical.

We do not view the recommendation to provide a 10 percent slope away from the foundation as an absolute. It is desirable to create this slope where practical, because we know that backfill will likely settle to some degree. By starting with sufficient slope, positive drainage can be maintained for most settlement conditions. There are many situations around a residence where a 10 percent slope cannot be achieved practically, such as around patios, at inside foundation corners, and between a house and nearby sidewalk. In these areas, we believe it is desirable to establish as much slope as practical and to avoid irrigation. We believe it is acceptable to use a slope on the order of 5 percent perpendicular to the foundation in these limited areas.



For lots graded to direct drainage from the rear yard to the front, it is difficult to achieve 10 percent slope at the high point behind the house. We believe it is acceptable to use a slope of about 6 inches in the first 10 feet (5 percent) at this location.

Construction of retaining walls and decks adjacent to the residence should not alter the recommended slopes and surface drainage around the residence. Ground surface under the deck should be compacted and slope away from the residence. A 10-mil plastic sheeting and landscaping rock is recommended above the ground under the decks to reduce water dripping from the deck causing soil erosion and/or forming depressions under the deck. The plastic sheeting should direct water away from the residence. Retaining walls should not flatten the surface drainage around the residence and block or impede the surface runoff.

4. Swales used to convey water across yards and between houses should be sloped so that water moves quickly and does not pond for extended periods of time. We suggest minimum slopes of about 2 to 2.5 percent in grassed areas and about 2 percent where landscaping rock or other materials are present. If slopes less than about 2 percent are necessary, concrete-lined channels or plastic pipe should be used.
5. Backfill around the foundation walls should be moistened and compacted.
6. Roof downspouts and drains should discharge well beyond the limits of all backfill. Splash blocks and/or extensions should be provided at all downspouts so water discharges onto the ground beyond the backfill. We generally recommend against burial of downspout discharge. Where it is necessary to bury downspout discharge, solid, rigid pipe should be used and it should slope to an open gravity outlet. Downspout extensions, splash blocks and buried outlets must be maintained by the home owner.
7. The importance of proper home owner irrigation practices cannot be over-emphasized. Irrigation should be limited to the minimum amount sufficient to maintain vegetation; application of more water will increase likelihood of slab and foundation movements. Landscaping should be carefully designed and maintained to minimize irrigation. Plants placed close to foundation walls should be limited to those with low moisture requirements. Irrigated grass should not be located within 5 feet of the foundation. Sprinklers should not discharge within 5 feet of foundations. Plastic sheeting should not be placed beneath landscaped areas adjacent to



foundation walls or grade beams. Geotextile fabric will inhibit weed growth yet still allow natural evaporation to occur.

8. The design and construction criteria for foundations and floor system alternatives were compiled with the expectation that all other recommendations presented in this report related to surface and subsurface drainage, landscaping irrigation, backfill compaction, etc. will be incorporated into the project. It is critical that all recommendations in this report are followed.

Exhibit D
Declaration of Protective Covenants

Recorded at 4:34 o'clock P M. JUN 11 1980
Reception No. 304633 MILDRED ALSDORF, RECORDER

BOOK 549 PAGE 936

DECLARATION OF PROTECTIVE COVENANTS
FOR OASIS CREEK SUBDIVISION,
A PLANNED UNIT DEVELOPMENT

WHEREAS, Oasis Creek Land Co. (Declarant) is the owner of the real property situate in the City of Glenwood Springs, County of Garfield and State of Colorado, described as Oasis Creek Subdivision, a Planned Unit Development (PUD), as the same appears upon plat filed for record on JUNE, 1980 as Reception No. 304632 in the office of the Clerk and Recorder, Garfield County, Colorado; and

WHEREAS, Declarant, being desirous of protecting property values and protecting the health, convenience and welfare of the owners of the lots and units in the PUD does hereby publish and declare that the following terms, covenants, conditions, restrictions, uses, limitations and obligations shall be deemed to run with the land located within the PUD and shall be a burden upon and a benefit to any person or persons acquiring or owning any interest in the PUD, their grantees, successors, heirs, devisees, personal representatives and assigns.

1.0 Definitions. As used in these Protective Covenants, the following words, terms and letter designations shall have the following meanings:

1.1 "PUD" shall mean Oasis Creek Subdivision, a Planned Unit Development.

1.2 "Lot" shall mean a single-family Lot in the PUD.

1.3 "Tract" shall mean multi-family areas in the PUD (except Tract D, which is commercial).

1.4 "Unit" shall mean a dwelling a tract.

1.5 "Owner" shall mean the owner of a Lot or Unit in the PUD.

1.6 "ACC" shall mean the Architectural Control Committee for the PUD.

2.0 Use of Lots. All Lots, Tracts and Units in the PUD shall, in addition to the within Protective Covenants, be governed by the zoning regulations of the City of Glenwood Springs, Colorado as modified and as the same appear on plat of the PUD recorded as aforesaid.

3.0 Structures in the PUD. All structures in the PUD shall be designed to blend into and complement the natural surroundings.

3.1 No more than one (1) detached single family dwelling shall be erected upon any Lot, except for one (1) attached or detached garage on each Lot for not more than four (4) automobiles.

3.2 All structures shall be sited on each Lot and Tract by the ACC. Unless varied by the provisions of Paragraph 13.4 hereafter, no structure on any Lot or Tract shall be constructed closer than fifteen (15) feet to any side line or closer than twenty-five (25) feet to any rear line or closer than thirty (30) feet from any front line. In siting a structure,

*Amended -
see back
pages*

the ACC shall approve its location as near to the spot selected by the Owner as shall not impede or restrict the view plane of other Owners and otherwise meet the criteria set forth in Paragraph 13.3 hereafter.

3.3 The minimum size of each single-family structure shall be not less than 1500 square feet measured on the outside foundation walls, exclusive of open porches, garages or carports.

3.4 No structure shall be permitted on any Lot or Tract which exceeds thirty (30) feet in height from the highest natural finished grade line immediately adjoining the foundation or structure. No radio, short wave or television antenna over five (5) feet above the highest roof line shall be permitted unless approved by the ACC.

3.5 No structure shall be erected by means of other than new construction, it being the purpose of this covenant to insure that old buildings will not be moved from previous locations and placed upon a Lot or Tract.

3.6 All structures shall be constructed of either brick, stone, lumber, or a combination thereof. The use of cinderblock shall not be allowed unless it is faced with another material herein approved.

3.7 No structure shall be placed or erected upon any Lot or Tract which is, or ever has been, or could be made the sub-

ject of a specific ownership tax as now defined in Title 42 of Colorado Revised Statutes 1973, nor shall structures constructed in the fashion and manner as trailers be allowed.

3.8 Each structure shall be completed within one (1) year from date of commencement of construction.

4.0 Resubdivision Prohibited. The resubdivision of a Lot or Tract is prohibited; provided, however, condominiumizations of a structure on a Tract shall not be deemed subdivision.

5.0 Utility Lines. No gas lines, light and power lines, telephone lines or television cable shall be permitted unless said lines are buried underground and out of sight from their primary source at the Lot or Tract line to the structure and at the Owner's expense. The ACC may, however, allow overhead light, power, telephone and television lines and cables if the same would not detract from the view of other Owners and the cost of placing the same underground would be great.

6.0 No Temporary Structures. No structure of a temporary character, trailer, basement, tent, shack, garage, barn or any other outbuildings of any description shall be used on any Lot except on a temporary basis, not exceeding six (6) months, by the construction company constructing a structure on a Lot or Tract.

7.0 No Commercial Use. Except for Tract D, there shall not be permitted or maintained upon any Lot or Tract any trade,

business or industry, except that Owners may rent or lease their dwellings or unit for residential purposes when not required for the Owners' use. Renting or leasing of a dwelling or unit may only be done for the entire dwelling or unit and no apartments, or other divisible use of the dwelling or unit shall be utilized by anyone other than the Owner and any such use shall be deemed a commercial use and subject to immediate injunction.

8.0 Fences and Hedges. No fences or hedges shall be constructed or grown or maintained on any lot higher than five (5) feet above ground level, but this restriction shall not apply to patio fences in connection with structures. All fences shall be constructed of wood or wood byproducts; provided, however, on any back line or side line which is shielded from view from all other Lots and Tracts, materials other than wood may be utilized if previous permission therefor is given by the ACC.

9.0 Animals. The keeping of livestock, poultry, goats and other animals within the PUD shall be prohibited, except that this restriction shall not apply to dogs or cats.

9.1 Dogs and cats must be kept within the boundary of the Lot or Tract of the Owner.

9.2 Lots and Tracts must be kept clean, sanitary and reasonably free from refuse, insects and waste at all times.

9.3 All animals must be so maintained that they do

not become a nuisance to the neighborhood and do not run at large, endanger or harrass other animals, including wildlife, upon neighboring lands and public domain. As authorized by the statutes of the State of Colorado and regulations of the Game, Fish and Parks Commission of the State of Colorado, it shall be permissible for any person to capture or kill a dog when such dog is endangering or harrassing wildlife.

9.4 No hunting, shooting, trapping or otherwise killing or harming of wildlife shall be permitted, it being the intent hereof to conserve and protect all wildlife to the fullest extent possible.

10.0 Maintenance of Property.

10.1 The Owner of each Lot and Tract shall keep the same clear and free of rubbish and trash and shall keep the structures thereon in good repair, doing such maintenance as may be required for this purpose.

10.2 No noxious or offensive conduct or activity shall be carried on upon any Lot or Tract or in any structure thereon which may constitute a health hazard, nuisance or annoyance to the neighborhood.

10.3 Clothes lines, equipment, garbage cans, service yards, woodpiles, or storage areas shall be adequately screened by planting or construction to conceal the same from view of neighboring Lots, Tracts and streets.

10.4 The outside burning of any trash, rubbish or other materials shall be absolutely prohibited. Standard and approved barbeques and fireplaces shall be allowed for the preparation of foodstuffs only.

11.0 Vehicles.

11.1 All motor vehicles must be currently licensed and bear a valid safety inspection sticker.

11.2 No snowmobiles or two-wheeled motorized vehicles shall be operated in the PUD, except that motorcycles may be utilized for transportation in and out of the PUD.

11.3 No vehicles, boats, campers, trailers, snowmobiles, or other such recreational vehicles or devices shall be stored or permitted to remain for more than three (3) continuous days on any lot or Tract unless the same are stored from view in a garage.

11.4 No business vehicles shall be permitted which do not completely enclose within the vehicle all machinery, equipment and other evidence of the trade, craft or business other than the signs affixed to the vehicle advertising the same.

12.0 Signs. Except as to Tract D, billboards, signs or other advertising devices of any nature shall not be erected, placed, maintained or permitted, provided that this restriction shall not be construed to prevent appropriate name and address signs and signs that advertise property for sale or

rent insofar as it is necessary to promote the sale and development of such properties.

13.0 ACC.

13.1 No improvements of any kind, including, but not limited to, commercial structures, dwellings, (both single and multi-family) garages, fences, swimming pools, tennis courts, parking areas, drives, antennas, flagpoles, constructed or altered on any lands within the PUD, unless three (3) complete sets of architectural plans and specifications for such construction or alteration are submitted to the ACC prior to the commencement of such work. All decisions of the ACC shall be in writing. One (1) set of such plans and specifications shall remain on file and become a permanent record of the ACC. In the event the ACC fails to take any action within forty-five (45) days after complete architectural plans and specifications for such work have been submitted to it, then all of such architectural plans shall be deemed to be approved.

13.2 The ACC shall exercise its best judgment to see that all improvements, construction, and alterations on the land within the PUD conform to and harmonize with the natural surroundings and with existing structures as to external design, materials, color, setting, height, topography, grade and finished ground elevation.

13.3 Architectural plans and specifications submitted under Paragraph 13.1 hereof shall show the nature, kind, shape, height, materials, floor plan, location, exterior color scheme, alterations, grading and all other matters necessary for the ACC to properly consider and make a determination thereon. The ACC shall disapprove any architectural plans submitted to it which are not sufficient for it to exercise the judgment required of it by these covenants.

13.4 The ACC may grant a reasonable variance or adjustment of these conditions and restrictions in order to overcome practical difficulties and prevent unnecessary hardships arising by reason of the application of the restrictions contained herein. Such variances or adjustments shall be granted only in case the granting thereof shall not be materially detrimental or injurious to other property or improvements of the neighborhood and shall not defeat the general intent and purpose of these restrictions.

13.5 The ACC shall not be liable in damages to any person or association submitting any architectural plans for approval or to any Owner by reason of any action, failure to act, approval, disapproval, or failure to approve or disapprove, with regard to such architectural plans. Any Owner submitting or causing to be submitted any plans and specifications to the ACC agrees and coven-

ants that he will not bring an action or suit to recover damages against the ACC collectively, its members individually, or its advisers, employees or agents.

13.6 The initial members of the ACC shall be:

Raymond Monahan
402 Park Drive
Glenwood Springs, CO 81601

Royal A. Smith
1621 Bennett Avenue
Glenwood Springs, CO 81601

Steven H. Morton
214 8th Street
Glenwood Springs, CO 81601

13.7 A majority of the ACC may designate a representative to act for it. Should a member resign or become unable to act, the other members shall appoint a successor. Subsequent to the sale of all Lots and Tracts, one or more members may be replaced by written designation recorded in the Garfield County Clerk and Recorder's office showing approval by a majority of the Owners.

14.0 Tracts, Additional Covenants. These Protective Covenants, the PUD Plat and Plan and the Municipal Code of the City of Glenwood Springs, Colorado shall govern the use and occupation of the land in the PUD. Additional and further covenants, homeowner's associations and other entities may be adopted and created as to each multi-family tract in the PUD; provided, however, such covenants or other internal governing documents shall be no less restrictive

than these Protective Covenants, the PUD Plat and Plan, and the Municipal Code of the City of Glenwood Springs, Colorado, and, in the event of conflict these Protective Covenants, the PUD Plat and Plan and said Municipal Code shall control.

15.0 Covenants run with the Land. These covenants are to run with the land and shall be binding upon all parties and all persons claiming under them until May 1, 2000, at which time said covenants shall be automatically extended for successive periods of ten (10) years unless by vote reflected by signed documents duly recorded by the majority of then Owners it is agreed to change said covenants in whole or in part.

16.0 Enforcement. If any Owner or person acting by, through or under him shall violate or attempt to violate any of the covenants herein stated, it shall be lawful for the ACC or any Owner to prosecute any suit in law or in equity to restrain and enjoin the violation of such covenants and to recover damages for such violations and recover all costs and attorney fees necessary to enforce the provisions of these covenants. Action by the ACC is strictly optional, however, and failure to act by the ACC to restrain or enjoin a violation shall not subject the ACC, either collectively or individually, to any liability of any kind.

17.0 Amendment. These Protective Covenants may be amended by an instrument signed by not less than 75% of the Owners of the

Lots and authorized Units in the PUD. Such amendments shall become effective upon the recordation thereof in Garfield County, Colorado.

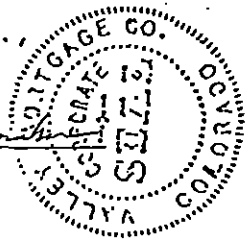
18.0 Severability. The invalidation of any one of these covenants by judgment or court order shall not effect any of the other provisions which shall remain in full force and effect.

Dated this 11th day of JUNE, 1980.

OASIS CREEK LAND CO.

By: VALLEY MORTGAGE CO.,
General Partner

By Raymond E. Monahan
President



ATTEST:

J. Thulson
Assistant Secretary

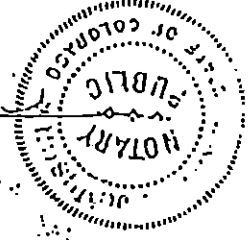
STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

The above and foregoing instrument was acknowledged before me this 11th day of June, 1980, by Raymond E. Monahan, as President, and John A. Thulson, as Assistant Secretary, of Valley Mortgage Co., general partner of Oasis Creek Land Co.

My commission expires: 12-14-82

Witness my hand and official seal.

Kay L. Johnson
Notary Public



AMENDMENT TO PROTECTIVE COVENANTS FOR
OASIS CREEK SUBDIVISION, A PLANNED UNIT DEVELOPMENT

WHEREAS, a Declaration of Protective Covenants for Oasis Creek Subdivision, a Planned Unit Development, (Covenants) was recorded in the Office of the Clerk and Recorder of Garfield County, Colorado, as Reception No. 304633 in Book 549 at Page 996, and

WHEREAS, Paragraph 3.2 of the Covenants establishes the setbacks for all structures located on both Lots and Tracts within Oasis Creek Subdivision (Oasis Creek) as being 15 ft. from a side-line, 25 ft. from a rear line, and 30 ft. from a front line, and

WHEREAS, it has subsequently been determined that the setback requirements above stated are inappropriate and unfeasible for application to the structures to be located on the Tracts within Oasis Creek, and

WHEREAS, the City Council of the City of Glenwood Springs, Colorado, has amended the zoning regulations applicable to the structures to be erected on the Tracts within Oasis Creek as follows, to-wit:

Front yard.....	20 ft.
Side yard	5 ft.
Rear yard	20 ft.

and

WHEREAS, Sopris View Development Co., the owner of all of the property located within Oasis Creek, does, by this indenture, amend the setback requirements for all structures located on the Tracts within Oasis Creek.

NOW, THEREFORE, Sopris View Development Co., being the owner of all of the land located in Oasis Creek, does hereby amend Paragraph 3.2 of the Covenants to read as follows:

3.2 All structures shall be sited on each Lot and Tract by the ACC. Unless varied by the provisions of Paragraph 13.4 hereafter, no structure on any Lot or Tract shall be constructed closer to a boundary line than as follows:

(a) Lots:

Side line 15 ft.
Rear line 25 ft.
Front line 30 ft.

(b) Tracts:

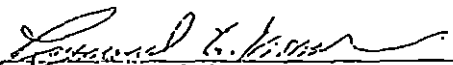
Side line 5 ft.
Rear line 20 ft.
Front line 20 ft.

In siting a structure, the ACC shall approve its location as near to the spot selected by the Owner as shall not impede or restrict the view plane of other Owners and otherwise meet the criteria set forth in Paragraph 13.3 hereafter.

Except as hereinabove provided, all of the terms and conditions of the Covenants are hereby ratified and confirmed.

Dated this 3rd day of September, 1981.

SOPRIS VIEW DEVELOPMENT CO.

By 
General Partner

STATE OF COLORADO)
) SS.
COUNTY OF GARFIELD)

The above and foregoing instrument was acknowledged

before me this 3rd day of September, 1981 by Raymond E. Monahan
as General Partner of Sopris View Development Co.

Witness my hand and official seal.

My commission expires: My Commission expires Dec. 17, 1982

R. E. Monahan
Notary Public

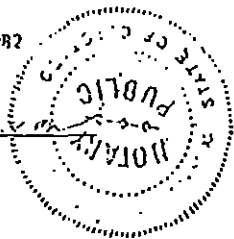


Exhibit E

Neighborhood Meeting Information

July 8, 2020

RE: PUBLIC NOTICE of a NEIGHBORHOOD MEETING to discuss the upcoming Preliminary Plat Application for an Oasis Creek Tract A Subdivision Amendment.

The Oasis Creek Tract A Subdivision resides on North Traver Trail in the City of Glenwood Springs. Tract A was part and parcel of the original Oasis Creek Subdivision that was approved in the early 1980's. The tract is currently zoned R/3 Multi-Family Residential PUD, which allows single-family, two-family, three-family and four-family dwellings as permitted uses.

Tract A is currently subdivided into six single family lots and one open space tract known as the Oasis Creek Tract A Subdivision. Tate Fairbanks (the "Applicant") is applying to the City of Glenwood Springs, CO to amend the Oasis Creek Tract A Subdivision to convert six single family lots to six duplex tracts and retain undeveloped Tract 7 as an open space tract. The Applicant proposes to build one level duplexes on each tract with a size of approximately 2,300-2,400 square feet per unit.

For more information about the project, please attend the virtual neighborhood meeting:

LOCATION:

Go to <https://zoom.us/>
Click Join A Meeting
Meeting ID: 872 1960 2833
Password: 175665

OR

Dial in:
1-346-248-7799

MEETING DATE: WEDNESDAY JULY 29, 2020

MEETING TIME: 6:30 PM (MST)

If you are unable to attend the meeting, please forward your questions to:
oasiscreektracta@gmail.com

CITY OF GLENWOOD SPRINGS
101 W. 8TH STREET
GLENWOOD SPRINGS, CO 81601

UNITED STATES OF AMERICA
2850 YOUNGFIELD STREET
LAKEWOOD, CO 80215-7093

TIMOTHY KEMP
706 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

SHIRLEY WOODROW
401 W YALE CIRCLE
GLENWOOD SPRINGS, CO 81601

JOELLEN WHITE TRUST
612 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

STEVEN & DIANE BOAT
PO BOX 1989
GLENWOOD SPRINGS, CO 81601

GREG GREER
403 YALE CIRCLE
GLENWOOD SPRINGS, CO 81601

VERNON & SYLVIA LINCOLN
614 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

CLIFFORD & MONICA CAPPELLI
702 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

GENARO & PAULA SUAREZ
701 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

BRENDA LUDWIG
616 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

OASIS CREEK TRACT B
HOMEOWNERS ASSOC
702 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

CHERYL & PATRICK JAROSZ
703 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

KENNETH & LAURA STEIN
618 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

STEINBRECHER FAMILY TRUST
611 HARVARD DR.
GLENWOOD SPRINGS, CO 81601

LEONEL & LILIA MEDRANO
502 W PRINCETON CIRCLE
GLENWOOD SPRINGS, CO 81601

STEPHEN & MICHELL GROSZ
620 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

LYDIA DEVELOPMENT CO.
611 W HARVARD DR.
GLENWOOD SPRINGS, CO 81601

ROBERT KATES
501 W PRINCETON CIRCLE
GLENWOOD SPRINGS, CO 81601

AASHISH KABRA
622 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

RICHARD PADARNOS
534 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

REBECCA WINCHESTER
606 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

WAYNE & VICKI RILEY
624 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

KEVIN & KARIN BATCHELDER
536 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

HE CHEN & JUN CHEN XIAO
3958 SKY RANCH DRIVE
GLENWOOD SPRINGS, CO 81601

MARY O LEARY
626 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

DALE REED
542 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

JODY & LAFE BAEHR
610 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

HENRY & ADRIENNE DALLAGIACOMA
628 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

RYAN & BOHMAN, KRISTIN MUSE
544 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

MICHAEL & NORWOOD TATRO
602 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

EDWARD SIMMONS
PO BOX 2989
GLENWOOD SPRINGS, CO 81601

DOUGLAS & JUDITH BRITTEN
464 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

STEVEN & PATRICIA PITTMAN
604 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

D NEIL MACDOUGAL TRUST
510 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

TERRY LEE & THOMPSON
HARRINGTON
546 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

MICHAEL & PATRICIA STARZER
90 MOONRISE COURT
ERIE, CO 80516

BRIAN & HOLLY MAGEE
516 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

BRADLEY JANSSEN
514 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

SOPRIS VIEW, LLC
518 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

STEVE & JACKIE KAMINSKI
504 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

LINORA & MICHAEL STICKLER
520 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

LANTZ FAMILY TRUST
508 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

PATRICIA DEFRIES TRUST
530 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

DENNIS & STELLA & TREY FOX
538 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

JAMES & LINDA MORCOM
532 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

RANDALL & NANCY KULEGE
PO BOX 1269
GLENWOOD SPRINGS, CO 81601

RICHARD PADRNOS
534 TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

TRAVER POINT HOMEOWNER'S
ASSOC
530 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

AMY CONNERTON
528 N TRAVER TRAIL
GLENWOOD SPRINGS, CO 81601

JEREMY & LAURA HENDERSON
PO BOX 1480
RIFLE, CO 81650

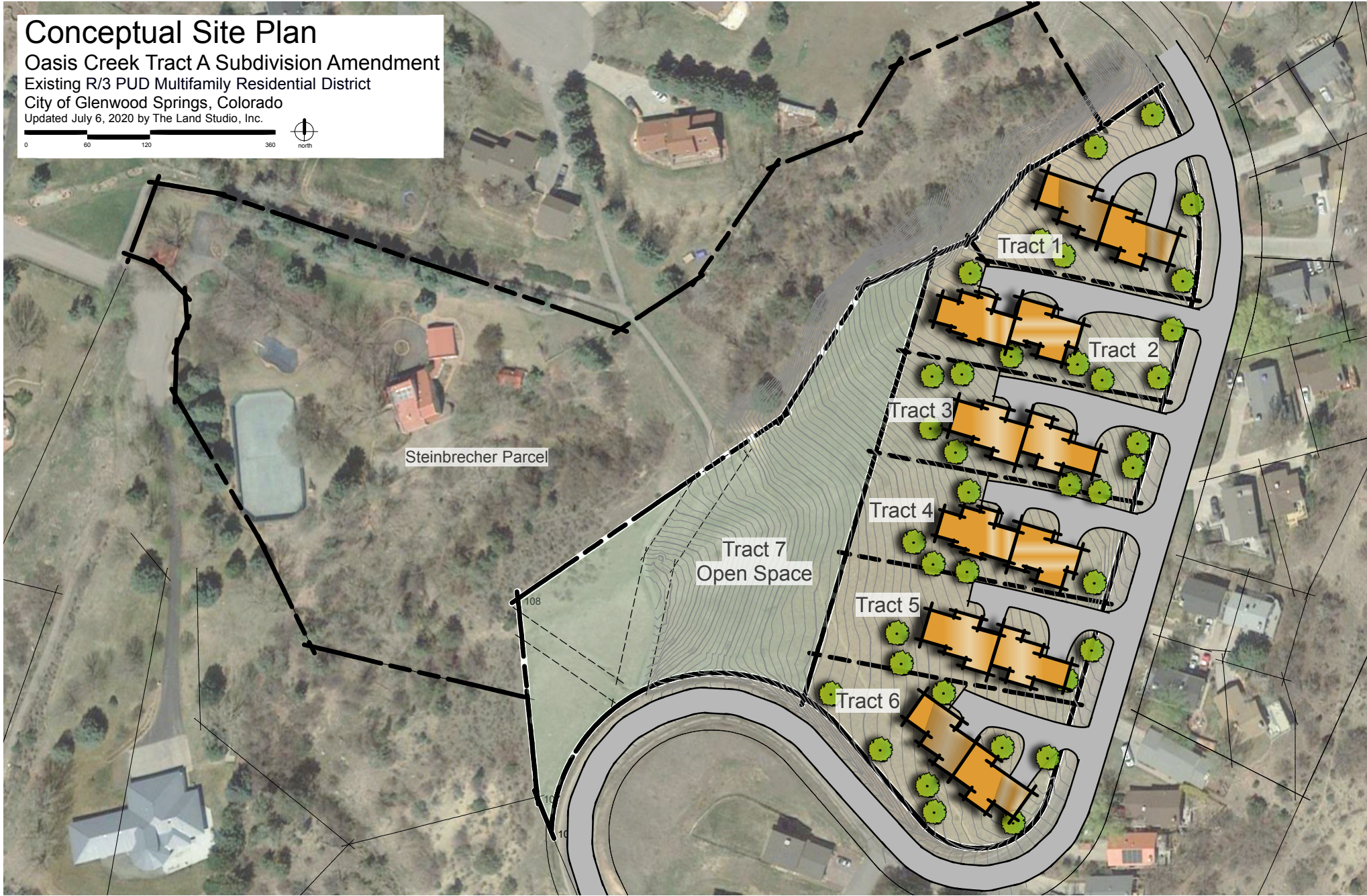
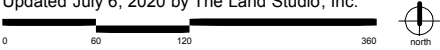
Oasis Creek Tract A Neighborhood Zoom Meeting
July 29, 2020, 6:30 PM

Attendees:

Doug Pratte landstudio2@comcast.net [Land Planning Consultant]
Julie Pratte jjpratte@comcast.net [Land Planning Consultant]
Tate Fairbanks tate@tatecivil.com [Applicant]
Mary Steinbrecher marysteinb49@gmail.com [Land Owner]
Jeff Peterson jpeterson@sopris.net [Oasis Creek Architectural Control Committee]
Jim Griffin jgriffin@sopris.net [Oasis Creek Architectural Control Committee]

Mimi O'Leary
Sylvia Lincoln
Jo Ellen White
Steve Kilahu-Starzer
Dale Reed
Kristin & Ryan Muse
Terry Kates
Suzanne Emery
Elizabeth Worrell
Leo McKinney
Phillip Long
Kevin and Karin Batchelder
Mike Fattor
Cynthia Metzger
Jim Griffen
Tim
Judy
Michael
Thunyaphats [screen name]

Conceptual Site Plan
Oasis Creek Tract A Subdivision Amendment
Existing R/3 PUD Multifamily Residential District
City of Glenwood Springs, Colorado
Updated July 6, 2020 by The Land Studio, Inc.



September 16, 2020

Planning and Zoning Commission
City of Glenwood Springs, CO
101 8th Street
Glenwood Springs, CO 81601

RE: Oasis Creek Tract A, Variance Hearing
Jerry and Mary Steinbrecher, owners

Commission members:

In 2016 Jerry and Mary Steinbrecher obtained a variance to change their property in question to six single family lots. Oasis Creek property owners were not canvassed in total, I assume, because they were reducing the density. I would suggest that if the Commission is considering approval of the increased density that at least a majority of the of the property owners in the total subdivision would have to agree in the proposed change.

The developer is planning the construction of 5 duplexes (10 unites) The definition of a duplex is a house plan of two living unites attached to each other, either next to each other as townhouses, condominiums, or above each other like apartments. The big question is what will the "height" restrictions be and will the developer have to seek a variance for increased height. Does a unit with parking underneath be allowed to go another two stories? The lots are not that big to accommodate that change in density.

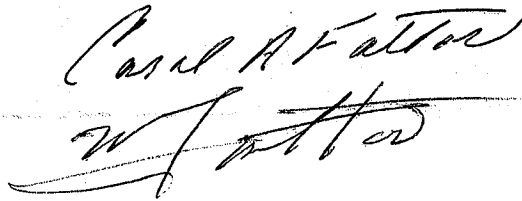
The original plan for Oasis Creek subdivision was for single family dwellings. If the Commission would drive around the subdivision, they would see single family homes with multiple families living in some of those homes. I don't now if the ACC just wasn't paying attention, or this just happen. In todays world, families also include "ancestors" of every side. This has caused dwellers needing to park on lawns because of restricted parking in their own driveways. The approval of density on Track A would cause the same problem. Families today normally have at least two cars, but if you open it up to the "whole" family or another family sharing the same duplex it would be come a nightmare. This of course does not count all the recreational vehicles that accompanies the members of the families. The developer's plan for the "sixth" lot as open space would only turn that vacant into a storage lot for all excess toys.

Traffic is already a problem because of the above-mentioned concern. You have families going for a walk with the kids and pets tag along. The increase in density will add to that problem. Along with the added traffic, comes parking problems. If the density is increased more vehicles will have to be parked on the street. Jerry and Mary already are having cars tagged on the East side of Tract A. They have seen the problem even before this proposal. The problem is not going away.

The Commission has been inundated with request for increased density for projects passed and projects on the drawing board. These are tuff decisions, but in most cases your decisions fit the neighborhood. Quite honestly, this request for increased density does not fit. I urge you to deny this application.

Respectfully,

Mike and Carol Fattor
823 N. Traver Trl
Glenwood Springs, CO 81601
mfattor@comcast.net
970 379 8450

Handwritten signature of Carol A. Fattor in cursive script.

From: [Mimi O'Leary](#)
To: [Trent Hyatt](#)
Subject: FW: letter to p&z
Date: Thursday, September 17, 2020 11:22:27 AM

Good Day,

I am writing you about the proposed new development in Oasis Creek by Tate Fairbanks. I live in Oasis Creek across the street from this development. The property is owned by Mary and Jerry Steinbrecker. Right now, the property is divided in six single family lots. Evidently, Tate Fairbanks wants to change these single family lots to five multi family tracts and build duplexes on these tracts. I have lived in my house for 20 and I do have some concerns.

1. First and foremost I'm somewhat concerned about how this development will effect the value of my property. I have spoken to a realtor and was told that the addition of a multifamily property into a neighborhood that has only single family homes, can definitely have a negative effect of the value of the homes in the vicinity. I believe the term is injurious. This will change the character of my neighborhood and does not make me want to jump on board with this plan.
2. Increased density is also a concern. When Mary Steinbrecker came to our homes telling us her plans for the 6 single lots to be sold, I was totally on board. It seemed very reasonable to me. She has not come door to door regarding this new idea. With the 12 new properties, we will have so many more people and cars than what we were told. Not to mention, the parking situation which is somewhat out of control and the issue of snow removal is something to think about as well. These things need to be worked out before I vote to change the plan. Plus, the fact that some people in this neighborhood, feel that this road is for practicing for the Indy 500. It can be a bit scary and more cars and people will make it worse.
3. Another thing that worries me is light pollution. Sometimes when developments are built they come with outdoor lights that never seem to be shut off. One example of this is down the road from me with the houses on the point. I'm all for lights, don't get me wrong, but, sometimes they need to be turned off. This neighborhood doesn't have streetlights... and that's the way we like it. We can actually see the milky way or meteor showers when they occur. It's a very special aspect of this neighborhood, that you don't see very often so close to the downtown area. I would hate to not see these celestial happenings anymore.
4. Another thing to mention is that the property has been used as open space for so many years that a herd Elk hangs out there in the winter and the people in the neighborhood have used it to play with their kids, fly kites or walk their dogs. I've even cross country skied on it on occasion! It would be nice to figure out some sort of easement on the north end by Tract 1 for people to use to get to the open space without walking around to it on the road.

Thank you for taking the time to read this letter. I plan on attending the zoom meeting on September 22nd.

Sincerely,

Mary G O'Leary

September 17, 2020

P & Z Commission

Re: Variance for Track A
Jerry and Mary Steinbrecher, Owners

Additional comments concerning the variance upon learning that Jerry and Mary have changed their mines this morning to utilize A 6 as an additional 2 duplex unites. This just exasperates the problem. I can assume that now A 7 will become the open space for all the toys and cars that do not have room to park other than on their lawns. This a problem that already exists.

It should still be mandatory that the covenants be changed before any approval. As you know, that would require a majority 66% of property owners to sign off in favor of the project or to change the covenant Their plan, which is sneaky, is to state that if P & Z approves the project, covenant amendment in no longer necessary. This is kind of a "slight of hand" or a "back door" approach which should be vetoed.

To say again, parking is still going to be a problem on the East side. When it snows the City plows to the West on that stretch of road. At times, when snow continues, cars that are already utilizing parking, where they shouldn't, get plowed in. The cars are sticking out way beyond fire hydrants and become a hazard. Of course, residents on the East side of Traver across from J & M's property have well over 2 or 3 cars per address and that is where they park the extra car or cars.

Thanks again for you time. I urge you deny this variance change.

Respectfully,

Mike & Carol Fattor

A handwritten signature in cursive script, appearing to read "Carol A. Fattor". The signature is written in dark ink and is positioned below the typed name "Mike & Carol Fattor".

September 17, 2020

Planning and Zoning Commission
City of Glenwood Springs, Colorado
101 W. 8th Street
Glenwood Springs, CO 81601

Dear Planning Commissioners,

I grew up in Oasis Creek and in late 2016 my wife and I purchased our home on Harvard Dr. Over the last forty years Oasis Creek has developed into one of Glenwood's nicer neighborhoods. To date, all of the parcels in the subdivision have been developed as single-family homes. The neighborhood offers great views, proximity to town, well maintained homes, engaged homeowners and no through traffic. Despite the lack of sidewalks, Oasis Creek has a lot of walkers who circle within the neighborhood for exercise.

In early 2016 only two parcels remained with the potential for multi-family development. One parcel in Tract C, at the bottom of the subdivision near Transfer Trail. The other undeveloped parcel, Tract A, is in the heart of the neighborhood and is the subject of tonight's discussion. The original PUD allowed for up to fifty condo units on Tract A. It has remained open for decades and its potential development into multi-family has always been a personal concern. A multi-family development anywhere near the PUD's allowable density unit would forever change the characteristics of the neighborhood. The Steinbrechers purchased the lot in 1993 out of their own personal concerns with what a dense multifamily development would mean for Oasis Creek. The neighborhood owes them a debt of gratitude. I was excited to see the Steinbrechers take steps in 2016 to permanently eliminate (or so I thought) the potential for multi-family development on their land. Their commitment to the neighborhood ensured that the characteristics I grew up loving in Oasis Creek would be preserved.

The homeowners are now faced with the potential of multi-family development returning. While I would prefer to see single-family homes developed on these lots, the multi-family development proposal in front of you has potential. Though significantly less than the original PUD allowed, duplex units will double the single-family density approved in 2016. This increased density warrants attention and considerations. I see several issues within the proposal that should be addressed prior to the Planning and Zoning (P&Z) Commission's approval.

- 1.) Conflict with the Protective Covenant: In 2016, the Steinbrechers recognized and respected that a variance from the Protective Covenants was needed. They obtained approval prior to moving forward with their P&Z request. The current applicant is moving toward P&Z approval despite the recognition that this proposal does not conform with the covenant amendment granted to the Steinbrechers in 2016. Alignment between the protective covenant and the proposal should occur before P&Z's approval.

- 2.) **Guaranteed Maximum Density:** If the parcels are transitioned back to a multi-family area, there should be legal assurance that the density cannot be increased in the future. We are already seeing a developer attempt to double the approved 2016 density. This iteration should only be granted if it permanently ties the land to the units being proposed. The Steinbrechers have stated that within the conditions of the sale there is a requirement that these tracts become deed restricted to a maximum of two units per parcel. I want to ensure that the developer's representations about both the open space proposed and the proposed duplex use are codified and become permanent legal restrictions that are bound upon the land.
- 3.) **Current and Future Parking Issues:** The west side of Traver Trail along Tract A has been used as on-street parking for decades. There are multiple vehicles parked on the side of the road at any given time. I would venture to say that every single-family home in both Tract B and C currently meet the city's parking design minimums. The reality is that it is not sufficient. While the parking issues created by the homes on the other side of the street are not this developer's problem, the additional of twelve more units will only compound the issue. This proposal does not provide any on-street parking in the most densely developed section of the neighborhood. During the winter months these vehicles become an issue. Once a snowbank is established by



the plows, vehicles start to encroach into the downhill lane of traffic. In heavy snow years, these parked vehicles restrict the flow, sometimes down to only one lane of travel. Site distance, pedestrian safety and traffic flow are already issues and they will only become worse if on-street parking is not addressed.

- 4.) **Vehicle Access onto Traver Trail:** The number of cars traveling in and out of the duplex driveways will double from what was approved in 2016. Reducing the number of driveways onto Traver would be beneficial for all. Four units (two duplexes) could share a single driveway. It would mimic what was done on the opposite side of the street. From a safety standpoint, the number of access points on to Traver would be reduced by 50% (3 driveways instead of 6) - see attached graphic. This reduction decreases vehicular and pedestrian interactions and improves site distances. From a design and cost standpoint it reduces the

construction costs (less concrete), maintenance costs, snow removal costs, and increases the landscaped green space. It eliminates the upper duplex looking down on the neighbor's driveway/garage below, arguably improving the view planes. With proper landscaping placement between the pods, privacy and views are improved and landscaped area is increased. Reducing the number of driveways would also increase the lineal footage for potential on-street parking.

- 5.) Safe Pedestrian Travel Routes: By default, Tract A has served as a means of mitigating pedestrian safety issues. Natural trails have organically developed over the last forty years. Many people that walk loops around the neighborhood regularly use these volunteer trails on Tract A to avoid walking on the most heavily traveled neighborhood section of Traver Trail. The elimination of the volunteer trails will force people back to the street's edge. In 2016, the Steinbrechers asked for a variance from the city design code that required a sidewalk along the property. It was ultimately granted. In lieu of the sidewalk a 10' utility, drainage, trail and public roadway easement was granted. A "soft" trail was created. The narrow trail marginally functions in the lower area of the Tract where vehicles cannot park (Tract A6). This trail does not function in the straight section where vehicles park on top of it and force pedestrians back into the roadway. The 2016 P&Z meeting minutes reflect some of these concerns. Commissioner Dunn remarked, "Was there consideration of improving the deer path or was there something to encourage people to walk off the street? This seems to be a safety issue." He later encouraged "people to use the natural trails and not walk in the road."

The proposed development will eliminate the volunteer trails and increase both pedestrian and vehicular traffic. With the current application, we have the benefit of hindsight and an opportunity to solve a pedestrian safety issue. I believe that the homeowners would work with the developer to create a viable solution. It is worth noting that 97% of homeowners in the subdivision must drive this section of Traver Trail making it the most heavily traveled section in the neighborhood. Once you pass Harvard Dr. (~four hundred feet past Oasis Creek Park), the percentage of homeowners driving on Traver drops to 31% and 21% on Harvard. I personally feel much safer walking on the neighborhood streets once I am either on or above Harvard Drive.

- 6.) Architectural Considerations: The proposed duplexes will be the only multi-family units in the neighborhood. The forty-year-old design standards do not provide prescriptive design requirements but more general guidance. This proposal does not provide any design information or commitment to respect the architectural characteristics of Oasis Creek. It is important that these do not appear to be cheap cookie cutter duplexes that are mirrored with little character. This lack of guidance creates a potential for the development of units that do not blend with the characteristics of the neighborhood. I believe the applicant should provide some design information and restrictions prior to approval.
- 7.) Multi-Family Restrictive Covenants: The application does not include additional restrictive covenants for the proposed multi-family use. While the Oasis Creek protective covenants will still apply, the multi-family designation will require additional mechanisms and controls. As an example, shared driveways will result in the need to define maintenance and snow removal costs.

I have attached a graphical representation to help visualize of some of the issues noted above.

The proposed development has potential, but in its current form there are too many issues that need to be addressed. Much like the Bell-Rippy project, I am hopeful that the homeowners and applicant will work together to address concerns and create a quality project that ultimately leads to a covenant amendment and P&Z approval. At this time, I respectfully ask that the Planning and Zoning Commission deny the applicant's submittal until covenant issues, safety issues and neighborhood concerns are resolved.

Sincerely,

A handwritten signature in black ink, reading "Jeff Peterson". The signature is written in a cursive, flowing style with a large initial "J" and "P".

Jeff Peterson
607 W. Harvard Dr.

Illustrative Site Plan

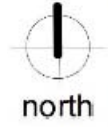
Oasis Creek Tract A Subdivision Amendment

Existing R/3 PUD Multifamily Residential District

City of Glenwood Springs, Colorado

Updated August 11, 2020 by The Land Studio, Inc.

0 60 120 240



Illustrative Concept
Improvements to
Increase Safety and
Neighborhood Mobility

At Harvard Dr., Remaining
Traffic is Split and Greatly
Reduced (21% on Harvard
and 31% on Traver)

Paved Trail w/
Curb. No Parking.

Oasis Park

46% of Developed Oasis
Creek Homes (Including
proposed duplexes) Are
Below Oasis Park

Reduce Quantity of
Driveway Cuts

Steinbrecher Parcel

Existing Trails
Used Regularly
by Pedestrians

Existing Bike Path

Tract A7
Open Space

Paved Trail

97% of Homeowners Travel
this Section of Traver Trail

Tract

Tract A2

Tract A3

Tract A4

Tract A5

Tract A6

Off Street Parking

Sidewalk

No Parking

Oasis Creek Architectural Control Committee

September 17, 2020

Planning and Zoning Commission
City of Glenwood Springs, Colorado
101 W. 8th Street
Glenwood Springs, CO 81601

Dear Planning Commissioners,

The Oasis Creek Subdivision is regulated by protective covenants. An Architectural Control Committee (ACC) is the only regulatory body defined by these protective covenants. As such, the Oasis Creek ACC has reviewed the proposal to develop multi-family duplexes on the single family lots created by the Oasis Creek Tract A Subdivision. The proposed develop does not currently conform with the requirements defined within the covenants. A covenant amendment is needed to align the proposed use with the currently approved use.

The Oasis Creek Tract A Subdivision was created in 2016 by Jerry and Mary Steinbrecher with the expressed intent of limiting the development to single family homes. Mr. and Mrs. Steinbrecher took extraordinary steps to ensure the property was not developed as originally platted in the 1980 PUD. After holding the property for 23 years, they subdivided the property into six single family lots. To do so, a variance of the covenant was necessary. A variance was required because the covenants specifically prohibit the subdivision of both "Lots" and "Tracts". The covenant specifically defines "Tracts" as multi-family areas in the PUD and "Lots" as parcels for single family homes. A variance was granted to the Steinbrechers in 2016 that allowed their multi-family "Tract" to be subdivided into single family "Lots". This was completed before they moved forward with Planning & Zoning Commission approval. The recorded subdivision plat created seven lots – six single family lots and one lot dedicated as open space.

The proposal in front of you changes the approved single family "Lots" into multi-family "Tracts" and proposes the construction of six duplexes (twelve units). It no longer aligns with the variance granted in 2016. The ACC has discussed several safety and neighborhood concerns with the developer's land planner, Doug Pratte of Land Studio, Inc. The ACC's primary concern is that both the 2016 platting and variance specifically limit the use of the lots to single family homes. This proposal converts the land back to multi-family tracts and doubles the approved density. Without specific restrictions, future proposal modifications could further increase density if the platting designates these parcels as multi-family tracts (i.e. a developer might request a four-plex in the future). If a multi-family designation is granted, approval should be contingent upon legally limiting any tract development to two units per parcel. The ACC discussed the need for a new or modified variance with Mr. Pratte to convert the approved single family lots to multi-family tracts. He acknowledged the need for a variance from the

covenant in a July 29, 2020 email (attached). Unlike 2016, this proposal is moving towards P&Z approval without the proper covenant variance in place.

The developer appears to be attempting to modify the conditions of the covenant's 2016 variance through city approval. This is not the proper path forward and could potentially override portions of the protective covenants that the homeowners have relied upon for forty years. The ACC's sole purpose is to represent the interests of the homeowners and follow the restrictions defined within the protective covenant. We foresee several issues if this submittal is approved by the Planning & Zoning Commission without considering homeowners' concerns and the required covenant variance. The ACC and the Oasis Creek homeowners want to work in conjunction with the developer to form these parcels into a development that enhances the neighborhood. Planning and Zoning's approval of this application should be delayed until the required covenant amendment is in place and the homeowners' concerns have been addressed.

Thank you for your time and service to the community.

Respectfully,

Jeff Peterson

Jim Griffin

Greg Greer

Oasis Creek Architectural Control Committee

From: [Vicki Riley](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek Tract A
Date: Thursday, September 17, 2020 11:11:35 AM

Mr. Hyatt,

I am writing as a resident of Oasis Creek Tract B. I have significant concerns about the impact the density of the proposed multi-family development in Tract A. I do not feel it is in the best interest of the community to allow this type of development in our neighborhood. Current traffic up Traver trail by residence, tourist, Mining vehicles and outdoors people heading to public lands is already a significant issue that the City has failed to address. Parking is an issue on Traver Trail. Homeowners, visitors and outdoor people with trailers and off-road vehicles to go up Transfer Trail park all along the area. People speed up the hill all the time to get to the houses at the top. Adding a dense area of multifamily homes on lots that were meant for single family homes will exacerbate the problems already existing with parking and traffic congestion. I ask that you deny the request for multi family units to be built here and preserve the neighborhood by maintaining the single-family home criteria.

Respectfully,
Vicki Riley
624 N. Traver Trail,
Glenwood Springs, CO 81601

Planning and Zoning Commission
City of Glenwood Springs, Colorado
101 West 8th Street
Glenwood Springs, Colorado 81601

September 17, 2020

RE: Oasis Creek Tract A Subdivision

Dear Planning Commissioners,

I am a homeowner within the Oasis Creek Subdivision.

After reviewing information on the developer's previous actions to develop the Oasis Creek Tract A Subdivision, it is apparent that Mr. Pratte is attempting to supersede the established procedures of our subdivision and of the Planning and Zoning Commission. His attempt to gain approval through the P & Z without having first secured the covenant amendment demonstrates his lacking confidence that he will, in fact, secure the amendment.

I ask that the Commissioners require the developer to follow the established procedures without circumventing them.

Sincerely,

Sara Sims
456 N Traver Tail
Glenwood Springs, Colorado 80601

From: [Becky Wi](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek TractA expansion
Date: Friday, September 18, 2020 8:49:53 AM

Hello Trent,

This proposed expansion from single family to duplex construction is a concern to me. I love at 606 Traver, directly across from this open meadow where the expansion is proposed. I have lived here for 11 years.

The increase to duplexes, and now to include lot 6 as well, will more than double the amount of people and traffic on Traver Trail. All of the homes opposite this open space have shared driveways, which means that many of us need to park along the unpaved, sloping side of the street. In the last week there have been between 6 and 8 cars in front of my house every morning, and off and on throughout the day. These cars present a problem for those of us who want to walk along the road, or need to walk up to our shared mailbox locations.

Pedestrians and dog walkers, of which there are many, need to weave in and out of the parked cars to avoid moving vehicles. In winter the plowed snow needs to be pushed into this area,. This makes it less safe for pedestrians, and often results in cars parking on the road. Currently, many of us (thanks to the Steinbrecker's generosity) walk across the meadow and connect with paved trails in the neighborhood.

Fewer houses and a provision for improved parking spaces, would offer drivers safety with increased traffic.

Paved walking trails or sidewalks are essential for pedestrian safety along this section of Traver Trail.

As part of the city of Glenwood Springs, these safety concerns need to be addressed for residents in this neighborhood.

Sincerely,
Rebecca Winchester

From: [Alex M](#)
To: [Trent Hyatt](#)
Subject: Amendment for Oasis Creek Tract A
Date: Saturday, September 19, 2020 7:17:56 PM

Mr. Hyatt,

My main concern with proposed Oasis Creek Tract A amendment is the increase in traffic along Traver Trail. Especially in the winter with the sharp corners that often ice up.

The "Basic Traffic & Parking Analysis" on p.124 of the application argues that since the proposed 12 units is less than the original 50 units originally allotted for in 1980, no additional roadway improvements are warranted. Did the original plan in 1980 really assume that all those units could be served by Traver Trail alone?

Furthermore, "Table 1, Trip Generation Estimates" on p.125 is not relevant since it is for "Single Family Homes" yet the application is for Multi-Family homes.

I request that a new traffic impact study be performed.

It also doesn't seem right that the residences further up Traver Trail were not notified about the July 29 meeting. Since Traver Trail is the only way in and out of the subdivision, I believe all of Oasis Creek should have been notified.

Thank you.

Alex Maluta
504 Harvard Dr
Glenwood Springs, CO 81601

Henry J. Dallagiacoma
628 N. Traver Trail
Glenwood Springs, CO 81610

September 17, 2020

Glenwood Springs Planning and Zoning Commission
City Hall
101 West 8th Street
Glenwood Springs, CO 81601

RE: Oasis Creek Tract A, Variance Hearing

Planning and Zoning Commission Members:

I have been a resident of Oasis Creek for more than three decades and my wife and I have questions and concerns regarding the proposed development of duplex residences, which represents an urban infill-style site plan not conducive to this single-family community. The proposed dense footprint will result in added light and noise pollution, and a significant increase in traffic, which will dramatically impact the environmental quality of this area. It is simply not appropriate.

The area proposed for increasing the density of this parcel will impact the safety of pedestrians and drivers who already walk and drive this area, because the sightlines are minimal due to the curves on the road at this point. Adding a minimum of 16 cars to the roadway in this tight and winding area of the road is concerning, from traffic, safety and noise perspectives.

If residences have more than two vehicles per unit, the impact of cars lined up and down this parcel to accommodate additional parking will be an eyesore and pose problems for the city maintaining this roadway in the winter. Where does the developer, and this Commission, propose to have additional parking for these vehicles? How will this parking be enforced? How will you address the impact of this potential parking situation on existing residences? If these residences have large travel vehicles, such as RVs, where will they park? Parking these along Traver Trail would be a safety driving sight hazard and an eyesore.

Understanding that each residence will have its own lighting, does the developer plan to have additional universal lighting throughout the complex? If universal lighting is proposed, this will add unsightly and unnecessary light pollution, which will affect wildlife as well as single-family residences in proximity to this development.

Regarding infrastructure, this level of additional residential density has the potential to affect the existing infrastructure resources, further affecting existing residences.

The Commission carries a fundamental responsibility to ensure the integrity of its communities is maintained and that those who already live in these communities are respected. Overall we feel this proposed multifamily development is not appropriate for this community.

Sincerely,

Henry and Adrienne Dallagiacoma

Handwritten signatures of Henry and Adrienne Dallagiacoma. The signature for Henry is written in a cursive script, and the signature for Adrienne is written below it, also in cursive.

From: [Phillip Long](#)
To: [Trent Hyatt](#)
Subject: Development of Tract A- Oasis Creek Subdivision
Date: Sunday, September 20, 2020 8:42:41 AM

Dear Mr. Hyatt,

I'm writing in response to the proposed multi-family development of Tract A in Oasis Creek Subdivision. We have lived in Oasis Creek for 6 years and it is a very special place. Residents currently enjoy using the established walking path, maintained by the City of Glenwood Springs, to walk, exercise pets and as a means to get to town on foot and bicycle. While we understand that Tract A is likely to be developed, it is important that this development not significantly disrupt our existing Oasis Creek community. As you know, currently the Oasis Creek neighborhood consists solely of single-family homes.

We are hopeful that any decision by P&Z will respect the character of the neighborhood that currently exists. There are clearly six single family opportunities to be developed, but our understanding is that the current potential developer is looking at 6 duplexes. Parking issues already exist near Tract A due to the closely clustered single family homes on the east side of Traver Trail, who have insufficient parking and use the west side of Traver Trail as overflow parking. If Tract A is developed in a high density fashion, this current parking problem will be compounded and potentially will become a safety issue.

We look forward to your assistance in maintaining the character and quality of life in Oasis Creek Subdivision.

Sincerely,

Mr. Phillip and Dr. Allison Long

507 W Princeton Cir

Glenwood Springs, CO 81601

September 16, 2020

Planning and Zoning Commission
City of Glenwood Springs, CO
101 8th Street
Glenwood Springs, CO 81601

RE: Oasis Creek Tract A, Variance Hearing
Jerry and Mary Steinbrecher, owners

Commission members:

In 2016 Jerry and Mary Steinbrecher obtained a variance to change their property in question to six single family lots. Oasis Creek property owners were not canvased in total, I assume, because they were reducing the density. I would suggest that if the Commission is considering approval of the increased density that at least a majority of the of the property owners in the total subdivision would have to agree in the proposed change.

The developer is planning the construction of 5 duplexes (10 unites) The definition of a duplex is a house plan of two living unites attached to each other, either next to each other as townhouses, condominiums, or above each other like apartments. The big question is what will the "height" restrictions be and will the developer have to seek a variance for increased height. Does a unit with parking underneath be allowed to go another two stories? The lots are not that big to accommodate that change in density.

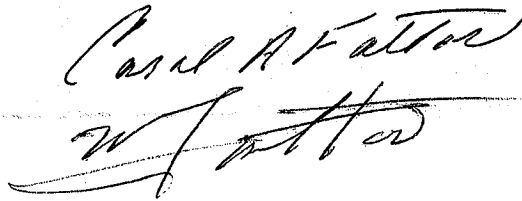
The original plan for Oasis Creek subdivision was for single family dwellings. If the Commission would drive around the subdivision, they would see single family homes with multiple families living in some of those homes. I don't now if the ACC just wasn't paying attention, or this just happen. In todays world, families also include "ancestors" of every side. This has caused dwellers needing to park on lawns because of restricted parking in their own driveways. The approval of density on Track A would cause the same problem. Families today normally have at least two cars, but if you open it up to the "whole" family or another family sharing the same duplex it would be come a nightmare. This of course does not count all the recreational vehicles that accompanies the members of the families. The developer's plan for the "sixth" lot as open space would only turn that vacant into a storage lot for all excess toys.

Traffic is already a problem because of the above-mentioned concern. You have families going for a walk with the kids and pets tag along. The increase in density will add to that problem. Along with the added traffic, comes parking problems. If the density is increased more vehicles will have to be parked on the street. Jerry and Mary already are having cars tagged on the East side of Tract A. They have seen the problem even before this proposal. The problem is not going away.

The Commission has been inundated with request for increased density for projects passed and projects on the drawing board. These are tuff decisions, but in most cases your decisions fit the neighborhood. Quite honestly, this request for increased density does not fit. I urge you to deny this application.

Respectfully,

Mike and Carol Fattor
823 N. Traver Trl
Glenwood Springs, CO 81601
mfattor@comcast.net
970 379 8450

Handwritten signature of Carol A. Fattor in cursive script.

September 17, 2020

P & Z Commission

Re: Variance for Track A
Jerry and Mary Steinbrecher, Owners

Additional comments concerning the variance upon learning that Jerry and Mary have changed their mines this morning to utilize A 6 as an additional 2 duplex unites. This just exasperates the problem. I can assume that now A 7 will become the open space for all the toys and cars that do not have room to park other than on their lawns. This a problem that already exists.

It should still be mandatory that the covenants be changed before any approval. As you know, that would require a majority 66% of property owners to sign off in favor of the project or to change the covenant Their plan, which is sneaky, is to state that if P & Z approves the project, covenant amendment in no longer necessary. This is kind of a "slight of hand" or a "back door" approach which should be vetoed.

To say again, parking is still going to be a problem on the East side. When it snows the City plows to the West on that stretch of road. At times, when snow continues, cars that are already utilizing parking, where they shouldn't, get plowed in. The cars are sticking out way beyond fire hydrants and become a hazard. Of course, residents on the East side of Traver across from J & M's property have well over 2 or 3 cars per address and that is where they park the extra car or cars.

Thanks again for you time. I urge you deny this variance change.

Respectfully,

Mike & Carol Fattor

A handwritten signature in cursive script, appearing to read "Carol A. Fattor". The signature is written in dark ink and is positioned below the typed name "Mike & Carol Fattor".

From: [Jana](#)
To: [Jana](#)
Subject: [Quick Check](#)
Date: Sunday, September 20, 2020 2:31:24 PM

Result of a rental next to my house!!









Partial parking for these units. Plus another 2 to 3 on the road. And work trucks!!!
As per the specific performance contract dated July 14, 1980:
He will provide off street parking for all vehicles upon a paved surface. (City has prohibited on street parking)

Good day Trent:

I am writing this in regards to the proposed hearing on the oasis Creek amendment from single-family lots to multi family tracts!

This proposal is not acceptable for myself or with any other current homeowners that I have talked to recently.

As in the past I am sure that the future will show that the almighty dollar is the primary interest of anyone who is not directly impacted by such a proposal.

Higher density and the sacrifice of quality, does not equate to harmony, or a better quality of life for all of us who have called this area home. As in the past with Ross Jeffreys and Ray Monahan we were sold on this and we were delivered that!

As a result truck B&C

is a virtual reality of a parking lot -

of toys, cars, work trucks and such

that is a eyesore to all that have to drive by it on a daily basis.

As Jerry Steinbrecher has told me directly. When he bought his property from Paul BURGERT

This is a great place to live.

Except that you have to drive by all the raffraff to get here.

Changing the density from six units to 12

Will only exacerbate the existing negative issues.

1. Pedestrian safety:

With no sidewalks, soft shoulders, and 90° turns.

I have

Encountered in the past years, bicycles, skateboarders, joggers, motorcycles, ATVs,

dog walkers, bikes, parents with baby carriages,

children walking to school, and many different varieties of wildlife on the shoulders and in the road itself.

Add to this the sent

18 wheelers from the quarry and the dust in the setting sun:

real safety issues come to light!

Now with the new roundabout and the bridge, access to the lower travel trail is limited and quite often blocked by cars lined up on the weekends.

With the expansion of the iron Mountain Hot Springs and C-Dot,

I envision a traffic light will have to come into existence in the near future.

More vehicles will just exacerbate the developing concerns.

In the winter time park cars that are left on the shoulders get plowed in and remain there for weeks at a time, and some for the whole winter!

This in a heavy snow year creates close to a single lane of traffic and is a real safety issue.

Higher density:

12 units equates to about 30,000 ft² of housing and more than likely 20 to 35 cars as now most units up here have at least 3 to 4 cars per unit.

Adding campers, toys, and trailers and work vehicles, the result is not pleasant to envision.

Across the board, double what is now approved on the books.

If this Zoning changes

From single family to the multi family tract,

what will prevent The developers from coming back and requesting higher density at a future date?

It has been done before, and I'm sure that card is in the deck.

Height restrictions and setbacks:

The covenant states: no structure shall be permitted on any lot or track which exceeds 30 feet in height from the highest natural finish grade line immediately joining the foundation or structure.

In my opinion I believe swamp coolers have been added after construction in the neighborhood and my current view plane that violate this height limitation.

Metal roofs reflect a lot of light under current conditions that obstructs visibility to other property owners and should not be allowed for this track development. In the original stipulations only shakes and earth burn materials were approved for the development. Since then metal roofs have appeared.

Street trees and property trees are not considered the same. Species of trees need to be restricted and enforce for this proposed track regardless of approval density.

Property owners put in fast growing trees and then move,

and do not visualize or respect the impact they have on the surrounding property owners. Currently there are many 100 foot plus Cottonwood trees in the development.

After A few years these trees block other property owners views that were enjoyable and present when they purchased or developed their properties.

As per book 550 page 3.

Of the covenants,

11 -3 states:

No vehicles, boats, campers, trailers, snowmobiles, or other such recreational vehicles or devices shall be stored or permitted to remain for more than three continuous days on any lot or track unless the same stored from view and Stored in a Garage.

Sadly this stipulation has gone up in smoke currently and blatantly as all the above are in view throughout the development!

Also currently there are businesses that are operating and they

store equipment and inventory in plain sight!

I have no objections to developing track A.

If the current property owners have a say in how and to what extent the quality is addressed

and regulated in writing.

The protective covenants were meant to protect and respect the anticipated quality of living in a high quality environment. Developers usually take the money and disappear!

As the rest of us remain here.

We will have to live with the decisions and repercussions of how this eventually evolves. After 40 years of living here I have been blessed.

Let us respect the future generations to come, so that our considerations and decisions reflect some insight for quality of living in such a beautiful valley.

I respect your position, and ask you to please take time for review and acknowledge the impacts that will become permanent. Looking forward to the zoom meeting on the 22nd.

Thank you for your time. Respectfully.

Terry Kates

From: [Steve Beckley](#)
To: [Trent Hyatt](#)
Subject: Oasis creek expansion
Date: Monday, September 21, 2020 2:51:08 PM

Trent

I'm writing in support of Mogli Coopers Oasis Creek duplex project. I would prefer 12 duplexes to 50 apartments as originally platted.

Let me know if you have questions.

Thanks

Steve Beckley Glenwood Caverns
Sent from my iPad

From: [jahuston](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek Multi Family Proposal
Date: Saturday, September 19, 2020 8:27:13 PM

Dear Mr Hyatt

My name is Judy Huston. I live at 507 W Castle Ct. in Oasis Creek Subdivision . I want to let you know that it is important and necessary that the homeowners in Oasis Creek Subdivision are polled before approval of this proposal and that it receives at least 66% approval from the homeowners.

Thank you, Judy Huston

Sent from Xfinity Connect App

From: [Nancy McClew](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek Multi-Family proposal
Date: Saturday, September 19, 2020 7:03:30 PM

Hi Trent,

I'm writing to express my concern over the proposed Oasis Creek multi-family proposal. Like other Oasis Creek homeowners, my concern is multi-family dwellings are inconsistent with our neighborhood. I'm not opposed to the development of the lots, just to the density.

I have read the personal comments from Jeff Petersen as well as the comments from the Oasis Creek ACC and my views align with both. Measures have been taken over the years by Mary and Jerry Steinbrecher to ensure the character of the neighborhood would not change. Multi-family dwellings are exactly what Mary And Jerry were trying to prevent. My request is for you to please take into account the homeowners comments when reviewing the proposal.

Thank you,

Nancy McClew
504 W. Harvard Drive
Glenwood Springs, CO

From: [Kenneth Stein](#)
To: [Trent Hyatt](#)
Subject: Proposed Oasis Creek Development
Date: Saturday, September 19, 2020 1:15:11 PM

My wife and I have lived at 618 Traver Trail since December of 1982. The development being discussed by the P&Z Committee is directly across the street from our home. We are not available for the zoom call next week but we want to have our concerns heard.

We are not prepared to support the proposal until the concerns raised by the Tract A Architectural Committee are adequately addressed. We fully agree with the issues Jeff Peterson raises in his correspondence regarding the proposal .

We can be reached by phone at 618-8246 or by email if you need more detail about our concerns.

Kenneth Stein

Maxine Stein

Sent from my iPhone

From: [Melody Massih](#)
To: [Trent Hyatt](#)
Cc: [Ed Olszewski](#)
Subject: Subdivision Amendment and Preliminary Plan Application, Oasis Creek Tract A
Date: Sunday, September 20, 2020 4:03:17 PM

Dear Planning and Zoning Commission Members:

This comes with regard to the Application for a Subdivision Amendment and Preliminary Plan Application for six duplex units and one open space tract in the Oasis Creek Subdivision, Tract A ("Open Space Parcel"). We are residents in the neighborhood, and are opposed to expanding the use of the Open Space Parcel beyond the existing six single-family lots. The proposal would double the currently approved uses and is not in character with the rest of the neighborhood, which is all single family residences. In addition, this proposal would increase traffic by at least double the currently approved uses. The Open Space Parcel was very recently reconfigured to allow for six single-family lots, and should remain that way. The want of a developer to maximize profit should not come at the expense of the neighborhood. In addition, there are two clearly delineated walking/biking trails in the Open Space Parcel that are and have been used for many years by us and the majority of our neighbors on an almost daily basis. We believe these trails have become public rights of way by virtue of 18 years or more of public use, and any approval that allows the elimination or reconfiguration of these trails could bring rise to an adverse possession claim by the neighborhood. As such, these trails should be dedicated to the public in their current location, and any development of the Open Space Parcel should accommodate the continued public use of these trails.

We have reviewed the personal comments provided by our neighbor Jeff Peterson, which are extensive and well thought out, and incorporate those comments in this response. For the reasons set forth above and in Mr. Peterson's correspondence, we request that the Planning and Zoning Commission deny the Application as submitted.

Thank you for your consideration.

Very Truly Yours,

Ed and Melody Olszewski

From: [Dale Reed](#)
To: [Trent Hyatt](#)
Subject: Application for Subdivision Amendment
Date: Wednesday, September 23, 2020 2:51:36 PM

Planning and Zoning Commission:

I strongly oppose approving an application for Six Duplex Tracts in the Oasis Creek Tract A Subdivision. Six individual new homes is already a sufficient impact to this community. Duplex units would: 1) change the character of this single family residential area 2) set a precedent for multiple family units, 3) further exacerbate large traffic increases planned by the limestone mine on Traver Trail, and 4) further complicate parking along Traver Trail.

Sincerely,

Dale F. Reed

542 Traver Trail

Glenwood Springs, CO 81601

(303) 775-1522

From: fairbanks@sopris.net
To: [Trent Hyatt](#)
Cc: ["Mogli Cooper"](#)
Subject: Oasis Creek
Date: Wednesday, September 23, 2020 4:29:49 PM

Trent & Staff,

With Mogli and my son involved in the Oasis Creek project, I admit to a substantial bias. I also admit to a presiding bias toward the future viability of this wonderful place and its appeal to old and new. When you find an owner willing to offer a property for less than its maximum potential, be very grateful; no, be ecstatic. I know the Steinbrechers are residents and are concerned for themselves and their neighbors, but we are simply lucky there. Please do not trample on their sense of community and generosity. No body wants a 50+ unit Albatross. The proposed 6 duplex units would be, I believe, well placed, compatible with the current surrounding residences, and adding an absolute minimum of traffic. There are current residents in Oasis Creek looking to downsize, who are interested in the first units. That says a lot about the market, the quality, and the design of the units.

Sincerely biased
buz fairbanks

From: [Elizabeth Hanckel](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek development
Date: Thursday, September 24, 2020 5:19:18 PM

Hello Trent-

I was in attendance at the P&Z meeting Tuesday and did raise my hand but I am assuming you did not see it.

My name is Elizabeth Hanckel, I have lived in Oasis Creek on Castle Court for 22 years. Please accept this letter as support for the project proposed by the Steinbreckers and their developers. The 6 duplexes seem very appropriate for the area. I hope you will support the project and that the P&Z will approve moving forward as quickly as possible.

Thank you.

Oasis Creek Architectural Control Committee

September 25, 2020

Planning and Zoning Commission
City of Glenwood Springs, Colorado
101 W. 8th Street
Glenwood Springs, CO 81601

Dear Planning Commissioners,

The Oasis Creek Architectural Control Committee (ACC) continues to work with the developer of Lot A in Oasis Creek. The three members of the ACC met with the Steinbrechers (current owners), Tate Fairbanks (developer) and his legal counsel (Scott Grosscup) on September 24th to discuss the project.

The conversation was productive. Mary and Jerry noted that each lot will be deed restricted to a maximum of two units as a condition of the sales contract. This should ensure that no more than twelve units are ever constructed on Tract A. We were also encouraged to hear more about Mr. Fairbanks' plan to develop quality duplexes in Oasis Creek.

Mr. Grosscup went through the legal aspects of the covenants. He contents that because the 2016 subdivision of the land did not go through the correct covenant amendment process, the land currently has all the covenant entitlements necessary to construct the proposed duplexes. The ACC does not have the expertise to weigh in on the legality of their approach. We understand the path they are taking and do not plan to challenge the validity of it. We look forward to continuing our work with Mr. Fairbanks and seeing a quality development constructed on Tract A.

Respectfully,

Greg Greer
Jim Griffin
Jeff Peterson

Oasis Creek Architectural Control Committee

From: [Gretchen E Ricehill](#)
To: [Trent Hyatt](#)
Subject: FW: Oasis creek proposed development.
Date: Monday, September 28, 2020 7:47:46 AM

Hello Trent
Here is a letter supporting the Oasis Creek duplex subdivision.
Gretchen

-----Original Message-----

From: jeanette anderson <jayeanderson@me.com>
Sent: Saturday, September 26, 2020 1:17 PM
Cc: Gretchen E Ricehill <gretchen.ricehill@cogs.us>
Subject: Re: Oasis creek proposed development.

- > On Sep 26, 2020, at 10:58 AM,
>
> Hi Gretchen my name is Jeanette Anderson I live at 820 N. Traver Trail in Oasis Creek. I have resided in Oasis Creek since 1982. This was long before many homes were built.
- > My views on this new development is please precede. My first home was 622 Traver Trail. My late husband and I were always concerned when and if a huge complex would be our view from the west...including the increased amount of traffic if the multi units (CONDOS) were built. I have seen the proposed project and it appears to enhance the Oasis Creek division.
- > I support the PNZ approval of the new project. I believe the proposal meets the city comprehensive plan requirements with the city staff approval.
- > My current husband and I have a 4 story house above the proposed property and have been in search for a single family living situation. We keep hoping instead of condos the city would sometime look into retirement homes for us long standing citizens in the community. I have several friends that were long time residents that have relocated to New Castle due to a complex of this nature is not available here in Glenwood.
- > We most likely would be a interested in purchasing one of the units.
- > The underlying zoning is R3 residential which supports the building of duplexes.
- > This project would be a great improvement to Oasis Creek subdivision. In conclusion I fully support this development.
- > Thank you,
>
> Jeanette Anderson
> 820 N. Traver Trail
> Glenwood Springs Co 81601
> Ph. 970 618 1199
>
> Sent from my iPad

From: [Gretchen E Ricehill](#)
To: [Trent Hyatt](#)
Subject: FW: Oasis creek proposed development.
Date: Monday, September 28, 2020 7:49:07 AM

FYI-Another letter of support

-----Original Message-----

From: Jared Lombardo <jandhprop@icloud.com>
Sent: Saturday, September 26, 2020 11:58 AM
To: Gretchen E Ricehill <gretchen.ricehill@cogs.us>
Subject: Oasis creek proposed development.

Hi Gretchen my name is Jared Lombardo I live at 820 N. Trevor Trail in oasis Creek. I am writing to you to state my views on this new development. I support the PNZ approval of this new project. To my knowledge the proposal meets the city comprehensive plan requirements with the city staff approval. My wife and I have been looking for a single living situation and would likely be a candidate to purchase one of the units. I believe the underlying zoning is R3 residential which supports the building of duplexes. I also believe it would be a great improvement to oasis Creek subdivision. The proposed units that I have seen appeared to be high end and very nice. So in conclusion again I fully support this development. The only one concern I have is all the on street parking that happens every night on that same section of Traver Trail. Thank you,

Jared Lombardo
820 N. Traver Trail
Glenwood Springs Co 81601
Ph. 970 379 2071

Sent from my iPad

From: [Sharon Andersen](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek Tract A
Date: Sunday, September 27, 2020 12:58:53 PM

September 27, 2020

To: Glenwood Springs Planning and Zoning Commission

RE: Oasis Creek Tract A Application

I would like to speak in support of the Oasis Creek Tract A Application. I am a senior who has lived over twenty years in Glenwood Springs and would like to continue to do so. While I am not ready to look at assisted living, I would very much like to relocate to a single level home. The availability of this type of housing is virtually non-existent in the area and those that are available are either mid-century needing major upgrades or very small apartments. The construction of 12 new one-level duplexes would provide some welcome alternatives.

Access to the proposed units and parking have been addressed in the application. Some open space and trails would still be available to the general public. Using this application to rectify problems inherent in the original Oasis Creek subdivision is closing the barn door after the horses are out.

This development would be an asset to the community by providing facilities that are currently sorely lacking. I would urge you to approve this application

.

Thank you for your consideration.

Sharon Andersen, Glenwood Springs

From: [Alex De La Garza](#)
To: [Trent Hyatt](#)
Subject: To Planning and Zoning - Oasis Creek Tract A
Date: Sunday, September 27, 2020 3:42:29 PM

To: Glenwood Springs Planning and Zoning Commission:

I was appalled at all the negative comments from neighbors in Oasis Creek regarding the application for 12 units on Tract A. Glenwood Springs and the surrounding area desperately needs units like those proposed in the application. Tract A was originally approved for up to 50 multi-family residential dwellings with a maximum height of 30 feet. I understand that the 12 units will be single story structures – a great improvement over 50 multi-family dwellings. Not In My Back Yard seems to be the calling cry from the neighbors in Oasis Creek.

As a senior I hope you approve the project, because that might be the perfect place for me to live in the near future.

I urge you to approve the application.

Sincerely,
Alex De La Garza
Glenwood Springs

From: [ROBERT KETCHUM](#)
To: [Trent Hyatt](#)
Subject: Oasis Creek Subdivision project
Date: Monday, September 28, 2020 9:03:14 PM

To Glenwood Springs P & Z

As resident homeowners in the Oasis Creek Subdivision we support the planned future development of single story duplexes on the Traver Trail curve.

These future smaller high quality units will provide much needed single floor homes in Glenwood Springs.

The historical owners of this property have allowed neighbors free access during the decades of the owners' tax liabilities.

The rights and liberties of property owners, not in violation of civic statutes, is a fundamental part of wise community planning and development.

We support approval.

Bob and Sandy Ketchum
Oasis Creek homeowners
Glenwood Springs

Engineering Department
Jessica Bowser,
Asst. City Engineer

Date: September 4, 2020

To: Community Development

Re: Planning Item 15-20_Oasis Creek Tract A Engineering
Comments

Please see the following engineering comments for Oasis Creek Tract A Pre-Application.

Comments:

1. This site will require a master drainage report for the entire development. The developed use will be different than the current (pre-development) use and the report will have to outline the methods used to mitigate any increase in drainage and water quality that is necessary for the development of this subdivision. This report will provide the guideline that each lot will be held to at the time they develop individually. If their proposed development exceeds what is outlined in the master report, it will be up to them to mitigate their flows on an individual basis.
2. This area of the City is outside of the City's know Mapping of geological hazards. The development should complete a geotechnical report for the development. If geohazards are identified in this report, mitigation should be completed with the development per the Municipal Code section 070.040.
3. Pedestrian access should be provided from the proposed lots to the existing trail. Sidewalks should be installed along Traver Trail in compliance with the Municipal Code and Engineering Standards.
4. Will this development have an HOA?
 - a. The application discusses that there are no new common elements associated with these tracts and that the individual owners would be responsible for the maintenance of their property. This does not seem consistent with the proposed design. There are shared driveways, shared drainage swales, and shared detention. Who will maintain these?
 - i. Furthermore, 14.7 says "The individual owners of Tracts A1-A7 will be responsible for the maintenance of the detention or retention basins on their property." These are not on individual lots, but in shared spaces.
 - b. The application also discussed that there are no new common sewer or water service lines. The sanitary on the rear side of the lot would be considered private and the City would not maintain this. This would be considered a common line for this development's use only.
5. Will each lot be subdivided? Who would be responsible for the maintenance of the shared driveways if the property is subdivided?

6. The pedestrian access across the front of these lots should be maintained; either with the existing trail or with a paved path.
7. The existing roadside ditch should be maintained.
8. The proposed slopes and depths of the shared swales seems impractical. 6" or 12" deep swales allows no freeboard for the swale and lack of maintenance will immediately affect a downstream neighbor. These swales all converge with sharp angles that will likely erode quickly. Additionally, erosion logs are shown in these swale and will immediately block the channel, even if they are bedded correctly as they will be almost the entire depth of the proposed swale and are only meant to be temporary. Permanent energy dissipation methods should be considered for these swales.
9. The detention pond outfall is quite steep and will lead to erosion issues down hill. There is a gas main immediately below the outfall and it is show just past the path. This pipe should be extended and a drop inlet considered for the outfall to dissipate velocities from the pipe.
10. The sanitary sewer on the rear side of these lots will be considered a private main. Glenwood Springs Wastewater might require a drop manhole to be installed at PR-MH-7a to lessen the slopes and the 4.81-foot drop proposed in EX-MH-7.

Prior to Building Permit or Grading Permit:

1. Submit Final Drainage Report, meeting the Engineering Standards, Ch. 4
2. Submit Final Traffic Report. CDOT may require an update to the existing Highway 6 Access permit for Traver Trail.
3. Construction Document Submittal see previously provided checklist for Construction Documents for further plan expectations.
4. Subsurface Utility Engineering (SUE) may be required per Colorado law SB 18-167. Provide a Subsurface Utility Plan or Provide a stamped letter from the project engineer determining why the plan is not required.
5. Easements will be required for any transformers located on private property.

Information only:

6. A Grading Permit from engineering will be required when this project goes to construction.
7. A Right of Way Permit will be required for any access modification or work within the right of way. Access locations, widths, and design should meet the City of Glenwood Springs Engineering Standards.

To closeout Permitting and have a Certificate of Occupancy issued, the city will require:

8. As-Built plans with installed utility locations and Improvement Survey Plat (ISP)
9. Maintenance Agreement and maintenance plan for water quality and detention facilities.
10. Signed/Stamped Certification Letter for Drainage improvements verifying that the site was built per plan. This shall include volume verification of proposed detention facilities.



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
September 22, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Kathryn Grosscup, Carolyn Cipperly, Sumner Schachter, Ben West

Absent at roll call were Commissioners: Ingrid Wussow, Amber Wissing, Dean Kinkel

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Emery Ellingson, Planner I, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director

2. Seating of Alternate Commissioner

Motion was made by Commissioner Schachter to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Grosscup.

Motion passed unanimously.

3. Receipt of Minutes- Receipt of August 25, 2020 minutes.

Commissioner Shaver made a motion to accept the minutes. Commissioner Grosscup seconded the motion.

Motion passed unanimously.

4. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present

5. Continued Items

- a. *Planning File 43-20 Consideration of variances from the required side and rear yard setbacks and to exceed the Required Rear Yard Coverage limit for the construction of an accessory structure which includes a 321 square foot detached garage and 168 square foot storage space.. (PIN #2185-094-015-013)*

Commissioner Schachter made a statement to attest viewing the previous Planning & Zoning Commission Meeting of August 25th, 2020 in preparation for discussion of Planning File 43-20 at the September 22, 2020 meeting.

Planner I, Emery Ellingson presented on the variance application for an accessory structure at 820 Bennett Avenue. Ellingson summarized the proposed project including both variances. The following variances were requested:

Action Item 1: Consideration of variances from required side and rear yard setbacks. Applicant seeks to building structure set back 3.0' from the rear lot line and 2.0' from the side lot line.

Action Item 2: Consideration of variance from Required Rear Yard Coverage. Code limits Required Rear Yard Coverage to 40% of Required Rear Yard.

Staff recommended denial of the application based on the findings found on page 11 & 12 of the staff report.

Commissioner Schachter asked about drainage and building separation. Staff explained that the applicant indicated that drainage from the house would drain directly onto the west garage wall. Staff explained that 5' was standard fire separation distance between structures. Schachter also asked about the rear setback for ADUs which staff confirmed is a 5' setback.

Commissioner Grosscup asked about the Required Rear Yard Coverage. Staff explained that the requirement ensures some open space on the rear yard of a lot and that the 40% for rear lot was a smaller amount than total lot coverage.

Commissioner Shaver asked about code requirements for building separation. Staff confirmed that the standard fire separation distance was 5.0'. Shaver stated if a condition approval could require that the wall on the side property line be constructed to the standard of less than 5.0' building separation. Shaver asked if the garage wall on the side property line had any fenestrations. Staff confirmed that the Commission could set conditions for approval and that the garage wall did not have any fenestrations.

Commissioner Schachter asked if a reduction in storage space would eliminate the need for Action Item 2. Staff explained that a reduction of 92.93 square feet in the Required Rear Yard would eliminate the need for a variance.

Commissioner Cipperly asked for confirmation on the building separation. Staff confirmed the separation distance was 5.0' between the proposed garage and existing house.

Applicant, Kurt Carruth, 820 Bennett Avenue and Julie Carruth, 820 Bennett Avenue, explained the changes to the design, including reducing size of garage and increasing the rear yard setback.

Applicant also indicated willingness to work with Public Works on the foundation construction and connecting to the alley. Applicant also indicated that the principal structure is set back a little farther than other houses in the neighborhood and that they were willing to construct a 1-hour fire wall on the north side of the garage.

Commissioner Dehm asked staff if there were any more public comments. Staff confirmed that there were no additional public comments since the letters read into the record at the August 25th, 2020 meeting.

Commissioner Grosscup made a motion to approve Variance Request – Action Item 1. Grosscup cited parking and revision in designs as reasons for approval. Commissioner Dehm asked Commissioner Grosscup to explain how the application met each of the individual variance criteria. Grosscup explained how the application met the individual variance criteria as reasons for approval.

Commissioner Schachter seconded the motion.

Commissioner Schachter stated the Commission may wish to consider adding conditions to the motion. Commissioner Shaver expressed support for adding a condition that the north wall meet Fire Code requirements for buildings with less than 5.0' separation. Commissioner Schachter also stated the Commission may wish to consider conditions to include requiring Public Works approval for the foundation as well as an indemnification agreement.

Commissioner Cipperly questioned if the applicant met variance criteria items 5 & 7 which related to hardship and if the variance requested was the minimum variance needed.

Commissioner Schachter asked if what the applicant's options would be pending variance denial. Assistant Director Gretchen Ricehill and City Attorney Anna Itenberg explained that the application could be denied, approved, or continued. Staff provided further explanation on the different scenarios. Commissioner Grosscup asked what would happen if Action Item 1 were approved and Action Item 2 denied. Staff explained that the applicant's design would be evaluated based on the whichever variances were approved or denied.

Commissioner Grosscup made a motion to amend the original motion. Grosscup made a motion to add the following conditions: that the north side of the garage be constructed to meet Fire Code requirements for buildings with less than 5.0' separation, that the foundation be constructed to meet all Engineering and Public Works requirements, and that the owner enter an indemnification agreement with the City for any damages incurred from work in the alley.

Commissioner Schachter seconded the motion.

Community Development Director Jenn Ooton asked to confirm that the condition regarding the north garage wall was to require construction to meet the Fire Code requirements for buildings with less than 5.0' separation. Commissioner Grosscup confirmed this.

Commissioner Dehm asked the applicant if their opinion on the conditions. The applicant stated that they could work with the conditions presented. Commissioner Dehm called for a vote on Action Item 1.

Commissioners Schachter, Grosscup, West, Cipperly, and Dehm voted to approve.

Commissioner Shaver voted to deny.

Motion to approve Action Item 1 passed 5-1.

Commissioner Cipperly made a motion to deny the variance request of Action Item 2 with the findings on page 11 and 12 of the staff report.

Commissioner Shaver seconded the motion.

Commissioner Schachter stated that the findings for this variance indicate the applicant has several options to eliminate this variance request.

Commissioner Dehm voiced support for this variance, citing density and the fact the applicant had already revised the design.

Commissioner Dehm called for a vote on Action Item 2.

Commissioners Cipperly, Shaver, Grosscup, and Schachter voted to approve the motion in favor of denial.

Commissioners Dehm and West voted to deny the motion in favor of denial.

The motion passed 4-2 in favor of denying the variance request of Action Item 2.

6. New Items

- a. Planning File 15-20 Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes*

Commissioner Grosscup recused herself from the meeting.

Senior Planner Trent Hyatt provided the Commission a summary of the request and process to amend a Preliminary Plat. Hyatt stated that Staff recommended approval with conditions and findings on page 7 of the staff report.

Commissioner Cipperly asked about the concerns from the Oasis Creek HOA and the Oasis Creek architectural control committee (ACC). Hyatt explained that the City does not administer HOA or other neighborhood covenants and that this project would require City approval as well as approval from the associated HOA and ACC.

Commissioner Dehm asked to confirm if these properties could be duplexes based on their existing zoning. Hyatt explained that because the original subdivision was for single family homes, that staff felt it was necessary to amend the original subdivision approval.

Commissioner Schachter asked to confirm what Planning & Zoning Commission approval would signify in relation to the additional neighborhood requirements. Hyatt stated that Planning & Zoning Commission would indicate City approval. Schachter also asked how, assuming City approval of the request, how a building permit would be assessed in terms of compliance with HOA and ACC requirements. Hyatt indicated staff would inquire to the status of the neighborhood approval prior to moving forward with building permit approval.

Commissioner Shaver asked if Tract 7 would remain open space in perpetuity. Hyatt explained that designating Tract 7 as open space was a condition recommended by staff. Hyatt also stated that if this condition were approved, that any future changes in use to Lot 7 would require an amendment to the subdivision.

Commissioner Schachter asked about language found in the annexation agreement which stated that Municipal Code applied to the properties within the PUD unless specifically exempted in the PUD agreement. Schachter asked how this applied to this request with the understanding that the original PUD did not prohibit multi-family housing. Hyatt explained that this language would apply to items required by Municipal Code that are not mentioned in the PUD requirements. Schachter also asked for staff to confirm that a building permit would not be issued until the project met all neighborhood (HOA and ACC) requirements. City Attorney Anna Itenberg stated that the building permit issuance would not require proof of compliance with private approvals such as the Oasis Creek HOA or ACC. Hyatt explained that it was the City's responsibility to ensure this request meets Municipal Code requirements and that the enforcement of standards of private groups such as the HOA or ACC was beyond the responsibility of the City.

Doug Pratte, Land Studio, 365 River Bend Way, Glenwood Springs, provided Commission with a short presentation on the proposed project which included a site plan. Pratte indicated that it was the desire of the applicant to preserve Tract A7 as open space.

Fellow applicant, Scott Grosscup, Balcomb & Green, stated that Doug Pratte and staff had summarized the application well and did not have additional comment.

Fellow applicant, Mary Steinbrecher, 611 Harvard Drive, stated support for the proposal.

Commissioner Schachter asked for confirmation between tract and lots. Applicant Doug Pratte explained that the Oasis Creek HOA covenants designate that lots are for single family homes and tracts are for multifamily homes. Pratte also stated that the intent of this project is to build duplexes on the tracts. Schachter also asked how the neighborhood ACC and City design requirements would govern the project. Pratte explained that the project would need to comply with the neighborhood ACC as well as all City design requirements. Schachter also asked who maintained the gravel path on Tract A7. Pratte explained that Tract A would have an HOA which would maintain that path.

Commissioner Shaver asked the applicant what the next step would be for the project, pending Planning & Zoning approval. Applicant Doug Pratte indicated that they would proceed to City Council with the project with compliance to any conditions. Shaver asked if the applicant had been in communication with the HOA and ACC as part of the process. Pratte stated that the applicants had been in contact with the ACC. Pratte also indicated that there was not an

existing HOA for the Oasis Creek neighborhood. Shaver also asked about combining driveways for the duplexes and the number of parking spaces provided per unit. Pratte explained that each unit would have 2 indoor spaces and 2 outdoor spaces. Commissioner Shaver's Zoom connection cut out.

Commissioner Cipperly asked if on-street parking was allowed per the Oasis Creek covenants. Commissioner Schachter stated it was not allowed per the covenants. Commissioner Cipperly also asked about a pedestrian connection to the nearby park. Applicant Doug Pratte stated that the connection to the park would be preserved as part of the project. Commissioner Cipperly also asked who enforced the parking requirements in Oasis Creek. Hyatt stated that the parking was in the public right-of-way and that there was no signage regarding parking.

Commissioner Shaver asked about an empty lot on the site plan. Applicant Scott Grosscup and Applicant Doug Pratte confirmed that the lot in question was a city owned lot.

Commissioner Dehm read a comment from the Oasis Creek ACC. The comment expressed concern that a decision by Planning & Zoning Commission should be delayed until the local ACC approves a variance which would allow this development. Commissioner Dehm asked the applicant how they have approached this issue.

Applicant Scott Grosscup stated that the applicants had been working on the issue and that it was a private matter between the applicant and the local ACC.

Commissioner Dehm asked for staff to confirm the role of Planning & Zoning's decision in the matter. Hyatt explained that the application was submitted to the City and reviewed according to the City processes, which does not require the applicant to receive ACC prior approval for the project.

Commissioner Schachter asked about the conditions of approval, specifically condition 11A of the staff report. Commissioner Schachter expressed concern that the City could approve the project and that development could begin without approval of the ACC. Applicant Scott Grosscup stated that the scenario described by Schachter was a possibility.

Commissioner Dehm expressed concern that Planning & Zoning Commission would approve this request before the private local ACC made its own decision.

Commissioner Dehm explained that a decision on the item would not occur at this meeting and provided details on providing public comment on the Planning Item. Dehm opened the item to public comment.

Mark Lea, 506 Castle Court expressed concerns regarding the covenants. Mark Lea stated that no covenants had been enforced during their time (29 years) in the neighborhood and that the covenants were essentially non-existent. Lea stated that the proposed project was a reasonable proposal and voiced support for the request.

Greg Grier, stated that development of the property was a legitimate use of the property and stated that it was important that the neighborhood was included in the decision, both with the Planning & Zoning Commission as well as the local ACC.

Jason Wilson, resident on North Traver Trail, expressed support for the project stating that the site plan was a good use of the space.

Sue & Bob Ludtke, 406 Yale Circle expressed support for the project. Ludtke stated that the proposed project would fill a need for single floor single story homes in the area.

Mike Fattor, called in and was not heard on Zoom.

Terry Kates, a neighborhood resident expressed concerns over density, height requirements, landscaping, parking, and the lack of covenant enforcement.

Mike Fattor, provided Planning & Zoning Commission with information about staffing of the ACC. Fattor also asked if the applicant could provide more information about the difficulty of polling the neighborhood.

Jeff Pederson, a member of the local ACC stated that he did not represent the homeowners of the neighborhood. Pederson indicated that they were actively working with the applicant to address specific concerns. Pederson did state concerns that approval of the application by Planning & Zoning would override the ACC and requested Planning & Zoning Commission to wait to decide until the ACC was able to discuss the issue further.

Commissioner Dehm closed the public comment.

Applicant Doug Pratte informed the Commission that the applicants intended to continue working with the neighborhood and demonstrate that they meet all applicable City standards as the project moves forward.

Commissioner Schachter asked the applicant to confirm the process for the neighborhood to change the covenants as well as the zoning. Applicant Scott Grosscup indicated that the zoning was created by the City as part of the PUD process and that zoning language was incorporated into the neighborhood covenants.

Commissioner Shaver asked for confirmation on the language of the covenants regarding multi-family housing and the parcel in question. Applicant Scott Grosscup provided further explanation and background on the history of the parcel. Trent Hyatt also provided further information on the City's process to review this proposal.

Commissioner Schachter made a motion to continue the hearing on the item for the next scheduled Planning & Zoning meeting on September 29th.

Commissioner Shaver seconded the motion.

Motion passed unanimously.

Commissioner Dehm called for a five minute recess.

b. Planning File 44-20 Consideration of a request for a Special Use Permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District

Senior Planner Trent Hyatt provided the Commission a summary of the request for the Special Use Permit. Hyatt recommended approval with conditions of Action Item 1 with findings and conditions on page 9 of the staff report.

Commissioner Schachter asked what the applicant intended to do with the existing pole sign and canopy from the previous use. Hyatt informed the Commission that the pole sign was likely non-conforming and that the canopy would exist as an accessory structure.

Commissioner Shaver asked if the existing fuel storage tanks would need to be removed. Trent Hyatt indicated there may be a state requirement to remove tanks. Shaver also asked about proposed parking and access from Mel Ray. Hyatt explained there would be requirements for parking and access both from CDOT and the City and explained there would need to be delineations on the property for pedestrian safety as well. Hyatt also explained there were some limitations with circulation and access given the current configuration of the site.

Commissioner Dehm asked if any plan for future changes had been submitted and if the applicant had plans to purchase the property. Hyatt confirmed that a plan for future changes had not been submitted.

Applicant Peter Fornell explained that the intent was to apply and acquire a Special Use Permit and that future changes would adhere to any City requirements.

Trent Hyatt informed the Commission that any substantial future changes to the property would require an amendment to the Special Use Permit.

Commissioner Dehm opened the hearing to public comment.

No members of the public were present to comment.

Commissioner Dehm closed the hearing to public comment.

Commissioner Schachter made a motion to continue the hearing until the next scheduled Planning & Zoning meeting on September 29th. Commissioner Cipperly seconded the motion.

Motion passed unanimously.

7. Commissioner Comments

Commissioner Cipperly stated the Oasis Creek project seemed like an appropriate location. Commissioner Shaver requested more information, such as legal information, on the Oasis Creek application. Commissioner West stated the agreement with Commissioner Cipperly's statements. Commissioner Dehm asked about setting up future workshops and discussions.

8. Director Comments

Director Jen Oton informed Commission members of upcoming items.

9. Adjournment

Meeting was adjourned at 9:22 PM.

DRAFT



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
September 29, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Carolyn Cipperly, Sumner Schachter, Ben West

Absent at roll call were Commissioners: Ingrid Wussow, Amber Wissing, Dean Kinkel, Kathryn Grosscup

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director, Steve Boyd, Chief Operating Officer

2. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present.

3. Seating of Alternate Commissioner

Motion was made by Commissioner Schachter to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Shaver.

Motion passed unanimously.

4. Continued Items

- a. *Planning File 15-20 Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes*

Senior Planner Trent Hyatt provided the Commission a summary of proposal, the previous meeting, and additional comments that had been received by staff. Hyatt clarified that an addition had been made to the staff report to indicate that the final decision would go to City Council.

Hyatt explained that staff had received a number of public comments, the following which were read by staff into record:

Dale Reed, 542 Traver Trail, stated opposition to the proposal citing concerns of density, parking and traffic.

Buzz Fairbanks stated support for the project and stated the units would be a good fit for the neighborhood and appropriate increase in density.

Elizabeth Hinkel from Castle Court, in a letter received September 24th expressed support for the project stating the project seemed to be an appropriate density for the neighborhood.

Oasis Creek Architectural Control Committee (ACC) in a statement received September 25th, stated that they looked forward to continuing to work with the applicant to ensure compliance with all requirements of the Oasis Creek Architectural Control Committee.

Janette Henderson, 820 N. Traver Trail, expressed support for the project, stating the project would be an improvement to the neighborhood and that the proposal seems to meet current City requirements.

Jared Lombardo, 820 N. Traver Trail, in a statement received September 28th expressed support for approval of the project. Jared stated that the project seemed to meet current City requirements and that it would be an improvement to the neighborhood. Lombard mentioned some concerns about off-street parking.

Sharon Anderson, in a statement received September 27th expressed support for approval of the proposal. Anderson stated that the construction of duplexes would be a good addition to the neighborhood and another housing option for the community.

Alex De La Garza, in a statement received September 27th expressed support for approval, citing that the proposed project was appropriate density and heights for the neighborhood.

Bob & Sandy Ketchum in a statement received September 28th, expressed support for approval stating that the proposal would provide a needed housing option for the community.

Commissioner Schachter asked staff to confirm that this approval would bind applicant that there would be no more than 12 units and if the units would be required to be single level.

Hyatt confirmed that this proposal would limit the future development to 12 units. Hyatt explained limiting the project to a single level design would require additional condition language.

Commissioner Schachter asked if the current owner had asked for a larger development in 2016, if the staff recommendation would have been similar.

Hyatt explained that such a hypothetical development would have had to meet all applicable zoning standards at that time.

Schachter also asked about the current pedestrian path and if the City had any authority or responsibility for the maintenance and upkeep of the pedestrian path. Hyatt explained the path was on private property and that maintenance and upkeep of the path was the responsibility of the owner.

Schachter also asked why there were some differences in the applicant's application in 2016 as compared to 2020. Hyatt explained that the previous applicant in 2016 had approached the Oasis Creek ACC prior to approaching the City and that in 2020, that this applicant approached the City first. Hyatt also confirmed that City code does not designate specific uses for tracts or lots.

Commissioner Shaver asked about the differences between the City definition of tracts and lots. Hyatt explained that Code does not designate specific uses for tracts or lots.

Applicant Doug Pratte stated general agreement to the staff recommendations and conditions listed in the staff report. Pratte asked about condition 6 and 11(b) and the language on density in those conditions.

Commissioner Schachter asked if the applicant would be willing to commit to a single level design for the duplexes. Applicant Doug Pratte stated that this was the intent of the proposal to construct single level units and that some units would have walk-out basements due to grade change on the site.

Commissioner Schachter made a motion to approve the item with the findings and conditions listed on page 7 of the staff report with the following amendments:

- Item 6 of the conditions on page 7 state that use of lots and tracts shall be limited to a maximum of 1 duplex on each lot.
- Item 11(b) state a maximum of one duplex per lot.

Commissioner Shaver seconded the motion.

Commissioner Dehm asked Schachter for some confirmation on the amendment to the conditions.

Applicant Grosscup recommended including the language of maximum density per lot.

Motion was made by Commissioner Schachter to amend original motion to the following:

- *Item 6 of the conditions on page 7 state that use of lots and tracts shall be limited to a maximum density of 1 duplex on each lot.*
- *Item 11(b) state a maximum density of one duplex per lot.*

Amendment to original motion seconded by Commissioner Shaver.

Motion passed unanimously.

- b. Planning File 44-20 Consideration of a request for a Special Use Permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District*

Senior Planner Trent Hyatt provided the Commission with a summary of the continued application and informed Commission that no additional public comment had been received for this application. Commissioner Dehm closed the public comment.

Commissioner Schachter made a motion to approve with findings and conditions found on page 8 of the staff report. Schachter added the condition that any future development on the site would require all signage to conform to City Code and that the existing pole sign to be considered a non-conforming sign.

Commissioner Cipperly seconded the motion.

Commissioner Dehm asked staff to confirm if the amendment as proposed by Commissioner Schachter was viable. Hyatt confirmed that the amendment was viable.

Commissioner Dehm called for the question.

Motion passed unanimously.

5. Commissioner Comments

Commissioner Shaver stated the Oasis Creek project meet a need in the community and was a good example of infill development. Commissioner Shaver also asked if future meetings would also be recorded. Commissioner Schachter stated support for future recorded meetings. Commissioner Cipperly expressed questions and concerns about the process of subdivision review and how HOAs are involved in that process. Commissioner West stated the Oasis Creek project met a need in the community and was a good example of infill development.

6. Director Comments

Director Jen Ooton informed Commission members of upcoming items.

7. Adjournment

Meeting was adjourned at 6:55 PM.

DRAFT

RESOLUTION 2020 - 25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ADOPTING AMENDMENTS TO ENGINEERING STANDARDS RELATED TO SEWER DESIGN STANDARDS AND TRANSPORTATION DESIGN STANDARDS.

WHEREAS, Title 070 of the Glenwood Springs Municipal Code references Engineering Standards that were adopted by City Council by Resolution effective August 2, 2018; and

WHEREAS, the adopted Engineering Standards set forth standards and design criteria for streets, sidewalks, grading, drainage, wastewater collection systems, and other infrastructure and improvements associated with the development of land within the City; and

WHEREAS, City staff recommends amending the Engineering Standards to add requirements for backflow valves, tracer wires, and concrete encasing service wyes to Chapter 2: Sewer Design Standards; and

WHEREAS, City staff also recommends adding an Appendix B to Chapter 5: Transportation Design Standards that identifies the streets in the City that are exempt from the standard requiring sidewalk installation on both sides of the streets; and

WHEREAS, City Council desires to adopt the recommended amendments to the Engineering Standards.

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 adopts the amendments to Section 2.14.4 of the Engineering Standards set forth on **Exhibit A** attached hereto.

Section 3. The City Council of the City of Glenwood Springs further adopts Appendix B to the Engineering Standards attached hereto as **Exhibit B**.

Section 4. The adopted amendments are effective July 2, 2020.

INTRODUCED, READ, AND PASSED THIS 2ND DAY OF JULY 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jon Godes

Jonathan Godes, Mayor

ATTEST:

Catherine Fletcher

Catherine Mythen Fletcher, City Clerk

- C. The Contractor is responsible for all shoring or trenches. City crews will not enter a trench to perform inspection or install taps unless shoring is safe and meets OSHA requirements.

2.12.2 DEPTH OF BURY

- A. Private sewer services are recommended to follow same depth of bury requirements as gravity sewer mains.

2.12.3 MINIMUM DISTANCES FROM FITTINGS AND SERVICES

- A. The City requires a minimum of 5 feet between tap locations or any fittings along the sewer main line. If the minimum clearances cannot be satisfied, the City may consider alternative designs on a case by case basis.

2.12.4 SEWER SERVICE CONNECTION TO GRAVITY SEWER MAIN

- A. Refer to specification, Sanitary Sewer Lines, for comprehensive requirements for sewer service connections. Note the following:
1. Full body factory wyes required for all new sewer line construction.
 2. Material for connection to existing mains shall be approved by the City on a case by case basis. This is dependent on the condition and material of the existing main.
 - a) All taps to existing mains shall be concrete encased.
 3. Taps shall not be allowed to protrude in the existing main.
 4. All new sewer connections to the existing system shall be physically plugged until all tests have been completed and the City approves the removal of the plug.
 5. Connections between new sewer service and an existing main of the same size shall be accomplished by the installation of a new manhole on the City sewer main. Alternate designs will be considered by the City on a case by case basis.
 6. All connections between pipes of difference materials shall be made with approved manufactured connectors.
 7. Tracer wire shall be installed for all sewer service connections. Tracer wire boxes and ground rods shall be installed when the wire cannot be brought to the surface or ties in with existing tracer wire that is already grounded.
 8. Backwater valves are required for all sanitary sewer services. Valves will be installed on private property, out of the ROW and will be maintained by the property owner, not the City. The City will be requiring backwater valves to be installed on existing services that are being replaced if the construction allows for the valve's installation. The City will supply the owner with a Spears Backwater Valve part number S475PAK or equivalent.

2.12.5 SEWER TAP ABANDONMENT

- A. Any existing service tap that is no longer active or will not be used must be abandoned at the main. (Reference MuniCode: 080.030.010(e) – Connections to wastewater system/Abandonment of Connection).

APPENDIX B – SIDEWALK EXEMPTIONS

The Municipal Code in section 070.040.070 Access and Circulation allows for an exemption from the requirement that sidewalks to be installed on both sides of all arterials, collector streets, and local streets, on a limited list of local streets maintained in the Engineering Standards where the City has determined that one (1) or no sidewalk shall be installed.

From time to time, the streets list in the Engineering Standards is anticipated to be amended by resolution. The only streets that would be recommended to be added to the list are those ones where a public outreach process has already taken place, significant engineering for a road reconstruction has already been completed, and the City Engineer and Public Works Director agree that a sidewalk isn't need or that only one sidewalk be installed.

The list of exempted streets is as follows:

Midland Avenue (Four Mile to I-70) -Sidewalk or trail on one side

Red Mountain Drive – No sidewalk Midland to Red Mountain Trail. Sidewalk on one side from Red Mountain Trail to West 10th.

West 10th – Trail on one side Red Mountain Drive to Midland

Tanager Road -No sidewalk

Cardinal Lane -No sidewalk

Cedar Crest Drive -Sidewalk on one side

Ptarmigan Lane - No sidewalk

Ptarmigan Drive - No sidewalk

Rock Ledge Drive - No sidewalk

Riverview Drive - Sidewalk on one side

11th Place

22nd Street -Sidewalk on one side

West 9th Place - No sidewalk

Echo Street – No physical way to add a sidewalk due to existing walls and drop offs.

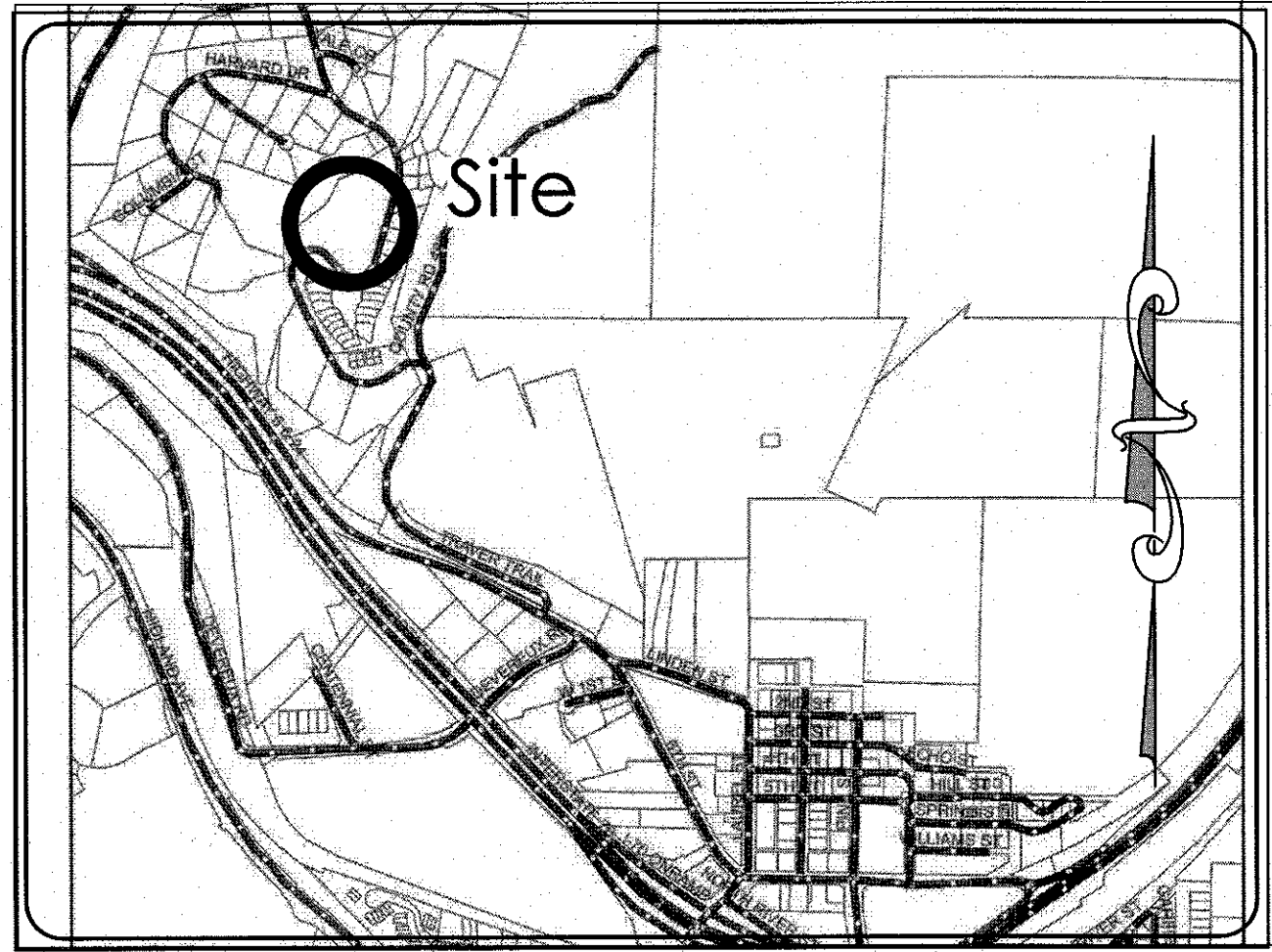
Ouray and a portion of Skyranch Drive (Ouray -Sidewalk on one side, Sky Ranch Drive - sidewalk on one side)

Oasis Creek Subdivision - No sidewalks

Road 135 - Sidewalk on one side

Devereux Road - Sidewalk on one side

882404
88288



- VICINITY MAP -
Not to Scale

Oasis Creek Tract A Subdivision

A Resubdivision of Tract A, Amended Plat of Oasis Creek Subdivision

Section 4, Township 6 South, Range 89 West of the 6th P.M.
City of Glenwood Springs, County of Garfield, State of Colorado

NOTES:

1. Basis of Bearings: All bearings shown hereon are relative to a bearing of N55°32'41"E a distance of 306.28 feet between monuments found on the westerly line of the subject property, as shown hereon.
2. Units of linear measurement are displayed in US Survey Feet.
3. 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 provided as part of this survey.
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 measured bearing on the City of Glenwood Springs Coordinate system between the Basis of Bearings monuments found on the westerly line of the subject property in N55°32'06"E. Rotate plat bearings 0°00'35" counterclockwise to match City of Glenwood Control bearings.

CERTIFICATE OF DEDICATION AND OWNERSHIP

Know all men by these presents that THE LYDIA DEVELOPMENT COMPANY being sole owners in fee simple of all that real property described as follows: TRACT A, AMENDED PLAT OF OASIS CREEK SUBDIVISION, ACCORDING TO THE PLAT THEREOF, RECORDED AS RECEPTION NO. 318676 IN THE OFFICE CLERK AND RECORDER OF GARFIELD COUNTY, COLORADO, and containing 5.28 acres, more or less; have by these presents laid out, platted and subdivided the same into lots and blocks as shown hereon and designate the same as OASIS CREEK TRACT A SUBDIVISION in the City of Glenwood Springs, County of Garfield, Colorado; and do hereby grant to the City of Glenwood Springs, County of Garfield, Colorado, for public use the roadway, walkway and trail easements shown hereon, and the utility and drainage easements shown hereon for utility and drainage purposes only, and so further state that this subdivision shall be subject to the protective covenants for Oasis Creek Subdivision, A Planned Unit Development, filed and recorded in the office of the Clerk and Recorder of Garfield County, Colorado as Reception No. 304633 & Reception No. 318752, 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. 318679.

EXECUTED this 25 day of August, A.D. 2016.

Smey S. S. S.
President - The Lydia Development Company

STATE OF COLORADO)
COUNTY OF GARFIELD) ss.

The foregoing dedication was acknowledged before me this 25th day of August, A.D. 2016, by Smey S. S. S. as President of the Lydia Development Company.

My commission expires May 9, 2020

WITNESS MY HAND AND SEAL

Michael S. J. J.
Notary Public

PLANNING COMMISSION CERTIFICATE

This plat was approved by the City of Glenwood Springs, Planning and Zoning Commission this 24th day of May, A.D. 2016.

Chairman
Chairman

CITY COUNCIL CERTIFICATE

This plat was approved by the City Council of Glenwood Springs, Garfield County, Colorado this 16th day of June, A.D. 2016, for filing with the Clerk and Recorder of Garfield County and for conveyance to the City of the public dedications shown hereon subject to the provision that the approval in no way obligates the City of Glenwood Springs for financing or construction of improvements on land, streets or easements dedicated to the public except as specifically agreed to by the City Council in the Subdivision Agreement.

Mayor
Mayor

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

ATTEST:

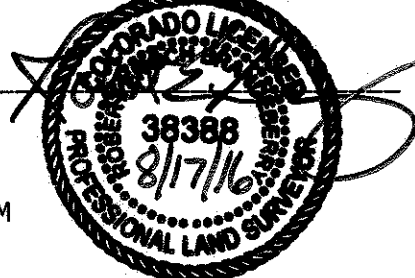
Caroline Mylton Fletcher
City Clerk

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 OASIS CREEK TRACT A SUBDIVISION 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 17th day of August, A.D. 2016.

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



CLERK AND RECORDER'S CERTIFICATE

This plat was filed for record in the office of the Clerk and Recorder of Garfield County at 1:45 o'clock P.M. this 15 day of September, A.D. 2016 as Reception No. 882404.

Deputy
Deputy

DRAWER 21A
FEE 11.00

Exterior Boundary Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C1	369.86'	158.00'	134°07'23"	S69°18'43"W
C2	148.87'	70.00'	122°40'00"	N77°40'00"E
C3	227.76'	270.00'	48°19'58"	N07°48'59"W

Lot Boundary Curve Table				
Curve #	Length	Radius	Delta	Chord Direction
C4	329.87'	158.00'	119°37'12"	N62°03'37"E
C5	39.99'	158.00'	14°30'11"	N50°52'41"W
C6	18.07'	270.00'	3°50'06"	N14°24'57"E
C7	209.69'	270.00'	44°29'52"	N09°45'02"W

Graphic Scale
0 20 40 80
In Feet: 1" = 40'

Notice:
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 legal action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

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

Oasis Creek Tract A Subdivision
Glenwood Springs, CO

#	Revision	Date	By
1			
2			
3			
4			
5			

Subdivision
Plat

Job No.	2015-527
Drawn by:	reb
Date:	08/17/16
Approved:	reb
File:	Plat

1

1

AMENDMENT TO OASIS CREEK ANNEXATION AND SUBDIVISION AGREEMENTS

92-192

THIS AGREEMENT is made and entered into by and between the City of Glenwood Springs, Colorado, a municipal corporation (City) whose address is 806 Cooper Avenue, Glenwood Springs, Colorado 81601, the Oasis Creek Land Company, a Colorado limited partnership ("OCLC") whose address is P. O. Box 984, Glenwood Springs 81602, and Paul H. Burgert and Miniver Burgert ("Burgerts"), whose address is 1212 Cooper Avenue, Glenwood Springs, Colorado 81601, to be effective the 10th day of September, 1982, no matter what date actually executed by the parties.

1. Recitals: For the purposes of interpreting and giving effect to this agreement, the parties agree to the truth and accuracy of the following:

(a) The City and OCLC entered into an Annexation Agreement for Oasis Creek Filing No. 2 according to the final plat thereof recorded as Reception No. 318680 at the Office of the Clerk and Recorder of Garfield County, Colorado, which Agreement is recorded as Reception No. 318678, in Book 580 at Page 349 in said records ("Annexation Agreement") and a Subdivision Agreement for said Oasis Creek Filing No. 2, which agreement is recorded as Reception No. 318679 in Book 580 at Page 358 of said records ("Subdivision Agreement").

(b) Subsequent to the execution of said agreements, Burgerts purchased and now own Lot 5, Oasis Creek Filing No. 2 and have entered into a contract with OCLC for the purchase of Lot 4, Oasis Creek Filing No. 2.

(c) The parties desire to amend the above-referenced Annexation and Subdivision Agreements in order to allow the issuance of building permits and Certificate of Occupancy for a house to be constructed on Lot 5 and a tennis court to

be constructed on Lots 4 and 5, and for the construction of certain public improvements to provide service to those lots.

2. Amendment to Agreements: The Annexation Agreement and the Subdivision Agreement are hereby amended as set forth in this agreement. Those provisions of the Annexation Agreement and Subdivision Agreement which are not affected by this amendment shall remain in full force and effect and in the case of any ambiguity between this Agreement and the Annexation Agreement and the Subdivision Agreement, the terms and provisions of the Annexation Agreement and Subdivision Agreement shall control.

3. Public Improvements. OCLC and Burgerts shall construct, at their sole cost, Harvard Drive from its intersection with Columbia Court in accordance with the Proposal and Contract with Schmueser and Associates dated September 10, 1982, attached hereto and incorporated herein by this reference.

The City shall install or cause to be installed underground electrical power lines sufficient to provide service to Lots 4 and 5. Burgerts shall be responsible for the cost and installation of cable television lines and telephone lines necessary to provide service to Lots 4 and 5, in conjunction with the installation of the electric lines. OCLC shall be liable for all the City's costs for the installation of electrical lines.

The City's electric superintendent shall provide to OCLC a written estimate of the cost of such installation, which sum shall be advanced by OCLC. Within thirty days of the completion of the said installation, the City shall provide to OCLC a written statement of the actual costs of such installation. If the actual cost of installation is less than the estimated amount, the City shall enclose with such written statement a check for such difference. If the actual costs for the installation is greater than the estimate, OCLC shall pay the City within thirty

days of the mailing final costs of the installation a check for such excess costs. In the event that such fees are not paid within said ten-day period, the City may withhold issuance of a Certificate of Occupancy for Lots 4 and 5 until such fees are paid.

The City's installation costs for the electric improvements shall be computed by adding the costs for City personnel for time expended for said installation, the cost of non-city personnel employed or used, the costs of all materials, plus overhead of ten percent (10%) of the foregoing costs.

4. Building Permits and Certificates of Occupancy: Upon execution of this Agreement and payment of the estimated cost of electric service and the compliance by Burgerts of all other applicable provisions of the City's Municipal Code and Ordinances, the City shall issue building permits for construction for the house on Lot 5 and the tennis court on Lots 4 and 5 of Oasis Creek Filing No. 2. Prior to the issuance of the Certificate of Occupancy for the house on Lot 5 and, if applicable, the tennis court on Lots 4 and 5, all public improvements as set forth in Paragraph 3 and above shall be completed.

5. Other Public Improvements: No other public improvements or utilities as set forth in the Annexation Agreement and the Subdivision Agreement shall be required for the issuance of a building permit or Certificate of Occupancy for Lots 4 or 5. Burgerts agree that neither Lots 4 or 5 will be sold separately by them or their successors in interest at any time until all of the public improvements as set forth in the Annexation Agreement and Subdivision Agreement for Oasis Creek Filing No. 2 are completed. This covenant shall run with the land.

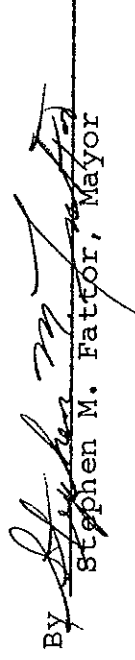
6. Other Exemptions: Burgert shall not be required to comply with Paragraph 14 of the Annexation Agreement and Paragraph 6 of the Subdivision Agreement with regard to the

recapture fees and revegetation. The City has received a soils report for Burgert's house proposed to be constructed on Lot 5 and engineered foundation analysis with regard thereto and agrees that the Burgerts have complied with Paragraph 12 of the Annexation Agreement by the submission of those documents. Nothing in this paragraph shall be construed to relieve OCLC of any of the aforementioned paragraphs of the Annexation Agreement or the Subdivision Agreement. In addition, should Lot 4 ever be sold as a separate parcel, such parcel shall be required to comply with Paragraphs 12 and 14 of the Annexation Agreement and Paragraph 6 of the Subdivision Agreement as may be applicable.

7. Security. OCLC shall, at its sole expense, obtain an irrevocable, non-assignable letter of credit from a bank or lending institution of OCLC's choice for the benefit of the City, in the amount of \$17,840.00, to secure performance by OCLC of the construction of Harvard Drive as provided in Paragraph 3 hereof. The letter of credit shall provide that the City may issue a draft on OCLC's account, which shall be used for the completion of Harvard Drive, if construction is not complete prior to the time a certificate of occupancy is applied for on Lot 5, or prior to June 30, 1983, whichever occurs first. The letter of credit shall expire July 1, 1983.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals.

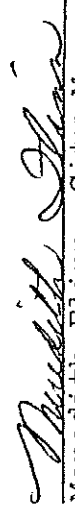
THE CITY OF GLENWOOD SPRINGS, COLO.

By 
Stephen M. Fattor, Mayor

ATTEST:


Pamela K. Smith, Acting City Clerk

APPROVED AS TO SUBSTANCE:

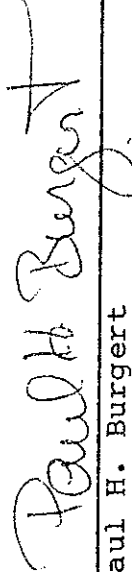

Meredith Flinn, City Manager

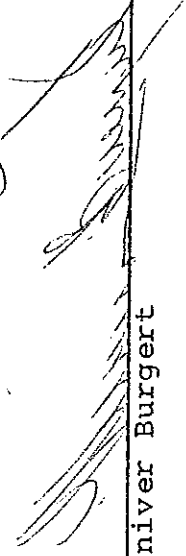
APPROVED AS TO FORM:


T. Peter Craven
Assistant City Attorney

OASIS CREEK LAND COMPANY,
A Colorado limited partnership

By: 
Raymond E. Monahan
General Partner


Paul H. Burgert


Miniver Burgert

STATE OF COLORADO)
County of Garfield) ss.

The foregoing instrument was acknowledged before me this
10th day of September, 1982, by Stephen M. Fattor, Mayor and
Pamela K. Smith, Acting City Clerk, City of Glenwood Springs,
Colorado.

WITNESS my hand and official seal.

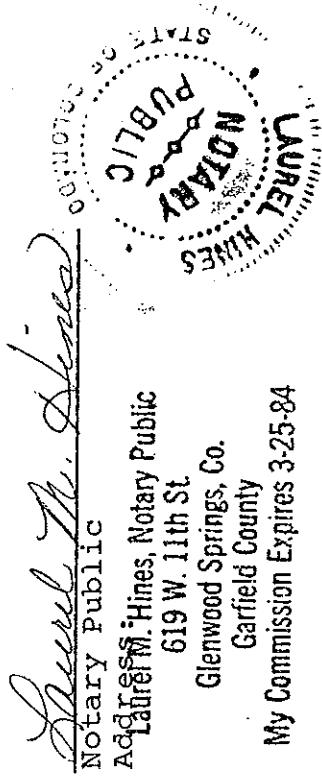
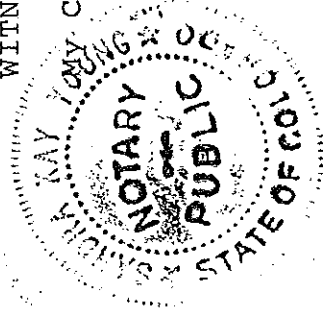
My Commission expires: March 25, 1984.

STATE OF COLORADO)
County of Garfield) ss.

The foregoing instrument was acknowledged before me this
14th day of September, 1982, by Raymond E. Monahan, General
Partner of Oasis Creek Land Company.

WITNESS my hand and official seal.

My Commission expires: March 23, 1986.



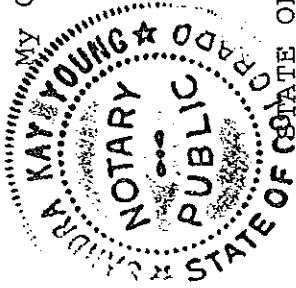

Notary Public
Address: P.O. Drawer 2030
Glenwood Spgs CO 81602

STATE OF COLORADO)
) ss.
County of Garfield)

The foregoing instrument was acknowledged before me this
12th day of September, 1982, by Paul H. BURGERT.

WITNESS my hand and official seal.

My Commission expires: March 23, 1986.



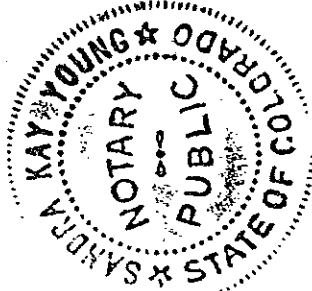
Sandra Kay Young
Notary Public
Address: P.O. Drawer 2030
Glenwood Spgs CO 81602

STATE OF COLORADO)
) ss.
County of Garfield)

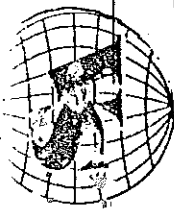
The foregoing instrument was acknowledged before me this
12th day of September, 1982, by Miniver BURGERT.

WITNESS my hand and official seal.

My Commission expires: March 23, 1986.



Sandra Kay Young
Notary Public
Address: P.O. Drawer 2030
Glenwood Spgs CO 81602



Date September 10, 1982

Paul and Mindy Burgert (Owners-Lot #5)
Oasis Creek Land Company (Ray Monahan-General Partner)
1212 Cooper Street, Glenwood Springs, Colorado 81601
P. O. Box 984, Glenwood Springs, Colorado 81602

Phone _____

Name _____

Address _____

Oasis Creek Filing #11, Lot #5

Job Address _____

The undersigned agrees to furnish and provide necessary labor, materials, tools, implements and appliances to do, perform and complete in a good and workmanlike manner the following:

Approximately Two Hundred feet (200') of 24 feet wide asphalt paved road to continue from the end of existing pavement adjacent to Columbia Court. Also an additional Fifty-five feet (55') of fill and base course.

Breakdown:	Earthwork - 3530 cubic yards of earth fill	\$5,648.00
	Road base - 466 tons	5,592.00
	Paving - 75 tons	4,500.00
	Culvert - 125 L.F. at 18" diameter	2,100.00

All the above work to be completed for the sum of Seventeen Thousand Eight Hundred Forty and no/100Dollars (\$ 17,840.00).

Any alterations or deviation from the above, involving extra cost of material or labor, will be executed only on written orders for same and will become an extra charge over the sum mentioned above.

Debris removal and / or any other work not included in this contract unless otherwise specified.

All agreements must be in writing.

As indicated in the schedule of payments shown hereon until the whole amount of this contract shall have been fully paid with interest from date hereof at the highest legal rate of interest (allowable by law in the state where this contract was executed) per annum until paid; payable monthly on the then unpaid balance, the final installment payable hereunder shall equal the amount of the deferred balance then unpaid.

If default shall be made in the payment of any installment when due, at the option of the holder hereof, without notice, the entire debt shall become due and payable.

Owner agrees if this contract is not paid as agreed to pay all collection costs in addition to the foregoing, a reasonable attorney's fee or if suit shall be brought to collect any principal or interest on this contract, the undersigned promises to pay in addition the court costs provided by law, a reasonable sum as attorney's fees, for value received each and every party who signs and endorses for Owner or becomes liable either now or hereafter for the payment of this contract severally waives presentment, demand, protest and notice or non-payment hereof, binds himself hereon notwithstanding any extension that may be made to any party liable on this note. If not paid when due, then the above provisions concerning attorney's fees shall become applicable.

It is expressly stipulated and agreed, that the Firm shall not be liable for any delays occasioned by the elements, strikes, fire, inclemency of the weather, the acts of omissions of Owner or persons, or any other similar or dissimilar causes beyond control of the Firm.

Increases in Firm's costs, resulting from delays, acts or omissions of Owner or other persons, and not caused by Firm, shall be paid by Owner to Firm. It is further agreed that in the event there is, after the date of this contract and before completion of work, an advance or decline in the price of labor, covering the territory in which the work is located, than the amount to be paid under this contract shall be increased or decreased accordingly, proportioned to the amount of labor performed under this agreement under the new rate or rates.

TERMS OF PAYMENT SHALL BE AS FOLLOWS:

O.C.L.C. (Ray Monahan) agrees to pay 66% or \$11,893.00Paul and Mindy Burgert agree to pay 33% or \$5,947.00This proposal is void if not accepted within twenty (20) days.

Respectfully submitted,

By _____

ACCEPTANCE Construction Manager

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which

_____ agree to pay the amount mentioned in said proposal and in accordance with the terms thereof.

ACCEPTED AND AUTHORIZED BY

Date _____

Signed _____

Signed _____

Form P4

OASIS CREEK ANNEXATION AGREEMENT

THIS AGREEMENT is made and entered into between the CITY OF GLENWOOD SPRINGS, COLORADO ("City"), and MARJORIE M. HANSEN, 121 Wells Avenue South, Renton, Washington 98055 ("Hansen"), MID-CONTINENT COAL AND COKE CO., P.O. Drawer 790, Glenwood Springs, Colorado 81601 ("Mid-Continent") and OASIS CREEK LAND COMPANY, a Limited Partnership, P.O. Box 984, Glenwood Springs, Colorado 81601 ("OCLC"), also to be referred to collectively as "Landowners," to become effective on the date of approval of the development of the property the subject hereof and the zoning thereof in conformity with paragraph 7 hereafter regardless of the date on which the parties actually affix their signatures.

1. Recitals.

For the purposes of interpreting and giving effect to this agreement, the parties agree to the truth and accuracy of the following:

- a) The Landowners own certain separate tracts of land comprising the entire development which is described in Exhibit "A" attached hereto and incorporated herein by reference ("Development");
- b) OCLC is the owner of that property described in Exhibit "B" attached hereto and incorporated herein by reference ("OCLC" Owned Land);
- c) Mid-Continent is the owner of that property described in Exhibit "C" attached hereto and incorporated herein by reference (Mid-Continent Owned Land);
- d) Hansen is the owner of that property described in Exhibit "D" attached hereto and incorporated herein by reference (Hansen Owned Land);
- e) The Landowners desire to annex the development into the City;

- f) The Landowners desire to improve the entire development for urban use as part of the City;
- g) The Landowners acquiesce in the terms and conditions of this agreement and of the authority of the City to enter into this agreement and to require the Landowners' performance of the obligations imposed on them under this agreement.

2. Annexation.

The annexation of the entire development shall be governed by this agreement, and the petitions submitted by the Landowners to annex the territory described in Exhibit "A" are hereby amended to request that the conditions in this agreement shall apply to the annexation of the development.

3. Solid Waste Fee.

Upon the issuance of each Certificate of Occupancy within the development, the Landowners of the property for which the Certificate of Occupancy is sought shall pay to the City the sum of \$150.00 per dwelling unit as a system improvement fee for the City's solid waste disposal facilities.

✓ 4. Electrical Power.

OCLC shall construct and install at its sole cost and expense all electrical powerlines and appurtenances required by the City's electric department in order to serve OCLC owned land; Mid-Continent shall construct and install at its sole cost and expense all electrical powerlines and appurtenances required by the City's electrical department to serve Mid-Continent owned land; and Hansen shall construct and install at her sole cost and expense all electrical powerlines and appurtenances required by the City's

electrical department to serve Hansen owned land. Such construction and installation shall not be begun until added electrical power is needed on the landowner's land. To the extent that joint facilities to be constructed hereunder serve land owned by more than one landowner, the landowners shall agree among themselves to apportion the cost of the facilities serving the property of more than one landowner. However, no Certificate of Occupancy for a structure using electrical power shall be issued until such facilities are installed. Said electrical facilities shall be installed under the direct supervision and control of the City and shall become the sole property of the City upon completion thereof. At its option, the City may perform the installation, and the landowners shall be jointly and severally liable for all of the City's costs which they shall pay within 15 days after receipt of the City's invoice; provided, however, that the landowners have first agreed to the scope of the facilities to be installed and to the total cost thereof.

5. Schools.

Upon the issuance of each Certificate of Occupancy within the development, the Landowner of the property on which the Certificate of Occupancy is issued shall pay to the City the sum of \$100.00 for each dwelling unit for which the Certificate of Occupancy is issued. All such funds so collected shall be transferred to the Board of County Commissioners of Garfield County, Colorado, for the use by Roaring Fork School District RE-1 in the manner and for the purposes as provided by Colorado State and by the Subdivision Resolution of the

County of Garfield, Colorado.

6. Recreation and Parks.

OCLC shall dedicate to the City for the City's parks system a contiguous tract of 6.4 acres of OCLC's owned land. The exact location and configuration of the 6.4 acre tract shall be as depicted on the final PUD plat.

7. Land Use.

The Mid-Continent owned land shall be zoned I, Industrial District. The City hereby expressly represents and agrees that permitted uses in the Industrial District includes rock quarrying, crushing, screening, storing and hauling. The Hansen owned land shall be zoned C/1, Limited Commercial Zone District. That portion of OCLC owned land embraced by the planned unit development plat attached hereto and incorporated herein as Exhibit "E" shall be zoned in a residential and commercial PUD district with rules and regulations acceptable to the City and shall not comprise more than 160 dwelling units and a limited amount of commercial use. The remaining property in the development shall be zoned R/1/40, Single Family Residential Zone District. Outside of the planned unit development depicted in Exhibit "E" no uses shall be established inconsistent with the foregoing zoning without a zone change being first obtained by the City, and no change of uses within the PUD shall be allowed without the consent of the City having been first obtained pursuant to C.R.S. 1973, 24-67-106. If at any stage in the subdivision proceedings covering the PUD, the City does not approve or allow zone districts or densities substantially in a manner as set forth in Exhibit "E", the City shall detach or disconnect all lands owned by OCLC.

In the subdivision of any property within the development and in the proceedings to obtain the approval of the PUD for Exhibit "E", the Landowner of the land affected hereby covenants and agrees to dedicate, provide, and pay for all streets, sidewalks, easements, rights-of-way, open spaces, and drainage systems, and to install or cause the installation of at the Landowner's costs street lights, telephone facilities, cable television facilities, natural gas facilities, and all other matters necessary for the complete development. All streets and parking areas shall conform to the rules and regulations and ordinances of the City. OCLC shall install all improvements shown on the PUD site plan (Exhibit "E"), including landscaping, parking, and access areas. Design criteria for curb cuts, building sites, parking, landscape areas, and open spaces shall be subject to City approval and shall be part of the PUD plan as to that property embraced in Exhibit "E".

8. Water Rights.

Upon demand of the City, OCLC shall convey all of its water rights in and to Oasis Creek including by way of example and not by way of limitation all of its rights in the Oasis Ditch, the Oasis Ditch as transferred from the Gilmore Ditch, the Gilmore Ditch, the Mitchell and Cooper Ditch, and all rights pursuant to a contract dated March 16, 1943 between George W. and Elsie June Traver, on the one hand, and the administrator of the estate of William F. Noonan, on the other hand (relating to water rights in the Oasis Ditch and the Taylor enlargement of the Oasis Ditch). It is agreed, however, that until such time as the City commences the treatment of such water for domestic purposes or

otherwise utilize the water for a permissible purpose the water may continue to be used on the property for irrigation and present use purposes.

9. Construction of Improvements.

The construction of all improvements required by this annexation agreement, by any subsequent PUD agreement, or by any subsequent subdivision agreement, shall be constructed in conformity with the Municipal Code and rules and regulations of the City and applicable statutes or rules and regulations of all governmental entities having jurisdiction thereof. The Landowner of the land affected shall pay to the City the costs incurred by the City in inspecting such improvements. The costs shall be determined by multiplying the hourly wage or salary paid each employee of the City making such inspections times the hours spent on the inspections. The City shall bill the Landowner on the first day of each month and payment shall be due no later than the 15th of each month. The billing shall include the name of each employee, hours of each employee, and the improvements inspected.

10. PUD Rules.

Unless specifically exempted by the PUD plan relating to the property described in Exhibit "E", all provisions of the City's Municipal Code in effect at the time of the adoption of the PUD plan shall apply to the development. For a period of 15 years from date of approval of the PUD plan amendments of the City's zoning code shall not apply to the PUD, unless the PUD is amended pursuant to C.R.S. 1973, 24-67-106.

11. Tap Fees and System Improvement Fees

Nothing herein shall be deemed a waiver of the obliga-

tion of the Landowners, their successors, assigns, purchasers, and successors in interest of all kinds to pay all system improvement fees and tap fees now or hereinafter required by the City's Municipal Code.

12. Petition to Disconnect.

The Landowners shall execute and deliver to the City an application for the enactment of an ordinance detaching and disconnecting the land each landowner owns in the Development from the City pursuant to the provisions of C.R.S. 1973, 31-8-601, et. seq. The petitions for disconnection or detachment shall provide that the City Council may act upon such petitions or applications if and only if one or more of the following occur:

- a) The Landowners do not comply with the conditions and obligations imposed upon it by this Agreement;
- b) OCLC does not prosecute faithfully the application and plat for a planned unit development on the development as herein required;
- c) The annexation of the development is not completed for any reason beyond the control of the Landowners or the planned unit development is not approved authorizing the densities and zoning approved by OCLC and as depicted on the PUD plan. In either event, the City shall enact an ordinance disconnecting and detaching the lands the subject hereof from the City;
- d) For purposes of this paragraph and for purposes of the applications for detachment or disconnection, each Landowner's tract shall be deemed and considered to be a single tract of land. Upon the occurrence of an event which activates the application to detach or disconnect, the City shall

- act with reasonable promptness in either granting or denying such application;
- e) Except for the eventualities provided in the second sentence of subparagraph (d) hereof, the Landowners hereby waive whatever rights may arise by virtue of the delay between the date of filing of his applications for detachment or disconnection and the date upon which the City grants or denies such applications by the enactment or refusal to enact an ordinance disconnecting the lands the subject thereof;
 - f) No Landowner shall be subject to disconnection because of the defaults under this agreement by any other Landowner.

13. Soils Report.

Prior to the application for any building permit, OCLC and Mid-Continent shall obtain a soils report from a licensed soils engineer acceptable to the City identifying all ascertainable soils conditions and defects and stating what mitigating measures should be taken to cure or minimize soils problems. No building permit shall issue until the Landowner so obligated takes such mitigating measures. The soils report need only address itself the site plan the subject of each building permit application.

14. Sewer.

The Landowners shall use the City's sewer system, and OCLC shall pay all of the costs of a sewer main from the development to manhole MHD-3-5 as shown on the City's sewer system map. The City may require oversizing of the sewer line to serve areas outside the development, and, if so, the

cost thereof shall be borne by the City subject to the right of the City to recapture such cost from the users for whom the oversizing was required.

15. Cost Recapture of Water and Sewer Lines.

The City shall collect and pay to OCLC such portion of the expenditures made by OCLC for the construction of the water and sewer lines as herein acquired as is provided in Sections 22-55 and 22-69 of the Municipal Code of the City.

16. Access.

OCLC shall provide the City with sufficient title data concerning access from U.S. Highway 6 and 24 to the development to satisfy the City of the Landowners' rights to unencumbered access to the development. Such landowners shall also provide the City with the written consent of the State Highway Department concerning the upgrading of the accessway to the development at its intersection with U.S. Highway 6 and 24, and with either the consent of the United States Forest Service for the use of such access to the development or proof that such consent is not lawfully needed in order to use the accessway to the development from its intersection with U.S. Highway 6 and 24.

17. Land Use Prohibition.

Prior to the complete fulfillment of the conditions and performance of the obligations proposed hereunder, OCLC shall not sell, lease, occupy, improve, obtain, or apply for any building permit or Certificate of Occupancy, except as such may be specifically required under the provisions of this agreement for the development. This prohibition shall not prevent OCLC from developing the PUD portion of

the property in phases, nor prevent the entering into of contracts for the sale of portions of the property. No contracts for sale shall allow, however, the conveyance of the land the subject of the contract until such time as all improvements required for the occupancy thereof have been completed.

18. Occupancy Permits.

X No occupancy permit shall be issued by the City except as in conformity with Paragraph 17 above and subdivision agreements and PUD agreements executed hereunder are completed in accordance with the terms of each; provided, however, that such permits may issue upon the escrowing of such funds by OCLC as the City deems necessary to complete such improvements with necessary adjustments for inflation or the furnishing of other adequate security for the completion thereof. No building permit or Certificate of Occupancy shall issue to a landowner when he is in violation of any term of this agreement.

19. Voting Ward.

The entire development shall be added to and made a part of Voting Ward No. 1.

20. Fire Districts.

Fire zone districts for the development shall be those required by the City.

21. Water Tank.

The parties agree that additional water storage is needed to serve the Development. OCLC shall install and pay for a water tank having 500,000 gallon capacity to serve the Development, which shall be constructed according to the specifications

of the City. OCLC shall also install all pipes and other appurtenances necessary to transport water to and from the tank to the Development. In the event the City desires to oversize the storage tank, transmission lines and pumps, the City shall, in agreement with OCLC, on or before June 1, 1980, furnish the required design for a 1,000,000 gallon tank, oversized piping and other appurtenances required by the City. OCLC shall install this oversized tank, piping, pumps and appurtenances and the City shall pay the additional material costs therefor. OCLC and the City hereby expressly agree that the total cost of all materials and labor for the installation of a 500,000 gallon water tank shall be paid by OCLC. In the event the City elects to oversize the water tank, piping and any other appurtenance thereof, the total additional material costs incurred therefor shall be paid by the City, and OCLC shall be obligated to pay for all labor, and labor only, required to install the water tank.

22. Special Improvement District.

By entering into this agreement the landowners shall not be precluded from forming a special improvement district or districts pursuant to Chapter 32, C.R.S. 1973, as amended, for any of the purposes specified in said chapter.

23. Costs

The Landowners shall pay all costs of publication, filing and recording of all notices and other documents in connection with the annexations of the development.

24. Governance of Development.

The development and use of the development shall be gover-

ned and controlled by the approved plat thereof, this Annexation Agreement, all PUD agreements, all subdivision agreements, all zoning ordinances to be hereafter adopted by the City pursuant to this Agreement, the Municipal Code of the City and such statutes and rules and regulations of other governmental entities having jurisdiction thereof.

25. Supercedes other Agreements.

This Annexation Agreement and the Subdivision Agreement described in Paragraph 24 above supercede and control all other agreements between the parties heretofore made, and such other agreements are hereby made null and void.

26. Waiver.

By executing this Agreement the Landowners waive all rights they may have concerning defects, if any, of form and substance of this Agreement and the formalities whereby it is executed, concerning the power of the City to impose conditions on the Landowners as set forth herein, and concerning the procedures, substance and form of the ordinances and resolutions annexing the development.

27. Recording.

This Annexation Agreement shall be recorded with the Clerk and Recorder of Garfield County, Colorado, upon the annexation of the development.

28. Assignment.

It is agreed that although no development of the subject lands shall take place except in conformity herewith, this restriction shall not prevent the assignment of the interest of a landowner herein to a third party or parties who will be bound by all provisions hereof.

29. Terms and Provisions.

The terms and provisions of this Agreement shall bind and inure to the benefit of the successors and assigns of the

City, Mid-Continent and OCLC and their heirs, devisees, personal representatives and assigns of Hansen.

30. Breach Waivers.

Failure to act upon or the waiver of any rights concerning the default or breach of any part of this Agreement by either party shall not be deemed a waiver on the part of the nonbreaching and nondefaulting party of rights concerning any other or subsequent breach.

31. Totality.

This Agreement contains all the understandings, conditions and agreements between the parties concerning the conditions to be imposed by the City on the Landowners with reference to the annexation of the Development.

32. Paragraph Titles.

The paragraph titles in this Agreement are for convenience only and are not to be used for the purposes of interpreting or giving effect to this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year set opposite the name of each.

THE CITY OF GLENWOOD SPRINGS

6-11-80 By Marian I. Smith
Date Marian I. Smith, Mayor

ATTEST:

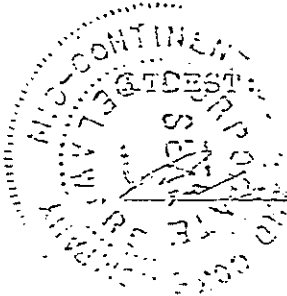
Julius B. Dunham
Director of Finance

April 2, 1980 Marjorie M. Hansen
Date Marjorie M. Hansen
121 Wells Avenue South
Renton, Washington 98055

MID-CONTINENT COAL AND COKE CO.

April 9, 1980
Date

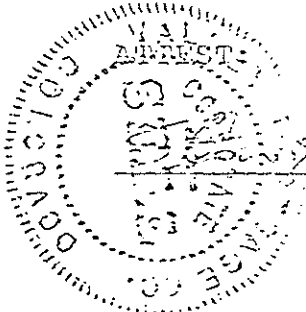
By [Signature]
Robert Delaney
Vice-President



OASIS CREEK LAND COMPANY
Valley Mortgage Company,
a General Partner

March 31, 1980
Date

By [Signature]
Raymond E. Monahan,
President



A parcel of land situated in the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$, Section 36 and the S $\frac{1}{2}$ of the SE $\frac{1}{4}$, Section 35 in Township 5 South, Range 89 West, the West $\frac{1}{2}$ of Section 4 and the E $\frac{1}{2}$ of Section 5 and the N $\frac{1}{2}$ of Section 9 in Township 6 South, Range 89 West; of the 6th Principal Meridian said parcel is more fully described as follows:

Beginning at the SE corner of said SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 36 whence the SW corner of Section 36 bears S. 89°57'40" W. 1317.97 feet, said point also being on the N. line of Lot 3 of said Section 4; thence N. 89°57'40" E. 745.08 feet to the NE corner of said Lot 3; thence S. 02°40'50" W. 2459.53 feet to the SE corner of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 4; thence along the northerly line of Lot 5 said Section 4 S. 88°30'38" E. 1344.75 feet; thence along the westerly line of said Lot 5 S. 1°30' W. 392.47 feet to the westerly boundary of the Washington lode; thence along said boundary S. 23°00' W. 676.46 feet; thence continuing along said boundary S. 65°00' E. 150.00 feet; thence N. 88°28' W. 567.54 feet; thence S. 01°32' W. 355.51 feet; thence N. 88°40' W. 649.04 feet to the easterly boundary line of the Mid-Continent Coal and Coke Company; thence continuing along said boundary the following courses S. 17°00' E. 369.94 feet; thence S. 72°41'30" W. 41.42 feet; thence N. 60°45'30" W. 215.75 feet; thence N. 64°58'30" W. 165.00 feet; thence N. 58°55'30" W. 284.50 feet; thence N. 73°51'30" W. 233.90 feet; thence N. 73°51'30" W. 90.00 feet; thence N. 68°40'30" W. 309.80 feet; thence N. 22°45' W. 150.00 feet; thence N. 51°45'00" W. 172.88 feet; thence N. 32°15'00" W. 267.17 feet; thence N. 88°40'00" W. 148.48 feet; thence N. 51°45'00" W. 99.09 feet; thence S. 68°29'00" W. 205.41 feet; thence N. 34°35'00" W. 141.32 feet; thence N. 29°16'30" W. 108.10 feet; thence N. 09°08'28" W. 110.21 feet; thence N. 14°44'17" E. 325.60 feet; thence N. 29°42'38" E. 186.66 feet; thence N. 22°10'14" W. 169.37 feet; thence N. 05°35'04" W. 190.14 feet; thence N. 55°32'41" E. 306.28 feet; thence N. 31°59'07" E. 148.19 feet; thence N. 66°32'38" E. 109.98 feet; thence N. 39°01'10" E. 84.19 feet; thence N. 59°47'55" E. 85.31 feet; thence N. 30°39'44" W. 134.13 feet; thence S. 66°24'03" W. 139.74 feet; thence S. 31°14'43" W. 78.61 feet; thence S. 63°27'22" W. 81.50 feet; thence S. 34°43'53" W. 131.17 feet; thence S. 56°48'11" W. 87.44 feet; thence N. 71°22'07" W. 405.76 feet; thence N. 80°34'27" W. 59.07 feet; thence S. 20°06'28" W. 94.43 feet; thence S. 23°59'42" W. 313.63 feet; thence S. 76°08'58" E. 65.48 feet; thence S. 19°11'43" W. 152.15 feet; thence S. 15°30'07" W. 196.06 feet; thence N. 58°11'25" W. 335.64 feet; thence N. 46°35'30" W. 350.00 feet; thence S. 84°17' W. 290.00 feet; thence N. 30°23'13" E. 243.22 feet; thence N. 63°43' W. 276.49 feet; thence N. 23°02'27" E. 62.14 feet; thence N. 22°16'32" E. 78.82 feet; thence N. 28°20'04" E. 208.52 feet; thence N. 36°07'55" E. 69.00 feet; thence N. 19°49'18" E. 88.14 feet; thence N. 20°34'51" E. 132.21 feet; thence N. 27°43'55" E. 51.49 feet; thence N. 26°40'09" E. 25.58 feet; thence N. 32°27'03" E. 82.29 feet; thence N. 29°32'00" E. 126.64 feet; thence N. 23°42'00" E. 265.31 feet; thence N. 25°01'33" E. 53.43 feet; thence N. 16°19'25" E. 46.84 feet; thence S. 89°35'05" W. 4.59 feet; thence N. 23°42'00" E. 15.05 feet; thence S. 62°14'14" W. 15.77 feet; thence S. 75°32'52" W. 24.65 feet; thence N. 88°28'55" W. 37.37 feet; thence N. 80°57'23" W. 26.92 feet; thence N. 58°55'49" W. 75.33 feet; thence N. 48°38'26" W. 126.50 feet; thence N. 22°11'00" W. 35.70 feet; thence N. 52°38'00" W. 111.29 feet; thence N. 70°01'00" W. 67.40 feet; thence N. 62°16'00" W. 50.20 feet; thence N. 47°10'38" W. 38.37 feet; thence N. 43°21'34" W. 18.08 feet; thence N. 50°03'23" W. 28.03 feet; thence N. 87°03'25" W. 38.71 feet; thence N. 80°54'43" W. 21.37 feet; thence N. 62°24'25" W. 18.10 feet; thence N. 01°00'04" E. 15.74 feet; thence N. 20°49'42" E. 40.65 feet; thence N. 89°59'48" E. 103.37 feet to a point on the south line of the S $\frac{1}{2}$ of the SE $\frac{1}{4}$ of said Section 35; thence N. 00°50'26" W. 1331.73 feet to a point on the north line of said S $\frac{1}{2}$ of the SE $\frac{1}{4}$; thence N. 89°44'24" E. 1536.90 feet to the NE corner of said S $\frac{1}{2}$ of the SE $\frac{1}{4}$; thence S. 89°48'18" E. 1316.01 feet along the north line of the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 36 to the NE corner thereof; thence S. 00°16'27" W. 1333.11 feet along the east line of said SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ to the point of beginning.

A parcel of land situated in the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$, Section 36 and the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 35 in Township 5 South, Range 89 West; the West 1/2 of Section 4 and East 1/2 of Section 5 in Township 6 South, Range 89 West of the 6th Principal Meridian said parcel is more fully described as follows:

Beginning at the SE corner of said SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 36 whence the SW corner of Section 36 bears S. 89°57'40" W. 1317.97 feet, said point also being on the North line of Lot 3 of said Section 4; thence N. 89°57'40" E. 745.08 feet to the NE corner of said Lot 3; thence S. 02°40'50" W. 2459.53 feet to the SE corner of the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 4; thence N. 88°33'38" W. 1406.96 feet to the intersection of the South line of Lot 9 Section 4 with the Northeasterly side line of the Necessity Lode, M.S. 3991; thence following said side line S. 22°45'00" E. 421.99 feet; thence West 252.78 feet to a point on the Southwesterly side line of said Necessity Lode; thence following said Southwesterly side line S. 22°45'00" E. 665.84 feet; thence N. 51°45'00" W. 172.88 feet; thence N. 32°15'00" W. 267.17 feet; thence N. 88°40'00" W. 148.48 feet; thence N. 51°45'00" W. 99.09 feet; thence S. 68°29'00" W. 205.41 feet; thence N. 34°35'00" W. 141.32 feet; thence N. 29°16'30" W. 108.10 feet; thence N. 09°03'28" W. 110.21 feet; thence N. 14°44'17" E. 325.60 feet; thence N. 29°42'38" E. 186.66 feet; thence N. 22°10'14" W. 169.37 feet; thence N. 05°35'04" W. 190.14 feet; thence N. 55°32'41" E. 306.28 feet; thence N. 31°59'07" E. 148.19 feet; thence N. 66°32'38" E. 109.98 feet; thence N. 39°01'10" E. 84.19 feet; thence N. 59°47'55" E. 85.31 feet; thence N. 30°39'44" W. 134.13 feet; thence S. 66°24'03" W. 139.74 feet; thence S. 31°14'43" W. 78.61 feet; thence S. 68°27'22" W. 81.50 feet; thence S. 34°43'53" W. 131.17 feet; thence S. 56°48'11" W. 87.44 feet; thence N. 71°22'07" W. 405.76 feet; thence N. 80°34'27" W. 59.07 feet; thence S. 20°06'28" W. 94.43 feet; thence S. 23°59'42" W. 313.63 feet; thence S. 76°08'58" E. 65.48 feet; thence S. 19°11'43" W. 152.15 feet; thence S. 15°30'07" W. 196.06 feet; thence N. 58°11'25" W. 335.64 feet; thence N. 46°35'30" W. 350.00 feet; thence S. 84°17' W. 290.00 feet; thence N. 30°23'13" E. 243.22 feet; thence N. 63°43'00" W. 276.49 feet; thence N. 23°02'27" E. 62.14 feet; thence N. 22°16'32" E. 78.82 feet; thence N. 28°20'04" E. 208.52 feet; thence N. 36°07'55" E. 69.00 feet; thence N. 19°49'18" E. 88.14 feet; thence N. 20°34'51" E. 132.21 feet; thence N. 27°43'55" E. 51.49 feet; thence N. 26°40'09" E. 28.58 feet; thence N. 32°27'03" E. 82.29 feet; thence N. 29°32'00" E. 126.64 feet; thence N. 23°42'00" E. 265.31 feet; thence N. 25°01'33" E. 53.43 feet; thence N. 16°19'25" E. 46.84 feet; thence S. 89°35'05" W. 4.59 feet; thence N. 23°42'00" E. 15.05 feet; thence S. 62°14'14" W. 15.77 feet; thence S. 75°32'52" W. 24.65 feet; thence N. 83°28'55" W. 37.37 feet; thence N. 80°57'23" W. 26.92 feet; thence N. 58°58'49" W. 75.33 feet; thence N. 48°38'26" W. 126.50 feet; thence N. 22°11'00" W. 35.70 feet; thence N. 52°38'00" W. 111.20 feet; thence N. 70°01'00" W. 67.40 feet; thence N. 62°16'00" W. 50.20 feet; thence N. 47°10'38" W. 38.37 feet; thence N. 43°21'34" W. 18.08 feet; thence N. 50°03'23" W. 28.03 feet; thence N. 87°08'25" W. 38.71 feet; thence N. 80°54'43" W. 21.37 feet; thence N. 62°24'25" W. 18.10 feet; thence N. 01°00'04" E. 15.74 feet; thence N. 20°49'42" E. 40.65 feet; thence N. 89°59'48" E. 108.37 feet to a point on the South line of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 35; thence N. 00°50'26" W. 1331.73 feet to a point on the North line of said SE $\frac{1}{4}$ of the SE $\frac{1}{4}$; thence N. 89°44'24" E. 1536.90 feet to the NE corner of said SE $\frac{1}{4}$ of the SE $\frac{1}{4}$; thence S. 89°48'18" E. 1316.01 feet along the North line of the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of said Section 36 to the NE corner thereof; thence S. 00°16'27" W. 1333.11 feet along the East line of said SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ to the point of beginning.

EXHIBIT B

That part of the Necessity Lode Mining Claim, Survey No. 3991 in Township 6 South, Range 89 West, lying South of a line described as follows: Beginning at a point on the Westerly line of said Necessity Lode 461 feet South of the Northwest corner of said Necessity Lode Claim; thence East 330.5 feet more or less to the Easterly line of said Necessity Lode Claim.

James G. Blaine Lode Mining Claim, Survey No. 4070, in Township 6 South, Range 89 West.

Spar Lode Mining Claim, Survey No. 4069, in Township 6 South, Range 89 West.

J. B. Grant Lode Mining Claim, Survey No. 6578, in Township 6 South, Range 89 West.

Lots 13 and 14, Section 4 Township 6 South, Range 89 West all of the Sixth P.M. EXCEPT those parts of the above described land lying South of the Northerly Right-of-Way of Interstate 70.

EXHIBIT C

Parts of lots 5, 7, 11, all in Section 4, Township 6 South, Range 89 West, of the Sixth Principal Meridian, more fully described as follows:

Beginning at the South Quarter corner of said Section 4, Thence N. $88^{\circ}21'$ W. 75.57 feet to the boundary of the Mid-Continent Coal & Coke Company; Thence along said boundary the following courses, N. 17° W. 1130.06 feet; Thence S. 73° W. 300 feet; Thence S. 17° E. 252.39 feet; Thence N. $22^{\circ}35'$ W. 370.52 feet; Thence S. $67^{\circ}25'$ W. 196.1 feet; Thence N. $22^{\circ}35'$ W. 200 feet; Thence S. $67^{\circ}25'$ W. 300 feet; Thence leaving the Mid-Continent Coal & Coke Company boundary and along the boundary line of the Oasis Creek Land Company N. $22^{\circ}45'$ W. 327.44 feet; Thence continuing along said boundary line S. $88^{\circ}30'38''$ E. 1406.96 feet; Thence along the Northerly line of lot 5 S. $88^{\circ}30'38''$ E. 1344.75 feet; Thence along the Easterly line of lot 5 to the Easterly boundary of the Washington Lode Claim S. $1^{\circ}30'$ W. 392.47 feet; Thence along said boundary S. 25° W. 676.46 feet; Thence S. 65° E. 150 feet; Thence N. $88^{\circ}28'$ W. 567.54 feet; Thence S. $1^{\circ}32'$ W. 355.51 feet; Thence N. $88^{\circ}40'$ W. 573.47 feet; to the point of beginning and containing 48.65 acres more or less.

OASIS CREEK P.U.D. AGREEMENT

THIS AGREEMENT is made and entered into between the CITY OF GLENWOOD SPRINGS, COLORADO ("City"), OASIS CREEK LAND COMPANY, a limited partnership ("OCLC"), and MID-CONTINENT COAL AND COKE CO. ("Mid-Continent"), to become effective the 15th day of May, 1980, regardless of the date on which the parties actually affix their signatures.

1. Recitals.

For the purposes of interpreting and giving effect to this agreement, the parties agree to the truth and accuracy of the following:

- a) OCLC is the owner in fee simple of that real property depicted in the "Oasis Creek Subdivision Planned Unit Development Final Plat", filed in the office of the County Clerk and Recorder of Garfield County, Colorado as Document No. _____ ("P.U.D. Plat"), consisting of fifteen pages, and the real property depicted therein shall be referred to as the "P.U.D." or "The Development";
- b) The Development has recently been annexed to the City pursuant to an Annexation Agreement, Resolution, and Ordinance;
- c) In order to comply with Zoning Code and Subdivision Code of the City, and to carry forward some of the provisions of the Annexation Agreement, the parties desire to set forth their understandings and agreements concerning the development, and the conditions and restrictions imposed by the City;
- d) This Agreement is intended to supplement the Annexation Agreement and to the extent this Subdi-

- vision Agreement conflicts with the Annexation Agreement concerning the rights of the parties hereto and the land and access ways affected hereby, the terms of this Agreement shall control;
- e) OCLC has submitted to the City the P.U.D. Final Plat, and the City desires to approve this as Subdivision P.U.D. Plat, and the terms of this Agreement together with those of the Annexation Agreement and Annexation Ordinance are to constitute the Subdivision P.U.D. Plan;
 - f) The obtaining of this P.U.D. approval in favor of OCLC will add to the value of OCLC's land and inure to its benefit, and will inure to the favor of Mid-Continent, and OCLC and Mid-Continent recognize and acquiesce in the jurisdiction and the power of the City to impose the restrictions and conditions set forth on OCLC in this agreement.

2. Approval.

The City hereby approves the Oasis Creek Planned Unit Development Final Plat ("P.U.D. Final Plat").

3. Zone Regulations.

Concerning Zoning, the only allowable uses in the Development shall be those shown on Sheet One (1) and Sheet Three (3) of the P.U.D. Final Plat. Such zone uses shall be allowed only in those areas and on those tracts or parcels as shown on the P.U.D. Final Plat. No other uses shall be allowed contrary to the provisions of the P.U.D. Final Plat, unless the City designates otherwise by Ordinance after completion of a change in the P.U.D. Final Plat, promulgated pursuant to Zone Amendment procedures set forth in Section 23-62 of the Glenwood Springs Zoning Code.

The provisions of the P.U.D. Final Plat shall control the extent and location of Building envelopes, casements, access ways, pedestrian access, streets, landscape buffers, open space, curbs, gutters, drainage, and all other physical facilities depicted on the P.U.D. Final Plat. No such improvements may be installed in locations other than those depicted on the P.U.D. Final Plat.

Except as specifically provided otherwise in the P.U.D. Final Plat, the Glenwood Springs Zoning Code (Chapter 23 of The Glenwood Springs Municipal Code) shall apply to the Development.

4. Improvements.

OCLC shall install and pay for the base course, surface course, curbs and gutters, and sidewalks at those locations depicted in the P.U.D. Final Plat, in accordance with the City's specifications, including by way of example and not by way of limitation Section 20-59 and 20-61 of the Glenwood Springs Municipal Code, and the rules and regulations adopted by Section 19-19 of the Glenwood Springs Municipal Code.

OCLC shall pay all of the costs for the construction of water and sewer lines necessary to serve the users of the Subdivision in accordance with the requirements of the City. If the City installs such items, OCLC shall reimburse the City's cost of installation within 30 days of presentation of the City's invoice, which costs shall be computed by adding the cost of materials and wages, salary and other benefits paid to City personnel for time expended in the installation, cost of non-city personnel employed or used, plus overhead of ten percent

of the total of the foregoing.

OCLC shall pay for the costs of installation of all fire hydrants as depicted on the P.U.D. Final Plat, using a live pressure tap if required by the City.

OCLC shall install and pay for all non-mechanical traffic control devices and traffic signs within the Development as required by the City, and at the intersection of Highway 6 & 24 and Transfer Trail.

OCLC shall install and pay for the storm drainage facilities shown on the P.U.D. Final Plat. In addition OCLC shall provide a drainage swail of adequate size and construction to carry surface runoff from the proposed new intersection of Transfer Trail with Highway 6 & 24 to the existing culvert across Highway 6 & 24 located approximately 200 to 250 feet east of the proposed intersection. OCLC shall indentify by a survey all easements for all drainage facilities and areas and shall dedicate the same to the City, provided, however, that the City shall in no way be liable for losses or damages of any kind related to drainage or lack thereof.

At the request of the City and at locations where deemed necessary by the City, OCLC shall conduct compaction tests at its own expense within those areas to be dedicated to the City. All fills shall be compacted at 95% of density.

OCLC shall complete the installations of all of the foregoing improvements on or before the issuance of any certificate of occupancy.

5. Title to Access.

OCLC shall furnish the City with a Certificate from a

qualified local Abstract Company, certifying that the Colorado State Department of Highways owns the access way shown as Transfer Trail from the intersection of Highway 6 & 24 along that route shown in the lower left hand portion of Sheet One (1) of the P.U.D. Final Plat and that portion shown on Sheet Two (2) of the P.U.D. Final Plat from that point marked "Match to Sheet 1" to the intersection with the U.S.F.S. road easement, Book 408, Page 25. Such Certificate shall be furnished on or before the execution of this Agreement by the City. The City shall petition the Colorado State Department of Highways for abandonment to the City of that portion of the roadway owned by the State, and the City shall use all due diligence in pursuing such abandonment. No Certificate of Occupancy shall issue within the Development until the Colorado State Department of Highways abandons the roadway to the City. Mid-Continent shall dedicate to the City that portion of the roadway which traverses the land owned by it by deed.

6. Access Construction.

On that portion of Transfer Trail depicted in the lower left hand portion of Sheet One (1) of P.U.D. Final Plat and on Sheet Two (2) of the P.U.D. Final Plat from the point marked "Match to Sheet One" to the U.S.F.S. road easement, Book 408, Page 25---

- a) OCLC will maintain all cuts and fills in the manner as depicted on the P.U.D. Final Plat, including the back slope;
- b) OCLC shall submit a plan of revegetation to the City for the approval of City Council prior to the issuance of any certificate of occupancy for all disturbed cuts, fills, and back slopes;

- c) OCLC shall for a three year period remove all loose and slide material and keep the barrow pit clean;
- d) Perform all construction in accordance with resistance value tests so as to withstand the impacts of limestone haul trucks as well as other anticipated traffic;
- e) Perform and complete construction in accordance with the Lincoln-Devore soils report previously submitted to the City.

As to that portion of Transfer Trail located North-erly and Easterly of the portion described in the paragraph above and used for limestone quarry access to Mid-Continent's facilities and for forest service access purposes---

- a) OCLC shall maintain the back slope, remove all loose and slide materials, keep the barrow pit clean, and remove all obstructions, rocks, and debris which contribute to water build-up and soil saturation.

7. Interior Access.

OCLC shall install and pave vehicular access to the park across the drainage swail, which features are depicted on the P.U.D. Final Plat.

As to those lots with double frontage on two public access ways, physical access to the lot shall be allowed only from the street having lighter or lower use classification, in order to minimize access on higher density or more frequently used roadways.

8. Ditch Enclosure.

In accordance with the Lincoln-Devore soils report, OCLC shall enclose in a conduit of high integrity

that portion of the existing irrigation ditch extending at least one hundred fifty feet upstream and one hundred feet downstream from the centerline of the proposed water storage and treatment plant.

9. Final Dedication.

In addition to the dedications shown on the P.U.D. Final Plat, OCLC shall provide the City with engineered as-built specifications for the improvements required in Paragraph 4. All pedestrian pathways and other rights-of-ways to be used by the public and all drainage facilities not dedicated on the P.U.D. Final Plat shall be dedicated by surveyed descriptions.

10. Site Review.

No development or construction on Tracts A, B, C or D shall be allowed until a site review is conducted by the City using the Subdivision Exemption procedures and standards set forth in Chapter 20 of the Glenwood Springs Municipal Code.

11. Parking.

OCLC shall provide on-site off-street parking for Tracts A, B, C and D. No on-street parking shall be allowed in the Development.

12. Revegetation Plans.

As to all revegetation required by the P.U.D. Final Plat and this agreement, OCLC shall employ a licensed professional or other person qualified to prepare a landscape plan. The revegetation plan shall be submitted to City for the approval of City Council prior to the issuance of any certificate of occupancy.

13. Warranties.

Concerning all construction and installations required to be installed by OCLC in any area to be dedicated

to the City for public use, OCLC shall obtain and assign to the City complete warranties of contractors and subcontractors hired by or working on behalf of OCLC warranting against defects in materials and workmanship for a period of one year after date of acceptance by the City. If such warranties cannot be obtained, OCLC itself shall so warrant. OCLC shall notify all such contractors or subcontractors involved in such improvements that the City is to be a beneficiary of such warranties. Upon request of the City, OCLC shall supply the City with lien waivers as to all contractors and subcontractors involved in the installation of such facilities.

14. Phasing of Improvements.

Street improvements required to be completed by OCLC shall not be installed until all utility lines to be placed in or under the streets have been completely installed and until all services to individual lots from main utility lines and streets to the individual property have been installed.

No Certificate of Occupancy shall issue for or relating to any dwelling or commercial unit until the full completion of all improvements which serve or are designed to serve that unit as required in the P.U.D. Plat. Without limiting any of its rights and under this agreement, the City may, but need not, issue certificate of occupancy and grant extensions of time for the completion of construction and the installation by the OCLC of any improvement. OCLC shall repair and repave all streets and roads damaged by the installations of improvements or utilities within the development which are required by the P.U.D. Final Plat.

15. Inspection.

The City may enter any portion of the development for the purposes of making inspection to determine whether OCLC is in compliance with the obligation set forth in the P.U.D. Final Plat and the Glenwood Springs Municipal Code. If the City determines that any improvements of facilities have not been constructed and installed as required by the two agreements or by ordinance or law, the City shall furnish OCLC with a list of specific deficiencies. The City shall not be required to issue any Certificate of Occupancy or any Building Permit so long as the listed deficiencies remain. If the City determines that OCLC has not cured the deficiencies within thirty days after the presentation of the list to it, the City may, but need not, cause such additional work to be done as it deems necessary to complete any installations or to cure any listed deficiencies. OCLC shall be liable to the City for the entire cost of the additional work, whether performed by the City's employees or by others at the direction of the City. If OCLC does not pay the City the amount of such costs, including as may be appropriate, the costs of the City expended for materials, for the services of those not employed by City, and for the apportioned cost for wages and benefits paid for by the City for the hours of City employees, plus 10% overhead, then the City may, upon ten days' notice to OCLC, have a lien against all or any part of the Development. The City may certify the amount of such lien to the Garfield County Commissioners, and the Garfield County Treasurer for collection, enforcement and remittance in the manner provided by law for the

collection, enforcement, and remittance of general property taxes; and the lien shall have priority over all subsequent liens and encumbrances.

16. Non-Suit.

The Annexation of the Development and the approval of the P.U.D. Plat shall not render the City liable for any loss or damage that may be suffered by any use of the Development or any act or omission occurring on the Development arising in connection with the Annexation of the Development and the City's approval of the P.U.D. Final Plat.

17. Non-Waiver.

Any indulgence granted by the City to OCLC or Mid-Continent as to the performance of any portion of this agreement and any waiver by the City as to OCLC's performance or non-performance of any part of this agreement shall not be deemed or considered to be an indulgence or waiver of any other part of this agreement or any subsequent nonperformance by OCLC.

18. Benefit.

The provisions of this agreement shall bind and inure to the benefit of the parties, their assigns, and their successors in interest of all kinds.

19. Titles.

The paragraph titles in this Agreement are for convenience only and are not to be used to construe or interpret this Agreement.

THE CITY OF GLENWOOD SPRINGS

By Marian I. Smith
Marian I. Smith, Mayor

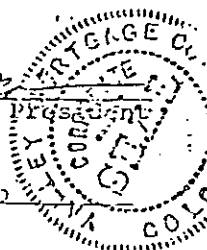
ATTEST:

Barbara Williams City Clerk

OASIS CREEK LAND COMPANY,
Valley Mortgage Company,
a general partner

By Raymond E. Monahan, President

Date: June 10, 1980



ATTEST:

Mona J. Lusk

Date: 6/10/80

STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

Subscribed and sworn to before me this 10th day of June, 1980 by Raymond E. Monahan, President of Valley Mortgage Company, a general partner, of Oasis Creek Land Company and by Mona J. Lusk ~~xxx~~ as Assistant Secretary of Valley Mortgage Company.

Witness my hand and official seal.

My commission expires: Dec 14, 1982

Paul J. Johnson
Notary Public



MID-CONTINENT COAL AND COKE CO.

By Robert Delaney
Robert Delaney,
Vice President

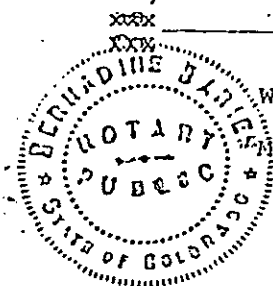
Date: June 4, 1980

~~ANNEX~~

~~DEBXX~~

STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

Subscribed and sworn to before me this 4th day of June, 1980 by Robert Delaney, Vice President of Mid-Continent Coal and Coke Co. ~~xxx~~



Witness my hand and official seal.

My commission expires: My Commission expires May 3, 1982

Bernadine Daren
Notary Public

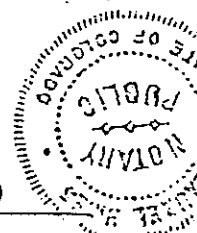
STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

Subscribed and sworn to before me this 10th day of June, 1980 by Marian I. Smith, Mayor and Barbara Williams as City Clerk.

Witness my hand and official seal.

My commission expires: March 25, 1984

Raul M. Lines
Notary Public





Planning and Zoning Commission Report

To: Planning and Zoning Commission
 From: Trent L. Hyatt, Planner II
 Date: May 24, 2016
 Subject: #05-16 – Request for a Major Subdivision without a Development Plan of Tract A of the Oasis Creek Subdivision to create seven (7) lots and a design variance.

Request	Major Subdivision without a Development Plan and a Design Variance for the creation of seven (7) lots
Applicant	Doug Pratte/The Land Studio, Inc. for The Lydia Development Company (Mary and Jerry Steinbrecher)
Owner	Steinbrecher Investments, LLC
Location	North Traver Trail (Tract A, Oasis Creek Subdivision)
Zone	PUD R/3 Planned Unit Development Multifamily Residential
Adjacent land uses	North: Single family residential South: Multi family residential East: Single family residential West: Single family residential
Lot size	5.278 acres

ACTION ITEMS

The Planning and Zoning Commission (Commission) considers major subdivision without a development plan and design variance applications and provides a recommendation to City Council. Said action item is outlined below.

Action 1 – Design Variance - from Section 070.030 Design Variance from 070.030.080(b) and (e), requirement for a 5 ft. sidewalk and 5 ft. planting strip along lot frontages in residential zones.

Staff recommendation: Staff recommends **approval** of the design variance application with the findings provided on pages 6-7.

Action 2 – Subdivision without a Development Plan - of Tract A of the Oasis Creek Subdivision for the creation of (7) seven lots.

Staff recommendation: Staff recommends **approval** of the major subdivision without a development plan application with the findings and condition provided on pages 7-8.

BACKGROUND/ANALYSIS

Subdivision History

Much of the property which makes up the Oasis Creek Subdivision (OCS) was annexed into the City in 1980. At that time, the property associated with the said subdivision was divided into lots and tracts designated for various residential (single, two, three, and four family dwellings) and limited commercial uses. Of these, the subject Tract A was designated R/3 Multifamily residential district in the Oasis Creek P.U.D. Agreement which allows for multi-family residential dwellings up to a maximum of 50 units. The original approval outlines a floor area ratio of 0.5:1, a maximum height of 30 feet, and the following minimum yards: front 20 feet, side 5 feet, and rear 20 feet. While most of the OCS has since been developed, Tract A has remained vacant except for a public trail easement dedicated by the original plat. Copies of the original annexation agreement, planned unit development agreement, and subdivision plat are attached or are included with the applicant's submittal.

Proposal

The current application proposes to divide the 5.278 acre property into seven lots, six of which are intended for single family residential development and one being reserved for conservation or later combination with an adjacent lot to west owned by applicant. The single family lots 1-6 vary in size from 25,115 to 28,209 square feet. The remaining lot 7 is 74,249 square feet (1.704 acres) in size. Similar to many of the lots in the vicinity, lots 1-6 will utilize North Traver Trail for access. In addition, the applicant propose to dedicate additional width for the exiting public trail and utilities where they were not constructed within the current easement.

Tract A is governed by the protective covenants adopted with the OCS. Section 1.3 defines a "tract" as "multi-family areas." Section 4 also states that further division of lots and/or tracts is prohibited. However, a variance was recently granted by the architectural control committee to allow for the subdivision of Tract A into not more than 10 lots and the current proposal would likely limit the number of units to much less than 50.

Article 070.030 Requirements for Design Improvements and Dedications

Language taken from the GSMC is shown in *italics* below. Other language is provided by staff.

070.030.035 Uniform Street Standards

The City of Glenwood Springs, in an effort to standardize street construction, hereby adopts by reference the Street Standards, Traffic Committee Report of July 7, 2005.

(a) The City of Glenwood Springs Classification Map dated January 3, 2006 shall apply to all roads in the City of Glenwood Springs.

(b) The July 7, 2005 Street Standards Traffic Committee Report shall apply to all public and private roads within the City of Glenwood Springs.

(c) Any variance from the Street Standards shall be determined pursuant to 070.030.035

As mentioned above, North Traver Trail, a local street owned and maintained by the City, provides access to the subject property and will serve each individual lot. A specific driveway envelope is outlined for lot 6 to ensure that sight distance is not limited upon development. North Traver Trail is adequate to serve the additional lots.

070.030.040 Drainage

The drainage report prepared for the subdivision does not identify the need for drainage improvements or specific easements. Ultimately, the expected increase in impervious surface does not exceed the infiltration rate of the vegetation to remain post development. The developer of each individual lot will address drainage, and any improvements required, upon the construction of each single family home.

070.030.050 Erosion and Sediment Control, Stabilization and Revegetation

As no development is currently proposed, erosion control and revegetation will be the responsibility of the developer of each individual lot.

070.030.060 Lot and Block Design

- (a) Each lot in a development shall be designed to provide an adequate, accessible building site for a structure devoted to the intended use of the land.*
- (b) Each lot shall have a minimum of twenty-five (25) feet of frontage on a dedicated public street and shall allow vehicular access from a public street.*
- (c) Lots and blocks shall be designed to afford the maximum solar access to each building site.*
- (d) Lot sizes shall be in conformance with applicable zone district regulations or Planned Unit Development regulations. Where individual water or sewage systems are proposed for each lot, lot sizes shall be in conformance with standards of the Colorado Department of Health and Environment.*

Each proposed lot is in conformance with the above regulations.

070.030.080 Sidewalks

The Code requires a 5 ft. sidewalk that is separated from the street by a 5 ft. wide planting strip in residential zone districts. The Code requirement would apply along the proposed lot frontages along North Traver Trail. The applicant is requesting a design variance from the streetscape improvements along the lot frontages. Currently, no sidewalks exist within the OCS. If provided along the lot frontages, a sidewalk would not connect to any pedestrian network and would be out of context with the remainder of the block. Also, exact driveway locations are not yet determined so the construction thereof would damage any sidewalk installed. Staff supports the design variance.

070.030.110 Water Distribution

Water infrastructure to serve the proposed lots is available. Individual service thereto will be the responsibility of the developer of each lot. The City's Water Superintendent has provided comments regarding the water system proposed for the subdivision.

070.030.120 Wastewater Collection

Wastewater infrastructure to serve the proposed lots is available. Individual service thereto will be the responsibility of the developer of each lot. The City's Sewer Superintendent has provided comments regarding the water system proposed for the subdivision.

070.030.130 Underground Utilities

Gas and electric infrastructure to serve the proposed lots is available. Individual service thereto will be the responsibility of the developer of each lot.

070.030.150 Dedications

Parkland - At the time of original approval of OCS, 6.4 acres of parkland dedication was required to satisfy the assessment for the entire subdivision. Section 070.030.150(3) states that unless there is an intensity of use from a prior approval, City Council shall waive all parkland dedication requirements. The subdivision actually represents a decrease in the 50 units previously approved. Therefore, no additional parkland dedication is required.

School Land – The annexation agreement outlines the fees in lieu of land dedication required as \$100 payable upon issuance of the certificate of occupancy for each unit. Similarly, a \$150 per dwelling unit fee is required for water and sewer improvements.

Fire and Emergency Impact Fees - Fire impact fees shall be assessed at the time of issuance of a building permit in accordance with Section 070.030.150(e) of the Municipal Code.

070.030.155 Requirements for Design Improvements and Dedications of Open Space

The Municipal Code requires a minimum of 200 sq. ft. of common open space for each residential unit that is developed and/or lots. This section of the Code provides the criteria for the evaluation of open space. The intent of the open space requirement is "...to ensure that outdoor living space is available in close proximity to meet the daily active and passive recreational needs of residents." Review and evaluation of open space will occur at the time of application for a building permit. Staff recommends that a plat note be added which indicates that development of lots shall be subject to the requirements of the Glenwood Springs Municipal Code Section 070.030.155. Staff believes the lot configurations provide ample space to service the open space requirements

070.030.190 Assurance for Completion of Public Improvements

No infrastructure improvements for the subdivision of Tract A are proposed at this time.

070.050 Parking

Required parking on the lots will be addressed at the time of proposed development. The City's Municipal Code currently requires two (2) off-street parking spaces for each unit.

070.100 Geologic Hazards

The attached geotechnical report does not identify geological hazards that limit the subdivision of the subject property. There is no identified risk of debris flow, rockfall, or sinkhole hazards on the site. Site specific geotechnical reports will be required with the building permit for each lot.

070.130 Inclusionary Residential Requirement for Community Housing

The City's inclusionary housing requirements provide an exemption from providing 15% of total units and/or lots as community housing, provided the Applicant obtains both a development permit and building permit before August 31, 2017 (because of the current moratorium in place). Residential lot subdivisions are required to address the City's Housing Guidelines. When the required mitigation results in the fraction of a unit or lot, this is addressed through the payment of

a fee in-lieu to the City. These funds go into the acquisition of land and/or development of community housing units.

070.140 Exterior Lighting Regulations

No street lighting is proposed within the subdivision. As development occurs on each lot, exterior lighting fixtures will be evaluated by staff for compliance with the requirements of the Municipal Code.

Design Variance

The criteria for evaluation of design variances is outlined in Section 070.030.160 of the GSMC follows:

(a) A variance from the strict application of the requirements of Sections 070.030.030 through 070.030.090, inclusive, may be granted by the City Council or Planning Commission, whichever body authorizes the development permit or subdivision agreement, where a finding is made that there exists on the property in question exceptional topographical, soil or other subsurface condition or other extraordinary conditions peculiar to the site, existing buildings or lot configuration such that strict application of the requirement of the regulation from which the variance is requested would result in peculiar and exceptional practical difficulties to or exceptional and undue hardship upon the Applicant or owner of the property in question, and that the public good would be better served by granting of the variance. Such variance shall not be granted if the same would be detrimental to the public good or impair the intent and purposes of this Title. Such design variance request shall be made and reviewed concurrently with the development plan submittal and review and, if granted shall be described and acknowledged in the development permit.

As mentioned above, there are no currently sidewalks located in the OCS nor any along North Traver Trail. In addition, a pedestrian connection to the sidewalk network along Highway 6 and 24 is currently served by the public trail which crosses Tract A. Staff sees this as an extraordinary, peculiar condition impacting Tract A and feels that requiring the construction of a sidewalk imposes an exceptional and undue hardship on the applicant. Therefore, staff supports the design variance request.

2011 Glenwood Spring Comprehensive Plan

Map 2.2 Future Land Use – North Portion of the City of the Glenwood Springs Comprehensive Plan identifies the subject parcel as Single-family Residential. Other excerpts from the plan for the Commission's consideration are as follows:

Page 11 – “The land uses that are depicted on the Future Land Use Map illustrate the policies contained within the Comprehensive Plan. The designations indicate the general character of desired land uses and are therefore somewhat flexible. These land use designations are then translated into specific zoning designations. The land use designations often can be achieved through more than one zoning designation, giving a rezoning Applicant several choices.”

Page 19 – “The Future Land Use Map is an expression of how the goals, policies and strategies outlined in the Comprehensive Plan influence land use. Given the built-out nature of the

community, much of the development is fixed, and for the most part, the current zoning reflects the future land uses of the City.”

Page 28 – “Existing established neighborhoods are designated with future land uses and densities compatible with the current zoning designations for those neighborhoods.”

Page 32 – “...Whenever possible, it is important to direct development to areas where infrastructure and services already exist or can be provided efficiently. The goal is an urban form that keeps development costs as low as possible, and allows efficient service delivery – all the while maintaining other community values.”

Reviewing Agency Comments

Comments were received from multiple referral agencies regarding the proposal. An overview of these comments is provided below. Reviewing agency comments are attached.

CDOT – Comments received state the increase in traffic does not trigger the need for an access permit.

Engineering Department – Comments received outline that the drainage plan provided are adequate.

Water and Wastewater – Comments received outline the availability of existing utilities to the serve the proposed subdivision and outline specifications for future connections.

ACTIONS ALTERNATIVES AND STAFF RECOMMENDATIONS:

The Planning and Zoning Commission should take action first on design variance first then the major subdivision request.

Action 1 – Design Variance – from 070.030.080(b) and (e), requirement for a 5 ft. sidewalk and 5 ft. planting strip along lot frontages in residential zones.

The Planning and Zoning Commission may take one of the following actions:

1. **Approve** the design variance with such findings and conditions necessary to ensure that the proposal complies with the design variance considerations, Comprehensive Plan, other adopted City plans, the Municipal Code, and/or City goals and policies as adopted by ordinance or resolution; or
2. **Continue** the hearing to a regular Planning and Zoning Commission meeting with the requirement that the applicant submit changes or additional information which the Commission finds necessary to determine whether the proposal complies with the design variance considerations, Comprehensive Plan, other adopted City plans, the Municipal Code, and/or City goals and policies as adopted by ordinance or resolution. The date of the meeting shall be set by the Commission upon recommendations from staff, the applicant and members of the public in attendance.; or

3. **Deny** the application with such findings identifying how the request does not comply with the design variance considerations, Comprehensive Plan, other adopted City plans, the Municipal Code, and/or City goals and policies as adopted by ordinance or resolution.

Staff Recommendation

Staff recommends **approval** of the design variance **finding** that it is in compliance with the design variance considerations, Comp Plan, and other plans and policies as detailed above.

Action 2 – Subdivision without a Development Plan of Tract A of the Oasis Creek Subdivision for the creation of seven lots.

Per Section 070.020.090(c)(6), the Planning and Zoning Commission may take one (1) of the following actions:

1. **Approve** the subdivision proposal and plat and recommend to the City Council that a subdivision agreement be executed to include such conditions as it finds necessary to ensure that the subdivision complies with the Comprehensive Plan, other adopted City plans, this Code and the City goals and policies as adopted by ordinance or resolution; or
2. **Deny** the development proposal and recommend to the City Council that such application for development be denied since it does not comply with the Comprehensive Plan, other adopted City plans, this Code or any City goals and policies as adopted by ordinance or resolution. The recommendation to deny shall specify which provisions of the Comprehensive Plan, this Code or goals and policies as adopted by ordinance or resolution have not been complied with, with respect to the proposed development; or
3. **Continue** the hearing to a regular Planning Commission meeting with the requirement that the applicant submit changes or additional information which the Commission finds necessary to determine whether the proposal complies with this Code and the City goals and policies as adopted by ordinance or resolution. The date of the meeting shall be determined by the Planning Commission upon recommendations from staff, the applicant and members of the public present at the meeting. Nothing herein shall prohibit the Planning Commission from continuing a matter more than once before making a recommendation decision to the City Council. In the event the applicant or members of the public disagree with the number of continuances granted by the Planning Commission or the overall length of a particular subdivision review, such person may appeal to the City Council. The City Council shall have the authority to direct the Planning Commission to change the review period. The Planning Commission shall comply with the City Council directive.

Staff Recommendation

Staff recommends **approval** of the subdivision **finding** that the creation of new lots will assist in addressing the need for additional housing via development of vacant infill land where existing infrastructure is in place to accommodate development and subject to the following conditions:

Recommended conditions:

1. The applicant shall adhere to and/or make any necessary revisions pertaining to comments provided by referral agencies, if applicable, prior to recordation of the final plat.

2. All development shall occur in accordance with the submitted application materials, plans and verbal representations made by the applicant, or as these are revised, subject to the approval of the Community Development Director.
3. The applicant has indicated that Lot 7 is not intended for development and shall acknowledge and address this limitation in a form (such as but not limited to a conservation easement, deed restriction, plat note, etc.) acceptable to the City Attorney.
4. Owners of individual lots shall pay fire impact fees prior to issuance of a building permit.
5. Owners of individual lots shall provide evidence of payment of school land dedication fees prior to issuance of a building permit.
6. Development of residential structures on lots shall require a site specific geotechnical report and recommendations of said report shall become conditions of approval of individual building permits.
7. Development of residential structures on lots shall be in accordance with the requirements of Title 070 of the Glenwood Springs Municipal Code.
8. The applicant shall revise the final plat, prior to recordation thereof, to include the following plat notes:
 - a. Off-street parking shall be per the requirements of the Glenwood Springs Municipal Code.
 - b. Any other restrictions that the Developer wishes to incorporate that are beyond the scope of the Glenwood Springs Municipal Code.
 - c. Development shall adhere to all requirements outlined in the Oasis Creek Annexation Agreement recorded in the Garfield County Clerk and Recorder's Office at Reception No. 304630, or as amended.
 - d. Development shall adhere to all requirements outlined in the P.U.D. Agreement recorded in the Garfield County Clerk and Recorder's Office at Reception No. 304631, or as amended.
 - e. Development shall adhere to all requirements outlined in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development recorded in the Garfield County Clerk and Recorder's Office at Reception No. 304633, or as amended.
 - f. The installation and maintenance of any future drainage improvements shall be the responsibility of the owner of each lot.

MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
May 24, 2016
Council Chambers, First Floor, City Hall
101 W. 8th Street
6:00 p.m.

The Chairman called the meeting to order at 6:01 p.m.

MOTION: Commissioner Grosscup moved to seat alternates Tim Malloy and Chelsea Carnaoli Parkison. Commissioner Dunn seconded the motion. Motion carried by voice vote.

1. Roll Call.

Present at roll call were Commissioners: Michael Blair, Ingrid Wussow, Michael Dunn, Marco Dehm, Kathryn Grosscup, Tim Malloy and Chelsea Carnaoli Parkison

Absent: Mary Elizabeth Geiger and Sumner Schachter

Also present were City staff members: Andrew McGregor, Community Development Director
Trent L. Hyatt, Planner II
Kathleen Michel, Administrative Assistant
Jon Hoistad, City Attorney's Office

2. Receipt of the minutes:

A. Special meeting, March 29, 2016.

B. Regular meeting, April 26, 2016.

MOTION: Commissioner Dunn moved to receive the minutes of the special meeting on March 29, 2016 as written and minutes of the regular meeting on April 26, 2016 as written. Commissioner Grosscup seconded the motion. Motion carried by voice vote. Commissioners Malloy and Parkison abstained as they were not seated at the prior meetings.

3. Comments from citizens appearing for items not on the agenda.

No one wished to comment.

New Public Hearings:

4. #05-16 – Consideration of a request for a major subdivision without a development plan and a design variance.

Applicant: Doug Pratte/The Land Studio, Inc. for The Lydia Development Company
Owner: Steinbrecher Investments, LLC
Location: Oasis Creek Subdivision Tract A, North Traver Trail
Zone: PUD R/3 Planned Unit Development Multifamily Residential

Trent Hyatt presented the staff report. Oasis Creek Subdivision was annexed to the city in 1980 and was separated into lots and tracts for various residential uses as well as some limited commercial uses. Tract A is the subject of tonight's hearing was originally zoned for multi-family residential dwellings up to a maximum of 50 residential units. Tract A has been vacant since annexation except for a public trail easement dedicated by the subdivision plat. The trail there today is maintained by the City. The current proposal is to divide Tract A (5.278 acres) into seven lots. Lots 1 through 6 are intended for single family residential development. Lot 7 is reserved for some form of either a conservation easement or combination with the applicants' adjacent lot or some form of deed restriction that would limit its development later. Lots 1 through 6 use Traver Trail for access and the applicants propose to dedicate additional width for the existing public trail where it is not located within the easement deeded to the City. Tract A is governed by the Oasis Creek Subdivision protective covenants. The Architectural Control Committee recently approved a variance that would allow for the subdivision of Tract A into not more than 10 lots. The current proposal would likely limit that number of 50 units significantly as well. The zoning of the property is the Oasis Creek PUD. The majority of surrounding uses are zoned the same way and contain some multi-family as well as single-family residential development.

Mr. Hyatt reviewed some of the standards that apply to the subdivision such as uniform street standards. Traver Trail is a local street that will serve each lot. There was a specific driveway envelope on Lot 6 due to the proximity to a curve and to maintain a safe sight distance in the future. There were no comments from the Public Works Department that would limit utilizing that for access to the proposed lots. The drainage report did not identify need for any specific drainage improvements or features for the subdivision. For the development of single-family homes on each lot, there is enough vegetation to protect from increased runoff from normal storms. The code requires a sidewalk and planting strip on Traver Trail. A sidewalk variance is requested. There are no sidewalks elsewhere in the subdivision. Staff supports this requested design variance. He summarized the findings necessary to approve the variance. Access does not require an access permit from CDOT. All utility services currently exist. Geo hazards are not identified for this property. Site specific soils reports will be required for each home constructed. In 1980, 6.4 acres were dedicated to park land for this development. School, fire and emergency impact fees will be calculated at the time of issuance of building permits.

The Commission has two action items: design variance and approval of major subdivision. The Commission can take action to approve, deny or continue the hearing for further information. Staff recommends approval of both and finds the proposed subdivision is in compliance with City codes.

Questions of staff

Commissioner Grosscup had a question about drainage plans.

Mr. Hyatt replied that the City will require site specific drainage plans for each residence constructed.

Commissioner Blair asked if this was a recommendation to Council.

Mr. Hyatt confirmed that it would go to the Council next.

Commissioner Blair asked if a drainage report was submitted by the applicant.

Mr. Hyatt said it was in the packet. Each property will require a site specific plan at the time they build. Large amounts of undisturbed vegetation will protect lands from runoff.

Commissioner Wussow asked who will serve these lots, West Glenwood Sanitation or the City.

Mr. Hyatt said that City services apply.

Commissioner Wussow asked about the slopes on the lots.

Mr. Hyatt said the slopes were less than 20% so Hillside Preservation Overlay Zone did not apply.

Commissioner Wussow asked about lot sizes in adjacent areas.

Mr. Hyatt said the lots were a similar size.

Commissioner Malloy clarified that this was an amendment to a subdivision. Annexation agreement addressed school dedication, water, and wastewater. He wondered if the City had the ability to renegotiate the fees established by the annexation agreement. He wondered if the Applicant would consider an increase to that fee on the grounds that it is so much lower than if there were 50 lots.

Mr. Hyatt said this was a legal question that would have to be looked into if it was the recommendation from the Planning & Zoning Commission. We'd have to ask Applicant if they were open to that.

Commissioner Malloy asked about the open space requirement and whether the open space standard had changed over the years. Would this subdivision meet our current standards for open space? He said it was not clear whether staff was contemplating Lot 7 as open space. The Applicant seems to be saying it might have development potential in the future. If it wouldn't meet open space in current conditions, would Applicant consider dedicating Lot 7 as open space in the context of this subdivision?

Mr. Hyatt clarified that undeveloped areas of the lots counted toward open space. He was not able to compare to past years.

Commissioner Malloy said we don't know the impact of this subdivision amendment on overall open space.

Mr. Hyatt said that because of the reduced number of lots, a balance is maintained.

Commissioner Malloy asked if the fee they were talking about, the \$150, is that a substitute for the tap fee or is it an annexation fee per lot.

Mr. McGregor said our practice and our legal advice has been to honor the annexation agreement. It is a fraction of what is full retail today. In terms of the open space, we've never done an analysis comparing this to compliance with PUD standards today. There was a great amount of acreage dedicated as part of this PUD, some as formal park space but there is also a great amount of natural hillsides plus the whole trail corridor down to Highway 6 which is also dedicated to the City.

Mr. Hyatt said that Applicant has not indicated that they will develop Lot 7. They are reviewing options for how they want to restrict that property. They own the property to the north of Lot 7. When I refer to a combination with their property, they want to combine it with their own property so it is not a building site.

Commissioner Dunn questioned the plat process for these lots. He also wondered when the protection of Lot 7 becomes final.

Mr. Hyatt believed the language was "prior to recordation of final plat."

Commissioner Dunn wondered regarding the lack of sidewalk. Are bikers and pedestrians using the trail easement? Do they walk in the road?

Mr. Hyatt said that a couple of trails crossed the lots. People do use the roadway to walk.

Commissioner Grosscup wondered if there was an option for an ADU.

Mr. Hyatt said that an ADU is not a condition of the original PUD.

Commissioner Parkison asked about use of the unofficial trail at Lot 6. Was there a possibility to relocate this trail?

Mr. Hyatt said that the owners had some concerns about people using the property over the years as open space. Trails end up where topography places them, rather than over steep grades.

Commissioner Parkison asked about the use of Lot 7 and any future plans with the formal trail.

Chairman Dehm commented on the detail of the lots. There is not a specific development plan for this subdivision. He thought this was pretty detailed for a subdivision without a development plan.

Mr. Hyatt said that each individual lot will be subject to Oasis Creek covenants as it is developed. If they want to change from the PUD, we will see them again.

Commissioner Malloy wondered if there is a reason why they didn't identify a building envelope on each the lots. We do have some hypothetical driveways and buildings but that will be up to the individual property owner in the future.

Mr. Hyatt replied that the characteristics of the lots will dictate where they place the buildings.

Commissioner Malloy commented that limited disturbance of the surface is more likely with building envelopes.

Mr. Hyatt said that the site specific drainage plans will address this.

Applicant presentation

Doug Pratte, The Land Studio, Inc., 365 River Bend Way, said he was there on behalf of Lydia Development Company, aka Jerry and Mary Steinbrecher. Dean Gordon is the engineer for this project. He pointed out the Steinbrechers' residential property. There is a relationship between their residential property and Tract A. There is a commitment not to develop Lot 7 but the mechanism has not been chosen. The other six lots will be developed. The access for Lot 6 is dictated so it cannot be on the curve in the road. Lots are a little more than half an acre. In terms of amending the PUD, we are not attempting to amend the PUD and looked at what was allowed in the PUD. He presented a quick time video to illustrate the subdivision and how it looks.

Mary Steinbrecher, 611 West Harbor Drive, Glenwood Springs, said that in 1993 they purchased the 5 acres across from them that was originally approved for 40 condos. Most of the neighbors were not in favor of that much density and traffic in the area. We have planned to do something with the property that was consistent with the rest of the neighborhood. We wanted to preserve and protect that. With that in mind, we began this project with six half-acre lots and will take Lot 7 as part of our property. The trails are natural deer trails that have appeared over the years. Everyone walks their dogs in the streets and pushes their strollers in the streets. No matter where you walk in the subdivision, you walk in the street. We have no sidewalks. People do park along the road adjacent to our property. We want to preserve and protect the neighborhood as it is now.

Questions of the applicant

Commissioner Wussow questioned the actions of the HOA architectural review committee or design review committee.

Mr. Pratte said there is an active design review committee. We did interact with the committee.

Commissioner Malloy asked if the applicant would be opposed to a plat note regarding the future of Lot 7 as undeveloped.

Mr. Pratte said they would attach a deed restriction after the plat was recorded. That is how the accountant said to do it. The difficulty to develop it was that it was on the switchback curve.

Commissioner Malloy asked about the trail. If those are volunteer trails, you should consider where they connect. Would the applicant consider a trail easement at Lot 1 to accommodate the trail system?

Mr. Pratte said that we don't want to do an impervious surface. We hope to leave it available for the wildlife that use it.

Mrs. Steinbrecher said it is a dirt trail and it is dirty. A majority of people walking are using the road. She did not think a hard surface was appropriate there.

Commissioner Malloy asked about the left side of the image where it looks like a trail.

Mrs. Steinbrecher said they were looking at the original driveway to Traver Ranch. The public uses it all the time. She thought it was an open space dedication to the City.

Jerry Steinbrecher said the trails are part of our neighborhood. People use the road and then cross the trail on Lot 7. They don't use the deer trail that goes behind the proposed lots because it is so steep and dirty. He thought people were voting with their feet.

Commissioner Blair asked if it was definite there will only be seven lots and open space.

Mr. Pratte said six lots and the seventh will be deed restricted.

Commissioner Blair asked what happens to the units originally approved.

Mr. Pratte said there was never a site plan applied to the property to develop 50 units. He said it would not happen. It would have to go through a process with the Planning and Zoning Commission and City Council to get that approved.

Commissioner Blair wondered if residents will be allowed to access Lot 7.

Mr. Pratte said that there is a pedestrian trail there now. He said that there will not be easements from the backs of the six lots.

Commissioner Blair asked about the street in front of the lots. Will that street be repaved in front of the lots?

Mr. Pratte answered that there will be new driveways paved to the edge of the road but Traver Trail will stay as it is.

Commissioner Dunn was trying to figure out if there is some sort of solution to where people are walking. Was there consideration of improving the deer path or was there something to encourage people to walk off of the street? This seems to be a safety issue.

Mr. Pratte said there was a utility easement outside the right of way on Traver Trail that could accommodate a soft shoulder/path as opposed to a five foot concrete sidewalk with a landscape median.

Commissioner Blair asked about parkland which was settled in the past. Where is the 6-acre parkland?

Mrs. Steinbrecher showed it on the map. It is where the playground is. There are also small pockets of open space here and there.

At 7:12 p.m. the Chair opened the hearing to public comment.

Verne Lincoln, 614 Traver Trail, Glenwood Springs, thanked them for not building apartments. He said he had worked on water and sewer lines up there. Lot 7 has a 50-foot ravine so there is no way to build back in there. The water line is in the road. There are no sidewalks up there. The improved trails are blacktop. There are no longer enough children living up there to get the school bus up there. He talked about plans from Glenwood Caverns for a large parking lot on Iron Mountain. Our roads could not handle that. He talked about the wildlife on Lot 7.

Jesslyn Hildred, 502 Princeton Circle, Glenwood Springs, said that she would like to maintain walkability of the neighborhood. She described her route to the park from her home with her toddler on a strider using the deer trail. She wants neighborhood to stay walkable so kids can play and ride bikes. There are more families with kids moving into the neighborhood.

Christine Godfread, 544 Traver Trail, Glenwood Springs, said there was amazing open space up there. We see all the people from Traver Point walking their dogs in the open space. Her son can go to his friend's house by bike. She is concerned about construction vehicles on their narrow road. Younger families with children are moving up there. The curve is dangerous.

Virginia Minch, 819 Traver Trail, Glenwood Springs, said that the curve will become less visible with more homes built along the roadway. Line of sight is a concern for her. She is concerned about preserving the trails in the neighborhood.

At 7:24 p.m. the Chair closed public comment.

Applicant response

Mrs. Steinbrecher said that most comments are about the deer trail along the ravine. With new houses, the deer will move their trail over and create a new trail naturally.

Mr. Pratte said that a concrete sidewalk is more urban landscape. It will behoove us to take another look at the soft path that allows people to walk. Our preference is to not have to put in a sidewalk. We prefer a soft path. He repeated that they were trying to respect the established path for the neighborhood.

Mrs. Steinbrecher wants to follow the natural trails.

Additional questions to staff or applicant

Commissioner Dunn asked if they could add a condition regarding the design variance for the deer trail.

Jon Hoistad, City Attorney's office, replied that the Commission could work with staff to get the applicants to commit to something.

Commissioner Dunn wanted to encourage people to use the natural trails and not walk in the road.

Commissioner Blair asked Trent to revise conditions to have street trees not so close to driveways and to provide some type of walkway, maybe with crushed gravel, along the utility easement. How can we include that in the conditions?

Chairman Dehm asked about the utility easement. Was it also used as a trail?

Mr. Hyatt replied that it was both.

Chairman asked if there was an easement for the trails on Lot 7.

Mr. Hyatt said there was for the trail up through the Steinbrecher parcel.

Chairman Dehm questioned that the right fork was still part of the easement.

Mr. Hyatt confirmed that it was a utility and trail easement.

Commissioner Grosscup asked for clarification about neighbors walking along the property on an existing trail. She said she was talking about both sides of the fork.

Mr. Hyatt pointed out the trail that was not a formal easement.

There was a discussion without benefit of microphones regarding easements and deer trails.

Mr. Hyatt said the paved trail went up to Princeton and the other went along the rear property line.

Commissioner Malloy said that he had some condition questions. There was language he did not like and wanted staff to clarify it. There is language that says it applies to (c) the Annexation Agreement, (d) the PUD agreement and (e) the Covenants. On page 8 under recommended conditions, at the end you have "or as amended" in each of those. Is that amended by virtue of these conditions or should we say that? What was your intent there?

Mr. Hyatt replied that his intent was for amendments in the future so we may want to add some other language there.

Commissioner Malloy said the second piece is Condition 8b "any other restrictions that the developer wishes to incorporate that are beyond the scope of the Glenwood Springs Municipal Code." What does that language accomplish? What is your intent there?

Mr. Hyatt replied that it was just for the restrictions on the lots that they may want to include as deed restrictions. If they have specific architectural considerations or if they go beyond the things currently outlined.

Commissioner Malloy asked if it was standard language that we use.

Mr. Hyatt replied that it was taken from a previous one that you just heard last month, from Lot 13 division. It is something we have included in the past.

Commissioner Malloy said he did not like the language as it means that there are things that can be restricted or otherwise altered without any real discussion.

Mr. Hyatt said that technically they could apply those regardless.

Chairman Dehm said we'll get there with the motion.

Commissioner Blair had more questions on recommendations on 3, Lot 7 is not intended for development and shall acknowledge and address this limitation in a form. He thought that "address" seemed general and vague. Could "confirm" be used instead of "address"? On 8a, off-street parking shall be permitted in accordance with the Glenwood Springs Municipal Code. That should be clarified as to when

Mr. Hyatt said that would depend on the year the building permit was issued.

Commissioner Blair said we might not know next year what your intent was. That's why he wanted to clarify it. He continued to 8b. Shouldn't this say subject to staff review?

Mr. Hyatt said that was not the intent so we may remove that altogether.

Commissioner Blair continued just so people know what was added to the agreement. He said that 8d opens up conflicts with the PUD Agreement and any conditions that might be imposed by the City at this time. Can it be clarified?

Mr. Hoistad said that it works with the PUD and may be more restrictive over and above what already exists for the PUD. The PUD is more restrictive than Code.

Commissioner Blair said that condition f, installation and maintenance of drainage improvements and so forth are the responsibility of the owner of each lot. Wouldn't it help clarify things if we added "in accordance with the master drainage report"?

Mr. Hyatt replied with "sure."

MOTION: Action Item 1: Design variance from 5 foot sidewalk and 5 foot planting strip. Commissioner Malloy moved to approve the requested design variance as indicated in staff recommendations without change and with findings on pages 6-8 and clarify that rather than a hardship that street front sidewalk is out of character with the neighborhood. Commissioner Grosscup seconded the motion.

Commissioner Dunn asked if this was where they should be considering an additional condition regarding the deer path or would that be more appropriately served in the next action item.

Chairman Dehm said as he read it, this motion should not have additional conditions attached to it.

Commissioner Malloy said it was his intention to address the deer path in the second motion.

Mr. Hoistad said to wait for subdivision motion.

Commissioner Wussow suggested a walking path between Lot 3 and Lot 4 to get people to Lot 7. She said that it would be a difficult subdivision to install sidewalks in and she agreed with the motion to eliminate sidewalks.

Commissioner Dunn had a question re gravel walkway along the street. If that was to come up would it also be done with the second action item?

Chairman Dehm agreed.

Commissioner Grosscup said she seconded the motion as it would lead to continuity in the neighborhood not to have a sidewalk.

Commissioner Malloy commented that it would be part of the motion related to the action.

The Chairman called for the question. The motion carried unanimously.

MOTION: Action Item 2: Commissioner Malloy moved to approve the request for subdivision without development plan and include staff recommendations on page 7 with a finding with conditions from staff report with the following changes strike 8b and that conditions 8c,d and e include language “except before or as amended by the conditions contained herein or as otherwise amended pursuant to approval by the City Council if required” and that is intended to get at the generic case where there is some amendment to one or the other of the three documents that are referred to in c, d and e. Only apply that specific language to c. The other two would read “except as amended by the conditions contained herein or as otherwise amended.” Condition 7: Development of residential structures on lots shall be in accordance with the requirements of Title 070 “in effect at the time of the building permit.” New condition 9: “The applicant would revise the plan to include a dedicated trail easement either along the alignment of existing deer trail or as close to it as possible given their other design objectives.” Commissioner Dunn seconded the motion.

Commissioner Dunn asked about the language for 8 c and d.

Commissioner Malloy repeated the language changes.

Commissioner Dunn had concern that applicant has stated the majority of people walk in the road. Will that be enough to get people off the road?

Commissioner Grosscup inquired when we say “easement” what is our standard. 5 feet, 10 feet?

Mr. Hyatt said the deer path is one foot wide.

Commissioner Grosscup said that she doesn’t know what this will accomplish.

Commissioner Malloy said that his intent was to alter the situation from the public being unwilling to use the trail to avoid trespass. He thought that the motion should be altered to include a reasonable width. He does not care if the trail is paved. He does not care

about the alignment except that it be similar to what is there today because we have learned that the trail is used. That makes for a compelling reason to provide an easement for this particular trail. It needs to be similar to what is there today. Sees compelling reason to establish trail through the neighborhood. The applicant has expressed a willingness to allow legal access. He wants to preserve that right to use the trail.

Commissioner Blair spoke re trail paving with gravel, etc. and including the timing of the trail to after the third building permit. He advocated for a soft shoulder trail with gravel.

Commissioner Malloy says as the maker of the motion, he does not accept that amendment.

Chairman Dehm said he would be more comfortable with the trail behind the lots and go away from the soft shoulder idea. It would be necessary to retain the neighborhood to use this trail and stop walking in the streets.

Commissioner Malloy says the applicant should not be required to do both.

Commissioner Dunn suggested that we leave it to staff and applicant to work out what is best.

Commissioner Malloy said that the deer trail easement width should be 10 feet.

AMEND MOTION: It was agreed to amend the motion to have either the deer trail easement (10 foot width) or an improved soft shoulder along the street.

Chairman Dehm called for the question, reminding the Commissioners of the amended motion and the either or choice, and the easement width. The motion carried unanimously.

Recess at 8:13 p.m. Meeting resumed at 8:23 p.m.

5. #10-16 – Consideration of a request for a location and extent review.

Applicant: Roaring Fork School District RE-1
Owner: Roaring Fork School District RE-1
Location: 504 27th Street
Zone: C/1 Limited Commercial

Trent Hyatt presented the staff report. As background, in February the Council added a section to the Municipal Code for location and extent review for development projects by public entities in compliance with Colorado Revised Statutes allowing local public agencies and special districts an exemption from local land use control. The process allows the local jurisdiction's commission to conduct an informal advisory review. The Roaring Fork School District is proposing addition of a steel building with an 18,617 square foot footprint at the existing transportation site in Glenwood Springs. There are 18 passenger vehicle parking spaces and some landscaping to be added. The site and surrounding properties are zoned C/1. Properties to the north and east are zoned C/3, general commercial and there are some residential PUDs in the area.

There are no specific considerations associated with the location and extend review except that it shall be in compliance with the municipality's comprehensive plan. This parcel is identified as commercial in the City's Comp Plan. Goals ability to promote long term sustainable, diverse economic development. Public schools are specified as a goal. Another goal is to maintain the City as a regional center. C/1 would apply to private providers, for general service establishments. All service operations would occur within a building. That is the intent of the new building as they need space for bus storage as well as washing and conducting maintenance on the vehicles. All loading and unloading shall occur on private property. No odor, flare, noise or vibration is projected beyond the site. Servicing buses inside the new building will help to meet this standard. The Commercial Design Standards would apply to private development projects. The proposed layout takes advantage of the topography, layout and existing buildings and uses and vehicular circulation.

The Rio Grande Trail is adjacent to the site. A sidewalk is not proposed at this time. The building does not include any Commercial Design Standard architectural features except for window frosting. The District lacks funds to provide architectural features at this site. There is some masonry to be included in building in El Jebel. Parking lots will try to include a limited amount of landscaping but will not comply with the Commercial Design Standards.

The application was circulated to internal departments and others for comments. Black Hills Gas had no comments; the Building Department had specific comments but did outline the large mass of the building and the need to properly discharge an oil and sand separator; the Electric Department stated that they may need to upgrade the transformer at the site; Engineering outlined the need for percolation testing in order to determine proper size for drainage and also the need for a sidewalk along 27th Street. Parks and Recreation recommended revising the Autumn Blaze maple tree to an alternate species that would be better suited there. Water and Wastewater responded that their comments addressed specifications for and questions regarding providing water and sewer service to the proposed building and the installation of new fire hydrant that would be required.

The Commission has three options: approve, approve with findings and conditions, or deny the application finding that it is not in compliance.

Commissioner Dunn wondered if the City had plans for a grade separation at 27th Street and South Glen. I don't want to do anything here that would interfere with plans for that intersection so anything we need to do should probably be done now.

Mr. McGregor commented that the City had been talking to CDOT and RFTA about the need for grade separated crossings at both the north-south length of the Rio Grande Trail and over Highway 82. Those plans haven't congealed very far at this point, but it is recognized as an area that needs attention. To the extent that the School District can work with us going forward, I think we can continue to work on that. These address mutual needs.

Commissioner Dunn also inquired about the use of the existing building for preschool and kindergarten classrooms.

Mr. Hyatt said there were no specifics other than as noted by Commissioner Dunn.

Commissioner Blair asked if a drainage report had been submitted.

Mr. Hyatt said it had not been submitted but would be required prior to issuance of a building permit. We included a condition that they provide information associated with comments from review.

Commissioner Blair asked if the recommended plant was a tree or a shrub.

Mr. Hyatt said it was a tree and that it would be more suitable to the site in terms of the parking lot and runoff, things impacting the site that might mean their choice was not the best species for the location.

[Commissioner Blair's additional comments were inaudible and unclear as he was not speaking into the microphone.]

Mr. Hyatt said that the objective here is to be a commenting agency in terms of our review. There are many aspects that they don't meet.

Commissioner Parkison asked about the angle parking spaces shown on the eastern portion. Are they already there or are they being added?

Mr. Hyatt said they were proposed.

Commissioner Parkison wondered if there was any expected change in traffic in that narrow passageway on the eastern angle.

Mr. Hyatt said it looked like there would be a 24 foot aisle width between the building and the new spaces. That is a standard width for two-way traffic.

Commissioner Grosscup said that there are things she doesn't understand either. This is an application for review of the construction, so it would meet the same tests as any other commercial development.

Mr. Hyatt replied no, that the location and extend review is a specific process that allows quasi-governmental agencies and special districts a means to bypass local land use authority but still allow the local planning and zoning commission to review an application and make recommendations. Limited oversight in our regard is compliance with the Comprehensive Plan. They can take or leave our recommendations.

Commissioner Grosscup said she agreed with the Autumn Blaze Maple. Regarding the sidewalk, the condition was "shall work with the city." The sidewalk is needed but will be expensive with the existing slope. What does "shall work with the city" mean?

Mr. Hyatt said we intentionally left it wide open in terms of what that could be. We may need additional right of way there. We would like them to be our partner in that, whether it be obtaining an easement, right of way funds or actually constructing it themselves. We all understand that it is necessary and needed. We can be more specific is you need us to.

Commissioner Grosscup commented that this would be a showcase building as one was entering the town, so given the constrained budget whatever they can do support that is important.

Commissioner Wussow is curious whether this facility will service activities that took place elsewhere in town. Does it allow us to free up other spaces that were being used for some of the services?

Mr. Hyatt replied that he did not think so. It is meeting a general need at this location.

Commissioner Blair asked if staff was concerned about the building, visibility, location or the code itself.

Mr. Hyatt replied that it was all of them as it is a prominent location in the community. Also, staff felt it did not comply with standards that would be applied to any other commercial development in the City.

Commissioner Blair commented that the site was only visible from Hwy. 82 when moving slowly. Main building is pretty good. He thought that staff could work out an improvement in the appearance that would not raise the costs. He was also concerned about the short time given staff for review.

Mr. Hyatt replied that they had an earlier update that predated the materials in the packet.

Commissioner Malloy asked if they have authority to apply conditions.

Mr. McGregor replied that conditions function like suggestions as it is at the discretion of the Board of Education. Our role is purely advisory.

Commissioner Malloy said he had seen a news article stating that a short term solution being contemplated for 27th and South Grand Avenue was a round-about. He felt that was not a friendly pedestrian solution as traffic does not stop.

Mr. McGregor acknowledged that it functions differently than a traditional signalized intersection.

Commissioner Malloy said he was thinking about the potential for a trail connection between the Rio Grande Trail and the sidewalk that crosses the bridge and takes you to the trail on the west side of the river. If a round-about is the solution there, then this side of 27th isn't a great solution for a trail. The other side would be better because you could cross to the right hand side, stay on the right hand side of the bridge and get on the river.

Chairman Dehm asked about building materials.

Mr. Hyatt replied that it was a steel building and they are proposing alternating colors which they outlined, probably tan and gold, to match the existing buildings.

Chairman Dehm wondered if we would allow such a building if it was a regular commercial development.

Mr. Hyatt replied that we would if they proposed a steel building. We have had steel buildings in industrial zones proposed such as Osiris. There are some steel aspects to some of their buildings. The key there is alternating materials. i.e., a masonry façade, projections. If you construct this way, it would just look different.

Chairman Dehm commented that it would look better if it was a regular commercial project.

Applicant presentation

Gregg Mason of Tabb Associates, 56 Edwards Village Blvd., Edwards, architect, said that the purpose of the building is to replace an existing structure, allowing them to pull a bus inside for service. The existing building will become space for the landscaping and parks department. There will be no additional traffic to the site. He pointed out the bus wash bay. They are adding paved parking spaces and a sand and oil separator. They are willing to work with the trees to plant a hardier species. The percolation test is under way.

Shannon Pelland, Assistant Superintendent, Roaring Fork School District, 1405 Grand Ave., Glenwood Springs, spoke about uses of buildings on site. Preschool classroom are for overflow as there was no room for the programs at other schools. They will be relocated to the new East Bank School and Glenwood Elementary School following their respective building programs. There are things that were not included at the time the budget for the project was developed. Regarding the sidewalk issue, we might be able to provide right of way.

Commissioner Blair said he could not hear the architect's comments and asked if he addressed the building exterior and what the staff was requesting.

Mr. Mason said that he did not mention it. At this point, it is a budget issue. We chose a simple metal building to keep costs down. He said that changes from the metal building would cost too much to change the budget. We might do some facade things.

Commissioner Blair asked about the maple trees.

Mr. Mason replied that those were the trees suggested by the landscape architect but if Parks and Rec has a more appropriate species, that is fine.

Commissioner Malloy said he parked on the site and there is a two-foot grade drop on the property. He does not have an issue with the location. Lower height would help it blend in better. Suggests shrubs along the trail to screen visual impact instead of trees between buildings.

Commissioner Wussow asked about long term plans for the site.

Ms. Pelland said that long-term it will remain a maintenance and transportation center for the District. The preschool program will go somewhere else in a couple of years. Classrooms will become office space for grounds, One maintenance and transportation operations. One end of the building is actually garages and they will continue to use that area for maintenance of their white fleet.

Commissioner Dunn do you have foot traffic from the tech center. Is there some ability to provide an access to the Rio Grande Trail?

Ms. Pelland was not sure cost would justify this. Most people come from outside the Glenwood Springs area. Most of them come in from other areas. We have very few people that would get to the site on bikes. Our drivers park there for a limited time, most of them have other jobs. They are in to drive their buses and then back out in their vehicles. It would not get much use.

Commissioner Blair visibility from Rio Grande Trail would be improved by shrubbery. The workers and staff might appreciate some shade trees.

At 9:07 p.m., the Chair opened the meeting for public comment. No one wished to comment. The public portion of the hearing was closed.

MOTION: Commissioner Malloy moved to approve with findings and conditions on page 4 of the staff report with the following additions: that applicant consider lowering building elevation and focus landscape budget on shrubs along Rio Grande trail whether they include the trees or not. Commissioner Grosscup seconded the motion.

Commissioner Wussow was not sure if budget would allow the cost of lowering the grade of the building for additional grading and concrete work.

Commissioner Dunn asked for the east facade to have a little more detail.

Commissioner Grosscup said that she has seen people walking in the street. People walking there are at risk.

Chairman Dehm wants to see the area look better. Would like to see the east side be prettier.

Chairman Dehm called for the question. The motion carried unanimously.

6. Community Development Director's Update.

Reminded the Commissioners of the workshop sponsored by Garfield County. Asked them to RSVP directly to Becky at the County.

Items for future agendas were an upcoming subdivision on Midland at the old First Baptist PUD and a mobile home park expansion request in West Glenwood.

7. Comments from the Commissioners.

Commissioner Grosscup commented on traffic congestion on Midland at the round-about. She thought it needed signage for "Take Your Turn!"

Commissioner Blair said that he attended the County's consideration of the Cattle Creek subdivision and rezoning of an 80-acre parcel. The PUD was turned down based partly

on comments from this City and Carbondale and also because of the access issues. CDOT has said there will be no more traffic lights on Highway 82. The rezoning was voted down 2 to 1 which clearly indicated that they did not think the market was ready for it but if they could be given a better market study that indicated it was appropriate, they might consider it. That was his perception.

Commissioner Dunn asked if the dog kennel approval was appealed.

Mr. McGregor indicated it would go to Council at its next meeting on June 2. A resident of Cottonwood Landing filed the appeal.

Commissioner Dunn said he had some articles from the National Board of Realtors on the national view on affordable housing that he would make available for anyone interested. He thought the articles seemed right on for what we are experiencing here. He also asked about the code revision progress.

Commissioner Dehm missed the last 6th Street meeting. We are working toward a common goal.

Mr. McGregor said that the design team was now working on the design of the park and it will come back to the committee soon. The Planning Commission will get another look at it. They will finalize some street sections from the Vapor Caves out to Devereux Road and we be taking that to the next step and start on some streetscape sections. Most importantly, we reached a point where we will start some land use mapping and some rough design standards to reflect the land use goals. There are four different quadrants: (1) The historic area east of Pine (the Pool, the Hotel, the Vapor Caves, and the hydro-electric building). The emphasis there is on preservation. Don't compromise those landmark buildings. (2) From Pine west to Laurel, particularly on the north side there is some opportunity for expanding those buildings but not at the expense of compromising the neighborhood to the rear. Don't create things that impact the view shed of the Hotel Colorado; two to three-story buildings; perhaps another story on the south side. We are trying to coordinate that with the Pool's vision and some potential parking structure. The Pool has been somewhat reluctant to support at this point. (3) West of Laurel, out Highway 6, probably two different modified standards. On the north side, along motel row, increased intensity of development and trying to create more of a street edge, bringing things out and encouraging residential to be combined with any commercial development. (4) Across the street is where the most building mass/height can be accommodated without compromising any of the existing historic neighborhoods. Also, there was strong support for a pedestrian corridor and potentially large parking structure/ civic-oriented structure. That would be behind Big Horn Motors near the Century Link structure. That was kind of a breakthrough that the group agreed to that. Fifth Street will be run all the way through to create an intermediate connection over to Two Rivers Park instead of going all the way out to Devereux and then across. This would be more of a straight shot.

Commissioner Malloy said when he last saw the progress, they were talking about several broad concepts. One was Center; one was Node. Has there been a narrowing of that discussion and which

Chairman Dehm said it had been narrowed and reworked.

Mr. McGregor asked if he would like to be sent the graphics that we were looking at during the last meeting. He said he would rather send them now and when new ones were received, send them.

Commissioner Malloy inquired about the parking structure that the Pool was reluctant to support. Is it at the same location?

Mr. McGregor said that would be vertically above their parking lot on River Street.

Multiple voices were commenting.

Mr. McGregor said he thought it was more the principle of dictating something to them. It is still a line in the sand kind of thing, not that it's a bad land use.

Chairman Dehm asked if the next meeting was the Steering Committee meeting or

Mr. McGregor replied that they had a public meeting and a Steering Committee meeting and he was not sure of the schedule. He will get a schedule out to the Commissioners.

Commissioner Dunn asked if there was an update on the code revision. He said he was still confused on the process.

Mr. McGregor explained the way the process would work. The work was done in three different modules. The first module is the process module. They are drafting the module and it will be with us by June 15. They will get it to staff; we get to work on it for about a week to make sure that it is accurate and then we will distribute it to the P&Z and the Steering Committee. They will have one meeting with the P&Z to hear your comments but the idea is they don't keep coming back and forth. The budget is tight so they don't come back and forth every time we suggest changes. You have one early opportunity per module and then at the end we will make all of the refinements collectively. This mirrors the process they did in Carbondale. It is simply a way to eliminate meeting back and forth for my changes/your changes. It is efficiency driven, not exclusion driven.

Commissioner Dunn asked if they are getting input from someone at the City as they are drafting.

Mr. McGregor reminded him that they prepared an extensive document at the end of the code assessment and analysis process. That, coupled with all the stakeholder interviews they conducted last fall and earlier this year, and the meetings with Council and the meetings with you, all of that is their fodder for making the first set of drafts.

Commissioner Dunn said that he was hoping they don't do a cookie cutter thing where take what they have done for other communities and try to include what we said and spit out a generic thing with a few little changes here and there and our only chance for input is to say "yes" or "no".

Mr. McGregor said it was our document and we can chew on it as much as we want. They will write it based on what they have heard. That is the way this is structured.

Commissioner Malloy said he has seen three communities where they worked and they are really good at it. They have sort of a standard approach but it works.

8. Adjournment.

The meeting adjourned at 9:32 p.m.



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Planning Item 44-20 Consideration of a request for a special use permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District

Action Requested: **Action 1 - Special Use Permit** - for a retail marijuana establishment in the M1 Mixed-Use Corridor District.

Department: Economic and Community Development

Presented By: Trent Hyatt, Senior Planner

Background Info: The proposed use falls under the definition of a retail marijuana establishment as defined by Section 070.070.020(c)(7)b of the Glenwood Springs Municipal Code (Code) outlined in italics below. This use requires additional licensing through the State of Colorado and City of Glenwood Springs. The Planning and Zoning Commission (Commission) is the recommending body to City Council on marijuana related uses requiring a special use permit. For a complete summary and analysis of the proposal, please refer to the attached Commission staff report dated September 22, 2020, draft minutes from the September 22, 2020 Commission meeting, draft minutes from September 29, 2020 meeting, reviewing agency comments, and the submitted application materials.

Issues: **Planning and Zoning Commission Discussion**
Staff provided background on the proposal to the Commission at their September 22, 2020 meeting where public comment was also taken. The item was continued to the September 29, 2020 special meeting to allow for the submittal of additional public comment, however, none was received. The Commission discussed various issues related to the current proposal such as the access, parking, the existing site sign, future improvements planned by the applicant, pedestrian access, the removal of the existing fuel sales use, and the applicant's existing operation in north Glenwood along 6th Street.

Planning and Zoning Commission Recommendation
The Commission voted unanimously 5-0 to recommend **approval with conditions** of the application to City Council adding a condition related to the existing non-conforming freestanding pole sign at the site requiring it be brought into conformance with applicable standards. Staff also recommends the additional condition to City Council below.

Staff Recommendation: **Action Alternatives**
Section 070.060.030(g)(1)d of the Code outlines the review and decision procedures for applications being considered by City Council stating, "The applicable review body shall approve, approve with conditions, or deny the application based on the applicable approval criteria listed in the application specific procedures. The body may also continue the hearing or refer the application to another authority as provided in 070.060.050(a)(2)c, Referral and Call- Up Procedures."

Action 1 - Special Use Permit - for a retail marijuana establishment in the M1 Mixed-Use Corridor District.

Staff Recommendation
Staff recommends **approval with conditions** of the Special Use Permit application with the findings and conditions below.

Recommended Findings:

1. The use is compatible with the surrounding area;
2. The impacts of the use on surrounding areas have been adequately minimized;
3. The use is consistent with the general purpose and intent of this Code;
4. The use complies with all applicable standards of this Code;
5. The use is in conformance with the Comprehensive Plan and other City plans and policies; and
6. The use minimizes adverse impacts to the health, safety, and welfare of the inhabitants of the surrounding areas and the city.

Recommended Conditions:

1. The applicant shall provide evidence of approval of licenses from the State of Colorado and the City of Glenwood Springs for a retail marijuana establishment prior to issuance of a Special Use Permit.
2. Any future physical changes or improvements to the property or buildings on the parcel are subject to the review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code. Substantial changes may result in the need for an amendment to the Special Use Permit.
3. The proposed retail marijuana establishment shall comply with all verbal representations made by the applicant in the public hearing, as well as all approved plans and application materials, as revised per conditions of the Special Use Permit and approved by the Community Development Director prior to issuance of a Special Use Permit.
4. Any changes to signage on the site shall require a sign permit and demonstrated compliance with applicable requirements of the of the Glenwood Springs Municipal Code.
5. The use shall comply with the use standards and special review criteria for marijuana uses specified in the Glenwood Springs Municipal Code at all times. Failure to comply with the applicable standards may result in an enforcement action or the incorporation of additional mitigation methods for Code compliance.
6. If complaints are received from adjacent property owners regarding any odors emitting from the site or any other matter regulated by the Code, City Council shall have the ability to re-evaluate or revoke the special use permit. The special use permit shall be subject to reconsideration and revocation by City Council within sixty (60) days of notification of the violation if the business owners are convicted by the City's Municipal Court of two Glenwood Springs Municipal Code nuisance violations pertaining to odors, etc. emitting from the site within a six (6) month period.
7. The applicant shall submit a building permit application as required. All contractors must receive a license to work in the City of Glenwood Springs.
8. The applicant shall obtain an access permit from the Colorado Department of Transportation, as required.
9. Prior to operation of the retail marijuana business, the applicant shall provide for/delineate pedestrian access along Mel Ray Road and to the customer entrance of the building in a manner acceptable to the City Engineer and Public Works Director.
10. Prior to the issuance of a certificate of occupancy for the special use, the applicant shall either remove the existing non-conforming pole sign or bring the sign into compliance with applicable standards outlined in the Glenwood Springs Municipal Code.



Planning and Zoning Commission Report

Date: September 22, 2020
 To: Planning and Zoning Commission
 From: Trent L. Hyatt, Senior Planner
 Subject: #44-20 - Special Use Review for a Retail Marijuana Establishment, Martins Medicinals

REQUEST	Consideration of a request for a special use permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District
APPLICANT	Peter Fornell/Vicki Reavis
OWNER	Fattor Family Limited Partnership/M&C Fattor LLC
LOCATION	23 Mel Ray Road and 51111 Highway 6 & 24 (PINs: 2185-061-04-005 and 2185-061-07-002)
ZONE	M1 Mixed Use Corridor District
SURROUNDING LAND USES	North: Geno's Liquors, Specialist Auto Body South: Highway 6&24 and Interstate 70 rights of way East: Mel Ray Road, Loco Gas Station/Arby's Restaurant West: Glenwood Springs Mall/mixed commercial
LOT SIZE	Approximately 0.465 acres/20,256 square feet (unit size approximately 1,055 square feet)

ACTION ITEM:

The Planning and Zoning Commission (Commission) is the recommending body to City Council on marijuana related uses requiring a special use permit.

Action 1 - Special Use Permit - for a retail marijuana establishment in the M1 Mixed-Use Corridor District.

Staff recommendation: *Staff recommends **approval (with conditions)** of the Special Use Permit with the findings and conditions on page 8.*

BACKGROUND/ANALYSIS

Proposal

The applicants, Peter Fornell/Vicki Reavis, doing business as Martins Medicinals, propose the interior remodel of an existing approximately 1,055 square foot unit (formerly occupied by a Shell convenience store, site is still utilized for fuels sales) in the an existing approximately 2,161 square foot commercial building located at 23 Mel Ray Road to accommodate the retail sale of cannabis and related products. Geno's Liquors utilizes the reminder of the commercial structure. Martins Medicinals currently operates at 216 6th Street, Suite A in north Glenwood but the owners plan to move the business to the subject parcel. A separate retail marijuana business special use, Native

Roots Gas and Grass was approved for the site in 2016, Planning Item #25-16, but never began operations and the related Special Use Permit (SUP) has since expired.



East elevation (Google Maps)

The proposed use falls under the definition of a *retail marijuana establishment* as defined by Section 070.070.020(c)(7)b of the *Glenwood Springs Municipal Code* (Code) outlined in *italics* below. This use requires additional licensing through the State of Colorado and City of Glenwood Springs.

***Retail marijuana establishment** means the retail sale, cultivation, storage, product manufacturing or testing of marijuana to the extent permitted by Article XVIII, Section 16 of the Colorado Constitution and in various provisions of the Colorado Retail Marijuana Code, C.R.S. Article 43.4 of Title 12, and any other applicable state or city law or regulation.*

Special Review Criteria

There are two sets of criteria in the Municipal Code to consider in the analysis of marijuana related businesses. Section 070.030.030(e)(11) of the Code are use specific standards which apply to retail marijuana businesses. Section 070.060.050(e)(3)e.2 applies generally to special review uses. Staff lists each of the criteria in **bold** below along with comments.

Section 070.030.030(e)(11) – Retail Marijuana Establishment

b. License Required

Retail marijuana establishments shall comply with City Code Article 050.090.

The applicant shall apply for a City business license for the proposed use prior to future operation.

c. Location of Licensed Establishment Retail marijuana establishments shall be located only in areas of the city as allowed in the City Code. No retail marijuana establishment shall be located:

- 1. Within 500 feet of any existing public or private school facility where classes are held for children aged kindergarten through the 12th grade. The distance shall be property computed by a straight line measurement from the nearest property line of the school to the nearest property line of the site housing the retail marijuana establishment;**

- 2. Within 900 feet of another retail marijuana establishment or a medical marijuana business. A retail marijuana establishment may locate on the same licensed premises as a medical marijuana business of the same class and same ownership, only if the licensed premises is located to meet the distance requirements from other retail marijuana establishments and medical marijuana businesses. This distance shall be computed by a straight line measurement between property lines of the sites housing the two facilities; and**

The site is located approximately 530 feet from Glenwood Springs Middle School based on measurements utilizing the City's Geographic Information Systems parcel boundary data. A former applicant provided information from a Colorado licensed surveyor which indicates the site is 539.7 feet from said school property. The site of the proposed business complies with the distance requirements specified in the Municipal Code.

- 3. In any zoning district not specifically permitted by the City Code.**

The use is proposed in a zone district, M1, which allows retail marijuana establishments.

d. Requirements Related to Operation of a Retail Marijuana Establishment

- 1. Retail marijuana establishments shall meet all operational criteria for the procurement, display, dispensing, labeling, sanitation, security, and any other criteria as required by the state pursuant to the CRMC and the City Code Article 050.090.**

The operation shall apply for and receive all applicable permits from the state and maintain compliance therewith.

- 2. In addition, all retail marijuana establishments shall comply with the following local restrictions:**

- i. Hours of operation shall be limited to between 8:00 a.m. and 7:00 p.m. Monday through Sunday; and**

The business shall comply with the restricted hours of operation.

- ii. A sign permit shall be obtained through the Community Development Department. All exterior signage associated with a retail marijuana establishment will meet the standards established in the CRMC and in the City Code.**

The applicant shall apply for and receive a sign permit prior erecting any signage at the site. The former approval included the removal of the existing nonconforming double pole sign located at the site.

- iii. Storage of retail marijuana shall be considered an accessory use. Not more than 25 percent of the licensed premises of a retail marijuana business shall be used for such purposes.**

All cannabis product onsite shall be for retail sale. Significantly less than 25 percent of the floor plan is proposed for storage.

iv. No discernible odor shall be projected beyond the exterior walls of the licensed premises.

Odor is a concern with any marijuana related business and is an expected nuisance. However, the issue is more closely related to grow facilities as the City does not generally receive complaints for sales only businesses. That being said, the applicant proposes a high efficiency exhaust system which utilizes carbon filter fans to combat the issue. In addition, the applicant proposes off site prepackaging of flower products. As is the norm with all applications associated with marijuana businesses, staff is recommending a condition of the special use permit that requires compliance with the above criteria at all times. In the event that documented inspections of the premises by City staff, preceded by complaints, indicate that odor is an issue, the applicant will need to employ alternative methods to mitigate odors or be at risk of losing their City license.

Section 070.060.050(e)(3)e.2 – All Land Uses

i. The use will be compatible with the surrounding area;

Similar retail uses are currently operating at the site and a mix of uses are located in close proximity including auto body repair, auto repair, fuel sales, and a restaurant. The subject property is directly adjacent to Colorado State Highway 6 and 24, Interstate 70, and related uses which generally serve the travelling public. Therefore, the use is compatible with the surrounding area.

ii. The impacts of the use on surrounding areas have been adequately minimized;

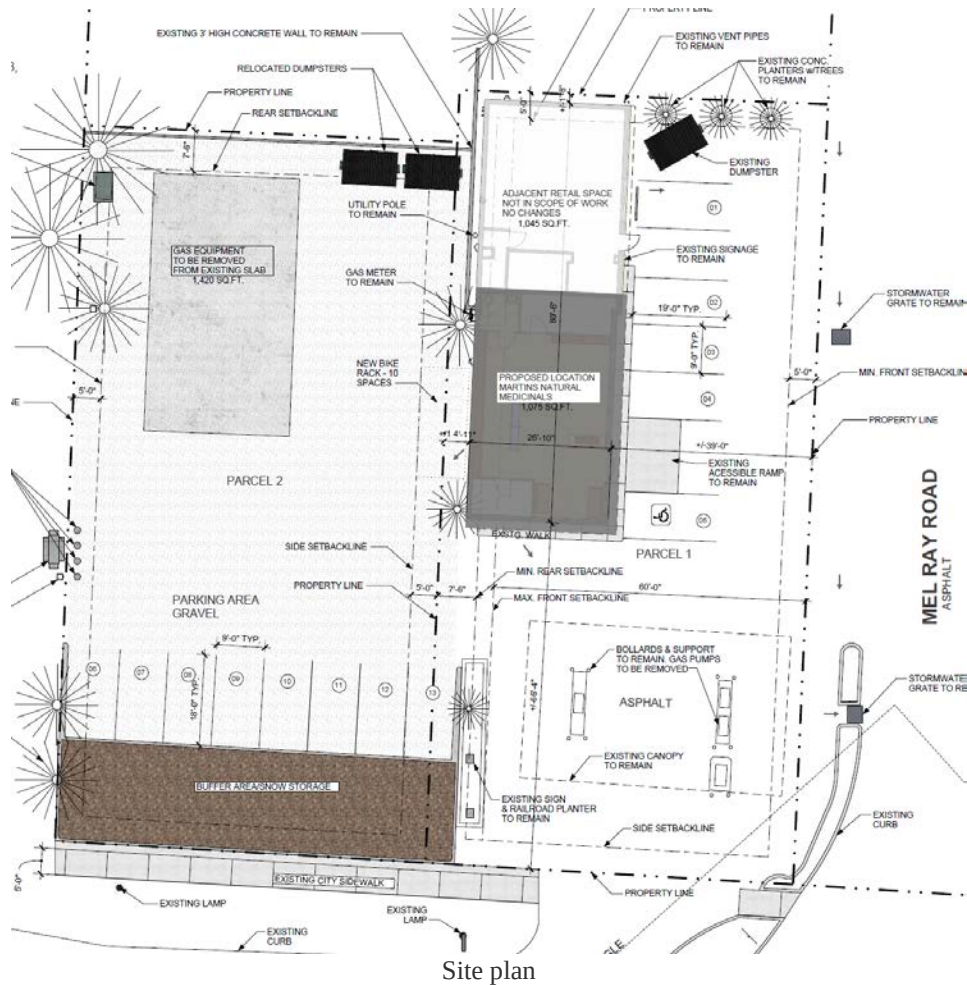
Other than potential odor nuisance discussed above, the proposed use is not expected to create any additional impacts than currently exist at the site.

iii. The use will be consistent with the general purpose and intent of this Code;

The use/proposal appears to be consistent with the general purpose and intent of the Code.

iv. The use will comply with all applicable standards of this Code;

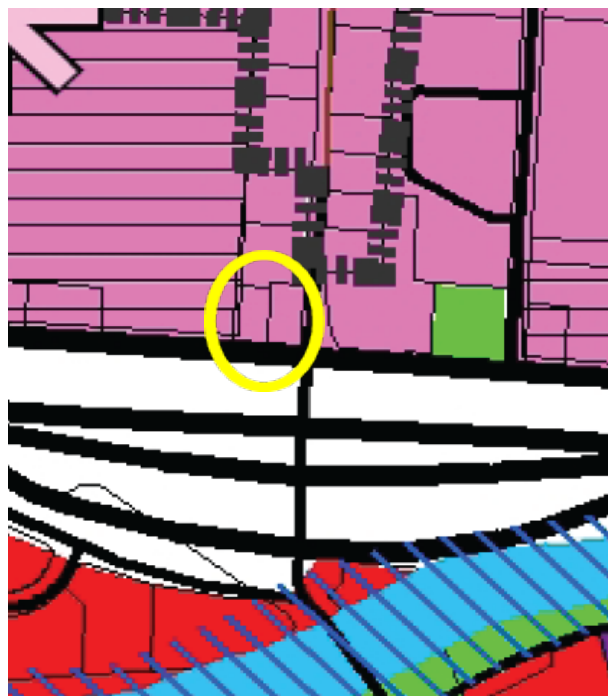
The use is in compliance with the Code. While the existing parking lot is substandard in terms of design (circulation, access, etc.) and landscaping, the proposed use does not alone trigger the upgrading of these features unless improvements are made (i.e. to the building façade or parking area). The previous application included the addition of employee parking on the western parcel of the site. However, this would require bringing the existing parking area into compliance with the Code. Additional parking is not necessary since fuel sales will not occur alongside the proposed use. Otherwise, there are no changes to the site which negatively impact vehicular circulation. Review of the application did find that an access permit for the site was never applied for/granted by the Colorado Department of Transportation. Approval of an access permit is recommended as a condition of approval of the Special Use Permit. Community Development recommends the applicant provide some means/delineation of safe pedestrian access along Mel Ray and to the customer entrance of the building.



v. The use is in conformance with the Comprehensive Plan and other City plans and policies; and

As shown at right, Map 2.1 Future Land Use – North Portion of the City of the Glenwood Springs of the Comprehensive Plan (Comp Plan) identifies the property as “Mixed-use” in fuchsia. According to the Comp Plan, the “Mixed-use” designation “...allows for 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..” The current proposal is in compliance with the map designation and description.

Numerous community goals and related objectives and strategies outlined in the Executive Summary and subsequent chapters of



the Comp Plan encourage economic development, preserving our small-town character, convenient transportation, infill development, housing opportunities, social diversity, and preserving natural resources all of which are supported by this proposal. These goals are outlined in the following table.

<u>Comprehensive Plan Goal Supported</u>	<u>Objectives and Strategies</u>
-Promote long-term, sustainable, diverse, economic development	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Attract diverse businesses and industries (Chapter 4, Page 50) -Maintain the role as regional center (Chapter 4, Page 54) -Retain role as a regional center (Chapter 7, Page 83)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill retail development/redevelopment.	
-Maintain Glenwood Springs as the regional tourism, retail, commercial, and governmental center of Garfield County	-Attract diverse businesses and industries (Chapter 4, Page 50) -Maintain the role as regional center (Chapter 4, Page 54) -Retain role as a regional center (Chapter 7, Page 83)
Staff Comment: Continuing to utilize the space for retail, as proposed, helps to maintain/retain the City's role as a regional center.	
-Preserve small town character while maintaining the livability of Glenwood Springs and increasing the vibrancy and commercial success of the downtown	-Develop according to the vision (Chapter 4, Page 34) -Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Enhance pedestrian-friendliness while facilitating traffic (Chapter 3, Page 36) -Maintain the role as regional center (Chapter 4, Page 54) -Retain role as a regional center (Chapter 7, Page 83) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: Infill, as proposed, makes improvements more cost effective. The use is in character with surrounding the site area and aligns with zone district purpose.	
-Address transportation and provide multiple convenient travel choices	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34)
Staff Comment: Infill, as proposed, is a land use strategy used to address transportation issues per the Comp Plan.	

-Direct development to locations and building forms that are cost effective to serve	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Direct growth to areas where utilities and services can be provided efficiently (Chapter 7, Page 82) -Retain role as a regional center (Chapter 7, Page 83) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development/redevelopment.	
-Support social diversity	-Direct development into a compact form: infill and redevelopment (Chapter 3, Page 34) -Retain role as a regional center (Chapter 7, Page 83) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development/redevelopment.	
-Preserve natural resources	-Promote water conservation (Chapter 7, Page 84) -Direct growth inward (Chapter 9, Page 102)
Staff Comment: The objective/strategy outlined above are supported by the current application as it includes infill development/redevelopment.	

vi. The use minimizes adverse impacts to the health, safety, and welfare of the inhabitants of the surrounding areas and the city.

The use/proposal does not appear to negatively impact health, safety, and welfare of the inhabitants of the surrounding areas and the city.

Reviewing Agency Comments

No comments have been received from referral agencies regarding the application.

Adjacent Property Owner Comments

None received as of the drafting of this staff report

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

Section 070.060.050(e)(1)e.1 of the Code explains, “The Planning Commission shall review and approve, approve with conditions, or deny the special use permit application in accordance with 070.060.030(g) and the approval criteria in paragraph 2 below [addressed above in in this instance]. The Planning Commission may also remand the application back to the Director for further consideration.” Section 070.060.030(g)(1)d also states, “The body may also continue the hearing or refer the application to another authority as provided in 070.060.050(a)(2)c, *Referral and Call-Up Procedures*. In the instance of marijuana related business, Section 070.060.020(d)/ Table 060.1 Summary of Development Review Procedures outlines the Commission is the review and reminding authority to City Council.

Action 1 - Special Use Permit - for a retail marijuana establishment in the M1 Mixed-Use Corridor District.

Staff recommendation: Staff recommends **approval with conditions** of the Special Use Permit application with the **findings** and **conditions** below:

Recommended Findings:

1. The use is compatible with the surrounding area;
2. The impacts of the use on surrounding areas have been adequately minimized;
3. The use is consistent with the general purpose and intent of this Code;
4. The use complies with all applicable standards of this Code;
5. The use is in conformance with the Comprehensive Plan and other City plans and policies; and
6. The use minimizes adverse impacts to the health, safety, and welfare of the inhabitants of the surrounding areas and the city.

Recommended Conditions:

1. The applicant shall provide evidence of approval of licenses from the State of Colorado and the City of Glenwood Springs for a retail marijuana establishment prior to issuance of a Special Use Permit.
2. Any future physical changes or improvements to the property or buildings on the parcel are subject to the review and approval of the Community Development Director for compliance with applicable requirements of the *Glenwood Springs Municipal Code*. Substantial changes may result in the need for an amendment to the Special Use Permit.
3. The proposed retail marijuana establishment shall comply with all verbal representations made by the applicant in the public hearing, as well as all approved plans and application materials, as revised per conditions of the Special Use Permit and approved by the Community Development Director prior to issuance of a Special Use Permit.
4. Any changes to signage on the site shall require a sign permit and demonstrated compliance with applicable requirements of the of the *Glenwood Springs Municipal Code*.
5. The use shall comply with the use standards and special review criteria for marijuana uses specified in the *Glenwood Springs Municipal Code* at all times. Failure to comply with the applicable standards may result in an enforcement action or the incorporation of additional mitigation methods for Code compliance.
6. If complaints are received from adjacent property owners regarding any odors emitting from the site or any other matter regulated by the Code, City Council shall have the ability to re-evaluate or revoke the special use permit. The special use permit shall be subject to reconsideration and revocation by City Council within sixty (60) days of notification of the violation if the business owners are convicted by the City's Municipal Court of two *Glenwood Springs Municipal Code* nuisance violations pertaining to odors, etc. emitting from the site within a six (6) month period.
7. The applicant shall submit a building permit application as required. All contractors must receive a license to work in the City of Glenwood Springs.
8. The applicant shall obtain an access permit from the Colorado Department of Transportation, as required.
9. Prior to operation of the retail marijuana business, the applicant shall provide for/delineate pedestrian access along Mel Ray Road and to the customer entrance of the building in a manner acceptable to the City Engineer and Public Works Director.

ABBREVIATIONS

@ & ABV. hpAC ACT. ACoust. ADDNL. ADJ. AFF. AGG. ALUM. ALT. ARCH. AVG.	AT AND ABOVE AIR CONDITIONING ABOVE COUNTERTOP ACOUSTICAL ADDITIONAL ADJACENT ABOVE FINISH FLOOR AGGREGATE ALUMINUM ALTERNATE ARCHITECTURAL AVERAGE	LAM. LB. LF. LVL.	LAMINATE POUND LINEAL FOOT LAMINATED VENEER LUMBER
BD. BF. BIC. BLDG. BLK. BLK'G. BLW BTM. BTWN. BVL. BW.	BOARD BOTH FACES BUILT-IN CABINET BUILDING BLOCK BLOCKING BELOW BOTTOM BETWEEN BEVELED BOTH WAYS	MAX. MECH. MFR. MH. MIN. MIR. MISC. MW. MOD. MTL.	MAXIMUM MECHANICAL MANUFACTURER MAN HOLE MINIMUM MIRROR MISCELLANEOUS MICROWAVE MODULE METAL
CAB. CF CLG. CJ. CLR. CMU CNTR. C.O. COL. COMP. CONC. CONV. CONT. CONTR. CT.	CABINET CUBIC FEET CEILING CONTROL JOINT CLEAR CONCRETE MASONRY UNIT COUNTER CLEAN OUT COLUMN COMPOSITION CONCRETE CONNECTION CONTINUOUS CONTRACTOR CERAMIC TILE	(N) NEC NIC. N/A NTS.	NEW NATIONAL ELECTRIC CODE NOT IN CONTRACT NOT APPLICABLE NOT TO SCALE
DBL. DET. DEPT. D.F. DIA. DIM. DIV. DN DW DWG.	DOUBLE DETAIL DEPARTMENT DOUGLAS FIR DIAMETER DIMENSION DIVISION DOWN DISHWASHER DRAWING	O/ O.C. O.D. OFD. OH. OPP.	OVER ON CENTER OUTSIDE DIAMETER OVERFLOW DRAIN OVERHEAD OPPOSITE
(E) EA. EJ. ELECT. ELEV. EMER. EN. EOP. EOS. EQ. EQUIP. EXT.	EXISTING EACH EXPANSION JOINT ELECTRIC/ELECTRICAL ELEVATION EMERGENCY EDGE NAIL EDGE OF PAVEMENT EDGE OF SLAB EQUAL EQUIPMENT EXTERIOR	PERF. PLAM. PLYWD PNT. PP. PSF PT. PVC. PVMIT. PUE.	PERFORATED PLASTIC LAMINATED PLYWOOD PAINT POWER POLE POUNDS PER SQUARE FOOT PRESSURE TREATED POLY VINYL CHLORIDE PAVEMENT PUBLIC UTILITY EASEMENT
FA. FACP FAU FFE. FG. FH. FIN. FLR.	FIRE ALARM FIRE ALARM CONTROL PANEL FORCED AIR UNIT FINISHED FLOOR ELEVATION FIXED GLASS FIRE HYDRANT FINISH FLOOR	QT.	QUARRY TILE
GA. GALV. GC. GFI. GI. GLB. GND. GSM. GYP.	GAUGE GALVANIZED GENERAL CONTRACTOR GROUND FAULT INTERRUPTER GALVANIZED IRON GLUED LAMINATED BEAM GROUND GALVANIZED SHEET METAL BD. GYPSUM WALL BOARD	R. RAD. RD. RDWD. REINF. REF. REQ'D RET. REV. RM. RO.	RISER RADIUS ROOF DRAIN REDWOOD REINFORCING REFRIGERATOR REQUIRED RETAINING REVISION ROOM ROUGH OPENING
HB HC HDWR. HORIZ. HP. HT. HTG. HVAC HW.	HOSE BIBB HOLLOW CORE / HANDICAP HARDWARE HORIZONTAL HIGH POINT HEIGHT HEATING HEATING/VENTILATION/AIR CONDITIONING HOT WATER	SC. SCHED. SD SDR. SECT. SF SHT. SHLVs. SHWR. SIM. SLR. SPECs. SQ. S&P SS S.S.D. S.S.T. STD. STL. STOR. STRUCT. SUSP. S.W.	SOLID CORE SCHEDULE SOAP DISPENSER STORM DRAIN SECTION SQUARE FOOT/FEET SHEET SHELVES SHOWER SIMILAR SEALER SPECIFICATIONS SQUARE SHELF & POLE SANITARY SEWER SEE STRUCTURAL DRAWINGS STAINLESS STEEL STANDARD STEEL STORAGE STRUCTURAL SUSPENDED SHEARWALL
IBC. ID. INCL. INFO. INSUL. INT. INF. IRC.	INTERNATIONAL BUILDING CODE INSIDE DIAMETER INCLUDED INFORMATION INSULATION INTERIOR INFRARED INTERNATIONAL RESIDENTIAL CODE	T. TC. TEL. TEMP. T&G TV TYP.	TREAD TRASH COMPACTOR TELEPHONE TEMPERED TONGUE & GROOVED TELEVISION TYPICAL
		UON UPN	UNLESS OTHERWISE NOTED UNIFORM PLUMBING CODE
		VCT VENT. VERT. VIF. VNR.	VINYL COMPOSITION TILE VENTILATION VERTICAL VERIFY IN FIELD VENEER
		W/ WC. WD. W. WH. WO WP.	WITH WATER CLOSET WOOD WASHER WATER HEATER WITHOUT WATER PROOF
		YD.	YARD

VICINITY MAP



TEAM

OWNER: PARCEL 1
FATTOR FAMILY LIMITED PARTNERSHIP
P.O. BOX 848
GLENWOOD SPGS CO 81602

OWNER: PARCEL 2
M&C FATTOR LLC
PO BOX 447
GLENWOOD SPRINGS CO 8160

APPLICANT:
MARTINS NATURAL MEDICINALS
216 6TH STREET, UNIT A
GLENWOOD SPRINGS, CO. 81601
(970) 945-2040

CONTRACTOR:
FRR CONSTRUCTION
PO BOX 3789
ASPEN, COLORADO 81612
(970) 710-7098

LAND SURVEYOR:
ASPEN SURVEY ENGINEERS
210 SOUTH GALENA STREET
ASPEN, CO 81611
(970) 925-3816

STRUCTURAL ENGINEER:
STUDIO M ENGINEERS
250 TRIPP DRIVE
RIFLE, COLORADO 81650
(970) 366-8690

CONSULTING:
PETER FORNELL
625 SOUTH WEST END #4
ASPEN CO 81611
(970) 379-3434

DRAFTSMAN:
THE PBRWORKSHOP
301 W. HYMAN #6
ASPEN, CO 81611
(970) 274-0481

PROJECT DATA

PARCEL 1

23 Mel Ray Road
Zone District: C/1 Limited Commercial District
Parcel ID: 218506104005
Legal Descriptions: Section: 6 Township: 6 Range: 89
Subdivision: MEL-RAY SUB. Block: 4 Lot: 6,
Subdivision: MEL-RAY SUB. Lot: 7 S 50' OF E 71.72' OF E 71.72' OF
Lot Size:10,586 SQUARE FEET
Building #: 1
Gross Area: 2,120 SQUARE FEET

PARCEL 2

51111 6 & 24 HWY
Zone District: C/1 Limited Commercial District
Parcel ID: 218506107002
Legal Descriptions: Section: 6 Township: 6 Range: 89
Subdivision: GRIFFIN AMENDED FINAL PLAT PARCEL B,
RE-SUB OF MEL-RAY SUB BLK 4 LOTS 5-7
Lot Size:9,670 SQUARE FEET
Building #: Vacant
Gross Area: 0 SQUARE FEET

JURISDICTION

CITY OF GLENWOOD SPRINGS BUILDING DEPARTMENT
101 W. 8th STREET
GLENWOOD SPRING, COLORADO 81601

APPLICABLE CODES: (see amendments)

2015 International Residential Code
2015 International Mechanical Code
2015 International Plumbing Code
2015 International Fuel & Gas Code
2015 International Existing Building Code
2015 International Energy Conservation Code
2015 National Electrical Code

DESIGN CRITERIA:

GROUND SNOW LOAD	50 LB
WIND DESGIN SPEED	90/75MPH
SISMEIC DESIGN CAT	C
WEATHERING	SEVERE
FROST LINE DEPTH	36"
TERMITE	SLIGHT/MOD
DECAY	SLIGHT
WINTER DESIGN TEMP	-2 F
UNDERLAYMENT	YES 10-15-85
FLOOD HAZARD	YES
AIR FREEZING INDEX	2500
MEAN ANNUAL TEMP	48 F

SHEET INDEX

1-COVER
A.1.0
A.1.1
A.1.2

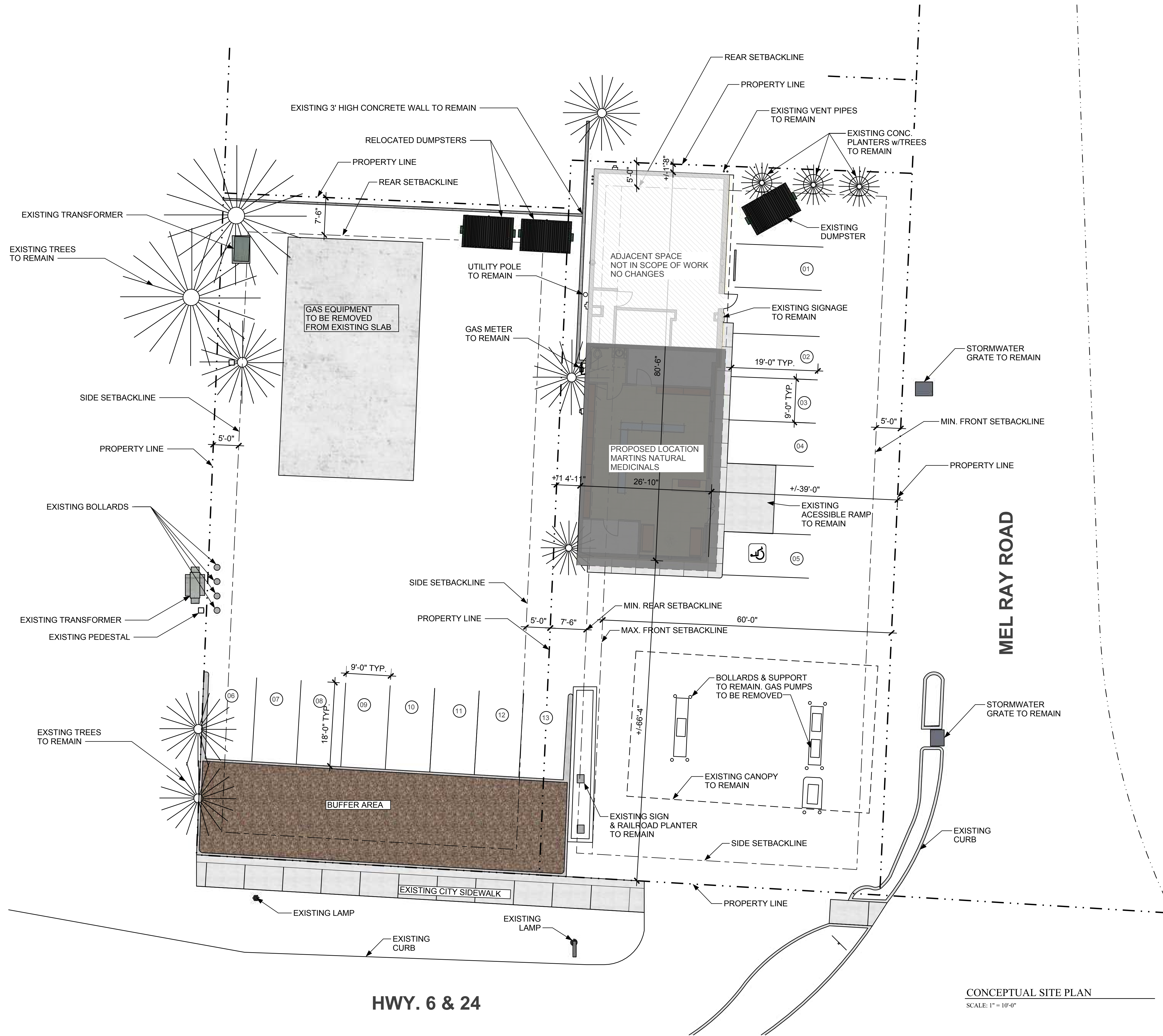
Cover Sheet and Index
Conceptual Site Plan
Conceptual Floor Plan
Preliminary Landscape Plan

the PBRworkshop	
301 W. HYMAN STE. #6 ASPEN CO 81611 970-274-0481 or amos@pbrworkshop.com	
DATE 7.7.20	REVISION NOTES Application Set
TITLE # Cover Sheet	
PAGE # 1 - COVER	

Special Use
Permit to
Operate a
Retail
Marijuana
Establishment

100' 0" = 5,750'
R
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SCALE:
NONE
Martin's Natural Medicinals
23 Mel Ray Road
GLENWOOD SPRINGS, COLORADO 81601
PARCEL ID 218506104005 & 218506107002





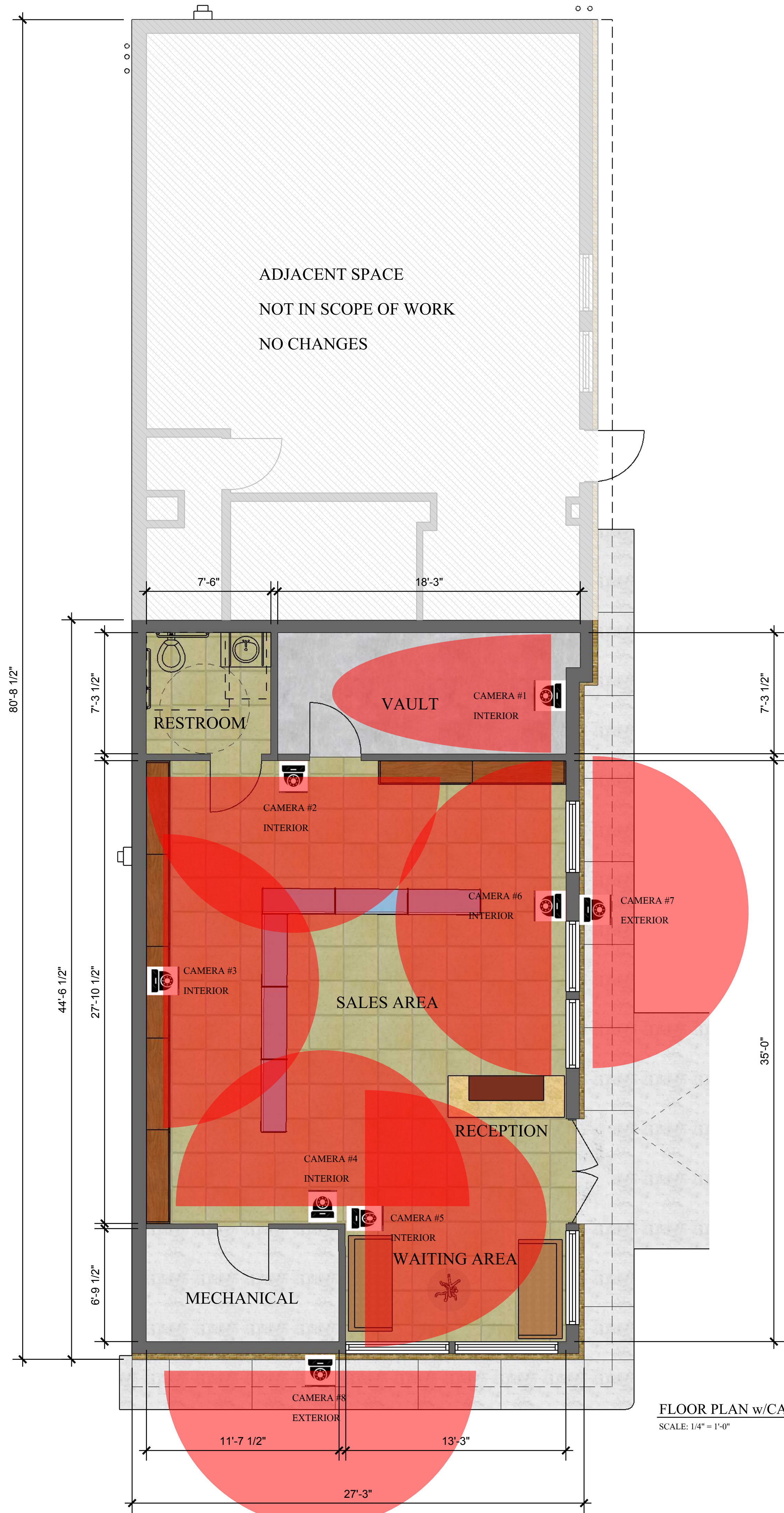
HWY. 6 & 24

CONCEPTUAL SITE PLAN
SCALE: 1" = 10'-0"

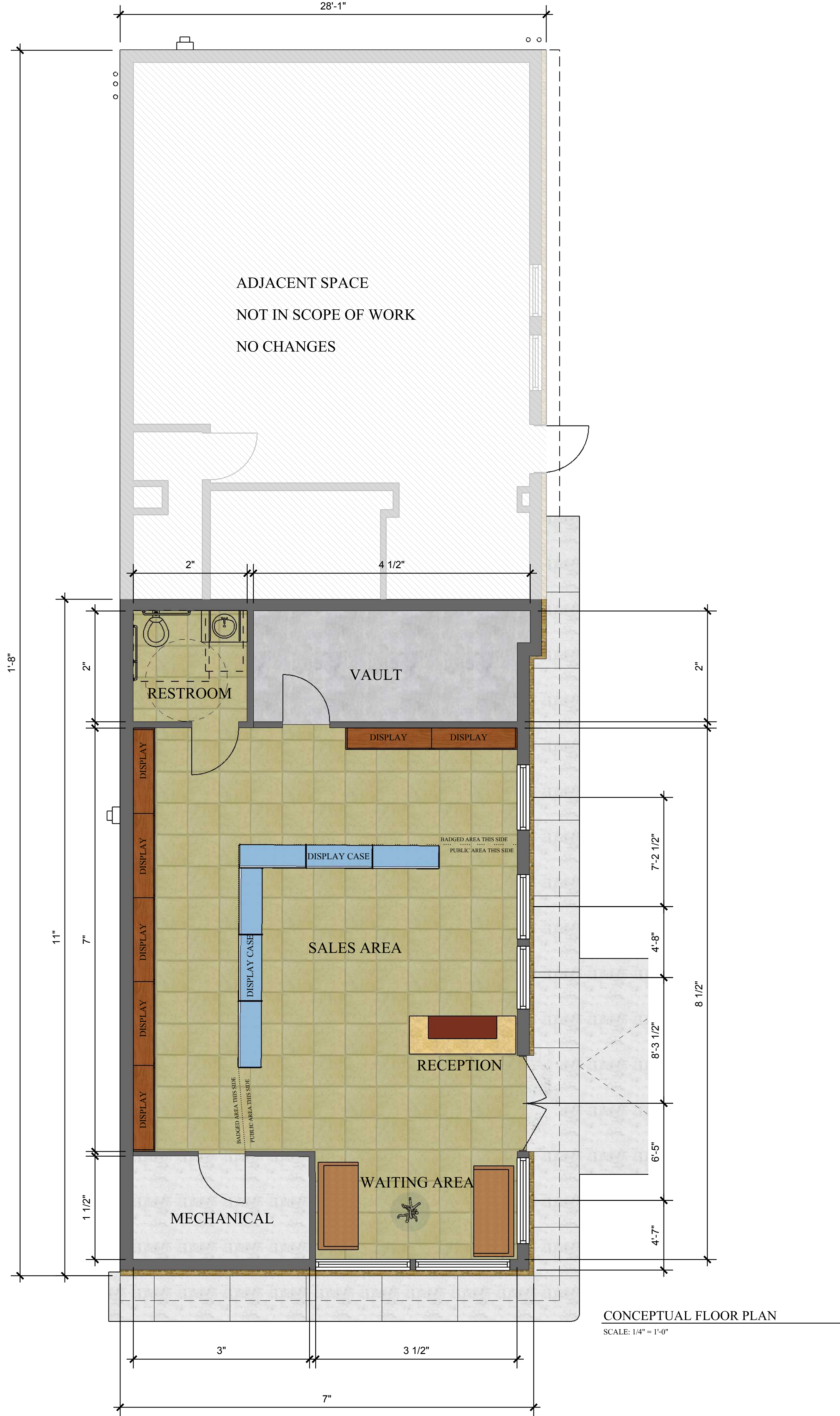
the PBRworkshop	
301 W. HYMAN STE. #6 ASPEN CO 81611 970-274-0481 or amos@pbrworkshop.com	
DATE 7.7.20	REVISION NOTES Application Set
TITLE # Site Plan	
PAGE # A.1.0	

100'-0" = 5,750'
N
SCALE:
1" = 10'

Martin's Natural Medicinals
23 Mel Ray Road
GLENWOOD SPRINGS, COLORADO 81601
PARCEL ID 218506104005 & 218506107002



FLOOR PLAN w/CAMERA LOCATIONS
SCALE: 1/4" = 1'-0"



CONCEPTUAL FLOOR PLAN
SCALE: 1/4" = 1'-0"

the PBRworkshop	
301 W. HYMAN STE. #6 ASPEN CO 81611 970-274-0481 or amos@pbrworkshop.com	
DATE	REVISION NOTES
7.7.20	Application Set
TITLE #	Floor Plan
PAGE #	A.1.1

100'-0" = 5,750'

REVIEW

SCALE:

Martin's Natural Medicinals
23 Mel Ray Road
GLENWOOD SPRINGS, COLORADO 81601
PARCEL ID 218506104005 & 218506107002



the PBRworkshop	
301 W. HYMAN STE. #6 ASPEN CO 81611 970-274-0481 or amos@pbrworkshop.com	
DATE	REVISION NOTES
7.7.20	Application Set
TITLE #	Landscape Plan
PAGE #	A.1.2

100'-0" = 5,750'

**R
E
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W**

SCALE:
NONE

Martin's Natural Medicinals
23 Mel Ray Road
GLENWOOD SPRINGS, COLORADO 81601
PARCEL ID 218506104005 & 218506107002

CONCEPTUAL LANDSCAPE PLAN
SCALE: 1" = 10'-0"



Special Use Permit to Operate a Retail Marijuana Establishment

Location: 23 Mel Ray Road & HWY 6 and 24

Submitted to the City of Glenwood Springs:

Parcel Number: 218506104005 & 218506107002

July 9th 2020

1. Introduction

M & C Fattor and Fattor Family Limited Partnership are submitting an application on behalf of Martin's Natural Medicinals to allow for a Special Use Permit to operate a Retail Marijuana Establishment.

The location of the proposed use is 23 Mel Ray Road / Parcel No. 218506104008. The property is zoned C/1 Limited Commercial District and retail marijuana establishments are listed as a special review use in this district. The existing property is developed with a retail building containing a liquor store and a convenience store with gas pumps. The convenience store will be converted to the retail marijuana establishment.

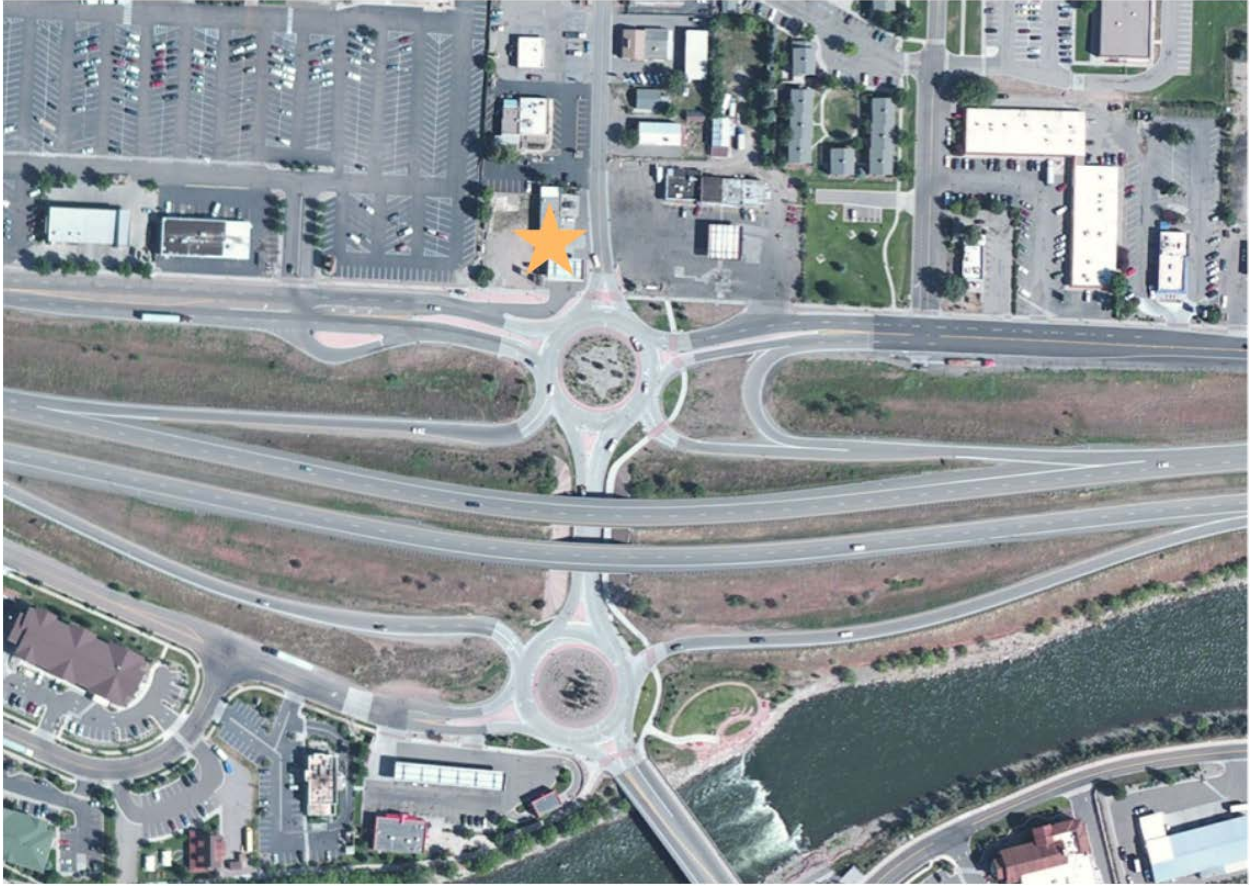
The location is well away from the City's downtown area and from any other marijuana establishment meeting the city's goal of limiting the proliferation of such uses in the core area of the Town or creating a high concentration of the use. The proposed location will blend in with the heavy commercial nature of the area.

2. Martin's Natural Medicinals

Martin's Natural Medicinal is a recreational marijuana retail store located in heart of Glenwood Springs, CO. Having a history with the community for the past 10 years. With being licensed for recreational use. Currently the store is located at 216 6th St, Unit A, Glenwood Springs, CO 81601, and is a 600 sq. ft facility. The current location of the retail store has been sold and Martin's Natural Medicinals is required to vacate in September 2020.

3. Martin's New Location

The proposed retail marijuana establishment is proposed at 23 Mel Ray Road / Parcel No. 218506104008 which is the existing Shell gas station at the northwest corner of the exit 114 north roundabout.



Existing Shell Food Mart and Liquor Store

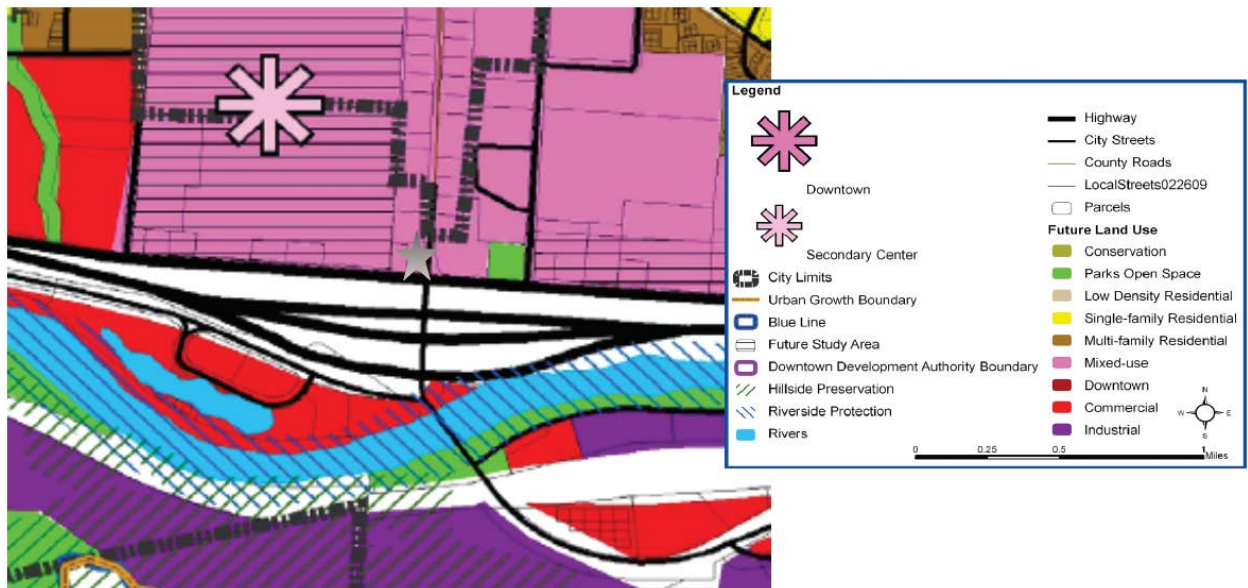
A site plan and floor plan of the proposal is provided below:



4. Comprehensive Plan Analysis

The Glenwood Springs Comprehensive Plan was adopted in 2011 and provides guidance to the community in making land use decisions. It outlines the community's values and vision for the future. This section provides an analysis of the Glenwood Springs Comprehensive Plan to show how the proposal is consistent with the plan.

The Future Land Use Map identifies the subject property as "Mixed-Use" and the entire area as a "Secondary Center" as indicated on the map below:



The Mixed-Use designation is defined as:

The Mixed-use land use designation allows for 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.

The proposed Martin's Natural Medicinals is consistent with the mixed-use designation. The location is not ideal for residential uses with its proximity to the roundabout and I-70 corridor but provides an appropriate retail use for

this location. The Glenwood Springs Comprehensive Plan also provides the values and vision for community character and form. It provides the following visions statements:

Direct Development to Locations and Forms that are Cost-effective to Serve

The cost of infrastructure (streets, utilities) and services (bus, fire, police) impact residents and businesses in two ways— adding to the cost of development and adding to the cost of maintenance. Whenever possible, it is important to direct development to areas where infrastructure and services already exist or can be provided efficiently. The goal is an urban form that keeps development costs as low as possible and allows efficient service delivery—all the while maintaining other community values.

Promote Sustainable Economic Diversity and Maintain Glenwood’s Role as a Regional Center

To minimize the historic boom and bust economic cycles of western Colorado, efforts must be undertaken to continue to diversify the local economy. The City should build on existing assets. Therefore, community strengths and assets should be considered while determining the appropriate mix and type of businesses and industries that would be attracted to Glenwood Springs. Quality of life, quality infrastructure and an educated and qualified workforce are keys to attracting quality businesses and employment opportunities.

The Comprehensive Plan recommends that the City should maintain a compact urban form by growing inward, noting that growth is limited by topographic constraints. It notes that secondary commercial centers such as the Glenwood Springs Mall area as a primary opportunity for growth. Because the proposed Martin’s Natural Medicinals is an infill project, locating within an area already served by infrastructure, it allows for efficient service delivery and keeps development impacts or costs to the community low.

The Comprehensive Plan also provides strategies and actions to promote economic development, looking to attract diverse businesses and industries and to maintain the city’s role as a regional goods and service center. Martin’s Natural Medicinals has been a successful business model at its other existing location. The policy decision as to whether marijuana facilities should be

permitted has already been decided by the Town. The Special Use Permit process ensures that the location is appropriate based on specific criteria which this proposal is consistent with. The proposal complies with the Comprehensive Plan and furthers many of the values and visions of the community.

5. Special Use Permit Criteria for Review – General

The criteria for review of a Special Use Permit for a retail marijuana establishment are provided in Section 070.040.040 of the Glenwood Springs Code. Below is an analysis of the proposal's compliance with each criteria:

- a. Conditions. A special use permit may be granted for a special review use as provided in Subsections 070.040.030(a) through (j3), inclusive, or for an architectural feature exceeding building height limitations, as provided in Subsection 070.040.030(o), or for a building height over forty (40) feet in the C/2 Zone District, as provided in Subsection 070.040.030(h), provided that the Planning Commission finds that the proposal meets the following criteria:
 - i. All special use permits: The proposal is consistent with City goals and policies and plans and will be compatible with existing and allowed uses surrounding or affected by the proposed use. Analysis of compliance with this criterion may include, but is not limited to, the following factors:
 - 1. The applicant has demonstrated safe pedestrian access to and across the site.

Applicant Analysis: The site is an already developed site with pedestrian access established and no changes are proposed. The site, which is adjacent to the exit 114 north roundabout, is accessed via a sidewalk connection and crosswalk across Mel Rey Road. There is a near-by transit stop that provides safe access for pedestrians and transit users. Generally, the use of the site as a gas station is more automobile oriented. However, the pedestrian access to and across the site is well established and provides for safe usage by pedestrians.

- b. The applicant has demonstrated safe and adequate vehicular circulation, parking and access for the proposed use.
 - i. (SEE ATTACHED APPLICATION PLANS)



Adjacent sidewalk and transit stop in close proximity to site

Applicant Analysis: The property takes its vehicular access via Mel Rey Road, while its egress is via either Mel Rey Road or a protected right-only onto U.S. Highway 24. This vehicular circulation and access is safe and efficient for the site. There are currently 6 parking spaces for the uses on the site, which meets the parking requirements, along with parking available at the fueling stations which provides another 6 parking spaces. Based on the Zoning Requirements for the uses on the site, the parking requirement is as indicated on the following table:

- c. The proposed use is compatible with the character of the neighborhood.

Applicant Analysis: The following map indicates the uses of the surrounding neighborhood:



The character of the neighborhood is generally automotive oriented, and includes a mix of commercial uses, semi-industrial uses, and institutional uses, including the following:

- Gas stations
- Alternative fueling
- Restaurant
- Bar

- Automobile service and detailing
- Automotive parts and tire retail
- Metal fabrication
- Car and truck rental
- Fire station

Highway 24, the roundabouts, and I-70 are dominant features of the neighborhood and create a substantial separation to the river. There are restaurants in proximity. Parking for the mall is near-by. The near-by residential and educational uses are beyond the guidelines required for such use, and accessed from Soccer Field Road, creating substantial separation between uses. As a result, the proposal is compatible with the character of the neighborhood as a retail use along a major vehicular street.

- d. The proposal mitigates any potential negative impacts to surrounding properties. Mitigation techniques will be specific to the proposed use and the character of the surrounding properties, but may include techniques such as restrictions on hours of operation; screening with walls, fencing and/or landscaping; sound reduction techniques; modifications to light levels and fixtures; and compatible architecture.

Applicant Analysis: There are restrictions on the hours of operation. The hours of operation for the retail marijuana establishment shall be 9:00 a.m. to 6:00 p.m. Monday through Sunday. Surrounding properties, as noted in the analysis above, are generally similar uses, including fueling stations, automotive service stations, and other commercial uses. The proposal will not have any more negative impacts than the existing use of the property as a retail facility. Additionally, the air handling system for the establishment contains carbon filtration preventing odors associated with marijuana from impacting neighbors.

6. Special Use Permit Criteria for Review - Retail Marijuana

Special use permit for medical marijuana business or retail marijuana establishment, excluding cultivation.

- a. The proposed use shall comply with section 070.040.040.a.1. All special use permits. In determining compatibility with neighboring land uses, special consideration shall be given to the proximity of residences, parks, and public or institutional facilities or land uses.

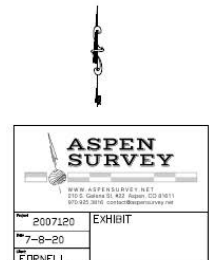
Applicant Analysis: Because the proposed use of Martin's Natural Medicinals is substantially similar to the existing use as a convenience store, impacts of the proposal are generally the same as the existing use. Traffic generation for a retail marijuana establishment is similar to other retail uses, including a convenience store. Noise impacts and lighting impacts will not change. There is no increase in water or sewage usage as a result of the change in use. Finally, the limitation on hours of operation for the retail marijuana store reduce the impacts that may have arisen from a convenience store with no limitation on hours of operation. The character of the neighborhood is generally automotive oriented and includes a mix of commercial uses similar to the uses existing and proposed for this site. There are gas stations, alternative fueling, automobile service and detailing, industrial uses, and a fire station. Highway 24, the roundabouts, and I-70 are dominant features of the neighborhood and create a substantial separation to the river. There are restaurants and bars in proximity. Parking for the mall is near-by. Any residential and educational uses are a block away, and accessed from Soccer Field Road, creating substantial separation between uses. Therefore, the proposal for a retail marijuana establishment is compatible with neighboring land uses as a retail use.

- b. No medical marijuana business or retail marijuana establishment shall be located:
 - i. Within five hundred (500) feet of any existing public or private school facility where classes are held for children aged kindergarten through the 12th grade. This distance shall be computed by a straight-line measurement from the nearest property line of the school property to the nearest property line of the site housing the medical marijuana business or retail marijuana establishment; or

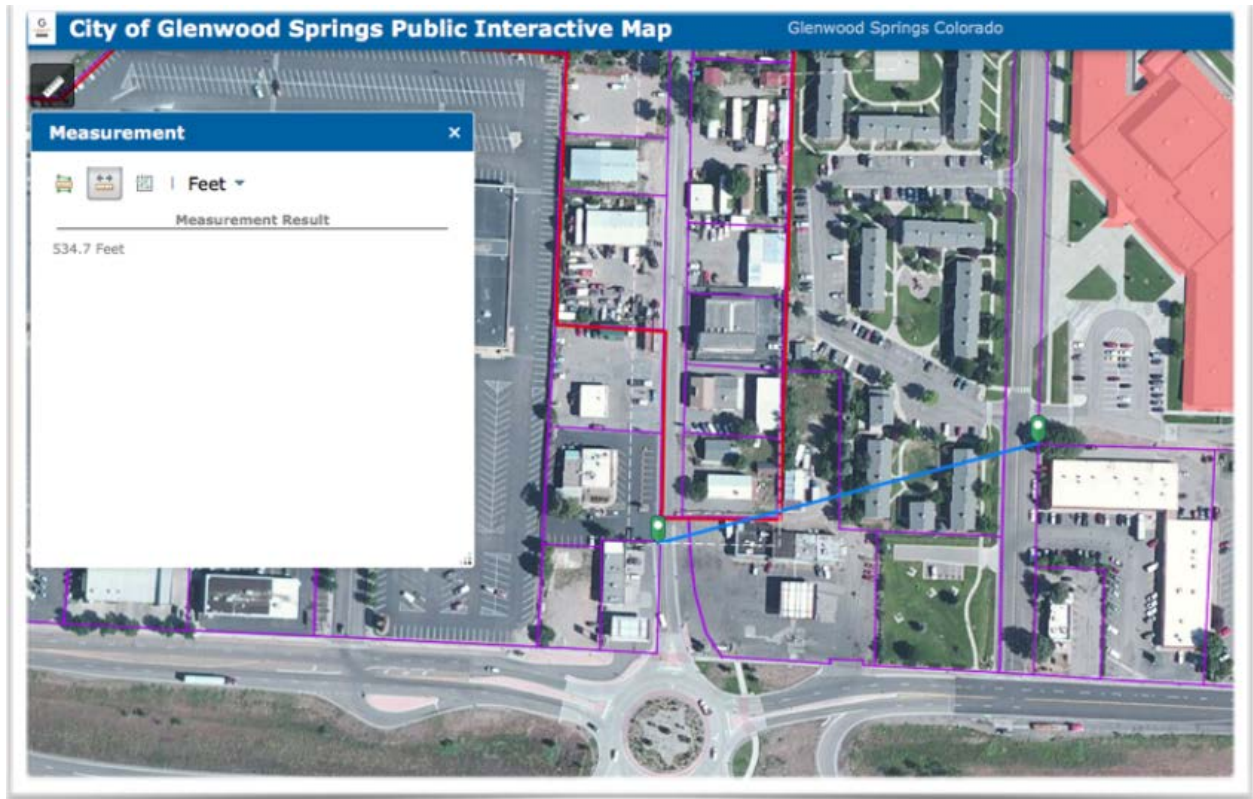
Applicant Analysis: The property is 539 ft. from the Glenwood Springs Middle School, the nearest school to the site. The distance was measured by Peak Land Consultants, who provided the School Buffer Exhibit, included with this submittal and provided below:



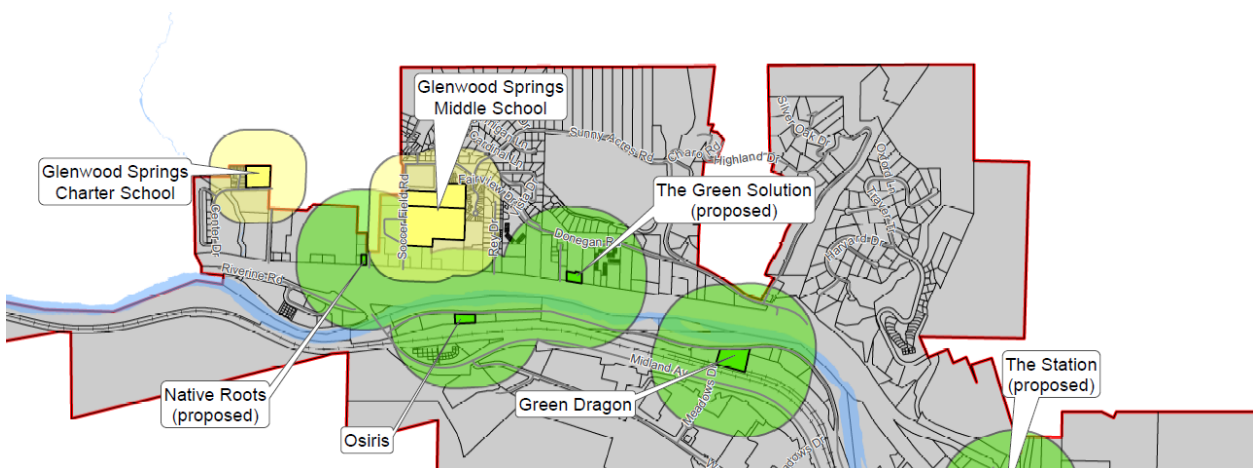
THIS EXHIBIT TAKEN FROM THE CITY OF GLENWOOD SPRINGS ON-LINE GIS SITE.



The distance was also measured using the Glenwood Springs on-line GIS as shown below and verified on the City's adopted "School and Marijuana Business Location and Required Buffers" Map, dated September 5, 2015. Additionally, the accuracy of the GIS measurement was verified by City staff.



- ii. Within nine hundred (900) feet of another medical marijuana business, retail marijuana establishment, or marijuana cultivation facility. This distance shall be computed by a straight-line measurement between property lines of the sites housing the two (2) facilities.



- c. The proposal mitigates the potential for offensive odor emitting from the site. The application shall demonstrate adequate design or construction technology to control odors, contain them within the premises.

Applicant Analysis: The project will utilize air recirculation systems equipped with activated carbon filters to reduce odor levels. This design approach will provide proper ventilation of the licensed premises and ensure odors from the retail store do not materially interfere with adjoining businesses.

- d. Storage of retail marijuana shall be considered an accessory use. Not more than twenty-five (25) percent of the licensed premises of a retail marijuana business shall be used for such purposes.

Applicant Analysis: As indicated in the plans submitted, no more than 25% of the premises will be used for storage of retail marijuana. The total area dedicated to storage is 104 sq. ft., while the total area of the premises is 985 sq. ft., which is approximately 10% of the premises.

- e. Hours of operation shall be limited to 9:00 a.m. to 6:00 p.m. Monday through Sunday.

Applicant Analysis: The hours of operation for the retail marijuana establishment will be 8:00 a.m. to 7:00 p.m. Monday through Sunday. The fueling operation, which allows for payment at the pump is not subject to these limitations.

- f. All signage shall be subject to the requirements of Articles 070.060, 050.080 and 050.090.

Applicant Analysis: All signs will meet the above-referenced sections. A sign package will be submitted to the Community Development Department under separate cover.

7. Conclusions

The proposed retail marijuana establishment is intended at a location that has been determined by the Town's locational criteria to be appropriate for such a use. The site is located in a heavy commercial district and area of town that allows for intensive commercial uses of many kinds. With this heavy commercial traffic we are expecting increase in revenue which will increase tax revenue with the city. The site has adequate access for vehicles and pedestrians. The proposal is consistent with the Glenwood Springs Comprehensive Plan and complies with all of the general special use criteria as well as those additional criteria adopted by the City for retail marijuana facility.

MARTIN'S NATURAL MEDICINALS, LLC MARIJUANA DISPENSARY

LEVEL 1 TRAFFIC ASSESSMENT

Project Location: 23 Mel Ray Rd
Glenwood Springs, CO

Prepared By: APEX Consulting Engineers, LLC
1000 N 9th Street, Suite 44
Grand Junction, CO 81501

Report Date: August 20, 2020



APEX
CONSULTING ENGINEERS
CIVIL ENGINEERS • MANAGEMENT • DEVELOPMENT



Martin's Natural Medicinals, LLC
Level 1 Traffic Assessment

Contents

1. Introduction	1
2. Project Location and Description	1
3. Parking.....	2
4. Trip Generation	3
4.1 Existing Traffic.....	3
4.2 Project Traffic	4
5. Results	4
6. Conclusion.....	4

Appendices

- A. Existing Use- ITE Descriptions
- B. ITE Trip Generation Data

1. Introduction

APEX Consulting Engineers LLC (APEX) prepared this Level 1 Traffic Assessment for the proposed 1,055 sf marijuana dispensary to be located at 27 Mel Ray Rd, Glenwood Springs, Colorado. The following sections describe the Project and traffic volumes.

This Level 1 Traffic Letter will determine the expected increase in traffic volume entering and exiting the existing access points. Traffic counts were not performed. The estimated increase in traffic is estimated using the Institute of Transportation Engineers (ITE) Trip Generation Manual 10th Edition data.

2. Project Location and Description

As shown in Figures 1 and 2, the proposed Project is be located on the west side of Mel Ray Road. No improvements are proposed to the existing access points.

The proposed 1,055 sf marijuana dispensary will be created within an existing commercial building that currently contains a convenience market with gasoline pumps (C-Store) and liquor store. The dispensary will occupy the C-store space and the liquor store will remain. The fuel pumps will be removed. As the liquor store is remaining, the report will only compare traffic volumes of the C-store and the dispensary.

The Project will provide parking on site and at 51111 HWY 6&24.

The proposed business will not open until 9:00 am or later, therefore morning peak hour traffic is not evaluated in this assessment.

Figure 1 - Site Location Map



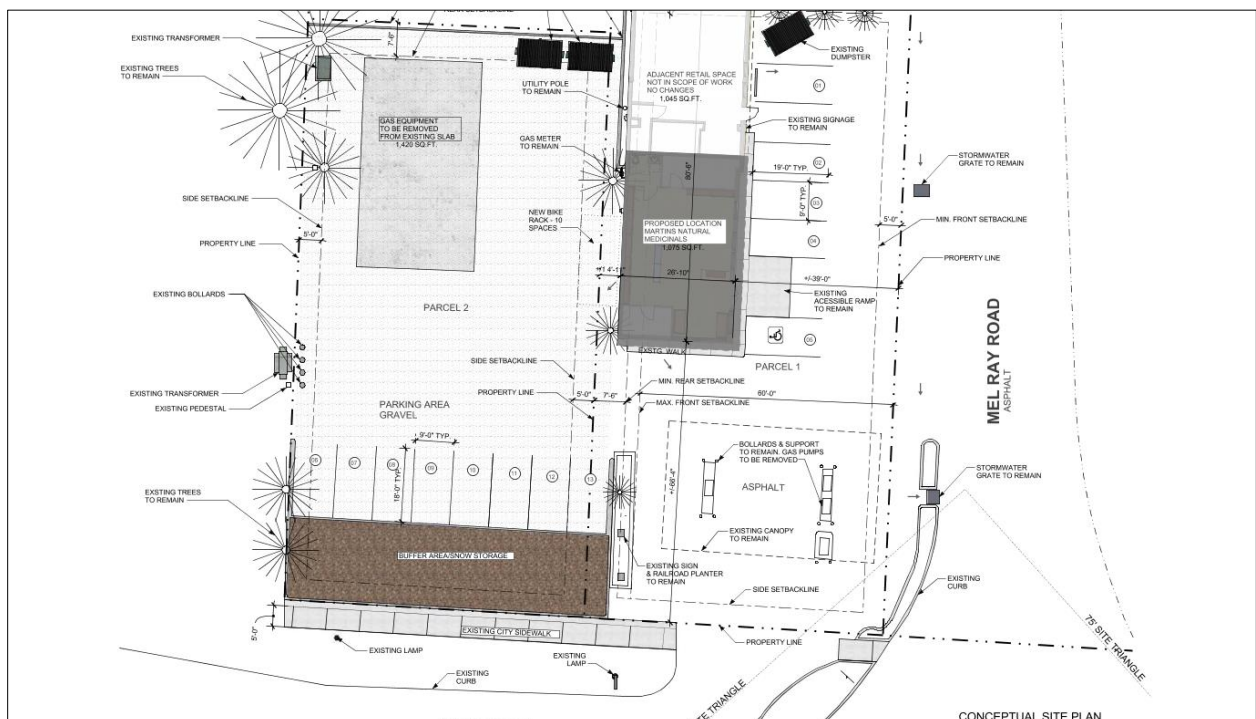
Figure 2 –Project Site



3. Parking

Parking on 27 Mel Ray Road is insufficient and the applicant will provide additional parking at 51111 HWY 6&24 as shown in Figure 3. The current parking configuration and count may need to be revised to provide additional parking as required by local land use codes though there is sufficient vacant land to provide additional spaces.

Figure 3 –Preliminary Site Plan



4. Trip Generation

The existing use of the site is a Convenience Market with Gasoline Pumps. The description of this use is included in the Land Use Code (LUC) 853, Convenience Market with Gasoline Pumps, from the ITE Trip Generation Manual.

The proposed is a marijuana dispensary. This assessment will use LUC 882, Marijuana Dispensary, to estimate Project trip generation.

In all peak hour cases, the higher of “either peak hour of roadway” or “peak hour of generator” is used, providing a conservative assessment. In this case, peak hour of generator is used. Trip generation traffic calculations from the ITETripGen Web-based App are attached in Appendix B.

4.1 Existing Traffic

Tables 1 and 2 show the ITE peak hour traffic volumes for the existing conditions as calculated with ITE rates.



Table 1 –Existing Weekday Trips (ADT)

Period	Inbound	Outbound	Total
Daily	327	328	655

Table 2 – Existing PM Peak Hour Trips

Period	Inbound	Outbound	Total
PM Peak Hr of Generator	26	26	52

4.2 Project Traffic

Tables 3 and 4 show the ITE peak hour traffic volumes for the proposed use as calculated with ITE rates.

Table 3 –Proposed Weekday Trips (ADT) per ITE LUC 882

Period	Inbound	Outbound	Total
Average Daily	132	133	265

Table 4 –Project Peak Hour PM Trips per ITE LUC 882

Period	Inbound	Outbound	Total
PM Peak Hr of Generator	15	16	31

5. Results

The Project will result in a decrease in traffic as follows:

- Weekday Average Daily Trips decreases 390 trips, from 655 ADT to 265 ADT.
- Weekday PM Peak Hour Trips increases 21 trips, from 52 to 31 DHV.

6. Conclusion

ITE Trip Generation data demonstrate the Project will decrease traffic substantially at the driveway access points.

Available vacant land area is adequate to provide parking, though final design will require local review and approval.



Land Use: 853

Convenience Market with Gasoline Pumps

Description

This land use includes convenience markets with gasoline pumps where the primary business is the selling of convenience items, not the fueling of motor vehicles. The sites included in this land use category have the following two specific characteristics:

- The gross floor area of the convenience market is at least 2,000 gross square feet
- The number of vehicle fueling positions is less than 10

Convenience market (Land Use 851), gasoline/service station (Land Use 944), gasoline/service station with convenience market (Land Use 945), and super convenience market/gas station (Land Use 960) are related uses.

Land Use: 882

Marijuana Dispensary

Description

A marijuana dispensary is a standalone facility where cannabis is sold to patients or consumers in a legal manner.

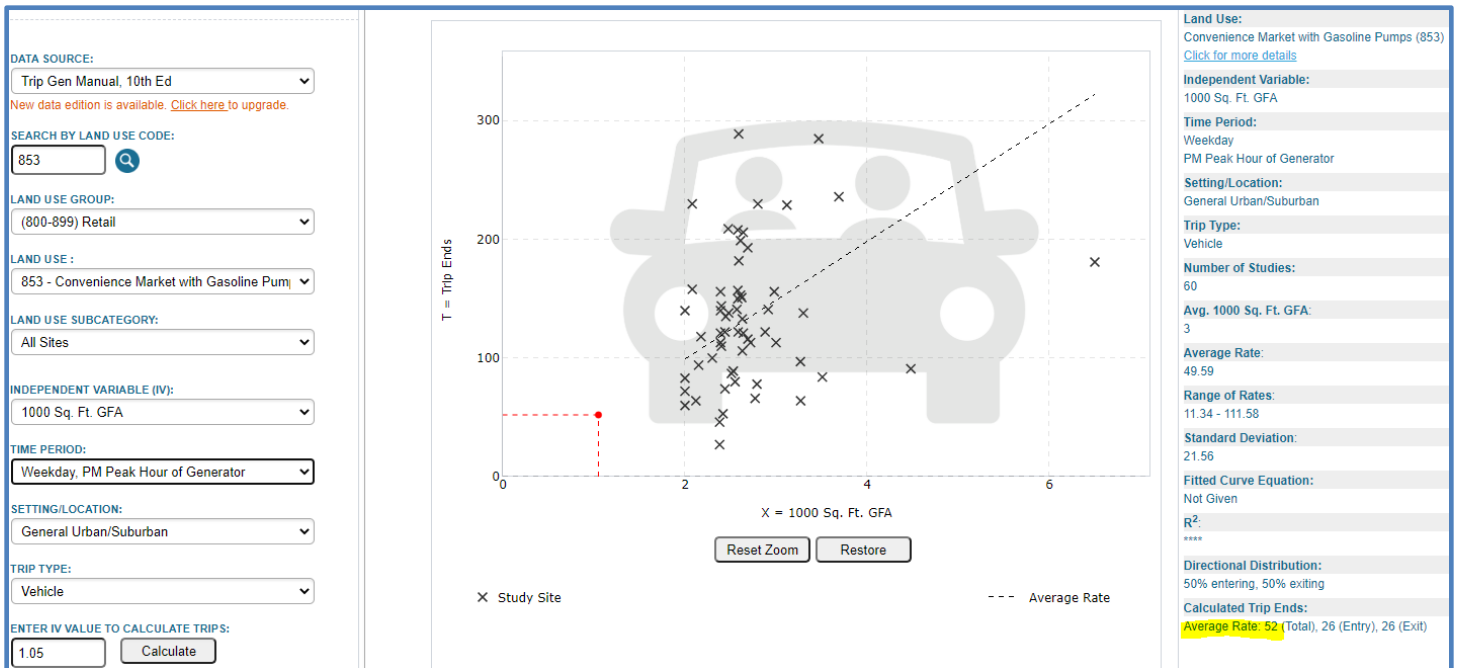
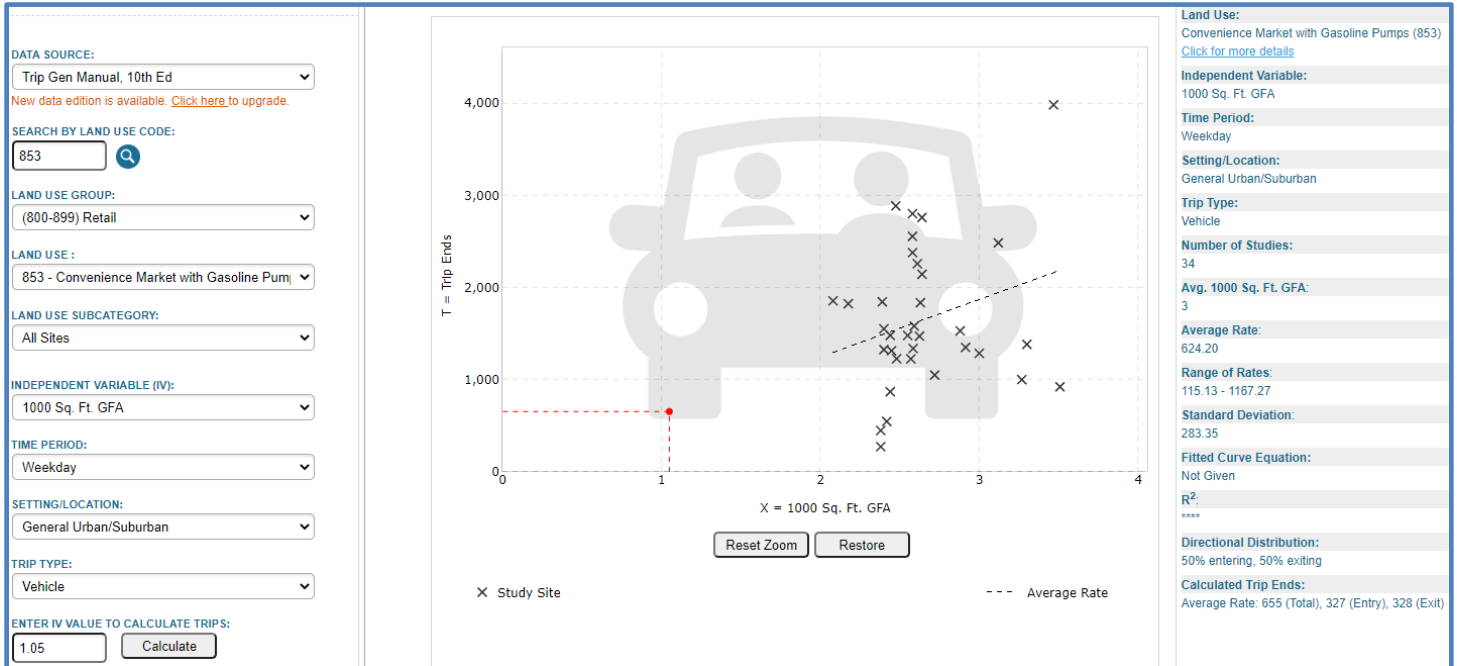
Additional Data

Time-of-day distribution data for this land use for a weekday and Saturday are presented in Appendix A. For the four general urban/suburban sites with data, the overall highest vehicle volumes during the AM and PM on a weekday were counted between 11:45 a.m. and 12:45 p.m. and 5:45 and 6:45 p.m., respectively.

The sites were surveyed in the 2010s in Colorado and Oregon.

Appendix B

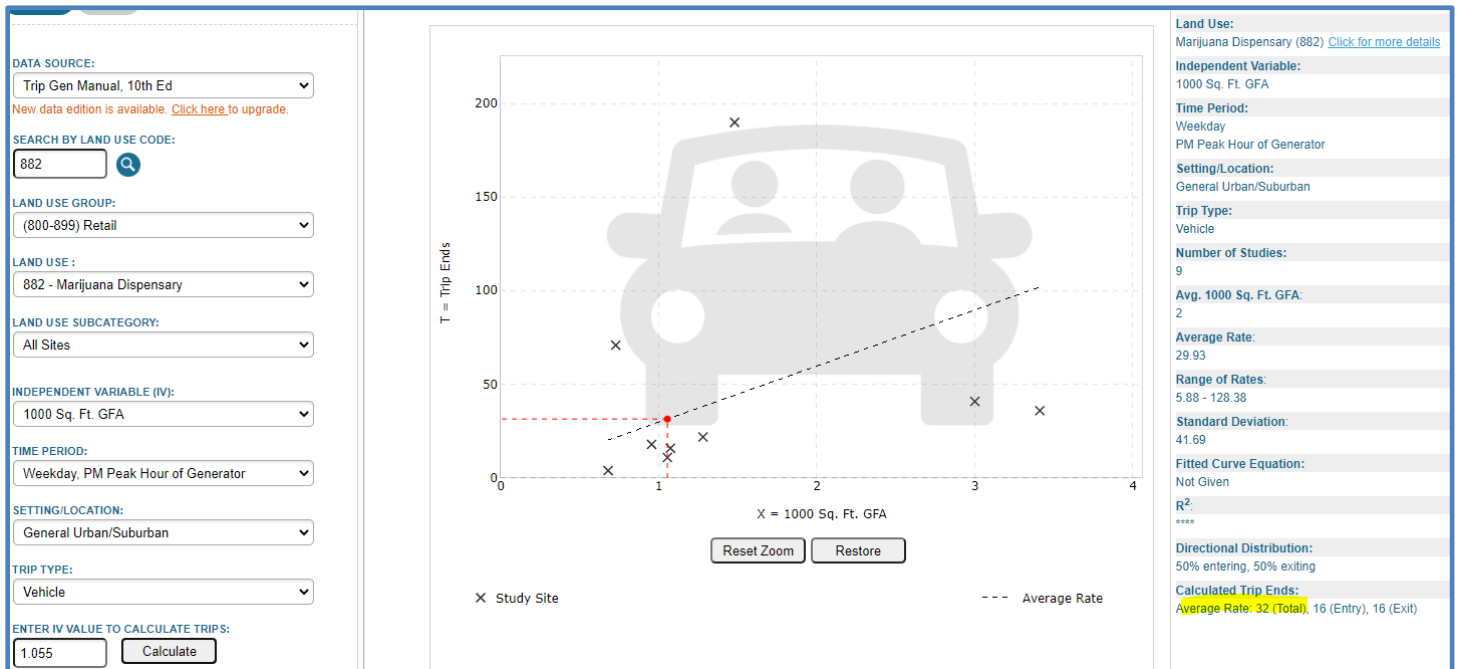
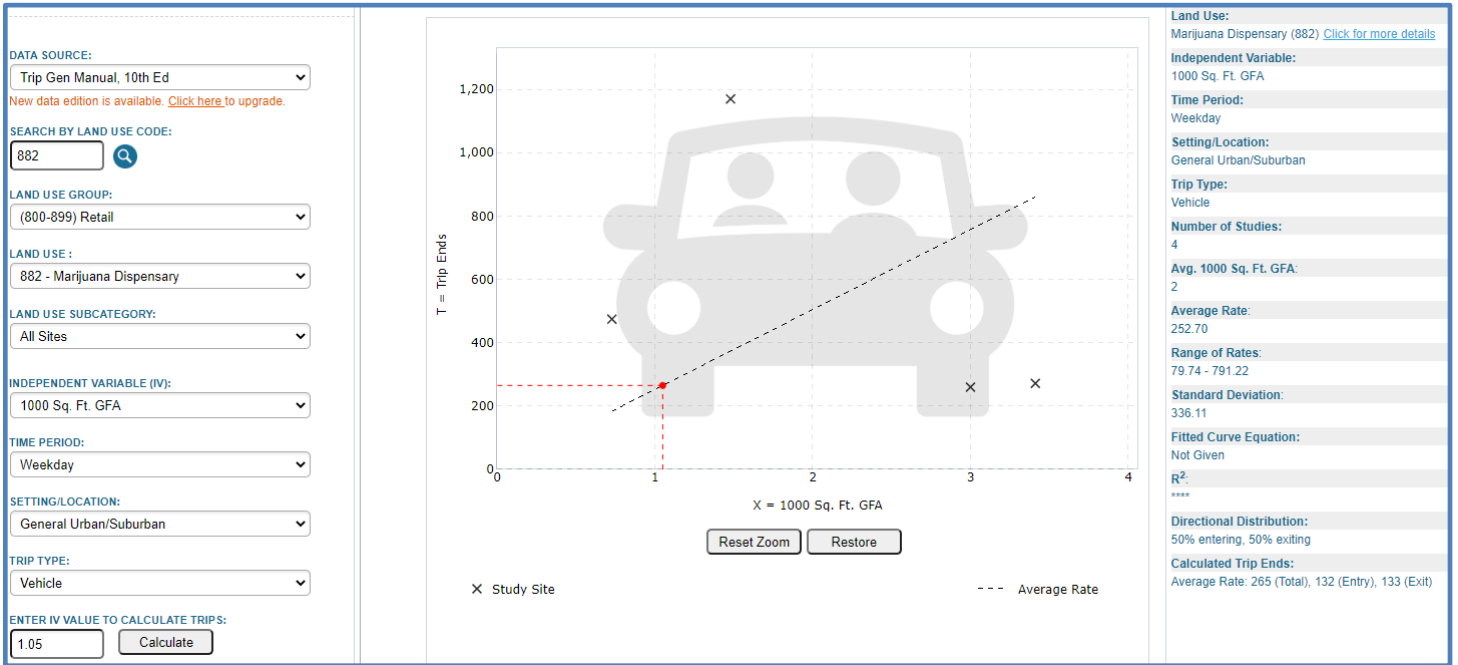
ITE Trip Generation Data LUC 853 Convenience Market with Gasoline Pumps



ITE Trip Generation Data

Appendix B

LUC 882 Marijuana Dispensary





Civil Engineering Report

To: GWS, Trent Hyatt
From: Roger Neal, PE
Date: August 25, 2020
Project: 23 Mel Ray
Parcel No.: 218506107002, 218506104005
Subject: Proposed Grading and Drainage Plan
HCE Project: 2201040.00

I. Purpose

The purpose of this report is to address the access, water supply, wastewater disposal, other utilities, storm water drainage, and public services, for 23 Mel Ray, Glenwood Springs, CO. The applicant 707 North Third Street LLC, intends to do some remodeling to the existing single-family residence on the lot.

II. Location

The property is located in the Hallam Addition in Block 100, including lot 6 and the north ½ of Lot 7. The Location is shown below.



III. Access

Vehicular access to the site is currently provided via access from Mel Ray Road directly onto the property. This location is directly off of the roundabout to I-70 and Highway 6. Parking is provided on site and the site plan identifies 13 spaces. Currently there is mountable curb access from highway 6 onto the site and this access is proposed to be closed.

The applicant does not intend to modify the access or parking aside from adding landscaping on site and a landscape buffer for the new parking from Highway 6.

IV. Water Supply

This business is currently served by City of Glenwood Springs. The applicant does not intend to modify the current service.

V. Wastewater Disposal

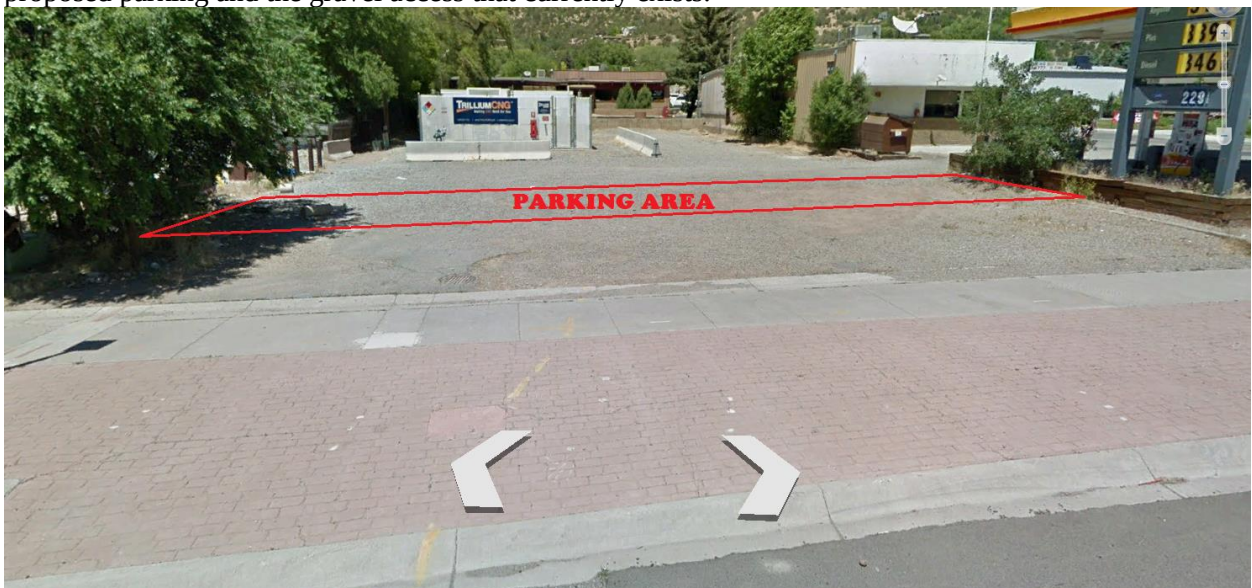
The existing business is served by West Glenwood Sanitation and the applicant does not intend to modify the service.

VI. Other Utilities

The current business is currently served by other utilities including: telephone, gas and electricity. The existing buried electric line crosses into the property from the southwest corner. This electric line is owned, operated and maintained by City of Glenwood Springs Electric. The applicant has no plans to alter this public service. Phone is also located to the southwest near the electric service. A gas line also currently serves the property on the west side and will continue to serve the proposed business. Water is come into the business from the north near the center of the easterly lot.

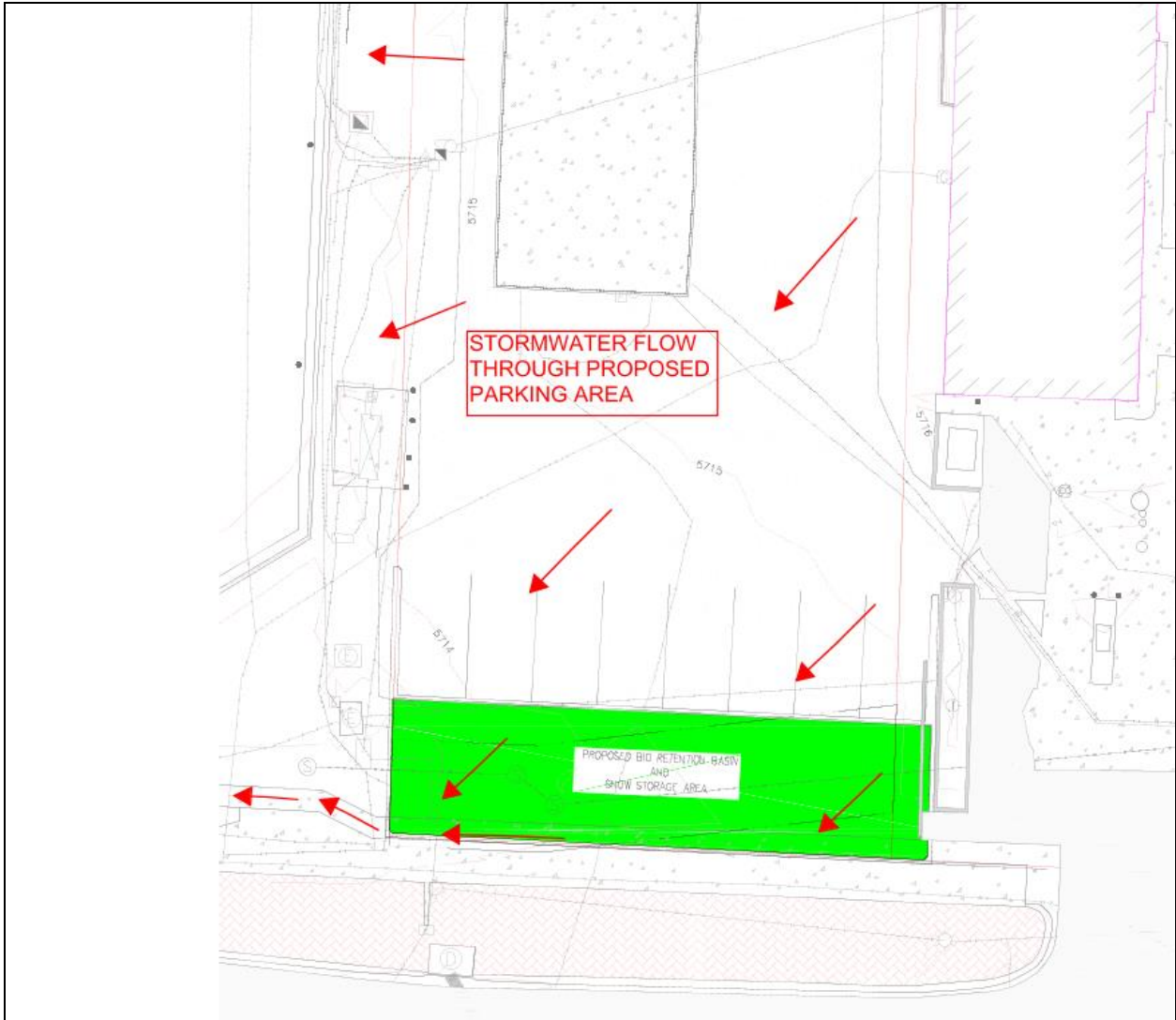
VII. Storm Water Drainage

The applicant intends to utilize the existing storm water infrastructure that currently serves the property and is located in Mel Ray and Highway 6. The new parking will be located on the southerly part of the westerly lot and this area has been utilized as parking and turn-around for the compressed natural gas facility that was most recently in use at this location. The photo below shows the location of the proposed parking and the gravel access that currently exists.



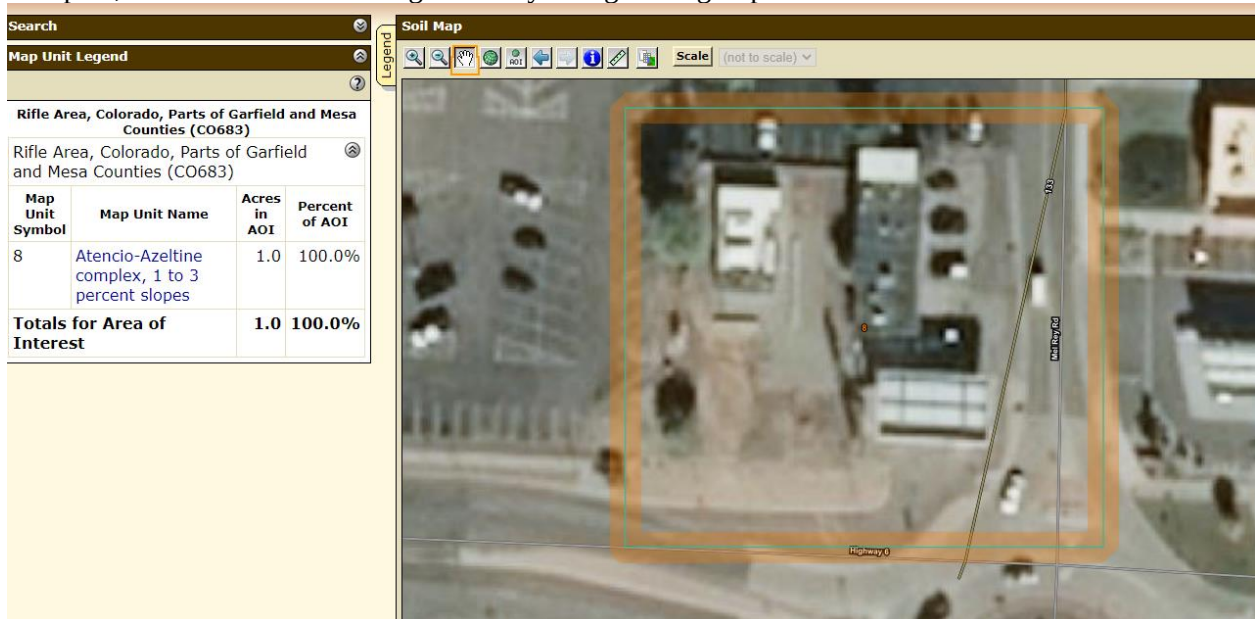
The area between the sidewalk and the parking area will be landscaped to provide a water quality zone from stormwater to flow through before reaching the valley pan adjacent to the sidewalk that carries the stormwater to an inlet offsite. Since the proposed special use permit is essentially only adding some landscaping on the property, stormwater detention will not be required. Impervious area will also be reduced with the addition of landscaping where the site was previously parking and turn-a-round. Water quality is not required since the site is reducing the impervious area. Some water quality will occur however, with the addition of the landscaping and snow storage strip between the parking and sidewalk on Highway 6. The parking area is adjacent to the new landscaping and the parking is sloped towards the landscaping area. Stormwater will flow through the landscaping area before getting to the valley pan. Flowing through the mulch or grasses in the landscape area will provide some cleansing of the stormwater prior to entering the valley pan and flowing to the inlet downstream.

Drainage Plan for Parking Area



SOILS INFORMATION

According to the *Soil Survey of Aspen-Gypsum Area, Colorado* published by the U.S. Department. Of Agriculture, Soil Conservation Service, the surface soil type within 23 Mel Ray is Atencio-Azeltine Complex, and is identified as being within hydrologic soil groups A and B.



Soil Survey Map

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: 50 percent

Azeltine and similar soils: 45 percent

Minor components: 5 percent

Atencio

Interpretive groups

Land capability classification (irrigated): 4s

Land capability classification (nonirrigated): 4s

Hydrologic Soil Group: B

Ecological site: R048AY298CO - Rolling Loam

Hydric soil rating: No

Azeltine

Land capability classification (irrigated): 4s
Land capability classification (nonirrigated): 4s
Hydrologic Soil Group: A
Ecological site: R048AY298CO - Rolling Loam
Hydric soil rating: No

FEMA Firmette

We have reviewed the FEMA mapping for the site and determined the site is not within the 100 year floodplain of the Colorado River.

VIII. Conclusion

It is our professional opinion that the proposed changes to the site at 23 Mel Ray identified in the proposed report will not impact the current drainage system in place. The addition of new landscaping will improve the current runoff characteristics for the current site and reduce the potential pollutant loading from the site's stormwater runoff. The existing utilities are all currently in place and functioning normally and will not be modified.

IX. References:

Soil Survey of Aspen-Gypsum Area, U.S. Dept. of Agriculture, Soil Conservation Service, 1992

Precipitation - Frequency Atlas Western United States, National Oceanic & Atmospheric Admin, 1973

UDFCD. www.udfcd.org.

Sincerely,



Roger Neal, P.E.
High Country Engineering, Inc.



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
☐	Subdivisions	☐	Right of Way Encroachment License
☐	Minor Subdivision	☐	Floodplain Development Permit
☐	Preliminary Plat	☒	Special Use Permit
☐	Final Plat	☐	Flexibility and Relief Procedures
☐	Vacation of Right-of-Way	☐	Variance
☐		☐	Administrative Adjustment
☐	Other Land Use Applications	☐	Appeal
☐	Outdoor Seating	☐	

Applicant/Property Owner Information:			
Applicant		Owner	
Peter Fornell / Vicki Reavis		Stephen Fattor	
Relationship to Owner		Owner	
Property Buyer		M & C Fattor LLC	
Applicant Address		Owner Address	
625 S West End #4; Aspen, CO 81611			
Phone 970-379-3434	Email Address p.fornell@comcast.net	Phone	Email Address

Property Information:	
Address	Parcel Number
51111 Highway 6 & 24/23 Mel Ray, GWS CO 81601	218506104005 / 218506107002
Subdivision	Lot and Block Number
Zone District	Existing Land Use

General Project Description:

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	<table border="1"> <tr> <td>Applicant <i>Peter Fornell</i></td> <td>Date <i>7/9/20</i></td> </tr> <tr> <td>Applicant <i>Vicki Reavis</i></td> <td>Date <i>7/9/2020</i></td> </tr> </table>	Applicant <i>Peter Fornell</i>	Date <i>7/9/20</i>	Applicant <i>Vicki Reavis</i>	Date <i>7/9/2020</i>
Applicant <i>Peter Fornell</i>	Date <i>7/9/20</i>				
Applicant <i>Vicki Reavis</i>	Date <i>7/9/2020</i>				

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.		
	Owner see letter attached	Date

Peter Fornell
625 S. West End #4
Aspen CO 81611

July 1, 2020

City of Glenwood Springs
Community Development Department
130 S. Galena St., 3rd Floor
Aspen, CO 81611
Attn: Trent

Ladies & Gentlemen:

I am writing on behalf of M & C FATTOR LLC and FATTOR FAMILY LIMITED PARTNERSHIP as the owners of the properties at 51111 Highway 6 & 24 and 23 Mel Ray, Glenwood Springs, Colorado to authorize the persons listed below to submit an application for a special use permit, and to act as the agents for and representatives of the owners in all matters related to and in connection with the processing of the application for a special use permit.

The address and phone number of the representatives are as follows:

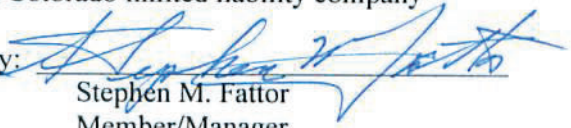
Peter Fornell
625 S. West End #4
Aspen CO 81611
(970) 379-3434
p.fornell@comcast.net

Vicki Reavis
625 S. West End #4
Aspen CO 81611
(303) 475-9144
vreavis@accutrend.com

Please contact me if you have any questions. Thank you.

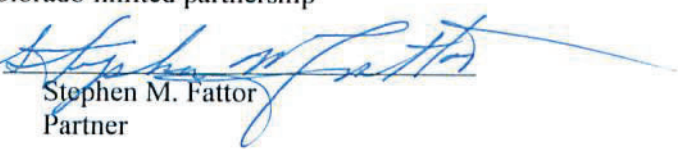
M & C FATTOR LLC
A Colorado limited liability company

By:


Stephen M. Fattor
Member/Manager

FATTOR FAMILY LIMITED PARTNERSHIP
A Colorado limited partnership

By:

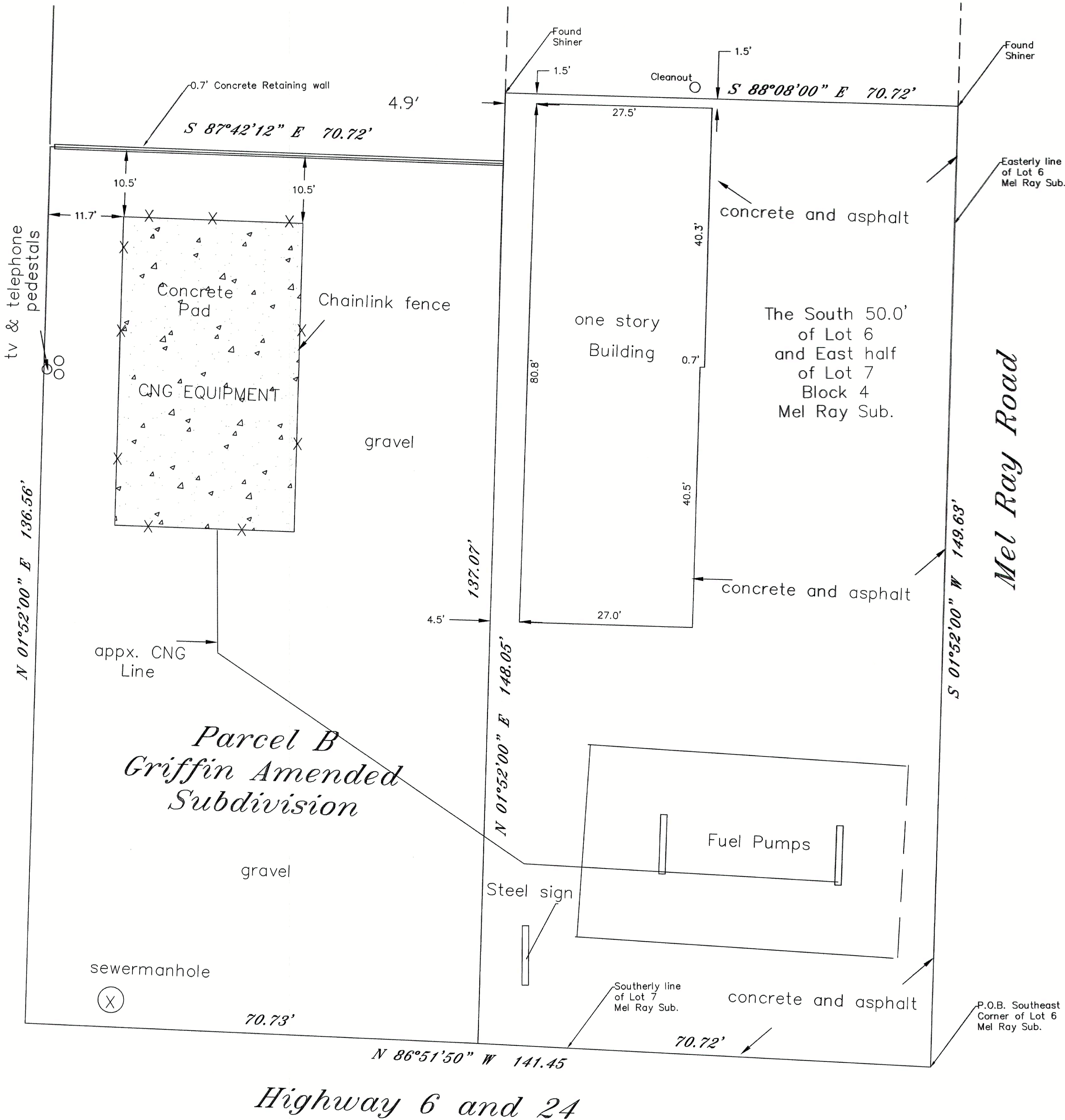

Stephen M. Fattor
Partner

IMPROVEMENT LOCATION CERTIFICATE

LEGAL DESCRIPTION:

PARCEL 1:
PARCEL B, GRIFFIN AMENDED FINAL PLAT, ACCORDING TO THE PLAT THEREOF
RECORDED JULY 16, 1985 AS RECEPTION NO. 363363,
COUNTY OF GARFIELD, STATE OF COLORADO.

PARCEL 2:
THE EAST HALF OF THE SOUTH 50 FEET OF LOT 6 AND THE EAST HALF
OF LOT 7, BLOCK 4, MEL RAY SUBDIVISION, COUNTY OF GARFIELD,
STATE OF COLORADO,
FURTHER DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHEAST CORNER OF LOT 7, THENCE N. 86°51'50"W.
70.72 FEET ALONG THE SOUTHERLY LINE OF LOT 7; THENCE N. 01°52' E.
148.06 FEET; THENCE S. 88°08' E. 70.72 FEET TO A POINT ON THE EASTERLY
LINE OF SAID LOT 6; THENCE S. 01°52' W. 149.63 FEET ALONG THE EASTERLY
LINE OF SAID LOTS 6 AND 7 TO THE SOUTHEAST CORNER OF SAID LOT 7,
THE POINT OF BEGINNING.
COUNTY OF GARFIELD
STATE OF COLORADO



LAND TITLE GUARANTEE COMPANY. EFFECTIVE DATE, JUNE 17, 2020
ORDER NO. ABS63015262.
8. EXISTING LEASES AND TENANCIES, IF ANY. 9. RIGHT OF
PROPRIETOR OF A VEIN OR LODGE TO EXTRACT AND REMOVE HIS
ORE THEREFROM SHOULD THE SAME BE FOUND TO PENETRATE OR
INTERSECT THE PREMISES AS RESERVED IN UNITED STATES PATENT
RECORDED FEBRUARY 25, 1894, IN BOOK 12 AT PAGE 298. (AFFECTS
BOTH PARCELS)
10. RIGHT OF WAY FOR DITCHES OR CANALS CONSTRUCTED BY THE
AUTHORITY OF THE UNITED STATES AS RESERVED IN UNITED
STATES PATENT RECORDED FEBRUARY 25, 1894, IN BOOK 12 AT
PAGE 298. (AFFECTS BOTH PARCELS)
11. TERMS, CONDITIONS, RESTRICTIONS AND PROVISIONS OF
DECLARATION RECORDED AUGUST 1, 1910 IN BOOK 50 AT PAGE 353.
(AFFECTS BOTH PARCELS)
12. EASEMENTS AND RIGHTS OF WAY AS SET FORTH ON THE PLAT
OF MEL-RAY SUBDIVISION RECORDED OCTOBER 29, 1949 IN BOOK
245 AT PAGE 515 AS RECEPTION NO. 170138. (AFFECTS BOTH
PARCELS)
13. ANY TAX, LIEN, FEE, OR ASSESSMENT BY REASON OF INCLUSION
OF SUBJECT PROPERTY IN THE WEST GLENWOOD SPRINGS WATER
DISTRICT, AS EVIDENCED BY INSTRUMENT RECORDED NOVEMBER 26,
1957, UNDER RECEPTION NO. 199836. (AFFECTS BOTH PARCELS)
14. EASEMENTS AND RIGHTS OF WAY AS SET FORTH ON THE GRIFFIN
AMENDED FINAL PLAT RECORDED JULY 16, 1985 AS RECEPTION NO.
363363. (AFFECTS PARCEL 1)
15. TERMS, CONDITIONS AND OBLIGATIONS AS CONTAINED IN WATER
SERVICE AGREEMENT RECORDED SEPTEMBER 10, 1958 IN BOOK 311
AT PAGE 287 AND RECORDED SEPTEMBER 13, 1978 IN BOOK 515 AT
PAGE 418. (AFFECTS BOTH PARCELS) 16. TERMS, CONDITIONS,
PROVISIONS, BURDENS AND OBLIGATIONS AS SET FORTH IN
RIGHT-OF-WAY AGREEMENT RECORDED APRIL 17, 1992 IN BOOK 829
AT PAGE 190. (AFFECTS PARCEL 1)
17. TERMS, CONDITIONS, PROVISIONS, BURDENS AND OBLIGATIONS AS
SET FORTH IN RIGHT-OF-WAY AGREEMENT RECORDED APRIL 17, 1992
IN BOOK 829 AT PAGE 201. (AFFECTS PARCEL 2)
18. TERMS, CONDITIONS, PROVISIONS, BURDENS AND OBLIGATIONS AS
SET FORTH IN GRANT OF ZONING VARIANCE RECORDED MARCH 29,
1996 IN BOOK 972 AT PAGE 90. (AFFECTS PARCEL 2)
19. TERMS, CONDITIONS, PROVISIONS, BURDENS AND OBLIGATIONS AS
SET FORTH IN LEASE DATED AUGUST 24, 1989 BY AND BETWEEN
THE FATTOR FAMILY LIMITED PARTNERSHIP, AS
SUCCESSOR-IN-INTEREST TO EUGENE JAMES FATTOR AND MARY
DOROTHY FATTOR, LESSOR, AND STEPHEN MICHAEL FATTOR, LESSEE,
AS MEMORIALIZED BY MEMORANDUM OF LEASE RECORDED JANUARY
30, 2001 IN BOOK 1229 AT PAGE 426. NOTE: THE PRESENT
OWNERSHIP OF THE LEASEHOLD CREATED BY SAID LEASE AND
OTHER MATTERS AFFECTING THE INTEREST OF THE LESSEE ARE NOT
SHOWN HEREIN. (AFFECTS PARCEL 2)
20. EACH AND EVERY RIGHT OF ACCESS AS CONVEYED IN
INSTRUMENT RECORDED FEBRUARY 16, 2005 IN BOOK 1663 AT PAGE
346. (AFFECTS PARCEL 1)
21. EACH AND EVERY RIGHT OF ACCESS AS CONVEYED IN
INSTRUMENT RECORDED JUNE 9, 2005 IN BOOK 1695 AT PAGE 411.
(AFFECTS PARCEL 2)
22. EASEMENT GRANTED TO DEPARTMENT OF TRANSPORTATION,
STATE OF COLORADO, FOR CONSTRUCTION AND MAINTENANCE OF
SIDEWALK AND CURBING FACILITIES, AND INCIDENTAL PURPOSES, BY
INSTRUMENT RECORDED SEPTEMBER 16, 2016 UNDER RECEPTION NO.
882467. (AFFECTS PARCEL 2)

IMPROVEMENT LOCATION CERTIFICATE

I HEREBY CERTIFY THAT THIS IMPROVEMENT LOCATION CERTIFICATE,
WAS PREPARED FOR PETER FORNELL AND LAND TITLE GUARANTEE COMPANY.
EFFECTIVE DATE, JUNE 17, 2020 ORDER NO. ABS63015262.

THAT IT IS NOT A LAND SURVEY PLAT OR IMPROVEMENT SURVEY PLAT,
AND THAT IT IS NOT TO BE RELIED UPON FOR THE ESTABLISHMENT
OF FENCE, BUILDING, OR OTHER FUTURE IMPROVEMENT LINES.

I FURTHER CERTIFY THAT THE IMPROVEMENTS ON THE ABOVE
DESCRIBED PARCEL ON THIS DATE, 6/24/2020, EXCEPT UTILITY CONNECTIONS,
ARE ENTIRELY WITHIN THE BOUNDARIES OF THE PARCEL, EXCEPT AS SHOWN,
THAT THERE ARE NO ENCROACHMENTS UPON THE DESCRIBED PREMISES BY
IMPROVEMENTS ON ANY ADJOINING PREMISES EXCEPT AS INDICATED, AND
THAT THERE IS NO APPARENT EVIDENCE OR SIGN OF ANY EASEMENT CROSSING
OR BURDENING ANY PART OF SAID PARCEL, EXCEPT AS NOTED.

DAVID C. NICHOLSON, L.S. 34585



DIVIDE CREEK SURVEYORS INC.
DAVID C. NICHOLSON
Professional Land Surveyor
L.S. 34585

0029 Colorado River Road
New Castle, Colorado
(970)355-9306

Improvement Location Certificate

511116 & 24 HIGHWAY AND 23 MEL REY ROAD,
GLENWOOD SPRINGS, CO 81601

DATE: 06/24/2020 PROJ: 06/24/2020 DMC ILC

NOTICE: 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.

**Engineering
Department**

**Jessica Bowser
Asst. City
Engineer**

Date: September 4, 2020

To: Community Development

Re: Pre-Application 44-20 Retail Marijuana (23 Mel Ray) Special Use Permit

Please see the following engineering comments for the Retail Marijuana Special Use Permit at 23 Mel Ray.

Comments:

1. The previous application was for retail marijuana sales along with fueling. With the removal of the fuel pumps and the CNG facility, this plan does not indicate if the three underground fuel tanks (installed in 1973 & 1979) are being removed by either the existing owner, or the developer. Whether the tanks remain, or not, proper permitting should be completed through the state (Colorado Division of Oil and Public Safety) to address them.

Prior to Building Permit or Grading Permit:

1. CDOT permitting/Approvals should be provided.
 - a. An access permit update should be completed and/or updated with CDOT.
 - b. Drainage calculations should be completed and either a letter/report completed in compliance with CDOT requirements. This should be submitted with the Access Permit for review/approval.
2. Construction Document Submittal see previously provided checklist for Construction Documents for further plan expectations.
3. If work in the ROW is necessary, a Subsurface Utility Engineering (SUE) may be required per Colorado law SB 18-167. Provide a Subsurface Utility Plan or Provide a stamped letter from the project engineer determining why the plan is not required.
4. Easements for transformer location will be required if not already provided.

Information only:

1. A Grading Permit from engineering will be required when this project goes to construction.
2. A Right of Way Permit will be required for any access modification or work within the right of way. HWY 6 would be through CDOT and their SUP process. Mel Ray Road would be permitted through the City of Glenwood. Access locations, widths, and design should meet the City of Glenwood Springs Engineering Standards or the CDOT access standards, whichever is applicable.

To closeout Permitting and have a Certificate of Occupancy issued, the city will require:

3. As-Built plans with installed utility locations and Improvement Survey Plat (ISP).
4. Maintenance Agreement for any installed water quality and detention facilities.
5. Signed/Stamped Certification Letter for drainage improvements verifying that the site was built per plan. This shall include volume verification of proposed detention facilities.



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
September 29, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Carolyn Cipperly, Sumner Schachter, Ben West

Absent at roll call were Commissioners: Ingrid Wussow, Amber Wissing, Dean Kinkel, Kathryn Grosscup

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director, Steve Boyd, Chief Operating Officer

2. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present.

3. Seating of Alternate Commissioner

Motion was made by Commissioner Schachter to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Shaver.

Motion passed unanimously.

4. Continued Items

- a. *Planning File 15-20 Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes*

Senior Planner Trent Hyatt provided the Commission a summary of proposal, the previous meeting, and additional comments that had been received by staff. Hyatt clarified that an addition had been made to the staff report to indicate that the final decision would go to City Council.

Hyatt explained that staff had received a number of public comments, the following which were read by staff into record:

Dale Reed, 542 Traver Trail, stated opposition to the proposal citing concerns of density, parking and traffic.

Buzz Fairbanks stated support for the project and stated the units would be a good fit for the neighborhood and appropriate increase in density.

Elizabeth Hinkel from Castle Court, in a letter received September 24th expressed support for the project stating the project seemed to be an appropriate density for the neighborhood.

Oasis Creek Architectural Control Committee (ACC) in a statement received September 25th, stated that they looked forward to continuing to work with the applicant to ensure compliance with all requirements of the Oasis Creek Architectural Control Committee.

Janette Henderson, 820 N. Traver Trail, expressed support for the project, stating the project would be an improvement to the neighborhood and that the proposal seems to meet current City requirements.

Jared Lombardo, 820 N. Traver Trail, in a statement received September 28th expressed support for approval of the project. Jared stated that the project seemed to meet current City requirements and that it would be an improvement to the neighborhood. Lombard mentioned some concerns about off-street parking.

Sharon Anderson, in a statement received September 27th expressed support for approval of the proposal. Anderson stated that the construction of duplexes would be a good addition to the neighborhood and another housing option for the community.

Alex De La Garza, in a statement received September 27th expressed support for approval, citing that the proposed project was appropriate density and heights for the neighborhood.

Bob & Sandy Ketchum in a statement received September 28th, expressed support for approval stating that the proposal would provide a needed housing option for the community.

Commissioner Schachter asked staff to confirm that this approval would bind applicant that there would be no more than 12 units and if the units would be required to be single level.

Hyatt confirmed that this proposal would limit the future development to 12 units. Hyatt explained limiting the project to a single level design would require additional condition language.

Commissioner Schachter asked if the current owner had asked for a larger development in 2016, if the staff recommendation would have been similar.

Hyatt explained that such a hypothetical development would have had to meet all applicable zoning standards at that time.

Schachter also asked about the current pedestrian path and if the City had any authority or responsibility for the maintenance and upkeep of the pedestrian path. Hyatt explained the path was on private property and that maintenance and upkeep of the path was the responsibility of the owner.

Schachter also asked why there were some differences in the applicant's application in 2016 as compared to 2020. Hyatt explained that the previous applicant in 2016 had approached the Oasis Creek ACC prior to approaching the City and that in 2020, that this applicant approached the City first. Hyatt also confirmed that City code does not designate specific uses for tracts or lots.

Commissioner Shaver asked about the differences between the City definition of tracts and lots. Hyatt explained that Code does not designate specific uses for tracts or lots.

Applicant Doug Pratte stated general agreement to the staff recommendations and conditions listed in the staff report. Pratte asked about condition 6 and 11(b) and the language on density in those conditions.

Commissioner Schachter asked if the applicant would be willing to commit to a single level design for the duplexes. Applicant Doug Pratte stated that this was the intent of the proposal to construct single level units and that some units would have walk-out basements due to grade change on the site.

Commissioner Schachter made a motion to approve the item with the findings and conditions listed on page 7 of the staff report with the following amendments:

- Item 6 of the conditions on page 7 state that use of lots and tracts shall be limited to a maximum of 1 duplex on each lot.
- Item 11(b) state a maximum of one duplex per lot.

Commissioner Shaver seconded the motion.

Commissioner Dehm asked Schachter for some confirmation on the amendment to the conditions.

Applicant Grosscup recommended including the language of maximum density per lot.

Motion was made by Commissioner Schachter to amend original motion to the following:

- *Item 6 of the conditions on page 7 state that use of lots and tracts shall be limited to a maximum density of 1 duplex on each lot.*
- *Item 11(b) state a maximum density of one duplex per lot.*

Amendment to original motion seconded by Commissioner Shaver.

Motion passed unanimously.

- b. Planning File 44-20 Consideration of a request for a Special Use Permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District*

Senior Planner Trent Hyatt provided the Commission with a summary of the continued application and informed Commission that no additional public comment had been received for this application. Commissioner Dehm closed the public comment.

Commissioner Schachter made a motion to approve with findings and conditions found on page 8 of the staff report. Schachter added the condition that any future development on the site would require all signage to conform to City Code and that the existing pole sign to be considered a non-conforming sign.

Commissioner Cipperly seconded the motion.

Commissioner Dehm asked staff to confirm if the amendment as proposed by Commissioner Schachter was viable. Hyatt confirmed that the amendment was viable.

Commissioner Dehm called for the question.

Motion passed unanimously.

5. Commissioner Comments

Commissioner Shaver stated the Oasis Creek project meet a need in the community and was a good example of infill development. Commissioner Shaver also asked if future meetings would also be recorded. Commissioner Schachter stated support for future recorded meetings. Commissioner Cipperly expressed questions and concerns about the process of subdivision review and how HOAs are involved in that process. Commissioner West stated the Oasis Creek project met a need in the community and was a good example of infill development.

6. Director Comments

Director Jen Ooton informed Commission members of upcoming items.

7. Adjournment

Meeting was adjourned at 6:55 PM.

DRAFT



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
September 22, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Kathryn Grosscup, Carolyn Cipperly, Sumner Schachter, Ben West

Absent at roll call were Commissioners: Ingrid Wussow, Amber Wissing, Dean Kinkel

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Emery Ellingson, Planner I, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director

2. Seating of Alternate Commissioner

Motion was made by Commissioner Schachter to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Grosscup.

Motion passed unanimously.

3. Receipt of Minutes- Receipt of August 25, 2020 minutes.

Commissioner Shaver made a motion to accept the minutes. Commissioner Grosscup seconded the motion.

Motion passed unanimously.

4. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present

5. Continued Items

- a. *Planning File 43-20 Consideration of variances from the required side and rear yard setbacks and to exceed the Required Rear Yard Coverage limit for the construction of an accessory structure which includes a 321 square foot detached garage and 168 square foot storage space.. (PIN #2185-094-015-013)*

Commissioner Schachter made a statement to attest viewing the previous Planning & Zoning Commission Meeting of August 25th, 2020 in preparation for discussion of Planning File 43-20 at the September 22, 2020 meeting.

Planner I, Emery Ellingson presented on the variance application for an accessory structure at 820 Bennett Avenue. Ellingson summarized the proposed project including both variances. The following variances were requested:

Action Item 1: Consideration of variances from required side and rear yard setbacks. Applicant seeks to building structure set back 3.0' from the rear lot line and 2.0' from the side lot line.

Action Item 2: Consideration of variance from Required Rear Yard Coverage. Code limits Required Rear Yard Coverage to 40% of Required Rear Yard.

Staff recommended denial of the application based on the findings found on page 11 & 12 of the staff report.

Commissioner Schachter asked about drainage and building separation. Staff explained that the applicant indicated that drainage from the house would drain directly onto the west garage wall. Staff explained that 5' was standard fire separation distance between structures. Schachter also asked about the rear setback for ADUs which staff confirmed is a 5' setback.

Commissioner Grosscup asked about the Required Rear Yard Coverage. Staff explained that the requirement ensures some open space on the rear yard of a lot and that the 40% for rear lot was a smaller amount than total lot coverage.

Commissioner Shaver asked about code requirements for building separation. Staff confirmed that the standard fire separation distance was 5.0'. Shaver stated if a condition approval could require that the wall on the side property line be constructed to the standard of less than 5.0' building separation. Shaver asked if the garage wall on the side property line had any fenestrations. Staff confirmed that the Commission could set conditions for approval and that the garage wall did not have any fenestrations.

Commissioner Schachter asked if a reduction in storage space would eliminate the need for Action Item 2. Staff explained that a reduction of 92.93 square feet in the Required Rear Yard would eliminate the need for a variance.

Commissioner Cipperly asked for confirmation on the building separation. Staff confirmed the separation distance was 5.0' between the proposed garage and existing house.

Applicant, Kurt Carruth, 820 Bennett Avenue and Julie Carruth, 820 Bennett Avenue, explained the changes to the design, including reducing size of garage and increasing the rear yard setback.

Applicant also indicated willingness to work with Public Works on the foundation construction and connecting to the alley. Applicant also indicated that the principal structure is set back a little farther than other houses in the neighborhood and that they were willing to construct a 1-hour fire wall on the north side of the garage.

Commissioner Dehm asked staff if there were any more public comments. Staff confirmed that there were no additional public comments since the letters read into the record at the August 25th, 2020 meeting.

Commissioner Grosscup made a motion to approve Variance Request – Action Item 1. Grosscup cited parking and revision in designs as reasons for approval. Commissioner Dehm asked Commissioner Grosscup to explain how the application met each of the individual variance criteria. Grosscup explained how the application met the individual variance criteria as reasons for approval.

Commissioner Schachter seconded the motion.

Commissioner Schachter stated the Commission may wish to consider adding conditions to the motion. Commissioner Shaver expressed support for adding a condition that the north wall meet Fire Code requirements for buildings with less than 5.0' separation. Commissioner Schachter also stated the Commission may wish to consider conditions to include requiring Public Works approval for the foundation as well as an indemnification agreement.

Commissioner Cipperly questioned if the applicant met variance criteria items 5 & 7 which related to hardship and if the variance requested was the minimum variance needed.

Commissioner Schachter asked if what the applicant's options would be pending variance denial. Assistant Director Gretchen Ricehill and City Attorney Anna Itenberg explained that the application could be denied, approved, or continued. Staff provided further explanation on the different scenarios. Commissioner Grosscup asked what would happen if Action Item 1 were approved and Action Item 2 denied. Staff explained that the applicant's design would be evaluated based on the whichever variances were approved or denied.

Commissioner Grosscup made a motion to amend the original motion. Grosscup made a motion to add the following conditions: that the north side of the garage be constructed to meet Fire Code requirements for buildings with less than 5.0' separation, that the foundation be constructed to meet all Engineering and Public Works requirements, and that the owner enter an indemnification agreement with the City for any damages incurred from work in the alley.

Commissioner Schachter seconded the motion.

Community Development Director Jenn Ooton asked to confirm that the condition regarding the north garage wall was to require construction to meet the Fire Code requirements for buildings with less than 5.0' separation. Commissioner Grosscup confirmed this.

Commissioner Dehm asked the applicant if their opinion on the conditions. The applicant stated that they could work with the conditions presented. Commissioner Dehm called for a vote on Action Item 1.

Commissioners Schachter, Grosscup, West, Cipperly, and Dehm voted to approve.

Commissioner Shaver voted to deny.

Motion to approve Action Item 1 passed 5-1.

Commissioner Cipperly made a motion to deny the variance request of Action Item 2 with the findings on page 11 and 12 of the staff report.

Commissioner Shaver seconded the motion.

Commissioner Schachter stated that the findings for this variance indicate the applicant has several options to eliminate this variance request.

Commissioner Dehm voiced support for this variance, citing density and the fact the applicant had already revised the design.

Commissioner Dehm called for a vote on Action Item 2.

Commissioners Cipperly, Shaver, Grosscup, and Schachter voted to approve the motion in favor of denial.

Commissioners Dehm and West voted to deny the motion in favor of denial.

The motion passed 4-2 in favor of denying the variance request of Action Item 2.

6. New Items

- a. Planning File 15-20 Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes*

Commissioner Grosscup recused herself from the meeting.

Senior Planner Trent Hyatt provided the Commission a summary of the request and process to amend a Preliminary Plat. Hyatt stated that Staff recommended approval with conditions and findings on page 7 of the staff report.

Commissioner Cipperly asked about the concerns from the Oasis Creek HOA and the Oasis Creek architectural control committee (ACC). Hyatt explained that the City does not administer HOA or other neighborhood covenants and that this project would require City approval as well as approval from the associated HOA and ACC.

Commissioner Dehm asked to confirm if these properties could be duplexes based on their existing zoning. Hyatt explained that because the original subdivision was for single family homes, that staff felt it was necessary to amend the original subdivision approval.

Commissioner Schachter asked to confirm what Planning & Zoning Commission approval would signify in relation to the additional neighborhood requirements. Hyatt stated that Planning & Zoning Commission would indicate City approval. Schachter also asked how, assuming City approval of the request, how a building permit would be assessed in terms of compliance with HOA and ACC requirements. Hyatt indicated staff would inquire to the status of the neighborhood approval prior to moving forward with building permit approval.

Commissioner Shaver asked if Tract 7 would remain open space in perpetuity. Hyatt explained that designating Tract 7 as open space was a condition recommended by staff. Hyatt also stated that if this condition were approved, that any future changes in use to Lot 7 would require an amendment to the subdivision.

Commissioner Schachter asked about language found in the annexation agreement which stated that Municipal Code applied to the properties within the PUD unless specifically exempted in the PUD agreement. Schachter asked how this applied to this request with the understanding that the original PUD did not prohibit multi-family housing. Hyatt explained that this language would apply to items required by Municipal Code that are not mentioned in the PUD requirements. Schachter also asked for staff to confirm that a building permit would not be issued until the project met all neighborhood (HOA and ACC) requirements. City Attorney Anna Itenberg stated that the building permit issuance would not require proof of compliance with private approvals such as the Oasis Creek HOA or ACC. Hyatt explained that it was the City's responsibility to ensure this request meets Municipal Code requirements and that the enforcement of standards of private groups such as the HOA or ACC was beyond the responsibility of the City.

Doug Pratte, Land Studio, 365 River Bend Way, Glenwood Springs, provided Commission with a short presentation on the proposed project which included a site plan. Pratte indicated that it was the desire of the applicant to preserve Tract A7 as open space.

Fellow applicant, Scott Grosscup, Balcomb & Green, stated that Doug Pratte and staff had summarized the application well and did not have additional comment.

Fellow applicant, Mary Steinbrecher, 611 Harvard Drive, stated support for the proposal.

Commissioner Schachter asked for confirmation between tract and lots. Applicant Doug Pratte explained that the Oasis Creek HOA covenants designate that lots are for single family homes and tracts are for multifamily homes. Pratte also stated that the intent of this project is to build duplexes on the tracts. Schachter also asked how the neighborhood ACC and City design requirements would govern the project. Pratte explained that the project would need to comply with the neighborhood ACC as well as all City design requirements. Schachter also asked who maintained the gravel path on Tract A7. Pratte explained that Tract A would have an HOA which would maintain that path.

Commissioner Shaver asked the applicant what the next step would be for the project, pending Planning & Zoning approval. Applicant Doug Pratte indicated that they would proceed to City Council with the project with compliance to any conditions. Shaver asked if the applicant had been in communication with the HOA and ACC as part of the process. Pratte stated that the applicants had been in contact with the ACC. Pratte also indicated that there was not an

existing HOA for the Oasis Creek neighborhood. Shaver also asked about combining driveways for the duplexes and the number of parking spaces provided per unit. Pratte explained that each unit would have 2 indoor spaces and 2 outdoor spaces. Commissioner Shaver's Zoom connection cut out.

Commissioner Cipperly asked if on-street parking was allowed per the Oasis Creek covenants. Commissioner Schachter stated it was not allowed per the covenants. Commissioner Cipperly also asked about a pedestrian connection to the nearby park. Applicant Doug Pratte stated that the connection to the park would be preserved as part of the project. Commissioner Cipperly also asked who enforced the parking requirements in Oasis Creek. Hyatt stated that the parking was in the public right-of-way and that there was no signage regarding parking.

Commissioner Shaver asked about an empty lot on the site plan. Applicant Scott Grosscup and Applicant Doug Pratte confirmed that the lot in question was a city owned lot.

Commissioner Dehm read a comment from the Oasis Creek ACC. The comment expressed concern that a decision by Planning & Zoning Commission should be delayed until the local ACC approves a variance which would allow this development. Commissioner Dehm asked the applicant how they have approached this issue.

Applicant Scott Grosscup stated that the applicants had been working on the issue and that it was a private matter between the applicant and the local ACC.

Commissioner Dehm asked for staff to confirm the role of Planning & Zoning's decision in the matter. Hyatt explained that the application was submitted to the City and reviewed according to the City processes, which does not require the applicant to receive ACC prior approval for the project.

Commissioner Schachter asked about the conditions of approval, specifically condition 11A of the staff report. Commissioner Schachter expressed concern that the City could approve the project and that development could begin without approval of the ACC. Applicant Scott Grosscup stated that the scenario described by Schachter was a possibility.

Commissioner Dehm expressed concern that Planning & Zoning Commission would approve this request before the private local ACC made its own decision.

Commissioner Dehm explained that a decision on the item would not occur at this meeting and provided details on providing public comment on the Planning Item. Dehm opened the item to public comment.

Mark Lea, 506 Castle Court expressed concerns regarding the covenants. Mark Lea stated that no covenants had been enforced during their time (29 years) in the neighborhood and that the covenants were essentially non-existent. Lea stated that the proposed project was a reasonable proposal and voiced support for the request.

Greg Grier, stated that development of the property was a legitimate use of the property and stated that it was important that the neighborhood was included in the decision, both with the Planning & Zoning Commission as well as the local ACC.

Jason Wilson, resident on North Traver Trail, expressed support for the project stating that the site plan was a good use of the space.

Sue & Bob Ludtke, 406 Yale Circle expressed support for the project. Ludtke stated that the proposed project would fill a need for single floor single story homes in the area.

Mike Fattor, called in and was not heard on Zoom.

Terry Kates, a neighborhood resident expressed concerns over density, height requirements, landscaping, parking, and the lack of covenant enforcement.

Mike Fattor, provided Planning & Zoning Commission with information about staffing of the ACC. Fattor also asked if the applicant could provide more information about the difficulty of polling the neighborhood.

Jeff Pederson, a member of the local ACC stated that he did not represent the homeowners of the neighborhood. Pederson indicated that they were actively working with the applicant to address specific concerns. Pederson did state concerns that approval of the application by Planning & Zoning would override the ACC and requested Planning & Zoning Commission to wait to decide until the ACC was able to discuss the issue further.

Commissioner Dehm closed the public comment.

Applicant Doug Pratte informed the Commission that the applicants intended to continue working with the neighborhood and demonstrate that they meet all applicable City standards as the project moves forward.

Commissioner Schachter asked the applicant to confirm the process for the neighborhood to change the covenants as well as the zoning. Applicant Scott Grosscup indicated that the zoning was created by the City as part of the PUD process and that zoning language was incorporated into the neighborhood covenants.

Commissioner Shaver asked for confirmation on the language of the covenants regarding multi-family housing and the parcel in question. Applicant Scott Grosscup provided further explanation and background on the history of the parcel. Trent Hyatt also provided further information on the City's process to review this proposal.

Commissioner Schachter made a motion to continue the hearing on the item for the next scheduled Planning & Zoning meeting on September 29th.

Commissioner Shaver seconded the motion.

Motion passed unanimously.

Commissioner Dehm called for a five minute recess.

b. Planning File 44-20 Consideration of a request for a Special Use Permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District

Senior Planner Trent Hyatt provided the Commission a summary of the request for the Special Use Permit. Hyatt recommended approval with conditions of Action Item 1 with findings and conditions on page 9 of the staff report.

Commissioner Schachter asked what the applicant intended to do with the existing pole sign and canopy from the previous use. Hyatt informed the Commission that the pole sign was likely non-conforming and that the canopy would exist as an accessory structure.

Commissioner Shaver asked if the existing fuel storage tanks would need to be removed. Trent Hyatt indicated there may be a state requirement to remove tanks. Shaver also asked about proposed parking and access from Mel Ray. Hyatt explained there would be requirements for parking and access both from CDOT and the City and explained there would need to be delineations on the property for pedestrian safety as well. Hyatt also explained there were some limitations with circulation and access given the current configuration of the site.

Commissioner Dehm asked if any plan for future changes had been submitted and if the applicant had plans to purchase the property. Hyatt confirmed that a plan for future changes had not been submitted.

Applicant Peter Fornell explained that the intent was to apply and acquire a Special Use Permit and that future changes would adhere to any City requirements.

Trent Hyatt informed the Commission that any substantial future changes to the property would require an amendment to the Special Use Permit.

Commissioner Dehm opened the hearing to public comment.

No members of the public were present to comment.

Commissioner Dehm closed the hearing to public comment.

Commissioner Schachter made a motion to continue the hearing until the next scheduled Planning & Zoning meeting on September 29th. Commissioner Cipperly seconded the motion.

Motion passed unanimously.

7. Commissioner Comments

Commissioner Cipperly stated the Oasis Creek project seemed like an appropriate location. Commissioner Shaver requested more information, such as legal information, on the Oasis Creek application. Commissioner West stated the agreement with Commissioner Cipperly's statements. Commissioner Dehm asked about setting up future workshops and discussions.

8. Director Comments

Director Jen Oton informed Commission members of upcoming items.

9. Adjournment

Meeting was adjourned at 9:22 PM.



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Planning Item 61-20 - Consideration of a request for a determination regarding whether a new application is a substantial change to or is materially different from a previously submitted application.

Action Requested: **Action Item 1** - Determination regarding whether a new application is a substantial change to or is materially different from a previously submitted application.

Department: Economic and Community Development

Presented By: Trent Hyatt, Senior Planner

Background Info: The City is in receipt of a request for a determination regarding whether a new application is a substantial change to or is materially different from a previously submitted application. On June 18, 2020, City Council considered an Special Use Permit application for a retail establishment in the Mixed-Use Corridor (M1) District at 2114 Grand Avenue, more specifically Suite C. The former application was submitted by Kind Glenwood, LLC, doing business as Kind Castle and represented by John Dyet.

City Council voted 5-2 to deny the application. Prior to said decision, the Planning and Zoning Commission considered the application at two separate public hearings (April 28 and May 5), and voted 7-0 to recommend denial to City Council. Minutes from the City Council meeting are located here: <https://glenwoodspringsco.civicclerk.com/web/UserControls/DocPreview.aspx?m=1&aoid=116>

7. Commission meetings minutes are attached for your review.

Section 070.060.030(i)(5) Limitation on Subsequent Similar Applications of the *Glenwood Springs Municipal Code* (Code) provides guidance for this scenario as depicted in *italics* below. The decision making body on the former application, City Council, must determine if applicant meets subsection a or b.

Following denial of an application, the decision-making body shall not decide on applications that are the same or substantially similar within one year of the previous denial. This waiting period may be waived by the decision-making body provided that:

a. There is a substantial change to circumstances, or new information available, relevant to the issues or facts considered during the previous application review; or

b. The new application is materially different from the previous application.

Vicente Sederberg, LLP and Alpine Planning, LLC have submitted letters (both attached) addressing ways in which Kind Glenwood, LLC has substantially revised the application which includes the following:

1. Increase in retail space premises' square footage from 738 to 2,339 square feet.
2. Single tenant/use at the property, instead of two to three tenants and multiple uses for one building.
3. Increase in number of parking spaces, for a total of 14 spaces for one business.
4. Provision of easement to the property from the neighboring gas station.
5. Enhanced odor mitigation plan that addresses concerns with neighboring residents and shared walls between residential and retail uses.
6. Limited signage for the single use at the property.

7. Evidence of local support from neighboring residents.

Issues:

Please note, City Council should only consider the items outlined in subsections a and b above. The intent of this meeting is not to address whether the application meets the retail marijuana establishment and general special review criteria or to opine on the merits of the application. In the event City Council determines the application is a substantial change and/or is materially different from the previous submittal, the applicant must re-submit the application and adhere to the applicable special use review process outlined in Section 070.060.050(e) of the Code.

Staff Recommendation:

Staff is not providing a recommendation at this time.

September 23, 2020

Glenwood Springs City Council / Planning and Zoning Commission
Glenwood Springs City Hall
1010 W. 8th Street
Glenwood Springs, CO 81601

Dear Council Members,

Our firm represents Kind Glenwood, LLC, (the “Applicant”) who intends to submit a new special use permit application for a retail marijuana store to be located at 2114 Grand Avenue, Suites B & C, Glenwood Springs, CO (the “New Application”). The Applicant previously submitted a special use permit application for a retail marijuana store to be located at 2114 Grand Avenue, Suite C, Glenwood Springs, CO (the “Prior Application”). The Prior Application was denied by this Council on June 18, 2020.

Since that time, there has been a substantial change to the Applicant’s circumstances relevant to the issues and facts considered during the review of the Prior Application. Pursuant to Glenwood Springs Municipal Code section 070.060.030(i)(5), the decision-making body for the special use application (this Council) may waive the one-year waiting period for “substantially similar” applications if the Applicant can show that there is a substantial change to circumstances, or new information available, relevant to the issues or facts considered during the previous application review. The Council may also waive the one-year waiting period if the Applicant can show that the new application is materially different from the previous application.

Here, there are both substantial changes to the circumstances and material differences between the New and Prior Applications. A short summary of the material changes to the New Application is as follows:

- Increase in retail space premises’ square footage from 738 to 2,339 square feet.
- Single tenant / use at the property, instead of two to three tenants and multiple uses for one building.
- Increase in number of parking spaces, for a total of 14 spaces for one business.
- Provision of easement to the property from the neighboring gas station.
- Enhanced odor mitigation plan that addresses concerns with neighboring residents and shared walls between residential and retail uses.
- Limited signage for the single use at the property.
- Evidence of local support from neighboring residents.

The Colorado Supreme Court has held that an increase in the size of a land use applicant’s property is a substantial change in circumstances that renders a subsequent application materially different

from an initial application submitted by the same applicant. In *Bear Valley Drive-In Theater Corp. v. Board of County Commissioners of Jefferson County* (“*Bear Valley*”)¹, the Colorado Supreme Court held that, when considering two land use applications by the same applicant for the same property, the Jefferson County Board of Commissioners properly considered a change in the size of the property to be a substantial change in circumstances that distinguished the first land use application from the second.

In this case, the Applicant’s square footage has increased significantly, as it has leased all three commercial suites in the building. The square footage of the proposed retail space premises has thereby increased from 738 to 2,339 square feet in Suites B and C, with an additional 650 square feet of office space in Suite A. Suite A will be used only for office-related activities and no customers will enter this suite. Suite B will be used as the retail sales floor for the retail marijuana store and Suite C will be used as the lobby and sole customer entrance and exit. This proposed plan will result in only two of the commercial suites being used for retail sales activity, and the retail sales activities will be associated with a single business. It is clear that both the increase in square footage and change in associated uses of the building are substantial changes in circumstances.

The Colorado Court of Appeals has further determined that zoning authorities can reverse their previous decisions on similar applications by the same applicant if there has been a substantial change in the facts or circumstances of the application. In *Bentley v. Valco, Inc.* (“*Bentley*”)², the Colorado Court of Appeals found that the Fremont County Board of Commissioners properly considered a second application by the same applicant as having substantially changed circumstances where the applicant provided new or additional information relating to environmental and traffic impacts, landscaping for the property, revised site boundaries, and local support for its application. Each of those factors had been a reason for denial of the earlier application, and the applicant provided evidence that such factors had been addressed and/or remedied.³

In this scenario, the New Application notes substantial changes in circumstances relating to increased property size, changes to type and number of uses at the property, improved parking access and resolution of related traffic issues, easements to the property, extensive odor mitigation, health and safety issues related to signage, and local support. The number of uses, parking access and associated traffic issues, odor, and local support were all noted in the denial of the Prior Application. The changes to Applicant’s circumstances regarding these factors and its remedying of the same are therefore substantial changes to the circumstances of the application.

Furthermore, as required by Glenwood Springs Municipal Code section 070.060.030(i)(5), the substantial changes to the size and uses of the property are relevant to the facts and issues considered during review of the Prior Application. These new circumstances have also precipitated other substantial changes to the application relating to a reduction in the amount of vehicle and pedestrian traffic to the facility, an enhanced odor mitigation plan, and increased local support.

¹ *Bear Valley Drive-In Theater Corp. v. Board of County Commissioners of Jefferson County*, 476 P.2d 48, 51 (Colo. 1976).

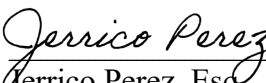
² *Bentley v. Valco, Inc.*, 741 P.2d 1266, 1268 (Colo. Ct. App. 1987).

³ *Id.*

The denial of the Prior Application noted “concerns about parking and access”, the potential for odor, and local opposition as reasons for denial; as such, any changes to circumstances relating to parking, access, odor, and local support should be considered substantial and material changes to the application.

For the reasons noted above, the Applicant respectfully requests that the licensing authority waive the one year waiting period in Glenwood Springs Municipal Code section 070.060.030(i)(5) and allow Applicant to proceed with filing the New Application, as the Applicant has demonstrated that there has been a substantial change to circumstances and new information available relevant to the issues and facts considered during review of the Prior Application. The Applicant has additionally demonstrated that the New Application is materially different from the Prior Application. We thank you in advance for your consideration.

Sincerely,


Jerrico Perez, Esq.
Vicente Sederberg, LLP



City of Glenwood Springs
Planning Commission
Sent via email

September 9, 2020

Dear Planning Commission Members,

This letter concerns a new special use permit application for a retail marijuana store application for Kind Glenwood LLC (**"Applicant"**) located at 2114 Grand Avenue (**"Property"**). The Applicant previously submitted a special use permit application for a retail marijuana store only in Suite C at 2114 Grand Avenue (**"Prior Application"**). The Prior Application was denied by the City of Glenwood Springs City Council on June 18th, 2020. Since the denial, the Applicant has managed to lease all of the suites for the Property consisting of Suites A, B and C and plans on submitting a new retail marijuana store application for the Property (**"New Application"**). The New Application consists of utilizing Suites A, B and C as follows and as graphically shown in Exhibit A:

Suite A shall serve as Office space and no marijuana products or sales shall occur in this Office space, nor shall any customers enter this suite. Suite A contains 650 sq. ft.

Suite B shall encompass the total Retail Space (only Suite B shall "Restricted Access Area" for customer sales). The total square footage is 1,560, of which 1,130 is habitable space as defined per the city code.

Suite C shall serve as a Lobby space with a total suite size of 779 square feet. The habitable space of the Lobby shall be 555 square feet. All customers shall enter/exit through Suite C. This keeps the customers on the south portion of the building front (on the opposite side of the hotel), but most importantly, this sealed Lobby space shall provide a power layer of air odor protection from the Retail Space. With carbon filtration air purification units in both suites, it would not be possible for odor to permeate from the premises.

The City of Glenwood Springs Section 070.060.030(i)(5) states:

"Limitation on Subsequent Similar Applications. Following denial of an application, the decision-making body shall not decide on applications that are the same or substantially similar within one (1) year of the previous denial. This waiting period may be waived by the decision-making body provided that:

- a. There is a substantial change to circumstances, or new information available, relevant to the issues or facts considered during the previous application review; or

- b. The new application is materially different from the previous application.

The New Application is materially different from the Prior Application for the following reasons:

1. The New Application includes Suites A, B and C encompassing the whole of the retail building on the Property as detailed above. With Suites B and C as the newly proposed marijuana store, this adds 906 sq. ft. to the licensed premises while the Prior Application only involved 779 sq. ft. (only Suite C) which is a substantial material difference and significant change to circumstances.
2. The New Application provides new information that drastically improves the parking, egress/ingress and onsite occupancy therefore this is relevant to the issues and facts considered during the previous application review.
3. The New Application represents a single use for the retail space on the Property when the Prior Application also included a barber shop and a frame shop tenants onsite which substantially impacted the parking capacity at the site for the Prior Application.
4. The parking plan has materially changed. The proposed habitable space, as defined in the Glenwood Springs Development Code, of the entire proposed marijuana store is 1,685 sq. ft. (1,130 sq. ft. as the retail space in Suite B and 555 sq. ft. for the Lobby in a portion of Suite C). The parking requirement for the New Application is six (6) parking spaces (1,685 sq. ft./ 300 sq. ft. = 5.62 spaces). The parking plan now provides for 10 parking spaces as shown in Exhibit A due to the lease of the three retail suites and the use of the entire commercial parking area which is four (4) more parking spaces than required. The single use of the Property will also eliminate customer parking from occurring at the neighboring Cedar Lodge property.
5. A new easement from Stinkers Gas Station will be provided with the New Application that allows for shared access between the properties.
6. The New Application provides for enhanced odor mitigation for the residences at the rear of the building with the construction of a barrier wall between commercial and residential spaces for odor and security. The front commercial spaces will also have its own separate air handling system from the air handling system in the rear residences. No shared air handling between front retail and rear residences.
7. The residents occupying the two (2) apartments in the rear of the building will provide signed affidavits agreeing to, and supporting of, the Applicant's proposed use of the front retail space for a marijuana business. The residents agree that marijuana odor does not bother them whatsoever, in the unlikely event marijuana could be smelled in their apartment. However, Applicant's aggressive odor mitigation plan shall prevent odor from permeating from the Retail Space.
8. Framing store opposition is gone with the New Application.
9. This New Application materially reduces the anticipated parking and trip generation on the Property due to limiting the retail space to a singular use, which is appropriate use of this property. The Applicant controls the entire commercial front of the property that provides one tenant, and one point of contact for any property issues. The building is best suited from one commercial tenant. Having one tenant in the retail front addresses all concerns of egress/ingress, neighbor complaints, and overall parking. Due to the reduction of traffic

entering the property from the Trading Post Pawn shop vacating the premises, Applicant's proposed business traffic will now make no negative impact to the traffic counts at this site. Applicant's traffic engineer shows a substantial reduction in traffic counts. The Applicant hired Apex Consulting Engineers to assess the traffic impact of its application for a marijuana business at this site. The traffic engineer determined that the former business in Suite A (barber shop) had a weekday trip (ADT) traffic count of 45. The engineer determined the former business in Suite C (framing store) had a traffic count of 60 daily trips. By factoring in the traffic counts for the pawn shop in Suite B, the Applicant's proposed business shall replace all these traffic counts and equate to no excessive traffic impact. Apex Consulting Engineers indicate in its traffic study that the Applicant's proposed use would generate an estimated 202 daily trips which is higher than the Applicant's anticipates but provides that the Applicant's business does not contribute to traffic increases entering/exiting from/to Grand Avenue.

10. The sign plan for the New Application will be materially changed with one sign for the retail space on the Property that eliminates current and perceived issues.

The Applicant respectfully requests that the Planning Commission determine that the New Application represents a material change as allowed by Development Code Section 070.060.030(i)(5) so that we can prepare and submit a new Special Use permit application.

Thank you for your time and consideration.

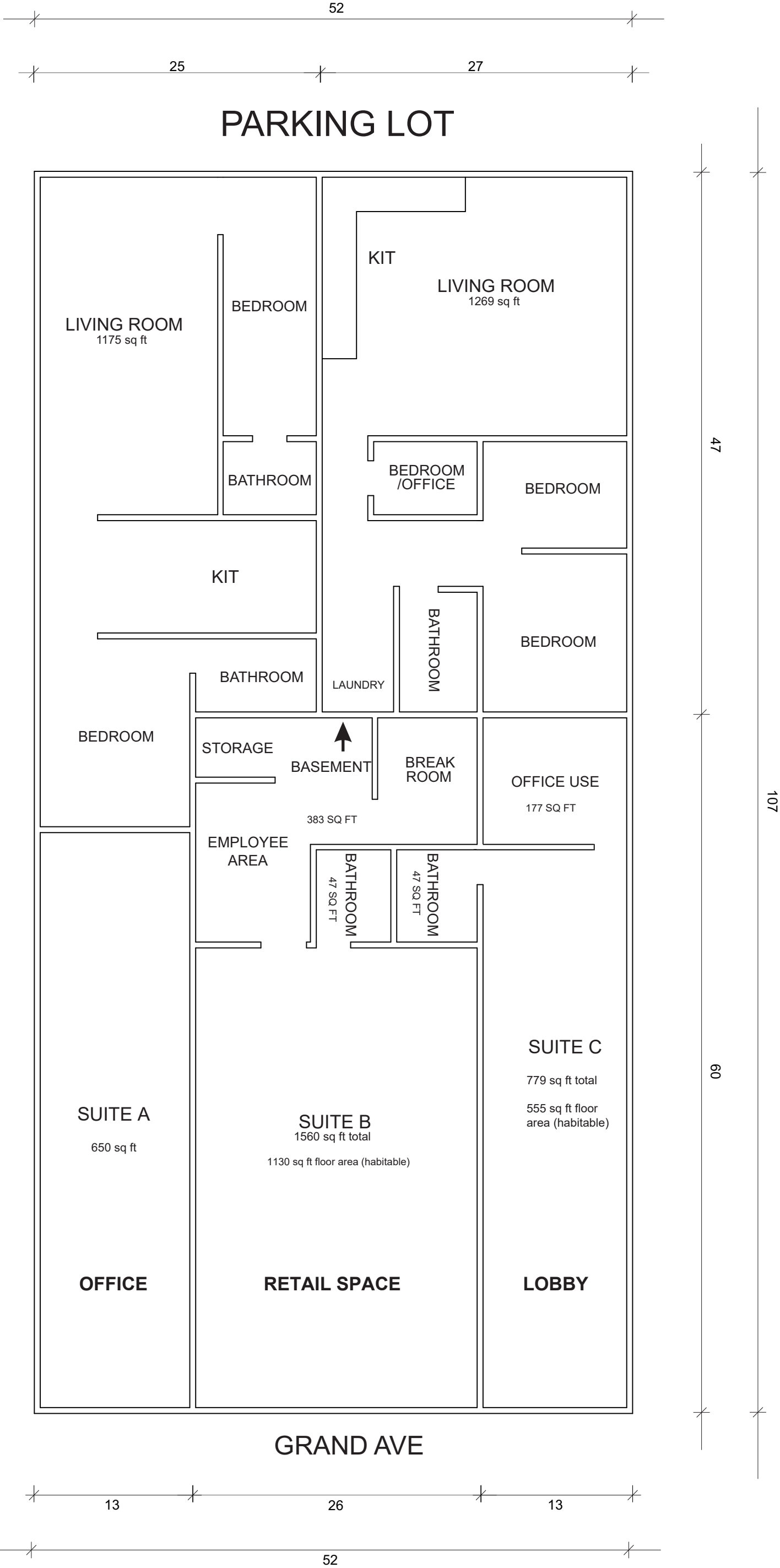
Sincerely,

Chris Hawkins

Digitally signed by Chris
Hawkins
Date: 2020.09.24 09:37:06
-06'00'

Chris Hawkins, AICP
Alpine Planning, LLC

FLOOR PLAN



*MEASUREMENTS ARE IN FEET

PROJECT

ARCHITECTURE
DRAFTING

2114 GRAND AVENUE - ENTIRE BUILDING
GLENWOOD SPRINGS, CO 81601

DRAWING TILE
FLOOR PLAN

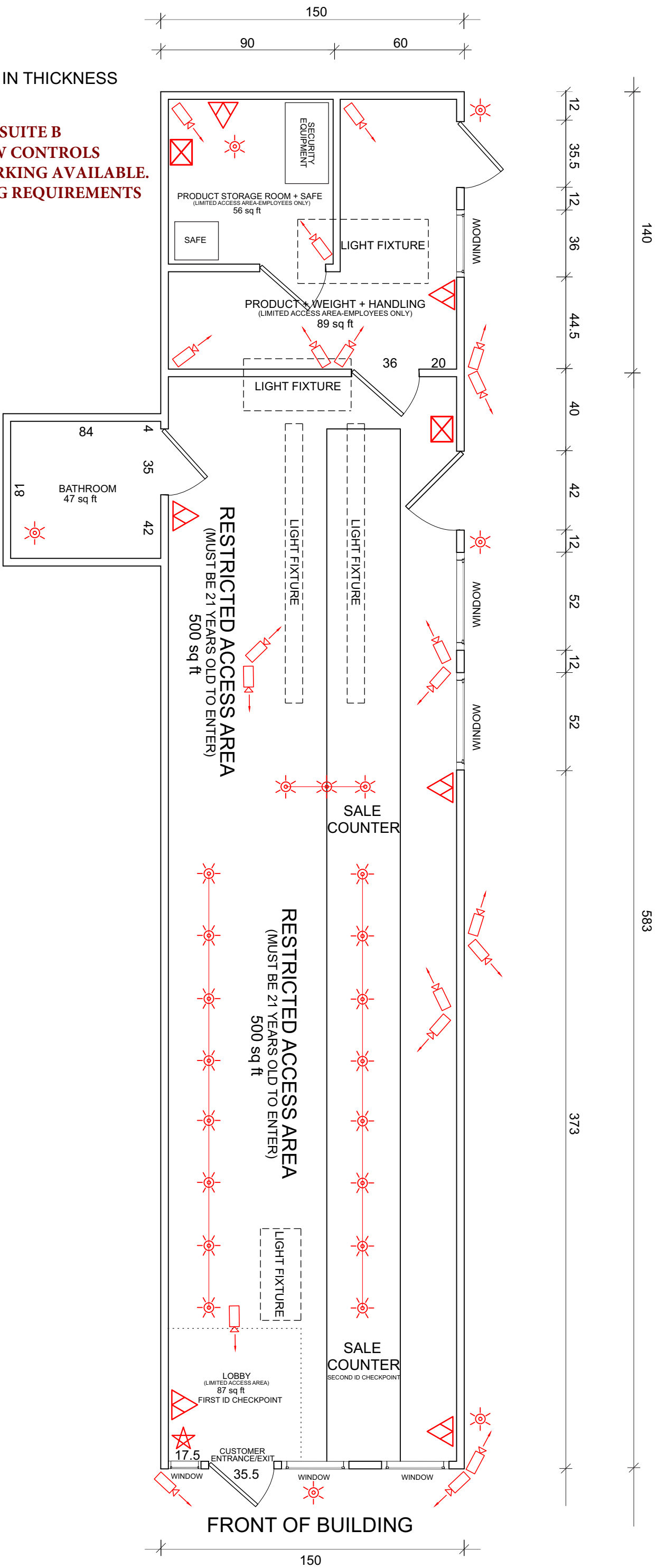
FOR AGREEMENT

A/001

FLOOR PLAN

PRIOR APPLICATION WAS ONLY FOR THIS SPACE. THE NEW APPLICATION WOULD MAKE SUITE B THE RETAIL SALES AREA AND SUITE C WOULD BECOME THE LOBBY. THE APPLICANT NOW CONTROLS THE ENTIRE RETAIL FUNCTION OF THIS PROPERTY AND A SIGNIFICANT INCREASE IN PARKING AVAILABLE. PARKING AVAILABLE UNDER THE NEW APPLICATION SUBSTANTIALLY EXCEEDS PARKING REQUIREMENTS IN ACCORDANCE WITH CITY ORDINANCE.

*WALLS ARE 6 INCHES IN THICKNESS



SECURITY/SURVEILLANCE PLAN

- KEYS
- ★ LOCATION OF POSTED LICENSE
 - ☒ ALARM KEY PADS
 - ☼ LIGHTS
 - ▽ MOTION DETECTORS
 - ☐→ SECURITY CAMERAS (ARROW INDICATES DIRECTION)

NOTE:

- TOTAL AREA = 779 SQ FT
- FLOOR AREA (HABITABLE) = 587
- WALL THICKNESS = 6"

20	SECURITY CAMERAS
6	MOTION DETECTORS
2	ALARM KEY PADS
3	STRIPS OF SPOTLIGHTS
5	FLUORESCENT LIGHT FIXTURES

*MEASUREMENTS ARE IN INCHES

FOR AGREEMENT

A/001

THE KIND CASTLE MARIJUANA DISPENSARY

LEVEL 1 TRAFFIC ASSESSMENT

Project Location: 2114 Grand Avenue (SH 82), Suite C
Glenwood Springs, CO

Prepared By: APEX Consulting Engineers, LLC
1000 N 9th Street, Suite 44
Grand Junction, CO 81501

Report Date: March 17, 2020



APEX
CONSULTING ENGINEERS
CIVIL ENGINEERS • MANAGEMENT • DEVELOPMENT



Kind Castle Marijuana Dispensary
Level 1 Traffic Assessment

Contents

1. Introduction	1
2. Project Location and Description	1
3. Site Access	2
4. Trip Generation	2
4.1 Existing Traffic	2
4.2 Project Traffic	3
5. Results	3
6. Capacity	3
7. Conclusion	4

Appendices

- A. Project Floor Plan
- B. ITE Trip Generation Data

1. Introduction

APEX Consulting Engineers LLC (APEX) prepared this Level 1 Traffic Assessment for the proposed 800 sf marijuana dispensary to be located at 2114 Grand Avenue (SH 82), Suite C, Glenwood Springs, Colorado. The following sections describe the Project, access and traffic volumes.

This Level 1 Traffic Letter will determine the expected increase in traffic volume entering and exiting the existing access to/from Grand Avenue. Traffic counts were not performed. The estimated increase in traffic is estimated using the Institute of Transportation Engineers (ITE) Trip Generation Manual 10th Edition data.

2. Project Location and Description

As shown in Figures 1 and 2, the proposed Project is be located on the west side of Grand Avenue and includes an existing access. No improvements are proposed to the existing access.

The proposed 800 sf marijuana dispensary will be created within an existing commercial building that currently contains a retail framing and display case business. The Dispensary has also leased the space on the north end of the building, currently a barber shop. The barber shop space will be left vacant to ensure adequate parking for the Dispensary. The building contains one other business. All businesses having store fronts facing Grand Avenue.

The proposed business will not open until 9:00 am or later, therefore morning peak hour traffic is not evaluated in this assessment.

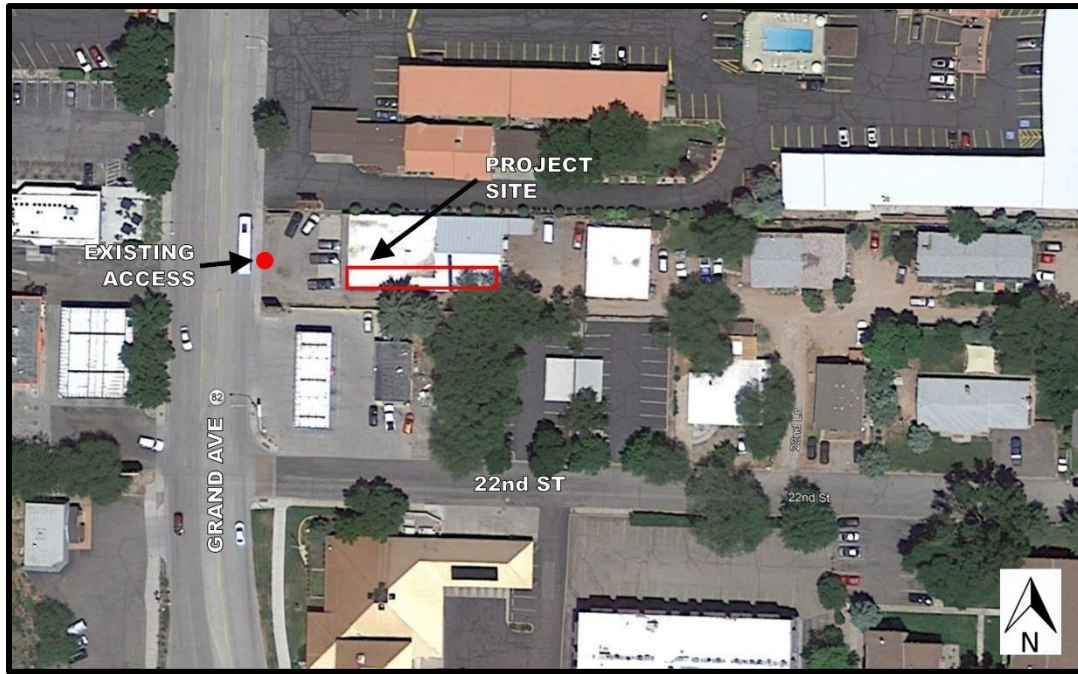
Figure 1 - Site Location Map



3. Site Access

The site has one existing access as shown in Figure 2.

Figure 2 –Project Site Access



4. Trip Generation

The existing use of the site is a retail framing business. The description of this use is included in the Land Use Code (LUC) 879, Arts and Crafts Store, from the ITE Trip Generation Manual. This assessment will use LUC 882, Marijuana Dispensary, to estimate Project trip generation.

ITE trip data is not available for barber shops. The property owner was interviewed regarding traffic generated by the barber shop and indicated the shop contains three barbers chairs and generates 5-8 customers in the peak hour. This study will use the conservative estimate of 6 trips per hour in the peak hour for the barber shop. Using the generally accepted ADT ratio of 1:10, the estimated ADT of the barber shop is 60 trips per day.

In all peak hour cases, the higher of “either peak hour of roadway” or “peak hour of generator” is used, providing a conservative assessment. In this case, peak hour of generator is used. Trip generation traffic calculations from the ITETripGen Web-based App are attached in Appendix A.

4.1 Existing Traffic

Tables 1 and 2 show the ITE peak hour traffic volumes for the existing conditions as calculated with ITE rates.

Table 1 –Existing Weekday Trips (ADT)

Period	Inbound	Outbound	Total
Frame Shop	22	23	45
Barber Shop	30	30	60
TOTAL	52	53	105

Table 2 – Existing Peak Hour Trips

Period	Inbound	Outbound	Total
Frame Shop	2	3	5
Barber Shop	3	3	6
TOTAL	5	6	11

4.2 Project Traffic

Tables 1 and 2 show the ITE peak hour traffic volumes for the proposed use as calculated with ITE rates.

Table 3 –Proposed Weekday Trips (ADT) per ITE LUC 882

Period	Inbound	Outbound	Total
Average Daily	101	101	202

Table 4 –Project Peak Hour PM Trips per ITE LUC 882

Period	Inbound	Outbound	Total
PM Peak Hour	12	12	24

5. Results

The Project will result in an increase in traffic as follows:

- Weekday Average Daily Trips increases 97 trips, from 105 ADT to 202 ADT.
- Weekday PM Peak Hour Trips increases 13 trips, from 11 to 24 DHV.

6. Capacity

Grand Avenue is a five lane roadway with two northbound lanes, two southbound lanes and a center two way left turn lane. The speed limit is 25 mph in both directions. CDOT OTIS shows the volume/capacity ratio for this segment of roadway is 0.99, meaning the route is already essentially at capacity.

CDOT OTIS data shows the capacity of Grand Avenue in this section of roadway is 3450 vehicles per hour.

The Project parking lot has a capacity of 10 spaces with clear, immediate visibility from entering vehicles and is shared with two other business. Peak hour traffic volumes will be limited by availability of parking and are expected to be considerably less than what the ITE rates predict.



7. Conclusion

ITE Trip Generation data suggests the Project will increase traffic substantially at the driveway access, though is almost insignificant compared to the capacity of Grand Avenue at this location contributing 0.55% of the capacity of the roadway.

The limited parking will likely limit traffic volumes of the proposed use and a clear view of available parking from the street will deter vehicles from entering the lot when it is full.



Land Use: 879 Arts and Crafts Store

Description

An arts and crafts store is a free-standing facility that sells art, framing, wall décor, and seasonal merchandise. These stores may provide in-store arts and crafts classes. Arts and crafts stores are sometimes found as separate parcels within a retail complex, with or without their own dedicated off-street parking.

Additional Data

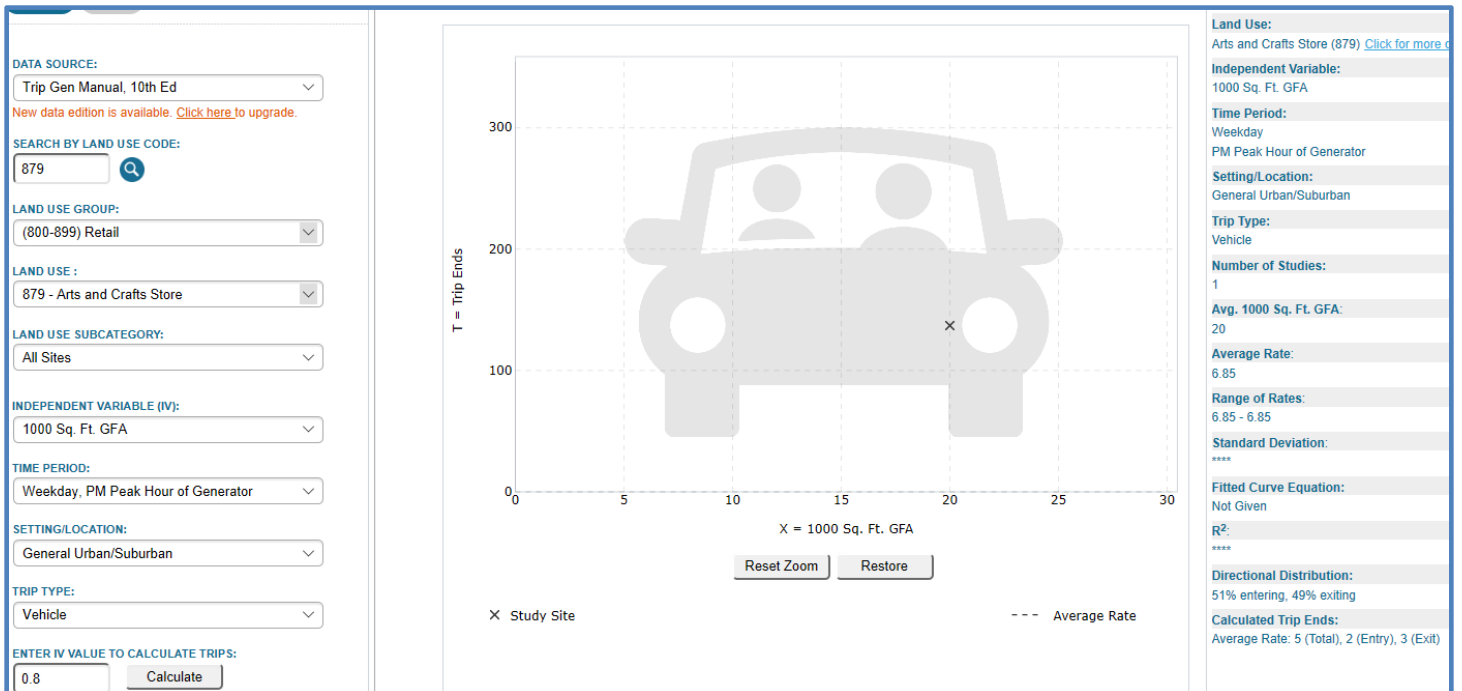
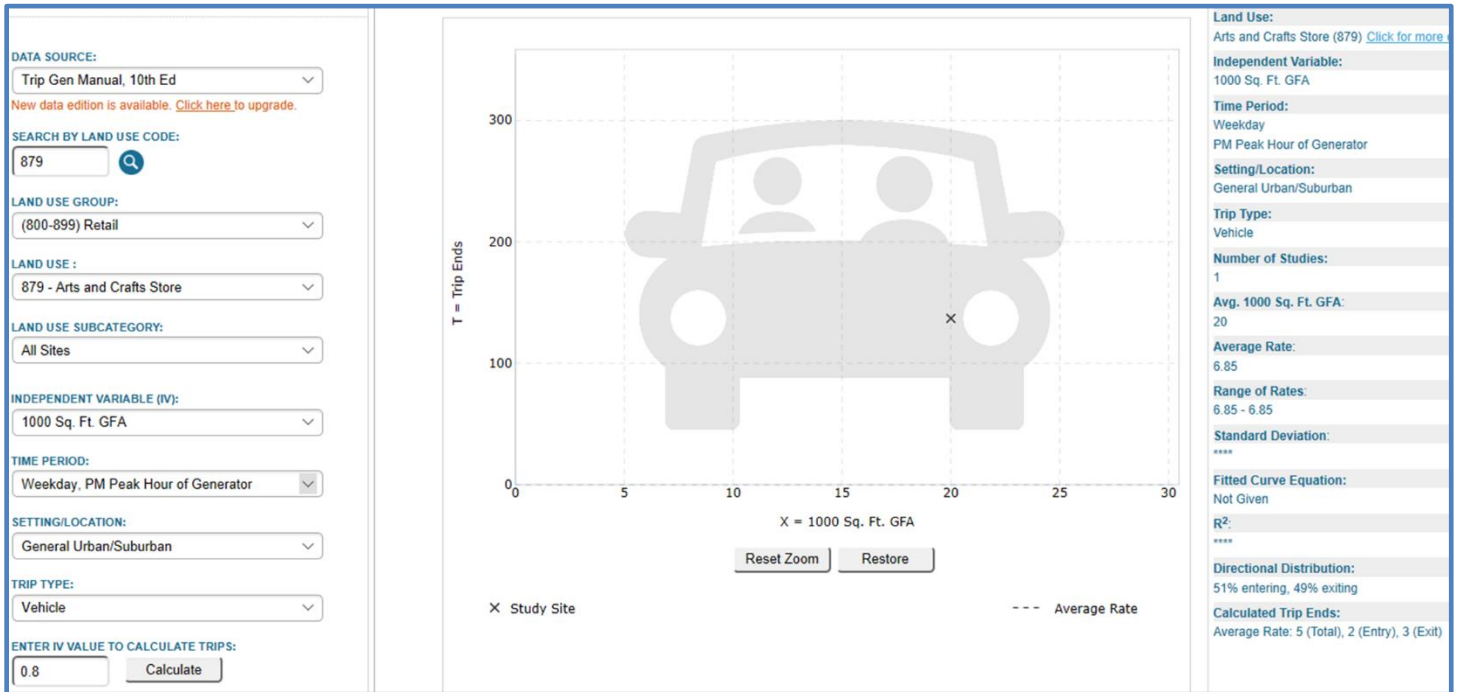
The sites were surveyed in the 2000s in Pennsylvania.

Source Number

571

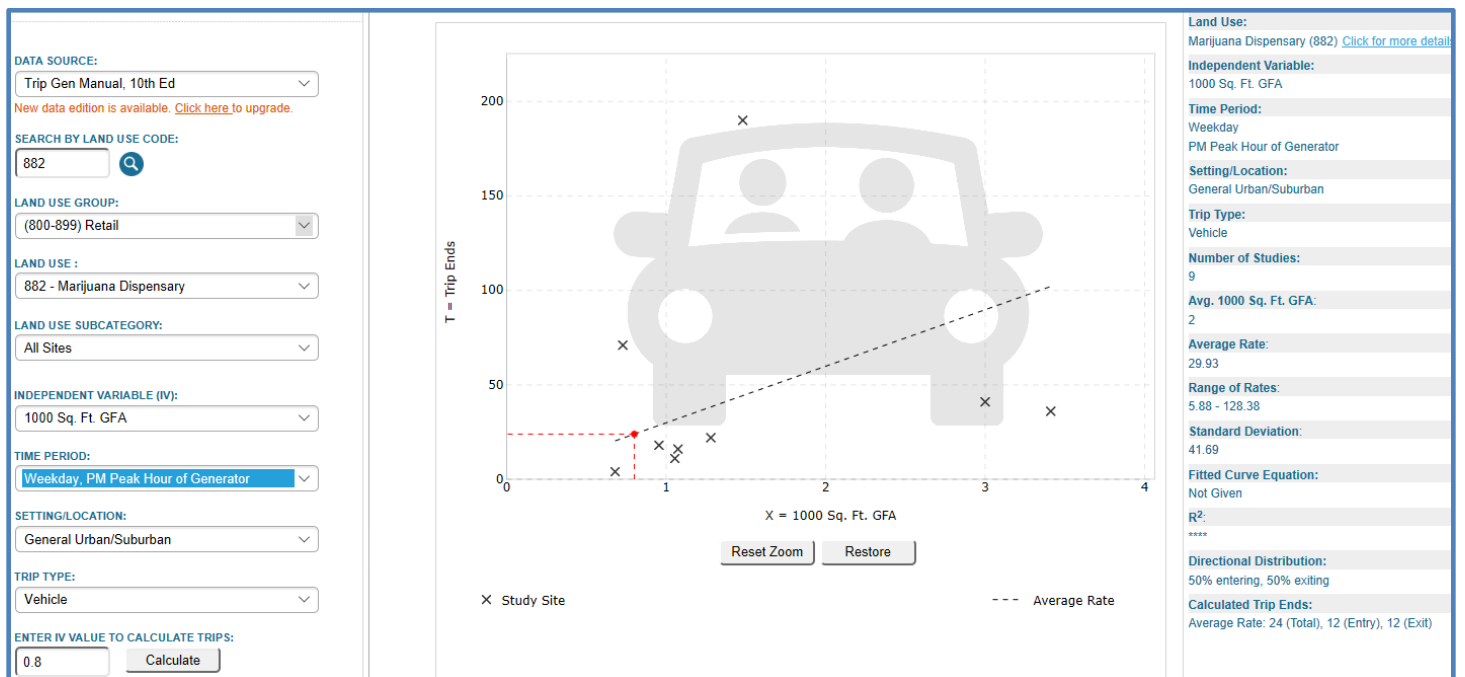
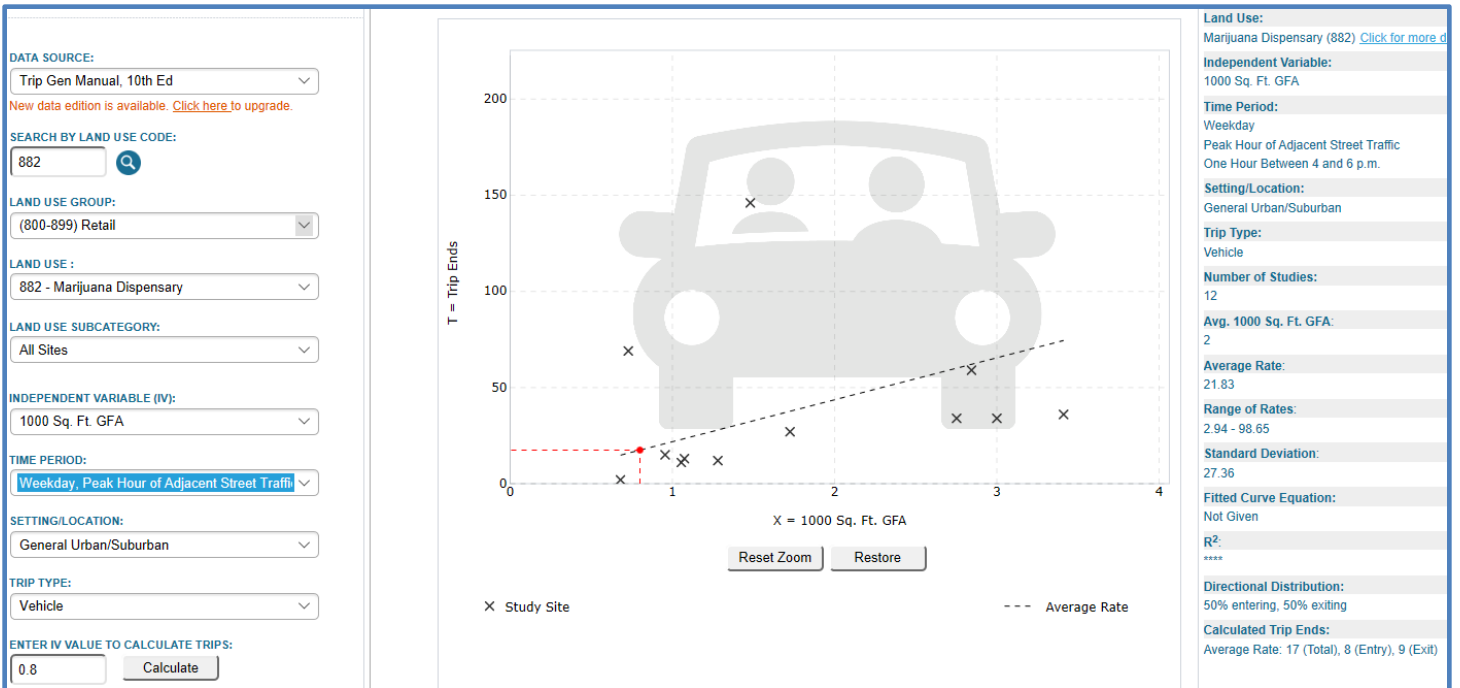
Appendix B

ITE Trip Generation Data LUC 879 Art and Crafts Store



Appendix B

ITE Trip Generation Data LUC 882 Marijuana Dispensary





MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
April 28, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: Amber Wissing, Marco Dehm, Kathryn Grosscup, Carolyn Cipperly, Ingrid Wussow, George Shaver, and Sumner Schachter

Absent: None.

Also present were: Jenn Ooton, Asst. City Manager, Director
Gretchen Ricehill, Asst. Director
Trent Hyatt, Senior Planner
Anna S. Itenberg, City Attorney's Office
Catherine Fletcher, City Clerk
Jessica Bowser, Asst. City Engineer
Alissa Owsley, IT Director

2. Receipt of Minutes from the Feb. 25, 2020 meeting

Commissioner Grosscup pointed out on page 3 of the minutes, that Dr. Salmen's comments were not provided in their entirety and asked that staff review the tape.

Motion: Commissioner Grosscup made a motion to continue the minutes to the next meeting, seconded by Commissioner Wissing. Motion carried unanimously.

3. Comments from citizens appearing for items not on the agenda.

Laura Speck asked whether the topic of homeless was going to come up during the course of the meeting, and said that she would recommend no further development be approved until the situation is addressed. Chairman Dehm suggested that Ms. Speck make that comment during Planning Item 04-20 later in the agenda.

Lynette-Marie (no last name given) – Asked if the Framing Expressions/marijuana application was on the agenda. Commissioner Dehm said that is item 5B.

4. Continued Items –

- a. 07-20 Consideration of a request to Rezone a parcel from RH-Residential High Density to M2-mixed use commercial central core zone district. The property is Lot 11B, Glenwood Meadows No. to a Minor Resubdivision of Glenwood Meadows No 4 Lot Line Adjustment, County of Garfield, State of Colorado (PIN 2185-081-41-004)

Asst. Director Ricehill provided an overview of the project for rezoning Lot 11B, which is a 0.4 acre parcel of land located on the southeast corner of Wulfsohn Road and Flat Tops View Drive, from RH-residential high density (formerly R/3) to M2-mixed use downtown core (formerly C/2). She pointed out that this item requires hearings before Planning Commission and City Council, said that staff believes that the application meets the criteria for rezoning and recommended approval of the application.

Commissioner Grosscup asked what the height difference is between the two zoning districts. Ms. Ricehill said that is 40 feet for both zoning districts.

Commissioner Shaver asked about the evolution of the lot configuration. Ms. Ricehill explained that there were lot boundary adjustments on the adjacent Lofts properties and the configuration of Flat Tops View Drive that resulted in the specific configuration of lot 11B.

Chairman Dehm asked about a building design and future plans for the project and whether those details would be part of a future application. Ms. Ricehill said that would be submitted sometime in the future, and the review procedure for a site/architectural review would be determined by the size of the building proposal in the future.

Chris Hawkins, Alpine Planning LLC, 523 Clinton St., Suite 2, Ridgeway, presented his request for the rezoning, explaining that the western sliver of the parcel already has a split zoning, and that his clients would determine a future proposal for the parcel after the rezoning.

Commissioner Dehm asked if the applicants would be developing the lot, and Mr. Hawkins said that the proposal was moving forward with the approval of the land owner, and if the contract didn't close that the current property owner supports the new zoning and would move forward from there.

Commissioner Dehm then opened the public hearing.

Trish (no last name given) said that she didn't have a question, but was checking the raise-hand function.

Breanna Millsbaugh, 2600 S. Oakhurst, Unit 18 questioned why it is being encouraged not to deny the application.

Chairman Dehm then closed the public hearing, and reminded the public that the hearing would be kept open for people to provide additional time to comment.

Commissioner Schachter moved to continue the item to May 5. The motion was seconded by Commissioner Wussow. The motioned passed unanimously.

5. New Items

- a. 04-20 Consideration of a Major Site/Architectural Plan Review, Rezoning from RH Residential High-Density to RT Residential Transitional, and Variance applications for the construction of 100 Multifamily apartment units in 6 buildings on approximately 5.8 acres (PIN 2185-153-04-001, 2185-153-02-008, and 2185-211-00-002)

Senior Planner Trent Hyatt presented the item, stating that the applicant, Triumph Development West, LLC, proposes to construct 100 multi-family apartment units in six separate buildings on approximately 5.74 acres. He also provided information about the procedure for the action items before the Commission including two variances, the rezoning of 2710 Blake Avenue from RH Residential High-Density to RT Residential Transitional, and the proposal for the Major Site/Architectural Plan. Mr. Hyatt pointed out that this Action Items 1-2 would be decided at the Planning Commission level and that Action Items 3-4 require hearings before Planning Commission and City Council.

Questions to staff from commissioners addressed circulation, the previous approval's condition related to the one-way configuration of Blake, the code's allowable parking reduction due to the site's proximity to transit, how the parking lot relates to the adjacent Oakhurst Townhomes, the details of snow removal, if the drainage facility could only be used for retention, what number of architectural features are required to provide four-sided architecture/achieve sufficient variation, what off-site improvements can be required of the applicant and whether there was a full landscaping plan within the application.

Commissioner Schachter asked about what off-site improvements could be required of the applicant. Mr. Hyatt said that anything that is considered a potential impact of the development can be recommended to City Council, and Assistant City Attorney Anna Itenberg agreed.

Commissioner Grosscup then asked if the Blake Gate was assumed to be opened, and Mr. Hyatt said, yes, that the traffic analysis assumes that the gate would be opened.

Assistant City Engineer Jessica Bowser answered the question about the sizing of the detention – noting that due to expense that the drainage would not be oversized. She confirmed that the city requested that the traffic analysis was modeled with the gate open.

Michael O'Connor, Triumph Development West provided a presentation on the proposed project and introduced all members of the development team. Mr. O'Connor briefly described opportunity zones and how it applies to the property and project in addition to the development team's history of completing similar projects. O'Connor also summarized the previously approved projects on the site and how they compare to their proposed plan, mentioning the proposed project did not have any buildings in the flood zone.

Architect, Mike Foster, Triumph Development, 12 Vail Road Suite 700, Vail, CO further discussed the proposed project and site plan. Mr. Foster discussed the layout of the site, fire truck access, architectural features, and grade changes on the site. In addition, Foster also highlighted that 50% of the units were adaptable for ADA access. He also described the visual screening of the site's border with Oakhurst Townhomes as well as in front of the main parking area.

Greg Schroeder, representing McDowell Engineering, 241 Broadway Street, Eagle, CO presented on traffic design on the site. Schroeder mentioned that much direction was taken from a February 2018 Council meeting which promoted opening the Blake Avenue gate and making Blake Avenue a one-way street to reduce through traffic. Schroeder also referenced that the previous traffic design and plan was approved by CDOT and that the proposed development has a lower traffic impact compared to previously approved plans.

Michael O'Connor provided a short summary of the proposed project application and addressed the parking counts and feedback from the February community meeting. O'Connor described how the proposed parking complies with code.

Commissioner Schachter had multiple questions on how the traffic was measured and potential impacts on the neighborhood, especially along Palmer Avenue. Commissioner Schachter also asked about the possibility of the City abandoning Palmer to be a private road. O'Connor indicated that the option to take over Palmer had been considered but the process did not fit well with the project's timeline.

Commissioner Grosscup had questions about the site plan regarding walkability, parking access, and amenities offered including if on-site management would be offered. O'Connor explained that the size of this development would likely result in an on-site property manager. Stephanie Copeland, from Four Points Funding, the equity partner in the project and owner of the property, also added that an on-site manager was important to the operation of the project.

Commissioner Shaver had several questions about the elevation of the site and how it relates to the nearby Oakhurst Townhomes. Architect Mike Foster explained the difference between elevations and the entries into buildings on the site plan. Commissioner Shaver also asked if there would be more detailed landscaping plans in the future.

Commissioner Wussow asked if there were any 'green' initiatives for the project such as sustainable building materials or community garden space. Mike Foster mentioned that they were in the process of researching solar panels on the roof and EV parking. Foster also explained that they were in the process of pursuing HUD certification, which has its own sustainability requirements. Commissioner Wussow also requested a sample of building materials for the next meeting.

Commissioner Wissing asked about potential sidewalks along Blake Avenue. Mike Foster explained that the updated site plan will continue sidewalk for the entire length of the property to the north. Commissioner Cipperly also had questions about sidewalks along Palmer as well as questions about potential pedestrian traffic through the site.

Chairman Dehm opened the public hearing.

Breanna Millsbaugh, 2600 S. Oakhurst, Unit 18, said that she is very concerned about the project. She said that at the neighborhood meeting that a fence between the two properties was discussed, and that the project as presented does not have a fence. People will still be able to come through the Oakhurst property. There are serious parking problems at Oakhurst and that the 1.5 parking spaces for this project is not adequate. She also asked what is affordable housing and said that affordable housing does not exist in this Valley.

Tom Doogan, said that the project is not affordable housing, it is additional housing. We have huge growth that needs to be accepted, and we are in dire need of additional housing. He said he was supportive of one more thought for traffic flow to do a one-way street that would exit on the southside by Wal-Mart, and make the traffic flow to the south.

Jerry Raehal, 2314 Palmer Ave, wanted to state that he is not opposed to growth and has real concern about the plan. Believes that there are variances not mentioned, including that the increase in the traffic will require the reclassification of Palmer to a collector. He expressed concern that the project will create walkability to nowhere without sidewalks other than within the development. He said that the assigned parking would make parking overflow into the neighborhood and said that when traffic is backed up on 82, that the traffic will flow onto Palmer.

Jamie Raehal, 2314 Palmer Ave., said that she disagrees with the traffic study and expressed concern for the safety of her neighborhood, noting that the Blake Street Gate opening would create flow through traffic to Palmer. It will have a negative impact on the goals within the long-range transportation plan, other than traffic onto the highway. She said that the development will create single-use streets, instead of multi-modal streets. She applauded the city for the traffic calming program, but that it is not a reason to rush the decision here.

Laura Speck, representing her family's home at 2506 Palmer Avenue, which she described as the last house on the road. She stated that this is the first time that she had heard that the driveway would be affected by the plan and would require compensation and privacy amenities. She said that they would be potentially be looking out onto a parking lot, fencing or retaining wall. There are too many questions that need to be addressed before this project should be allowed.

Trish Kramer, 2501 Palmer Avenue, said that her overall impression of the project that it is an improvement over the previous proposal, however, her concerns remain unaddressed regarding parking and traffic. She brought up a question about the width of the road and whether parking would be allowed on the extension of Palmer Avenue. She said that she thought there needed to be a plan for snow removal that did not include taking up parking. She stated that reduced vehicle use is different from reduced vehicle ownership, and she thought the parking reduction was unrealistic. She said that the traffic study didn't take into account the increased crowding on 82 resulting in increased crowding onto side streets in Glenwood Springs. She said that we're facing a 10-year period of economic stressors, and said that she doesn't see the city being able to address street maintenance.

Ralph Scmalley, 2409 Palmer Ave., said that he doesn't have a concern with adding housing in the area, but thought the added traffic on Palmer Avenue. Traffic summary was not precise, but it brought up a good point that the traffic in the p.m. is caused by the backup on 82. People use Palmer already, and that would increase if Blake were made one-way. He said he has concerns about the traffic at the 23rd intersection with 82.

Shelly Lott, 2600 S. Oakhurst, #19, President for the Oakhurst Townhomes. She asked what is retaining the earth above the north parking lot and the lot next to it. She said the developers moved the buildings toward Wal-Mart and left the flood zones open for the homeowners below. She noted that the Oakhurst Townhomes are family homes, and that this development is being built right above. She said that they are not able to assure us that the townhomes will be protected. She said that she wanted more research.

Mike Foster addressed the questions regarding the fencing between Oakhurst and the site. Foster explained that the project was still open to fencing but that further discussion with Oakhurst and additional residential neighboring area. Foster also addressed snow storage on the property that these issues would be addressed in a snow removal and storage plan as part of the building permit. Foster also explained that there will be debris fencing above the site. Assistant City Engineer Jessica Bowser provided comments on the debris fencing and explained that the applicant would be required as part of site review to prove that any development does exacerbate any existing drainage issues.

Commissioner Grosscup made a motion to continue Planning Item 04-20 to the May 5, 2020, agenda. Commissioner Shaver seconded the motion, which passed unanimously.

- b. 06-20 Consideration of a Special Use Permit for a Retail Marijuana establishment at 2114 Grand Avenue (PIN: 2185-164-00-095)

Mr. Hyatt explained that the applicant, John Dyet, doing business as Kind Castle, proposes the interior remodel of an existing approximately 738 square foot unit (currently occupied by a framing business) in the commercial strip located at 2114 Grand to accommodate the retail sale of cannabis and related products. He said that as a special use review, Planning Commission is a recommending body to City Council.

Mark Maysich, 2005 East Ballard Avenue, Silt, CO 81652. Deferred to John Dyet.

John Dyet, East 4th Street, Parachute, CO, 81635. Dyet elaborated on the application summary provided by Trent Hyatt. Dyet explained that their flagship location is in Parachute and they are looking to expand to six other stores based on current success of Parachute location. Dyet explained their security practices and that they have never had any issues with odor or other compliance issues.

Brian Cole 1723 Riverbend Way noted that he is a cannabis user and this he believes that Glenwood Springs has a plethora of choices for marijuana and that it has had a negative impact on visitors and travelers, and the mentality that we are a pot town. He said that the traffic area near the Starbucks and gas station is very overwhelming. He said that he didn't support the application.

Lynette-Marie Lacerda, 285 Mikala Ln, New Castle, said she is in opposition to the application and said that there is not enough parking. She expressed concern that there will be increased traffic, and that Glenwood Springs has one framing shop, and that she didn't think we need another marijuana store.

Haley Carmer, Garfield and Hecht, noted that her firm represents the Cedar Lodge Motel, which is adjacent to property. She brought up concerns related to parking, traffic and odor. The existing commercial in the building already has some overflow parking going onto the Cedar Lodge's property when there isn't enough space. She said that the parking is inadequate in number and configuration. She raised issues related to being able to see due to the location of the sign, the lack of a landscape buffer, wafting smells back and forth, and the state of the building potentially being a cause for odor to come from the building.

Virginia Gera, 122 Tanager Drive, part owner of Framing Expressions, said that she does not feel that there is a need for another marijuana shop given the number in Glenwood, noted that they are the only frame shop, doesn't believe this project is infill because the space is currently being used, raised the issue of odor reaching other parts of the building, raised the issue of parking, and pointed out people stayed 4.5 hours in a meeting to express how strongly they are opposed.

Corey Gera, 122 Tanager Drive, said the proposal makes it seem as if the business isn't active, brought up that parking is a big issue, and said that the proposal is pushing out an active business. She urged Planning Commission to deny the permit.

Barbara Koziol Speaking on behalf of the owners of the Cedar Lodge, 2102 Grand Avenue, brought up concerns about health and safety of the neighborhood, brought up odor, said that there is a common wall between the retail and residential with small children, and that everyone would have the potential to smell the marijuana. This would carry over into the parking lot of the lodge and that there isn't a reason for another marijuana shop. She brought up the proximity to two air conditioning units for the lodge and that guests checking in would potentially smell things and that there is a potential impact to 22 guest rooms. Parking space is a big concern because just the employees would take up the parking. Requested the Planning Commission deny.

Chelsea Sullivan, 1699 Riverbend, don't need another marijuana store in our city, we are established and have a very good community, and another marijuana store is not what we want especially in the middle of town. It is a bad decision on Glenwood Springs; part to encourage another marijuana store to be here.

Todd Leahy, 1028 Blake Avenue, said that he heard a common theme tonight that Glenwood Springs doesn't need another marijuana store. He said that he had done a lot of research on John before he decided to put him as a tenant in one of his properties, had visited Parachute and felt that store was like a high-end jewelry store. He said he had taken a lot of phone calls from interested marijuana operators wanting this site, so he checked John out thoroughly. He said that the free market should decide what stores make it and which ones won't. He said that there isn't any reason within the staff report for a denial.

Applicant John Dyet responded to comments and concerns that they would be very respectful

of potential new neighbors, especially addressing odor issues. Mr. Dyet explained that very few locations in Glenwood Springs meet the ordinance requirements for this use. Mr. Dyet also explained that he would be willing to help the framing store to find a new location.

Mark Maysich also responded to several comments. Maysich explained that the parking would be adequate and used the example of their Parachute store, which has less than 8 spaces. Maysich also spoke about security measures including cameras on site as well as a potential easement that would alleviate traffic flow on the property.

Commissioner Grosscup had several questions regarding how many dispensaries had been permitted in Glenwood and how many stores were currently operating. Commissioner Cipperly mentioned that there were some Fire Department comments on emergency access behind the building and that this was a concern.

Commissioner Grosscup made a motion to continue Planning Item 06-20 to May 5, 2020, that was seconded by Commissioner Schachter. The motion passed unanimously

- c. 11-20 Consideration of various amendments to Municipal Code Title 070 Sections 070.030, 070.040 and 070.070 regarding Use Regulations; Accessory Uses; Hillside Development; Landscaping, Screening and Fencing; Off-street Parking; Residential Site and Building Design Storage requirements; Signs; and Rules of Construction and Definitions.

Commissioner Grosscup made a motion to continue the item to the May 5, 2020 meeting. The motion was seconded by Commissioner Shaver. The motion passed unanimously.

6. Adjournment 10:59 PM



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
May 5, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Kathryn Grosscup, Amber Wissing, Carolyn Cipperly, Ingrid Wussow, Sumner Schachter

Absent at roll call were Commissioners: None

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner
Anna S. Itenberg, City Attorney's Office
Catherine Fletcher, City Clerk
Jessica Bowser, Asst. City Engineer, Alissa Owsley, IT Director

2. Receipt of Minutes- Receipt of February 25, 2020 minutes.

At previous meeting Commissioner Grosscup had requested a review of the minutes.

Motion: Commissioner Dehm made a motion to receive the minutes, seconded by Commissioner Schachter. Motion passed with Shaver and Schachter abstaining.

3. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present.

4. New Items –

- a. *11-20 Consideration of various amendments to Municipal Code Title 070 Sections 070.030, 070.040 and 070.070 regarding Use Regulations; Accessory Uses; Hillside Development; Landscaping, Screening and Fencing; Off-street Parking; Residential Site and Building Design Storage requirements; Signs; and Rules of Construction and Definitions*

Assistant Community Development Director presented on the proposed changes to the municipal code. The following changes to the municipal code were proposed by Ricehill:

- Change to Code 070.030.020(e) Table of Allowed Uses. Proposal to create a new zoning use for “Craft Manufacturing” and propose to add it to all current commercial and industrial zoning categories. This use would include smaller manufacturing uses such as cabinetry, blacksmithing, and other small manufacturing uses.
- Change to Code 070.030.040 Accessory Uses and Structures. Proposal to allow backyard chickens as an allowed accessory use in Planned Unit Developments (PUD) unless specifically identified as a prohibited use in the PUD.
- Change to Code 070.040.050 Landscaping, Screening, Fencing. Proposal to reduce the amount of shrubs and perennials required in development proposals. Proposed to go back to previous code requirements for shrubs and perennials. Also proposed to reduce amount of required landscaping in I2 and I1 districts, as it is currently 20% which is greater than commercial zoning districts.
- Change to Code 070.040.050(f)(2)b Landscaping, Screening, and Fencing: Fence Standards and Fence materials. Proposal to amend code to allow chain link fencing in front and side yards in industrial zone districts if plants are added to base of fence when bordering public right-of-way.
- Change to Code 070.040.080(e) Residential Site and Building Design – Residential Building Design and Character. Proposal to correct formatting and change required storage for multifamily developments from 100 square feet per unit to a requirement of 1 cubic foot of storage per 3 square feet of gross floor area per unit.
- Change to Code 070.040.110 Signs. Proposal to add signs that are not visible from the public way to be added to list of signs not requiring a permit. Proposal to remove electronic message signs from the code per previous Council direction.
- Change to Code 070.040.060(h) Parking and Loading Area Use and Design. Proposal to require same number of trees per parking spaces and allow more flexibility with configuration of landscaping areas to be more flexible with installations of bioswales and rain gardens.

Commissioner Wussow asked how striking electronic messages from the code would affect existing electronic message board signs. Ricehill confirmed that those signs would be considered legal non-conforming signs going forward.

Commissioner Cipperly asked to clarify the required location of the landscaping screening for the chain link fencing in industrial area. Commissioner Dehm asked if landscape screening could be placed in public right of way.

Commissioner Grosscup asked if signs not visible from the public way would require a sign permit, and whether that would have any effect on sign lighting. Commissioner Wissing had questions regarding craft manufacturing and how it would relate to a mixed use or residential zone and home occupation uses and what scale of manufacturing was intended by the definition.

Commissioner Schachter asked to clarify the definition of bioswales. Commissioner Cipperly had a question about the tree islands and if those spaces could be permeable surfaces. The Commission requested clarification of the intent of shading a parking lot.

The Commission asked that 3-d printing be added to the craft manufacturing definition.

Chairman Dehm opened public comment. No public comments.

Commissioner Grosscup moved to approve item 11-20, motion with the noted modifications and clarifications, seconded by Commissioner Wussow. Commissioner Wussow asked if there was a need to modify any of the amendments, if that would be possible to do at a later meeting regarding these amendments.

Motion carried unanimously.

5. Continued Items from April 28, 2020

- a. 07-20 Consideration of a request to Rezone a parcel from RH-Residential High Density to M2-Mixed Use Commercial Central Core zone district. The property is Lot 11B, Glenwood Meadows No. to a Minor Re-subdivision of Glenwood Meadows No 4 Lot Line Adjustment, County of Garfield, State of Colorado (PIN 2185-081-41-004)*

Assistant Director Ricehill indicated that since this issue was discussed at the previous meeting, there had been no submitted public comments.

Commissioner Dehm opened public comments. No public comments.

Commissioner Schachter made a motion to approve the request with the findings and conditions listed on page 8 of the staff report. Commissioner Shaver seconded the motion.

Motion carried unanimously.

- b. 04-20 Consideration of a Major Site/Architectural Plan Review, Rezoning from RH Residential High-Density to RT Residential Transitional, and Variance applications for the construction of 100 Multifamily apartment units in 6 buildings on approximately 5.8 acres (PIN 2185-153-04-001, 2185-153-02-008, and 2185-211-00-002)*

Senior Planner Trent Hyatt provided an update as several items had been added to the application packet to address comments from the public and Planning Commission at the previous meeting. One question that was addressed by the applicant was the revision of a site plan showing parking options for electric vehicles. Additional drawings showing elevations between the existing Oakhurst Townhomes and proposed development were also added.

Public comments received between the previous meeting and 5/5/2020 were also added to the application packet. The following public comments were read into the record:

- David Turtle, no address given, expressed concerns over the effect of increased traffic on Blake and Palmer, especially given the current physical condition of the streets. Requested that Planning & Zoning deny the application.
- Lisa Menzano, 23rd & Palmer, expressed concern over scale of project and would prefer the space to remain open. Request Planning & Zoning to deny application
- Christine Smalley, no address given, expressed concerns over the amount of parking provided, increased traffic, and lack of sidewalks. Requested that Planning & Zoning deny the application.
- Janet & Richard O'Connell, 2409 Palmer Avenue, expressed concerns that current roads will not support future development and expressed concerns over parking, traffic, sidewalks. Requested that Planning & Zoning deny the application.
- Joan Troth, 3202 Cooper Court, expressed concerns over the scale of the project and size of the buildings, increased traffic, and decreased home values in the neighborhood. Requested that Planning & Zoning deny the application.
- Sara Simms, representing Mountain Valley Developmental Services, located at 2503 Palmer Avenue. Mountain Valley Developmental Services operates a home at this property for individuals with intellectual and development disabilities. Simms expressed concern that this project would increase traffic density in the neighborhood and expressed concern over the safety of the home's residents. Requested that the applicant extend street improvements through the neighborhood and increase safety measures for pedestrians in the neighborhood.
- Elaine Speck, 2506 Palmer Avenue, expressed concerns regarding density of the project and increased traffic in the neighborhood. Speck also suggested that the project application was tabled until after the COVID-19 crisis.
- Laura Speck, 2506 Palmer Avenue, requested Planning & Zoning Commission deny or postpone the decision on the application citing that many residents have been unable to follow the project or express their concerns adequately due to the online formats. Also expressed concerns over project density and proposed parking lot which would face the Speck residence. In addition, also expressed concern over possible change to their driveway configuration due to changes to Palmer. Speck also suggested that the project remove the north parking lot, reduce the number of units, and install adequate parking signage.
- Public comment received on behalf of multiple residents of the neighboring Oakhurst Townhomes including Laurie Nelson of Oakhurst #34, Dulce Ramirez of Oakhurst #33, Bianca Ramirez of Oakhurst #33, Bradley Rice of Oakhurst #10, Brandy Rice of Oakhurst #10, Unidentified of Oakhurst #10, Drake Timroth of Oakhurst #7, Kristen Levey #7, Unidentified #7, Steve [unknown last name] #28, Erica Crampton #28, Marie Dohm #4, George Dana #1, Shelly Lott #19, Joan Guilianelli #15, Brianna Millspaugh #18, Zachary Apke #18, Daisy Apke #18. This letter expressed concerns over increased traffic,

- parking, physical condition of neighborhood roads, and project density.
- Annie Hoghuag, 678 Country Road 127, owner of 519 Easy Street. Annie expressed concerns over the amount of parking provided in the project. Requested that the City reconsider parking requirements.
 - Dave Malehorn, 2407 Palmer Avenue, expressed concern over the project density, lack of sidewalks in the neighborhoods, neighborhood road conditions, parking, snow removal plan, and potential overall impact of the development on the neighborhood. This public comment had additional attachments that were unable to be read into record.
 - A public comment from Allison Brett, 2201 Crestwood Drive, was submitted in the form of a Powerpoint. The presentation was shown by sharing a screen over Zoom. The slides were then read by the presentation author. Brett expressed concerns regarding traffic spillover and potential pollution from Highway 82 due to opening the Blake Gate, potential increased traffic, current road conditions, and pedestrian safety
 - Joan Guilainelli, Oakhurst Townhomes, Unit #15 expressed concern over project density, physical proximity to Oakhurst and lack of fence, and decrease of open space in the neighborhood.
 - Lynette Marie Lacerda, 285 Mikala Lane, New Castle, Colorado and former resident of 1814 Ouray Road, Glenwood Springs, Colorado. Lynette expressed concern over parking for the project.
 - Ryan Roberts, 2419 Palmer Avenue, expressed concerns over the public involvement in the project especially concerning the capacity of residents of the neighborhood to communicate with one another and engage with the City given the current health crisis. Roberts suggested that the meeting and decision be postponed to a future date.
 - A. David Cox & Cynthia Green, 2504 Palmer Avenue, submitted concerns regarding the public input process and expressed that the hearing should be delayed until an in person public hearing can be held. Concerns were also expressed regarding project density, parking, and rezoning of property at 2710 Blake as part of the project. Also questioned if these units were needed citing other multi-family developments in Glenwood Springs.
 - Erin and William Lee, 2402 Palmer Avenue expressed concerns over the public input of the project and how COVID-19 limits communication regarding meaningful conversations about this project. Requested to postpone a decision until more personal forms of communication and meetings can occur.
 - George Dana, Oakhurst Townhomes, expressed concerns over project size and density, parking, traffic, flood debris control, water flow, fencing, light pollution, pedestrian safety, snow removal, and open space. Requested Planning and Zoning to deny application.
 - Lynn B Cary, 2405 Palmer expressed concerns regarding traffic, gating Palmer, increased density and inadequate parking.
 - Scott Kramer, 2501 Palmer Avenue, expressed concerns regarding current road conditions, pedestrian safety, traffic overflow from Highway 82, opening of Blake Gate, and concern over public input process and use of Zoom platform during COVID-19.

Commissioner Dehm then opened the public comment to any meeting attendees.

- Frank Martin, 805 Crestwood Drive. Prior to comments Martin disclosed that he is the spouse of City Council member Paula Stepp and that his comments reflect his own

opinions. Expressed concerns over current conditions of Palmer Avenue and possible increase in traffic.

- Jamie Raehal, 2314 Palmer Avenue, expressed concerns that the City of Glenwood Springs Transportation Commission was not involved in these discussions as traffic, parking, and other transportation concerns have been a focal point of public input.
- Shelly Lott, Oakhurst Townhomes #19, expressed concern over the roads in the neighborhood and the access to the development. Suggested making the development a cul-de-sac pushing traffic through the Blake gate rather than connecting to Palmer.
- Elaine Speck, 2506 Palmer, expressed concern over public input process and requested that the decision be postponed.
- Annie Hoghaug, 678 County Road 127 and owner of a property at 519 Easy Street expressed concerns regarding project density, traffic, local road conditions, and possible effect of the development on the neighborhood.
- Dave Malehorn, 2407 Palmer, expressed concern regarding public input process and suggested that any decision with the project be postponed.
- Cody Lyden, 2415 Palmer, expressed that he was in agreement with the general sentiment of the neighborhood such as concerns regarding traffic, project density, and local road conditions.

Commissioner Dehm closed the public comment period.

Michael O'Connor, Triumph Development West, addressed the following questions from the public and Planning & Zoning Commission from the previous meeting.

- Restricted Public Access to Uphill Open Space: O'Connor explained that the uphill open space would be separated from the development by a 420' debris flow fence and multiple retaining walls which would provide physical separation.
- Neighborhood Traffic Impacts: Greg Schroeder, McDowell Engineering spoke on the possible traffic impact on the neighborhood from this project. Stated that they had received a CDOT access permit and that estimated increase in traffic as a direct result of this development would be 4 to 13 vehicles per hour based on studies. Schroeder also stated that the traffic studies were also peer-reviewed by engineers at CDOT. O'Connor stated that traffic calming measures have been considered for Palmer including one-way designation, signage, and speed bumps.
- Parking Counts and Management: O'Connor stated that their parking plan meets City Code and is not requesting a variance for parking. Also explained that leases for the unit will require tenant to specify number of cars and residents to each unit as managed by an onsite manager and that assigned numbered parking will be used.
- Site Sections and Landscape Buffers at Oakhurst Townhomes: Mike Foster, the landscape architect for the project, further described the landscape plan along with elevations showing the development and its spatial relation to the existing Oakhurst Townhomes. Foster also explained that the light poles for this project would be placed as far as possible away from the Oakhurst Townhomes.
- Controlling Trespassing through Neighbor Properties: O'Connor mentioned that the planned landscaping would provide a physical deterrent to cutting through the Oakhurst property.
- Pedestrian Circulation and Palmer Avenue Typical Section: Foster explained that there

would be a continuous sidewalk on both sides of Palmer as part of the site plan. There would also be additional sidewalk added on Blake as part of the project as well. Foster explained more about the Palmer street design showing sidewalks and landscaping.

- Green Building Elements: Foster explained that they would be pursuing National Green Building Certification as a component of HUD Loan process.
- EV Charging Parking Spaces: Plan will include infrastructure for future EV parking spaces.
- Material Samples and Colors: Foster provided visual examples to demonstrate the colors and materials that would be used for the project.
- Palmer Avenue Construction: O'Connor also addressed the reconstruction of the driveway on the Speck property showing pictures of the current site. The reconstruction of Palmer Avenue to meet City standards would require to create a new driveway on the property with an easement.
- Compliance with Zoning: O'Connor provided further clarification and information as to how the project complies with the current zoning requirements. O'Connor also explained specifically what the variances are for this project.

O'Connor explained that applicant would be willing to include the following items to the plan as condition of approval: privacy fencing on west side of parking area, traffic calming techniques along Palmer Avenue, and working with adjacent landowner on construction of a new driveway.

O'Connor concluded comments and discussion moved to questions from the Planning & Zoning Commission.

Commissioner Dehm proposed a brief recess before continuing the meeting.

Commissioner Dehm reconvened the meeting for questions for the applicant and staff.

Commissioner Shaver asked the applicant about the ratio of compact to standard size parking. Applicant explained that according to the plan that there were 20 compact parking spaces. Shaver also asked staff how any variances previously approved on the property would apply to the current project. Trent Hyatt explained that variances are granted in connection with a specific site plan and since this development has a different site plan that the previous project variances do not apply to this project.

Commissioner Schachter asked applicant regarding the summary of traffic volumes as compiled by McDowell Engineering. Schachter asked how traffic would move if there was only one access route to the site from the south and not connect Palmer through the site. Greg Schroeder, McDowell Engineering, explained that typical best practice road design encourages more access points for traffic flow and emergency response. Schachter expressed concern about the traffic flow in the area with the project. Schachter also had questions about open space requirements, especially the active space requirement. Mike Foster explained that the community room for the site, including outdoor space helped meet that requirement as well as space between Buildings D & E.

Schachter also about the potential for debris flow damages to Palmer or surrounding neighborhoods. Jessica Bower, Assistant City Engineer, explained that there will be a maintenance agreement between the development and the City which includes debris flow inspections and standards to be met. Bower also explained that the proposed design of the project mitigates risk by installing a debris flow fence.

Commissioner Grosscup asked the applicant regarding the number of spaces in the north parking lot that face the Oakhurst Townhomes. Mike Foster explained that there were 24 total spaces in the north parking lot with 14 spaces facing west. Grosscup also asked how development would manage tenants parking additional vehicles in the neighborhood after exceeding their allotted spaces. Grosscup had questions for staff regarding traffic speed, which Terri Partch confirmed would be 25 MPH. Grosscup also asked if any street improvements are planned in the neighborhood. Terri Partch explained that improvements to Blake between 23rd and 26th has been planned for the near future.

At approximately 9:45 PM, there was a disruption as many meeting participants lost access to the Zoom meeting space. There was an internet outage which caused many participants lost access to the Zoom meeting space.

City Attorney Anna Itenberg clarified that without a quorum of commissioners, that the meeting could not legally proceed and advised to wait to see if any other members of the commission could join.

Commissioner Wussow asked if it would be possible to use e-mail to decide to continue the meeting. Anna Itenberg clarified that e-mail was not mentioned in Code.

A quorum of Commissioners returned to the Zoom meeting.

Commissioner Schachter, Dehm, Wussow, and Cipperly were able to rejoin the Zoom meeting. Anna Copeland, Triumph Development West, asked if public comment would be reopened if the meeting was set to continue at a future date. Dehm confirmed that public comment portion had already been closed.

Commissioner Schachter made a motion to continue item 04-20 to the next Planning & Zoning Commission meeting on Tuesday, May 26th. The motion was seconded by Commissioner Cipperly.

Motion passed by Schachter, Dehm, Wussow, and Cipperly. Commissioners Shaver, Grosscup, and Wissing were not present to vote due to internet outage.

Commissioner Schachter made a motion to continue item 06-20 to the next Planning & Zoning Commission meeting on Tuesday, May 26th. The motion was seconded by Commissioner Wussow.

Motion passed by Schachter, Dehm, Wussow, and Cipperly. Commissioners Shaver, Grosscup, and Wissing were not present to vote due to internet outage.

6. Director Comments

Director was not available for comments as was not able to connect to the meeting.

7. Adjournment

Meeting was adjourned at 10:13 PM.



City Council
STAFF REPORT
City of Glenwood Springs
October 15th, 2020

Agenda Item:	Planning File #62-20- Appeal of a Planning and Zoning Commission Denial of a Variance to exceed Required Rear Yard Coverage.
Action Requested	Consideration of an appeal of a Planning & Zoning Commission Denial of a Variance to exceed Required Rear Yard Coverage as provided for in Municipal Code section 070.030.040(c)(5)b.
Department:	Economic & Community Development Department
Presented by:	Emery Ellingson, Planner I
Background Information:	The Planning and Zoning Commission (P&Z) considers and decides actions involving Variance requests. City Council hears these requests if the Planning and Zoning Commission's decision is appealed. <u>August 25th, 2020 & September 22nd, 2020</u> The P & Z heard and reviewed two variance requests to construct a 321 square foot garage and 168 sf storage space in the rear yard of 820 Bennett Ave. The variance requests were as follows: • Request for relief from side and rear yard setbacks. Request for a 3.0' rear yard setback and a 2.0' side yard setback. • Request to exceed the maximum 40% Required Rear Yard coverage limit to allow a 59 % coverage. When considering such requests, the Commission considers how well the application meets the variance criteria. The variance criteria are addressed in the Planning Commission Staff report. In reviewing a variance request, the P & Z shall find that all of the following conditions exist: 1) The subject property has an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district; 2) The strict application of the Code standards for which a variance is sought would produce undue hardship; 3) The applicant did not create the hardship by his/her own actions;

- 4) The variance requested does not harm the public and does not impair the intent or purposes of this Code, goals and policies, including the specific regulation for which the variance is sought;
- 5) The variance request demonstrates exceptional hardship not related to the purposes of convenience or financial burden;
- 6) The variance request will not violate building or fire code requirements; and
- 7) The variance is the minimum variance that will afford relief of the subject standards of the Code.

In a 5-1 vote the P & Z approved the first variance for request for relief from side and rear yard setbacks based on the finding that variance request met all the variance criteria.

In a 4-2 vote the P & Z denied the second variance for request to exceed Required Rear Yard coverage limits based on the finding that the variance request did not meet all the variance criteria.

The applicant filed an official appeal of this decision on September 29, 2020 per the requirements of 070.060.070(c).

In their appeal narrative, the applicant addressed the P & Z findings and concerns. The narrative is attached for Council's review along with the following:

- Letters and correspondence in support and opposition of the original variance application; and
- Minutes of the P & Z hearing
- Staff reports from 8/25 and 9/22 meetings

Issues:

City Council shall consider the following in determining whether to affirm, reverse, or amend a decision or interpretation made by another decision-making body:

1. The facts stated in the application, as presented by the appellant and/or the Director;
2. The requirements and intent of the applicable standards from this Code compared to the written decision that is being appealed;
3. Evidence related to how the applicable standards from this Code have been administered or interpreted in the past; and
4. Consistency with the Comprehensive Plan.

Staff Recommendation:

Per Municipal Code Section 070.060.070, the staff report shall not make a formal recommendation and shall only include the necessary facts to warrant an appeal, which shall be provided by the applicant.

City Council may Affirm, Reverse, or Amend a decision by another decision making body, in whole or in part, or may modify the order, requirement,

decision, or determination appealed from.

City Council may attach conditions of approval on any appeal to ensure the health, safety, and welfare of the City.

VARIANCE APPEAL TO CITY COUNCIL

**GWS Planning Dept.
City Hall
101 W 8th Street
GWS, Co. 81601**

09-28-20

Re: 820 Bennett Avenue Variance appeal to City Council

City Council Members:

Original Variance request 06-30-20:

We applied for a variance to the city on 06-30-20. The original variance requested a 2' side (5'-0" required) and 1' (10'-0 required) rear setback relief to build a 1-car, off-street garage of 350 sf, and a storage area of 198 sf to replace an existing storage shed of 123 sf.

P&Z Meeting #1 08-25-20:

The first meeting with P&Z was 08-25-20. P&Z asked that the garage be pushed back 24" so that we had a 3'-0" rear setback. The side setback was agreed to as we were retaining all drainage from the garage on our property. P&Z also asked that we reduce the rear lot % coverage, but a specific sf amount was not requested. P&Z gave us the choice to push the review to the next meeting in order to amend our proposal, which we agreed to.

P&Z Meeting #2 09-22-20:

We changed our proposal per P&Z's request to adhere to the 2'-0" side yard and 3'-0" rear yard setback. The garage size was reduced from 350 to 321 sf, and the storage room size was reduced from 196 to 168 sf. (The rear lot % coverage allowed for our lot is 200 s.f.) Our original variance submittal was 148.93 sf over the allowed %, and our revised submittal was lowered to 92.93 sf over the allowed rear yard %. Additionally, in the report from the planning dept., it was noted that our house is set further back on our lot than a majority of houses near us which reduces the useable area behind our house more so than the other properties on our block.

P&Z approved the garage setback variance, but did not approve the rear lot % coverage for the storage shed. We are very happy the one off-street parking spot/garage has been approved. However, we have an existing 123 sf shed whose storage area needs to be replaced. It is used to store our lawn mower, power tools, yard tools, bikes, etc., and is essential storage for any homeowner. The current proposal's storage area was consciously designed in such a way as to try to retain a bit of outdoor space for a small yard. As was noted by P & Z members, the project will be visually appealing and in some way increase the value of properties in the immediate area. Allowing the 92.93 s.f. rear lot

coverage % overage will not affect the public, adjacent neighbors, or the community as a whole in any detrimental way. We have project support letters from both adjacent neighbors and others who reside on Bennett Ave. As well, we will work with the city departments to make sure they are ok with the proposal / construction methods, future GWS maintenance considerations, and general timing.

With these facts in mind, we respectfully request that City Council review / overturn the P&Z's denial on the rear yard %, and allow us to construct the 168 s.f. storage area adjacent to the garage. Not only will this allow us to remove a car from the crowded street, but will allow space for essential home storage.

Please get back to us with any questions or if clarifications are needed.

Sincerely,



Kurt Carruth
820 Bennett Ave.
GWS, Co. 81601
C: 970-309-4432

Property Owners:

Julie and Kurt Carruth
820 Bennett Avenue
GWS, Co 81601
*purchased house in 1998.

Property Location:

820 Bennett Avenue
GWS, Co. 81601

Lot specifics:

Parcel Number: 218509415013
Lot 10 & 11, Block 34 Original townsite GWS
Setbacks: Rear yard 10'-0" / Side yard 5'-0"

Comprehensive Plan Compliance

10-02-20

Property Owners:

Julie and Kurt Carruth
820 Bennett Avenue
GWS, Co 81601

Lot specifics:

Parcel Number: 218509415013
Lot 10 & 11, Block 34 Original townsite GWS

GWS Comprehensive plan:

Direct development into a compact form: infill and redevelopment

Working with what you have is the most conscientious development decision you can make. The comprehensive plan speaks often about infill development.

This is an 'infill development' request. We have been approved for a single car garage, yet were denied for a storage unit attached to the Garage based upon the rear lot % coverage rule. The garage will remove a car from the busy Bennett avenue – where at our specific lot, we are adjacent to a busy church. The parking can be frustrating at best, but we all make it work. I have support letters for the Garage / storage area from both adjacent neighbors, and others on Bennett that agree getting even one car off the street is worth the effort. The garage will be sited where the current storage shed is located. The new storage area would be used for items that are contained in existing shed – typical residential storage – lawn mower, yard tools, coolers, river gear, bicycles, etc.

Address transportation and provide multiple convenient travel choices

As council knows – parking is the number one issue that any development proposal has to address. We are approved to add a single car garage and remove one car out of the total for Bennett Ave. The garage is located where the existing storage shed is – we simply need to replace the storage area from the shed. We understand the goal of the rear yard % coverage – but we feel it is too rigid in this case.

Architecture with an eye to the historic GWS downtown vernacular

We plan to make the addition fit in with the fabric of the GWS historic downtown area. The structure would be wrapped with a traditional wood siding, and done tastefully.

We feel the storage area, as proposed, is consistent with the goals of the comprehensive plan.

Variance Criteria

10-02-20

Property Owners:

Julie and Kurt Carruth
820 Bennett Avenue
GWS, Co 81601
*purchased house in 1998.

Property Location:

820 Bennett Avenue
GWS, Co. 81601

Lot specifics:

Parcel Number: 218509415013
Lot 10 & 11, Block 34 Original townsite GWS
Setbacks: Rear yard 10'-0" / Side yard 5'-0"

Variance type:

Explain what municipal code requirement you are requesting a variance from and what it is that you are proposing that does not meet this requirement. We are requesting relief from the rear lot % coverage, and request to be able to construct a storage area that would result in being over the allowed limit by 92.95 s.f..

Variance criteria:

- 1. Explain how your property has an exceptional shape, topography, building configuration or other exceptional site condition that is not a general condition throughout the zone district.** The shape is the same as all 50 x 100 lots. The slope is gentle across the site – no slope issues. The site condition is that the existing house is 'existing'. I cannot put a garage / storage area in the front yard, nor either side yard. The rear lot line is only area where I have the s.f. to potentially add it, the availability of access off of the alley, and it is the most logical location that makes sense.
- 2. Explain how the strict application of the code standards for the variance you are seeking produces undue hardship.** Allowing the 92.95 s.f. overage of the rear yard % coverage rule will allow us to construct a storage area for lawnmower, yard tools, bikes – typical storage that every residence needs. Located where it is allows us to keep the storage area towards the back of the lot and lets us keep a small yard for a garden / entertaining. Not allowing the overage might require us to store some items outside – Am not sure if everything will fit in garage.
- 3. Explain how you did not create the hardship by your own actions.** The lot does not have access on either side, nor in the front yard. We did not move the house to where it currently is. The location / orientation of the proposed storage area is the only logical location on the lot. Our house is set back more from Bennett Ave. than the typical house on our block.

4. **Explain how the requested variance does not harm the public and does not impair the intent or purposes of this code, goals, and policies, including the specific regulation in question.** Allowing the 92.93 s.f. overage in the rear yard coverage would not harm the public in any way, as the public cannot see the storage area from Bennett Ave. We have an existing storage shed that needs to be replaced, the 92.95 s.f. overage would go towards this storage.
5. **Explain how the variance request demonstrates exceptional hardship not related to purposes of convenience or financial burden.** I do not understand how anyone on any lot can demonstrate exceptional hardship. All I can do is look at the site critically, and investigate other / all options – the proposed is the only logical location for successful creation of an essential storage area AND allow some conservation of outdoor green space.
6. **Explain how the variance request will not violate building or fire code requirements.** The % lot line overage will not violate any fire code requirements. The storage area would be constructed following all accepted codes, and the fire dept has excellent fire fighting access from the side (church) parking lot and rear alley. The alley adjacent to the storage area is wider than most alleys in town, and the dimension from my lot line to the structure directly across the alley is 37'-4" – more than adequate for a firetruck. Fire access would not be affected in any way.
7. **Explain how the variance is the minimum variance that will afford relief of the subject standards of the code.** The storage location is the most logical location to make the storage work, be as small as possible, and allow the retainage of a bit of open green space.

Glenwood Springs Planning and Zoning
City Hall 101 West 8th Street
Glenwood Springs, CO 81601

Regarding 820 Bennett Avenue Applicant KuthCarruth

The following are our comments to the proposal

- (1) As in any building project a Survey should be completed by a registered Land Surveyor to determine actual boundaries and so mark with survey pins.
- (2) The City of Glenwood Springs plows alley snow when needed and should not be plowed entirely to rear lot of 819 Palmer Avenue. So the Applicant Carruth has no snow storage space with a one (1) foot back.
- (3) The one(1) foot set back in alley would make it almost impossible to park a car in the proposed garage unless driving on adjacent private property. The setback should be at least 5 feet minimum.
- (4) Drainage of roof lines should have gutters installed not drain to adjacent property owners.
- (5) A site visit by Planning and Zoning by a drive by would be appreciated.

Ernest and Marjorie Gerbaz



904 palmer Avenue
Glenwood Springs, Co 81601
August 15, 2020

RE: 820 Bennett Ave.

Inboxx



Chris Hale Sun, Dec 1, 2:46 PM (18 hours ago)

to me

Kurt:

As a neighbor, I would be in favor of the garage. Parking is inadequate in our neighborhood and any car parked in a garage would remove a car from the street and free up a parking space.

Sincerely,
Mountain Cross
Engineering, Inc.
Chris Hale, P.E.
826 1/2 Grand Avenue
Glenwood Springs, CO 81601
Ph: 970.945.5544
Fx: 970.945.5558

From: Kurt Carruth [mailto:kurt.carruth@gmail.com]

Sent: Sunday, December 01, 2019 2:29 PM

To: Chris Hale <chris@mountaincross-eng.com>

Subject: Fwd: 820 Bennett Ave.

Chris:

Attached are the drawings for the proposed Garage. Have a look and get back to me with any questions.

Thanks-
Kurt Carruth, architect

hingeARCHITECTS, Ltd.
812 grand avenue, ste. 201
gws, co. 81601
c:970-309-4432
www.hinge-architects.com

In response to the Carruth garage:

I have reviewed the drawings and have no issue with the proposed garage. The design is attractive and utilitarian. Parking is a major issue on the street and it would alleviate that issue slightly. The fact that no additional water flow would propagate onto our adjacent property is important and considerate to our property. Homes in downtown often don't have off street covered parking, which is a definite premium that encourages families to live within the downtown area. Glenwood Springs needs to stay competitive with neighboring developments to keep families within the downtown area in order to maintain the long standing and vibrant feel of the neighborhood. I fully support this proposal and any other development in the neighborhood that encourages community and increases livability.

Ian Barrett
818 Bennett Ave.
Glenwood Springs, CO



teresa olave

to Kurt ▾

3:02 PM (24 minutes ago)



Hi Kurt, I received your message, and thanks for the information and everything is fine. God blessings!,

Enviado desde mi iPad

El nov 6, 2019, a las 2:14 PM, Kurt Carruth <kurt@hinge-architects.com> escribió:

Pastor Olave:

Thanks for your time and help with this.

I am happy to meet you at the site if you have any questions or concerns.

If possible, if it looks ok with you - I could use a letter that says something to the effect that you have seen the drawings, understand the project, and do not have any concerns for it going forward.

Thanks-

Kurt Carruth, architect

hingeARCHITECTS, Ltd.

812 grand avenue, ste. 201

gws, co. 81601

c:970-309-4432

www.hinge-architects.com



Planning and Zoning Commission Report

Date: August 25, 2020
To: Planning and Zoning Commission
From: Emery Ellingson, Planner I
Subject: #43-20– 820 Bennett Garage Variance

REQUEST	Consideration of variances from required side and rear yard setbacks for the construction of an accessory structure which includes a 350 single car garage and 196 sf storage space
APPLICANT	Kurt Carruth
OWNER	Kurt & Julie Carruth
LOCATION	820 Bennett Avenue (PIN 2185-094-15-013)
ZONE	RM2 Residential Multifamily Limited
SURROUNDING LAND USES	North: Residential South: Church (zoned RM2) East: Residential and alley West: Residential and Bennett Avenue
LOT SIZE	Parcel (2185-094-15-013) 5,000 square feet

ACTION ITEM

Per Section 070.060.070 of the *Glenwood Springs Municipal Code* (Code), the Planning and Zoning Commission (Commission) is the reviewing body for Variance Requests. The proposed request is relief from the rear yard and side yard setbacks in order to construct a 350 square foot garage with a 196 square foot storage room. The proposed project would also include demolishing an existing 123 square foot shed on the property.

Action 1 – Variance Request – to allow for construction of a 350 square foot garage with 196 square foot storage room set back 1.0’ from the rear lot line and 2.0’ from the side yard lot line.

Staff recommendation: *Staff recommends **denial** of the Variance Request with the findings and conditions on page 7.*

BACKGROUND

Project Summary

The application was submitted by homeowner Kurt Carruth. The proposal is to remove the existing 123 square foot storage shed and replace it with a 350 square foot single car garage with an adjoining 196 square foot storage space. The variance request is for relief from the side and rear yard setbacks. The requested location of the new accessory building would be setback 1.0' from the rear property line and 2.0' from the side lot line. The required setbacks for the RM2 Zoning District are 10.0 feet from the rear lot line and 5.0' from the side lot line.

A variance request must meet all the variance criteria as described in code. Attached for review is the applicant's narrative, site and floor plan of proposed improvements, support letters from neighbors, and photos of the site.



Aerial photo of property

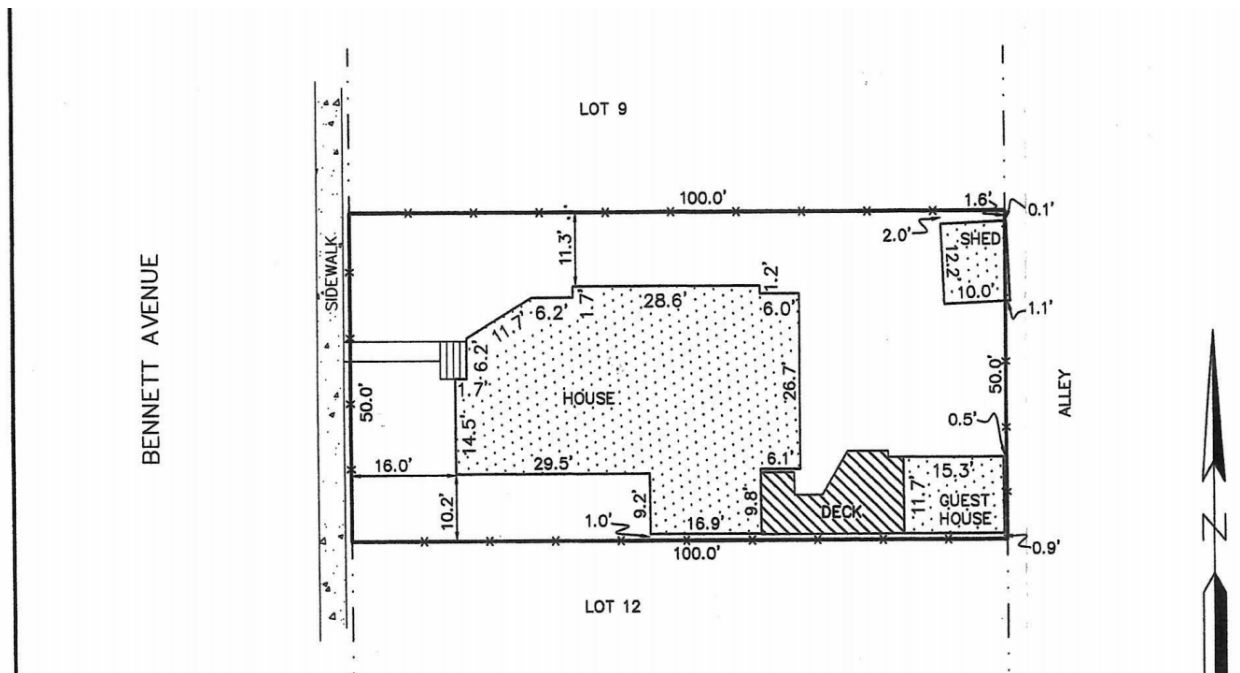
Location and Background

The home is located on Lot 10 and Lot 11 of Block 34 of the Original Glenwood Townsite. Image below shows the current layout of structures on the property. The property currently does not have any area dedicated for off-street parking.

The primary structure was built in 1898. In 2002 the applicant and current owner received a variance to construct a 165 square foot guest house located on the southeast corner of the property. This variance request was approved by the Glenwood Springs Board of Adjustments and Appeals on May 13th, 2002. Please see the attached notice which listed the conditions of this variance approval.

In 2006, the applicant and current owner, was approved for a 4 foot 8 inch variance into the side yard setback on the south lot line to construct a dining area addition on that side of the house. This addition was part of a larger remodel which including adding a second floor to the existing structure.

In 2019, the applicant and current owner, renewed an Accessory Tourist Rental Permit for the guest house which is valid through December 31, 2020.



The applicant requests a variance to construct a single car garage with storage space with the intent to create an off-street parking space for the property. The image below shows the proposed location of the garage and storage space. The applicant states that a typical sized garage would be close to the rear of the house and would decrease open space on the property, create roof drainage issues, and cut the lot into two pieces. Without further evidence related to drainage, it is difficult for staff to determine whether the proposed configuration would mediate drainage issues related to construction of a garage on the property.

The proposed garage and storage space would result in a total lot coverage of 2,221 square feet which is 44% of the lot. This is within the limit of 50% of the total lot area as described in *Section 070.040.080(d)(1) Lot Coverage*.

1,510 Main house footprint
 546 Garage
 165 Guesthouse footprint
 2,221 total s.f.
 5,000 s.f. Lot s.f.

VARIANCE CRITERIA

Below is staff's analysis of the proposed project and its compliance with the seven variance criteria.

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

The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district. The lot is similar size to most in the district and does not have an exceptional topography. The primary structure is set back slightly farther compared to many neighboring buildings.

- 2. The strict application of the Code standards for which a variance is sought would produce undue hardship**

Applicant describes that a typical sized garage, sized 24.0' deep and 22.0' wide, if placed on the property and observing the 10.0' rear setback would result in a garage location that would be too close to the principal structure. The applicant cites the loss of open space and potential drainage issues as reason to request a variance for the 1.0' rear and 2.0' side setbacks. Staff does not find that strict application of Code standards would produce undue hardship as the request for relief from code is not due to physical site constraints but rather applicant's preference for use of existing and available space.

- 3. The applicant did not create the hardship by his/her own actions**

The property configuration was originally established with the original construction of the primary dwelling in 1898. Current zoning setbacks were not in place when the structure was originally built. The applicant purchased the property in 1999 and constructed a guesthouse in the rear yard of the property in 2002. The current property configuration is a result of the applicant and current owner's actions and preferred use of the property.

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

The variance requested does not harm the public nor does it impair the intent or purposes of this Code, including the specific regulation for which the variance is sought. Per comments from Water and Wastewater Department, the construction of a building within the rear yard setback in proximity to the alley could create problems in case of sewer main repair. One intent of a setback regulation is to provide room for utility installation and maintenance.

The variance request would provide a positive benefit to the public with the creation of an off-street parking space. The addition of an off-street parking space to this property would help to relieve the high demand for on-street parking in the neighborhood.

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

The variance request does not demonstrate exceptional hardship not related to purposes of convenience or financial burden. The location of the garage within the required rear and side yard setbacks is a result of existing property configuration and location preference for a by the applicant and does not demonstrate exceptional hardship

6. The variance request will not violate building or fire code requirements

The requested variance will require a building permit application and review/approval of both the building and fire departments. Construction therefore is expected to comply with both the building and fire code requirements.

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

The variance is not the minimum variance that will afford relief of the subject standards of the Code. As indicated in the site plans, there is a 6.0' gap between the proposed garage and the existing house. Standard fire separation per Building code is 5.0' and an accessory building may be located at an even closer distance if following necessary Building Code requirements. The owner could locate the proposed detached garage closer to the house, build a smaller garage, or consider an attached garage. These options could result in a smaller encroachment into the required rear yard setback.

REVIEWING AGENCY COMMENTS

An overview of any comments received from referral agencies is provided below. Said comments are also attached.

Engineering Department – Comments received mentioned that the proposed project would require a grading plan, drainage letter and plan completed by an engineer, and a Geotechnical Report/Letter to address the potential for hydrocompactive and corrosive soils for this property. Engineering comments also asked for more information on the foundation type and if the 1.0' setback provided adequate room to construct the footing within the property boundary.

Water & Wastewater Department – Comments received indicated that the setback of 1.0' off the alley could create potential problems for any major excavation in the alley for sewer main repairs. The proximity of the proposed garage's foundations could create problems with stabilization of a trench. The proposed garage's foundation would also be difficult to protect if a trench were excavated during a sewer main repair in the alley.

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

The Planning and Zoning Commission may approve, approve with conditions, or deny the variance. The Commission may also continue the hearing with a request for specific information necessary to determine compliance with the Municipal Code and city goals and policies.

Action 1 – Variance Request – to allow for construction of a 350 square foot garage with 196 square foot storage room set back 1.0’ from the rear lot line and 2.0’ from the side yard lot line.

Staff Recommendation/Suggested Motion

Staff recommends **denial** of the Variance Request with the following **findings**:

Suggested Findings:

1. The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district.
2. The strict application of the Code standards for which a variance is sought would not produce undue hardship.
3. The applicant has had a part in the creation of the hardship by their own actions.
4. The variance requested does harm the public and does not impair the intent or purposes of this Code, goals, and policies, including the specific regulation for which the variance is sought. Specifically, the variance requested impairs the intent of the specific regulation for which the variance is sought, which is a required setback to provide space for utility installation and maintenance.
5. The variance requested does not demonstrate exceptional hardship not related to purposes of convenience or financial burden.
6. The variance request will not violate building or fire code requirements.
7. The variance is not the minimum variance that will afford relief of the subject standards of the code.



Planning and Zoning Commission Report

Date: September 22, 2020
To: Planning and Zoning Commission
From: Emery Ellingson, Planner I
Subject: #43-20– 820 Bennett Garage Variance

REQUEST	Consideration of variances from required side and rear yard setbacks and Required Rear Yard Coverage for the construction of an accessory structure which includes a 321 single car garage and 168 sf storage space
APPLICANT	Kurt Carruth
OWNER	Kurt & Julie Carruth
LOCATION	820 Bennett Avenue (PIN 2185-094-15-013)
ZONE	RM2 Residential Multifamily Limited
SURROUNDING LAND USES	North: Residential South: Church (zoned RM2) East: Residential and alley West: Residential and Bennett Avenue
LOT SIZE	Parcel (2185-094-15-013) 5,000 square feet

ACTION ITEM

Per Section 070.060.070 of the *Glenwood Springs Municipal Code* (Code), the Planning and Zoning Commission (Commission) is the reviewing body for Variance Requests. The proposed request is relief from the rear yard and side yard setbacks in order to construct a 321 square foot garage with a 168 square foot storage room. The proposed project would also include demolishing an existing 123 square foot shed on the property. This staff report is written to reflect the revised designs submitted and additional variance requested.

Action 1 – Variance Request – to allow for construction of a 321 square foot garage with 168 square foot storage room set back 3.0’ from the rear lot line and 2.0’ from the side yard lot line.

Staff recommendation: Staff recommends **denial** of the Variance Request with the findings on pages 11 & 12.

Action 2 – Variance Request – to allow for construction of a 321 square foot garage with 168 square foot storage room which exceeds 40% coverage of the Required Rear Yard.

Staff recommendation: Staff recommends **denial** of the Variance Request with the findings on pages 11 & 12.

BACKGROUND

Project Summary

The application was originally submitted by homeowner Kurt Carruth and reviewed by Planning & Zoning Commission at the August 25, 2020 meeting. The original proposal was to remove the existing 123 square foot storage shed and replace it with a 350 square foot single car garage with an adjoining 196 square foot storage space. The variance request was for relief from the side and rear yard setbacks. The requested location of the new accessory building would be setback 1.0' from the rear property line and 2.0' from the side lot line. The required setbacks for the RM2 Zoning District are 10.0 feet from the rear lot line and 5.0' from the side lot line.

The application was reviewed and discussed by the Planning & Zoning Commission which resulted in continuing the application to the September 22nd meeting. The applicant agreed to make revisions based on feedback and suggestions from Commission members and staff.

The design from the original application also exceeded the limit of Required Rear Yard Coverage and the applicant is also requesting a variance to exceed the limit.

The revised application requests construction of a 321 square foot garage and 168 square foot storage room setback 3.0' from the rear lot line and 2.0' from the side yard lot line. The revised application also requests a variance to exceed Required Rear Yard coverage limit.

A variance request must meet all the variance criteria as described in code. Attached for review is the applicant's revised narrative, site plan of proposed improvements, support letters from neighbors, and photos of the site.



Aerial photo of property

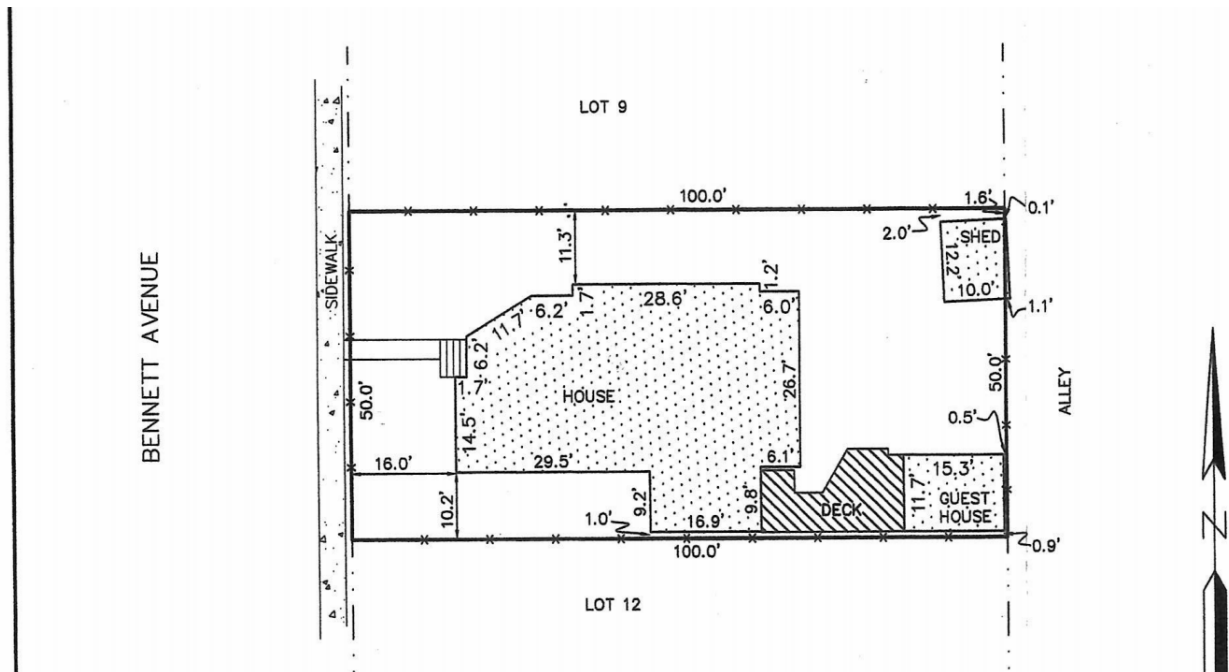
Location and Background

The home is located on Lot 10 and Lot 11 of Block 34 of the Original Glenwood Townsite. Image below shows the current layout of structures on the property. The property currently does not have any area dedicated for off-street parking.

The primary structure was built in 1898. In 2002 the applicant and current owner received a variance to construct a 165 square foot guest house located on the southeast corner of the property. This variance request was approved by the Glenwood Springs Board of Adjustments and Appeals on May 13th, 2002. Please see the attached notice which listed the conditions of this variance approval.

In 2006, the applicant and current owner- was approved for a 4 foot 8 inch variance into the side yard setback on the south lot line to construct a dining area addition on that side of the house. This addition was part of a larger remodel which including adding a second floor to the existing structure.

In 2019, the applicant and current owner renewed an Accessory Tourist Rental Permit for the guest house which is valid through December 31, 2020.



Project Analysis

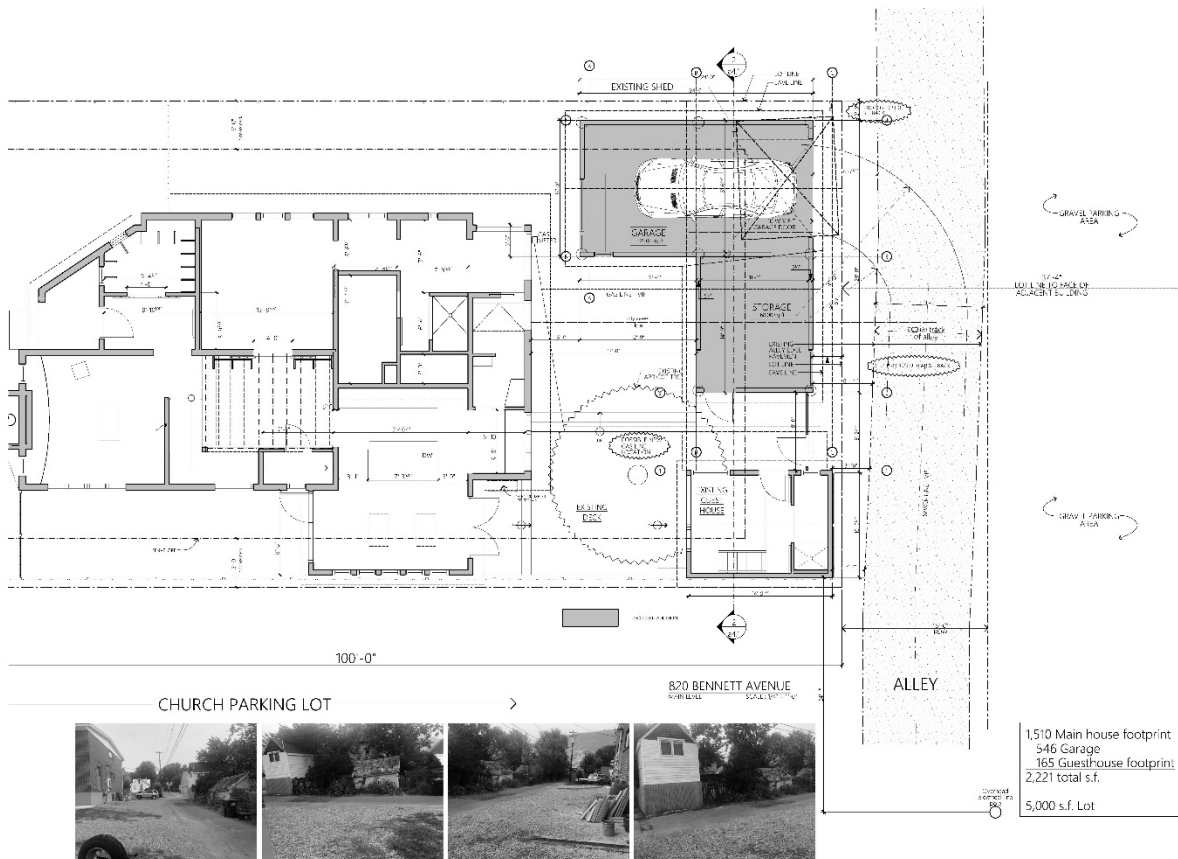
The applicant requests the variances to construct a single car garage with storage space with the intent to create an off-street parking space for the property. The image below shows the proposed location of the garage and storage space. The applicant states that a typical sized garage would be close to the rear of the house and would decrease open space on the property, create roof drainage issues, and cut the lot into two pieces.

The newly proposed garage and storage space would result in a total of 654 square feet for accessory structures. This is within the limit of 1,000 square feet for accessory structures as described in *Section 070.030.040 Accessory Uses and Structures*.

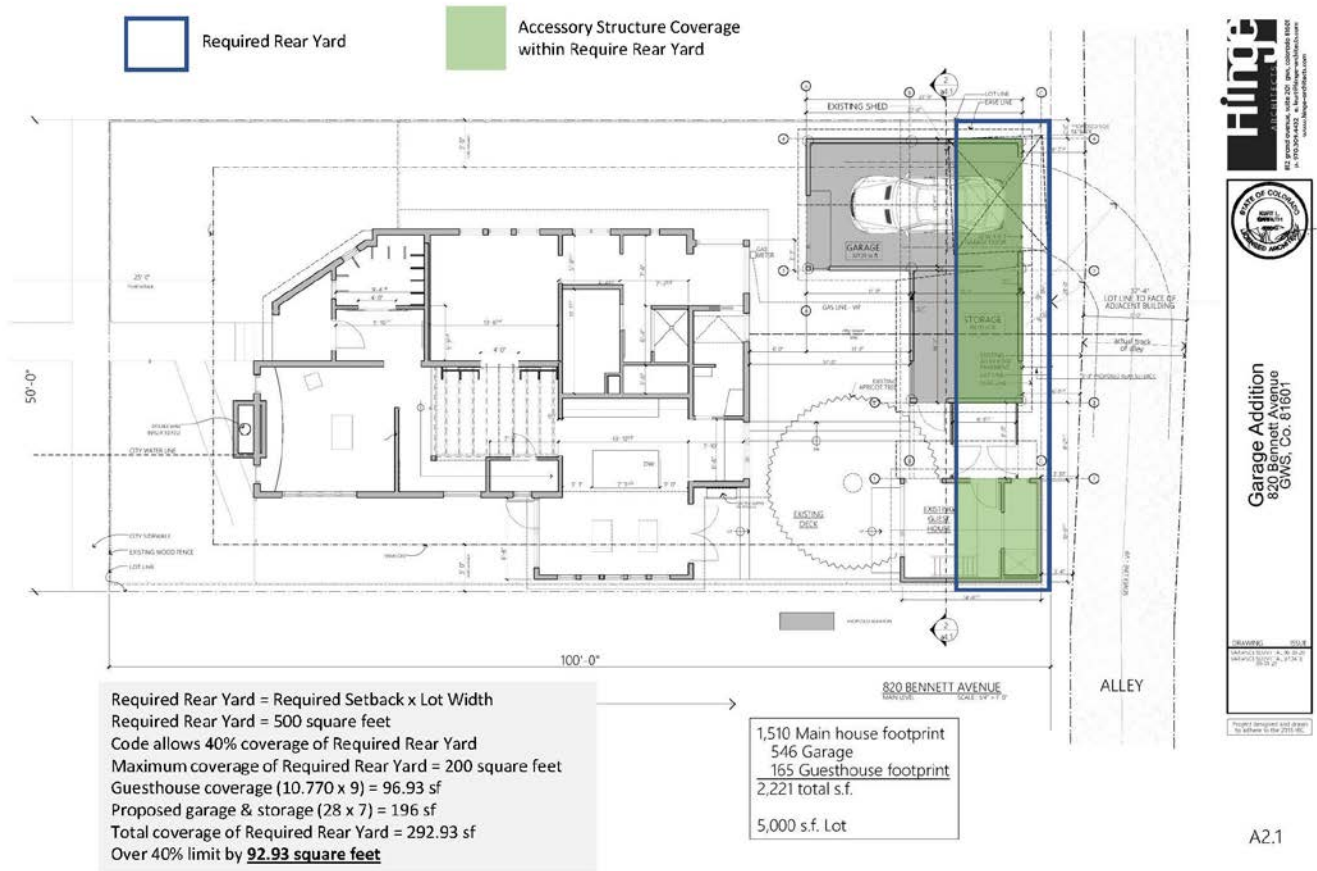
The proposed garage and storage space would result in a total lot coverage of 2,164 square feet which is 43% of the lot. This meets limits described in *Section 070.040.080(d)(1) Lot Coverage*.

Accessory structures are allowed to cover up to 40% of the required rear yard. The required rear yard is calculated by multiplying the width of the lot by the required rear yard setback. This results in a required rear yard of 500 square feet. The proposed garage, storage room, and existing guesthouse would occupy 292.93 square feet of this required rear yard, which is approximately 59% coverage, which is above the limit of 40% coverage as described in *Section 070.030.040(c)(5)(b)*

Revised Site Plan



Required Rear Yard Coverage



The image above shows the Required Rear Yard and the area covered by Accessory Structures with this proposed design. The blue box is the Required Rear Yard and the green areas are the portions of the structures that are within the Required Rear Yard.

The Required Rear Yard for this lot is 500 square feet. The limit for coverage in Code is 40% which for this lot is 200 square feet of coverage. The proposed project covers 292.93 square feet which is 59%. The original design had 70% coverage. This reduction resulted from the applicant increasing the rear yard setback to 3.0'.

The proposed project exceeds the 40% coverage limit by 92.93 square feet. Actions such as increasing the rear yard setback of the entire structure, reducing size of storage room, reconfiguration of storage space, or removing the storage space would all result in reducing the amount of Rear Yard coverage.

VARIANCE CRITERIA – ACTION ITEM 1: Relief from Rear and Side Setbacks

Below is staff's analysis of the proposed project and its compliance with the seven variance criteria.

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

The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district. The lot is similar size to most in the district and does not have an exceptional topography. The primary structure is set back slightly farther compared to many neighboring buildings.

- 2. The strict application of the Code standards for which a variance is sought would produce undue hardship**

Applicant describes that a typical sized garage, sized 24.0' deep and 22.0' wide, if placed on the property and observing the 10.0' rear setback would result in a garage location that would be too close to the principal structure. The applicant cites the loss of open space and potential drainage issues as reason to request a variance for the 3.0' rear and 2.0' side setbacks. Staff does not find that strict application of Code standards would produce undue hardship as the request for relief from code is a preference for use of existing and available space and not an undue hardship.

- 3. The applicant did not create the hardship by his/her own actions**

The property configuration was established with the original construction of the primary dwelling in 1898. Current zoning setbacks were not in place when the structure was originally built. The applicant purchased the property in 1999 and constructed a guesthouse in the rear yard of the property in 2002. The current property configuration is partly a result of the applicant and current owner's actions and preferred use of the property.

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

The variance requested does not harm the public nor does it impair the intent or purposes of this Code, including the specific regulation for which the variance is sought. Per comments from Water and Wastewater Department, the construction of a building within the rear yard setback in proximity to the alley could create problems in case of sewer main repair. One intent of a setback regulation is to provide room for utility installation and maintenance.

The variance request would provide a positive benefit to the public with the creation of an off-street parking space. The addition of an off-street parking space to this property would help to relieve the high demand for on-street parking in the neighborhood.

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

The variance request does not demonstrate exceptional hardship not related to purposes of convenience or financial burden. The location of the garage and storage space within the required rear and side yard setbacks is a result of existing property configuration and location preference by the applicant and does not demonstrate exceptional hardship.

6. The variance request will not violate building or fire code requirements

The requested variances will require a building permit application and review/approval of both the building and fire departments. Construction therefore is expected to comply with both the building and fire code requirements.

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

The variance requested is not the minimum variance that will afford relief of the subject standards of the Code. As indicated in the site plans, there is a 6.0' gap between the proposed garage and the existing house. Standard fire separation per Building code is 5.0' and an accessory building may be located at an even closer distance if following necessary Building Code requirements. The owner could locate the proposed detached garage closer to the house, consider a different alignment, or consider an attached garage. These options could result in a smaller encroachment into the required rear yard setback.

VARIANCE CRITERIA – ACTION ITEM 2: Relief from Required Rear Yard Coverage Limit

Below is staff's analysis of the proposed project and its compliance with the seven variance criteria.

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

The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district. The lot is similar size to most in the district and does not have an exceptional topography. The primary structure is set back slightly farther compared to many neighboring buildings.

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

The revised designs cover 292.93 square feet of the 500 square foot Required Rear Yard. This is a 59% coverage, which includes the existing guest house. Staff does not find that strict application of Code standards would produce undue hardship as the request for relief from code is not due to physical site constraints but rather applicant's preference for use of available space and existing use of the property.

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

The property configuration was originally established with the original construction of the primary dwelling in 1898. The applicant purchased the property in 1999 and constructed a guesthouse in the rear yard of the property in 2002. The proposed coverage of the Required Rear Yard is partly a result of the applicant and current owner's actions and preferred use of the property.

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

The variance requested do not harm the public nor does it impair the intent or purposes of this Code, including the specific regulation for which the variance is sought. Per comments from Water and Wastewater Department, the construction of a building within the rear yard setback in proximity to the alley could create problems in case of sewer main repair. One intent of a setback regulation is to provide room for utility installation and maintenance.

The variance request would provide a positive benefit to the public with the creation of an off-street parking space. The addition of an off-street parking space to this property would help to relieve the high demand for on-street parking in the neighborhood.

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

The variance request does not demonstrate exceptional hardship not related to purposes of convenience or financial burden. The location of the garage, storage room, and guest house and their total coverages of the Required Rear Yard is a result of existing property configuration and location preference for a by the applicant and does not demonstrate exceptional hardship.

6. The variance request will not violate building or fire code requirements

The requested variances will require a building permit application and review/approval of both the building and fire departments. Construction therefore is expected to comply with both the building and fire code requirements.

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

The variance requested is not the minimum variance that will afford relief of the subject standards of the Code. The applicant revised the designs to bring the total Required Rear Yard coverage down to 59% from 70%. However, due to the proposed project configuration, scale, and existing preferences for use of the property, staff has determined that this request is not the minimum variance that would relieve subject standards of Code. Increasing the rear setback, reducing storage space size, reconfiguring storage space size, or removing storage space would all be methods to minimize the variance request. If applicant reduced Rear Yard coverage to 200 square feet or less, this variance would not be required.

REVIEWING AGENCY COMMENTS

An overview of any comments received from referral agencies is provided below. Said comments are also attached.

Engineering Department – Comments received mentioned that the proposed project would require a grading plan, drainage letter and plan completed by an engineer, and a Geotechnical Report/Letter to address the potential for hydrocompactive and corrosive soils for this property. Engineering comments also asked for more information on the foundation type and if the 3.0' setback provided adequate room to construct the footing within the property boundary.

Water & Wastewater Department – Comments received indicated that the setback of 3.0' off the alley could create potential problems for any major excavation in the alley for sewer main repairs. The proximity of the proposed garage's foundations could create problems with stabilization of a trench. The proposed garage's foundation would also be difficult to protect if a trench were excavated during a sewer main repair in the alley.

Public Works Comments

Comments received stated concerns over the potential use of pier supports for the foundation, particularly with the danger of material between the piers falling into a sewer repair trench. If Planning & Zoning Commission were to approve the variances, Public Works would like to see an agreement like the one created for the guest house.

DESIGN COMPARISONS

The following table compares various aspects of the original application to the revised application. Design items that were changes are in bold text, design items that were not revised are italicized.

ORIGINAL DESIGN	DESIGN ITEM	REVISED DESIGN
546 sf	Total Accessory Structure Size	489 sf
350 sf	Garage Size	321 sf
14.0'	<i>Garage Width</i>	14.0'
25.0'	Garage Depth	23.0'
196 sf	Storage Space Size	168 sf
14.0'	<i>Storage Space Width</i>	14.0'
14.0'	Storage Space Depth	12.0'
1.0'	Rear Setback	3.0'
2.0'	Side Setback	2.0'
6.0'	<i>Distance from Primary Structure</i>	6.0'
348.93 sf*	Required Rear Yard Coverage (sf)	292.93 sf*
70%	Required Rear Yard Coverage (%)	59%

*Existing guest house covers 96.93 sf (19%) of Required Rear Yard

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

The Planning and Zoning Commission may approve, approve with conditions, or deny the variance. The Commission may also continue the hearing with a request for specific information necessary to determine compliance with the Municipal Code and city goals and policies.

Action 1 – Variance Request – to allow for construction of a 321 square foot garage with 168 square foot storage room set back 3.0’ from the rear lot line and 2.0’ from the side yard lot line.

Staff Recommendation/Suggested Motion

Staff recommends **denial** of the Variance Request with the following **findings**:

Suggested Findings:

1. The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district.
2. The strict application of the Code standards for which a variance is sought would not produce undue hardship.
3. The applicant has had a part in the creation of the hardship by their own actions.
4. The variance requested does not harm the public and does not impair the intent or purposes of this Code, goals, and policies, including the specific regulation for which the variance is sought.
5. The variance requested does not demonstrate exceptional hardship not related to purposes of convenience or financial burden.
6. The variance request will not violate building or fire code requirements.
7. The variance is not the minimum variance that will afford relief of the subject standards of the code.

Action 2 – Variance Request – to allow for construction of a 321 square foot garage with 168 square foot storage room which combined with the existing guesthouse will exceed the 40% Required Rear Yard Coverage

Staff Recommendation/Suggested Motion

Staff recommends **denial** of the Variance Request with the following **findings**:

Suggested Findings:

1. The subject property does not have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district.
2. The strict application of the Code standards for which a variance is sought would not produce undue hardship.
3. The applicant has had a part in the creation of the hardship by their own actions.
4. The variance requested does not harm the public and does not impair the intent or purposes of this Code, goals, and policies, including the specific regulation for which the variance is sought.
5. The variance requested does not demonstrate exceptional hardship not related to purposes of convenience or financial burden.

6. The variance request will not violate building or fire code requirements.
7. The variance is not the minimum variance that will afford relief of the subject standards of the code.



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
August 25, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Kathryn Grosscup, Carolyn Cipperly, Ingrid Wussow, Ben West

Absent at roll call were Commissioners: Sumner Schachter; Amber Wissing

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Emery Ellingson, Planner I, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director, Steve Boyd, Chief Operation Officer, Brian Smith, Parks & Recreation Director, Dan Roper, Parks Superintendent

2. Seating of Alternate Commissioner

Motion was made by Commissioner Grosscup to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Cipperly.

Motion passed unanimously.

3. Receipt of Minutes- Receipt of July 28, 2020 minutes.

Commissioner Shaver made a motion to accept the minutes. Motion was seconded by Commissioner Grosscup.

Motion passed unanimously.

4. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present.

5. New Items –

- a. Planning File 43-20 Consideration of variances from the required side and rear yard setbacks for the construction of an accessory structure which includes a 350 square foot detached garage and 196 square foot storage space at 820 Bennett Avenue. (PIN #2185-094-015-013)*

Planner I, Emery Ellingson presented the variance application for an accessory structure at 820 Bennett Avenue. Ellingson summarized the proposed project and recommended denial of the application based on the findings found on page 7 of the staff report. In addition, staff found that the proposed accessory structure would also result in the Required Rear Yard Lot Coverage to exceed the 40% coverage allowed which would require an additional variance.

Commissioner Shaver asked for the location and depth of the sewer line and if an alternative foundation design could mitigate damage from a sewer line excavation. Ellingson explained that an exact location and depth was not provided, and that agreement exists for a guest house built on the property with a variance in 2002. The agreement states that the owner would be responsible for any damages incurred from a sewer line excavation.

Commissioner Grosscup asked to confirm the setback of the existing guesthouse. Staff confirmed that the guest house is a 1.0' setback from rear lot line and south side lot line. Grosscup asked how the original variance and agreement for the guest house relates to the proposed garage. Staff explained that the existing agreement for the guest house would not apply to the proposed garage. Grosscup also asked about possible drainage issues mentioned in the staff report. Staff explained that the applicant indicated that the placement of the garage was to avoid drainage problems and that staff would need more information regarding drainage on the property.

Commissioner Wussow asked for more explanation for the denial of the application. Ellingson explained that the primary reason for denial of the application was that the application did not meet all seven variance criteria and that the proposed location of the garage reflected a preference of the applicant rather than a hardship. Ellingson also explained that the proposed project exceeded the Required Rear Yard Lot Coverage. Wussow also asked when the application was submitted. Staff explained that the applicant had proposed a slightly different design at a pre-application meeting in November 2019 and that some changes had been made prior to re-applying in July.

Assistant City Manager Jenn Ooton clarified that the meeting in November 2019 was a pre-application meeting and not a separate submitted application.

Commissioner Cipperly asked if property owners on either side of the alley were responsible for snow storage from the alleys. Staff confirmed that property owners were not required to store snow from the alley on their property. Commissioner Cipperly asked if there were any standards for a turning radius or width of driveways. Ellingson explained that applicant provided a turning radius in their design to show how a vehicle would enter the proposed garage.

Commissioner Dehm asked if the applicant was renting the guest house. Ellingson explained that the applicant holds an Accessory Tourist Rental Permit for the guest house. Dehm asked if a parking

spot was required for the permit and staff confirmed that a parking space was not required for the Accessory Tourist Rental Permit.

Applicant Kurt & Julie Carruth, 820 Bennett Avenue provided a short summary of their project. Applicant described that the main intent of the project was to create an off-street parking space. Applicant described that due to the layout of the lot, the backyard was the only suitable location for a garage. Applicant indicated that all drainage on the lot would be contained within the property and would not result in snow or drainage to the alley. Applicant explained that three piers would be used for the garage foundation. Applicant indicated that the sewer line was 14' deep and that the connection from the house to the main line in the alley had been recently replaced. Applicant indicated that if a 10.0' setback was used, the house roof would drain directly onto the garage wall. Applicant stated that the garage location would also preserve green space. Applicant explained that the owners of neighboring properties had written letters in support of the project.

Commissioner Grosscup asked if the applicant could increase the setback from the alley. Applicant explained that the garage could be moved back another 2.0' for a 3.0' setback from the rear lot line. Grosscup asked for the current location of the existing shed which would be removed. Applicant explained the existing shed sits on the lot line. Grosscup asked about the sizing of the garage. Applicant explained the 25' length was calculated to include one 19.0' car with additional space.

Commissioner Dehm asked for staff to confirm if this property was in the General Improvement District (GID). Staff confirmed that this property was outside of the GID.

Commissioner Dehm opened the public discussion. No members of the public were present.

Planner I, Emery Ellingson read a letter into the record from Ernest & Marjoire Gerbaz, 904 Palmer Avenue, received August 15th, 2020. This letter expressed concerns over snow plowing, roof drainage and garage access from the alley.

Commissioner Dehm closed the public discussion.

Commissioner Wussow asked if the property had been surveyed and if there were any existing encroachments on adjacent properties. Applicant explained the property had been surveyed. Wussow also asked if the applicant would be able to increase the setback. Carruth indicated that the garage likely could move back 12-18" with the current design.

Commissioner Wussow made a motion to approve the variance request citing goals of the Comprehensive Plan. Wussow indicated a drainage plan would be a condition of approval.

Motion was seconded by Ben West.

Commissioner Grosscup stated that it seemed a greater setback was possible and that a drainage plan should be required.

Commissioner Wussow made a motion to amend the original motion to require a greater setback.

Commissioner West seconded the motion to amend.

Commissioner Cipperly stated that the size of the garage could be decreased, and setback increased to get closer to meeting code requirements.

Commissioner Dehm asked staff to confirm the rear yard coverage. Staff explained that the proposed project exceeded the Required Rear Yard Coverage by 30%. Dehm asked for specific square foot amounts.

Commissioner Shaver stated that the property already has multiple encroachments and that the current proposal did not meet the variance criteria.

Emery Ellingson explained that the limit of Required Rear Yard Coverage on the property was 200 square feet.

Commissioner Dehm stated that the project was well done and cited previous examples of approving 1.0' setbacks for ADUs. Dehm also stated that the project does not meet all of the required criteria.

Commissioner Grosscup asked to confirm the motion.

Commissioner Wussow explained the motion was to recommend approval with the condition of a drainage plan and a 3.0' rear yard setback.

Commissioner Shaver indicated support for the general design and stated that the project did not meet the zoning for lot coverage.

Commissioner Wussow stated that the greater setback would reduce the rear yard coverage.

Commissioner Grosscup suggested to continue the application.

Jenn Ooton explained that the current motion could be withdrawn and the application continued to the next meeting. Ooton also mentioned Public Works had additional comments on the application.

Matt Langhorst, Public Works Director, explained that there were concerns over the three-pier foundation. Langhorst explained that the sewer line was 6.0' from the proposed line and that records show the line was buried at 10.0'. Langhorst also mentioned that snow would be pushed up against the garage door at 1.0' from the lot line.

Commissioner Shaver suggested the Commission ask the applicant if they would like to continue the application.

Commissioner Cipperly asked if another variance would be required for not meeting the rear yard lot coverage.

Applicant Carruth stated that they would be able to meet the 3.0' setback and reduce the size of the storage space. Carruth also stated that they would also consider other options for the foundation. Applicant also agreed to continue the application to the next meeting and to make some changes to the proposed design.

Commissioner Wussow made a motion to rescind the initial motion and to make a motion to continue the application.

Commissioner West rescinded the original second and seconded the motion to continue the application.

Commissioner Dehm called for the question to continue the item.

Motion passed unanimously.

- b. Planning File 28-2043-20 Consideration of a Location & Extent application to construct a civic facility/recycling center at 106 13th Street (formerly 1300 Pitkin Avenue) (PIN #2185-161-00-033)*

Assistant Community Development Director Gretchen Ricehill presented an overview of the proposed project for the City to re-establish a recycling center at this location. Ricehill provided a brief overview of the proposed project and explained how the project meets criteria for a location and extent review. Ricehill stated that the applicant would need to provide more information on lighting. Ricehill explained that there had been two public input events, an on-site meeting and a Zoom meeting. The main feedback from these events were questions about traffic, lighting, site layout, and other similar concerns. Ricehill recommended approval with all findings and condition found on page 6 of the staff report.

Commissioner Shaver asked questions on the site plan and property lines. Public Works Director Matt Langhorst explained more regarding access to this property and the neighboring City owned property. Shaver also asked if there would be restroom facilities on site. Langhorst explained that the attendant would likely use a portable toilet. Langhorst also mentioned that there was some sewer and water on site. Shaver also asked what happens to recycled materials. Langhorst explained the recycling procedures for different materials.

Commissioner Cipperly asked questions regarding container size, access, parking, drainage, waste, and employee input. Langhorst addressed the questions, providing explanations with the site plan. Langhorst indicated the site would drain away from neighboring residential properties. Langhorst also described there would be containers for trash on site as well.

Commissioner Grosscup asked about the screening of the site and what materials would be used. Langhorst explained that it would be a six-foot solid fence. Grosscup expressed concerns over the visual of the fence from the Rio Grande Trail. Grosscup also expressed concern about use of Riverside Drive to access the trail.

Commissioner Dehm opened the public comment. No members of the public were present.

Commissioner Dehm closed the public comment.

Commissioner Grosscup made a motion to approve the item with findings and conditions on page 6 of the staff report.

Commissioner Wussow seconded the motion. Wussow also stated that the visual appearance of the fence was important.

Commissioner Cipperly expressed concern over general site appearance, given its proximity to the Rio Grande Trail.

Commissioner Dehm stated support for the project, especially the availability of trash services at the site. Commissioner Dehm called the item to question.

Motion passed unanimously.

Chief Operation Officer, Steve Boyd provided the Commission with an overview of previous and future location and extent reviews associated with the move of the Municipal Operations Center, Parks buildings, and other City projects. Parks & Recreation Director, Brian Smith explained future location and extent projects for the Parks & Recreation Department.

6. Planning Workshop

a. Discussion: Amending regulations related to Medical Marijuana Business, Retail Marijuana Business, and Marijuana Cultivation

Commissioners considered a spreadsheet of marijuana regulations from large and small jurisdictions across the state.

Generally, Commissioners considered –

- adding buffers including from parks, child care and halfway houses/mental health facilities/treatment centers;
- adding colleges to existing school buffers;
- adding a numerical cap;
- raising the existing buffer distances

For the next meeting, the Commission requested maps showing 500 and 1000 buffers from parks; adding colleges to school buffers.

a. Discussion: Adding design variance criteria to Title 070, Article 070.060.070 Flexibility and Relief Procedures

Staff provided a brief overview of variance regulations from other Colorado jurisdictions.

Commissioner Shaver favored the Greenwood Village model which required meeting a certain number of criteria, then an option of meeting other criteria. He believed that every variance should meet Glenwood Springs' criteria #4- does not harm the public or impair the purpose/intent of the code, and #6- does not violate building & fire code requirements. He favored giving leeway on the other 5 criteria.

Jenn Ooton provided an example of the reason for requiring that every variance meet the fire and building code criteria. The design standards might want a window on an elevation but that

side of the building might be too close to the property line or too close to another structure and openings would not be allowed by the fire and building code.

Commissioner Cipperly agreed that criteria 4 and 6 should be met but she was not necessarily in favor of having applicants meet a hard number.

Commissioner Grosscup felt that applicants needed to meet at least two criteria, plus a certain number of the others. She wished that #7-minimum variance necessary was applied more and pointed out that #1-exceptional shape, topography, site condition was always a struggle. Commissioner Shaver noted that #7 frequently appeared in many jurisdictions.

7. Commissioner Comments

Commissioner Wussow asked if there were any plans to resume in-person meetings. Jenn Ooton replied that online meetings needed to continue for the present time.

Commissioner Grosscup provided the Commission with a summary of a recent meeting of the Housing Commission and City Council where they discussed affordable housing.

8. Director Comments

Director Jenn Ooton informed Commission members of a RFTA survey and provided a summary of next month's planning items.

9. Adjournment

Meeting was adjourned at 9:57 PM.



MINUTES
City of Glenwood Springs
Planning and Zoning Commission
Regular Meeting
September 22, 2020
Zoom
6:00PM

1. Roll Call

Present at roll call were Commissioners: George Shaver, Marco Dehm, Kathryn Grosscup, Carolyn Cipperly, Sumner Schachter, Ben West

Absent at roll call were Commissioners: Ingrid Wussow, Amber Wissing, Dean Kinkel

Also present were: Jenn Ooton, Asst. City Manager, Terri Partch, City Engineer, Gretchen Ricehill, Asst. Economic/Community Development Director, Trent Hyatt, Senior Planner, Emery Ellingson, Planner I, Anna S. Itenberg, City Attorney's Office, Alissa Owsley, IT Director

2. Seating of Alternate Commissioner

Motion was made by Commissioner Schachter to seat Alternate Commissioner Ben West for the meeting. Motion was seconded by Commissioner Grosscup.

Motion passed unanimously.

3. Receipt of Minutes- Receipt of August 25, 2020 minutes.

Commissioner Shaver made a motion to accept the minutes. Commissioner Grosscup seconded the motion.

Motion passed unanimously.

4. Public Comments

Comments from citizens appearing for items not on the agenda. No citizens were present

5. Continued Items

- a. *Planning File 43-20 Consideration of variances from the required side and rear yard setbacks and to exceed the Required Rear Yard Coverage limit for the construction of an accessory structure which includes a 321 square foot detached garage and 168 square foot storage space.. (PIN #2185-094-015-013)*

Commissioner Schachter made a statement to attest viewing the previous Planning & Zoning Commission Meeting of August 25th, 2020 in preparation for discussion of Planning File 43-20 at the September 22, 2020 meeting.

Planner I, Emery Ellingson presented on the variance application for an accessory structure at 820 Bennett Avenue. Ellingson summarized the proposed project including both variances. The following variances were requested:

Action Item 1: Consideration of variances from required side and rear yard setbacks. Applicant seeks to building structure set back 3.0' from the rear lot line and 2.0' from the side lot line.

Action Item 2: Consideration of variance from Required Rear Yard Coverage. Code limits Required Rear Yard Coverage to 40% of Required Rear Yard.

Staff recommended denial of the application based on the findings found on page 11 & 12 of the staff report.

Commissioner Schachter asked about drainage and building separation. Staff explained that the applicant indicated that drainage from the house would drain directly onto the west garage wall. Staff explained that 5' was standard fire separation distance between structures. Schachter also asked about the rear setback for ADUs which staff confirmed is a 5' setback.

Commissioner Grosscup asked about the Required Rear Yard Coverage. Staff explained that the requirement ensures some open space on the rear yard of a lot and that the 40% for rear lot was a smaller amount than total lot coverage.

Commissioner Shaver asked about code requirements for building separation. Staff confirmed that the standard fire separation distance was 5.0'. Shaver stated if a condition approval could require that the wall on the side property line be constructed to the standard of less than 5.0' building separation. Shaver asked if the garage wall on the side property line had any fenestrations. Staff confirmed that the Commission could set conditions for approval and that the garage wall did not have any fenestrations.

Commissioner Schachter asked if a reduction in storage space would eliminate the need for Action Item 2. Staff explained that a reduction of 92.93 square feet in the Required Rear Yard would eliminate the need for a variance.

Commissioner Cipperly asked for confirmation on the building separation. Staff confirmed the separation distance was 5.0' between the proposed garage and existing house.

Applicant, Kurt Carruth, 820 Bennett Avenue and Julie Carruth, 820 Bennett Avenue, explained the changes to the design, including reducing size of garage and increasing the rear yard setback.

Applicant also indicated willingness to work with Public Works on the foundation construction and connecting to the alley. Applicant also indicated that the principal structure is set back a little farther than other houses in the neighborhood and that they were willing to construct a 1-hour fire wall on the north side of the garage.

Commissioner Dehm asked staff if there were any more public comments. Staff confirmed that there were no additional public comments since the letters read into the record at the August 25th, 2020 meeting.

Commissioner Grosscup made a motion to approve Variance Request – Action Item 1. Grosscup cited parking and revision in designs as reasons for approval. Commissioner Dehm asked Commissioner Grosscup to explain how the application met each of the individual variance criteria. Grosscup explained how the application met the individual variance criteria as reasons for approval.

Commissioner Schachter seconded the motion.

Commissioner Schachter stated the Commission may wish to consider adding conditions to the motion. Commissioner Shaver expressed support for adding a condition that the north wall meet Fire Code requirements for buildings with less than 5.0' separation. Commissioner Schachter also stated the Commission may wish to consider conditions to include requiring Public Works approval for the foundation as well as an indemnification agreement.

Commissioner Cipperly questioned if the applicant met variance criteria items 5 & 7 which related to hardship and if the variance requested was the minimum variance needed.

Commissioner Schachter asked if what the applicant's options would be pending variance denial. Assistant Director Gretchen Ricehill and City Attorney Anna Itenberg explained that the application could be denied, approved, or continued. Staff provided further explanation on the different scenarios. Commissioner Grosscup asked what would happen if Action Item 1 were approved and Action Item 2 denied. Staff explained that the applicant's design would be evaluated based on the whichever variances were approved or denied.

Commissioner Grosscup made a motion to amend the original motion. Grosscup made a motion to add the following conditions: that the north side of the garage be constructed to meet Fire Code requirements for buildings with less than 5.0' separation, that the foundation be constructed to meet all Engineering and Public Works requirements, and that the owner enter an indemnification agreement with the City for any damages incurred from work in the alley.

Commissioner Schachter seconded the motion.

Community Development Director Jenn Ooton asked to confirm that the condition regarding the north garage wall was to require construction to meet the Fire Code requirements for buildings with less than 5.0' separation. Commissioner Grosscup confirmed this.

Commissioner Dehm asked the applicant if their opinion on the conditions. The applicant stated that they could work with the conditions presented. Commissioner Dehm called for a vote on Action Item 1.

Commissioners Schachter, Grosscup, West, Cipperly, and Dehm voted to approve.

Commissioner Shaver voted to deny.

Motion to approve Action Item 1 passed 5-1.

Commissioner Cipperly made a motion to deny the variance request of Action Item 2 with the findings on page 11 and 12 of the staff report.

Commissioner Shaver seconded the motion.

Commissioner Schachter stated that the findings for this variance indicate the applicant has several options to eliminate this variance request.

Commissioner Dehm voiced support for this variance, citing density and the fact the applicant had already revised the design.

Commissioner Dehm called for a vote on Action Item 2.

Commissioners Cipperly, Shaver, Grosscup, and Schachter voted to approve the motion in favor of denial.

Commissioners Dehm and West voted to deny the motion in favor of denial.

The motion passed 4-2 in favor of denying the variance request of Action Item 2.

6. New Items

- a. Planning File 15-20 Consideration of a request for a Preliminary Plat to amend the Oasis Creek Tract A Subdivision to allow for the construction of duplexes on lots previously platted for single-family homes*

Commissioner Grosscup recused herself from the meeting.

Senior Planner Trent Hyatt provided the Commission a summary of the request and process to amend a Preliminary Plat. Hyatt stated that Staff recommended approval with conditions and findings on page 7 of the staff report.

Commissioner Cipperly asked about the concerns from the Oasis Creek HOA and the Oasis Creek architectural control committee (ACC). Hyatt explained that the City does not administer HOA or other neighborhood covenants and that this project would require City approval as well as approval from the associated HOA and ACC.

Commissioner Dehm asked to confirm if these properties could be duplexes based on their existing zoning. Hyatt explained that because the original subdivision was for single family homes, that staff felt it was necessary to amend the original subdivision approval.

Commissioner Schachter asked to confirm what Planning & Zoning Commission approval would signify in relation to the additional neighborhood requirements. Hyatt stated that Planning & Zoning Commission would indicate City approval. Schachter also asked how, assuming City approval of the request, how a building permit would be assessed in terms of compliance with HOA and ACC requirements. Hyatt indicated staff would inquire to the status of the neighborhood approval prior to moving forward with building permit approval.

Commissioner Shaver asked if Tract 7 would remain open space in perpetuity. Hyatt explained that designating Tract 7 as open space was a condition recommended by staff. Hyatt also stated that if this condition were approved, that any future changes in use to Lot 7 would require an amendment to the subdivision.

Commissioner Schachter asked about language found in the annexation agreement which stated that Municipal Code applied to the properties within the PUD unless specifically exempted in the PUD agreement. Schachter asked how this applied to this request with the understanding that the original PUD did not prohibit multi-family housing. Hyatt explained that this language would apply to items required by Municipal Code that are not mentioned in the PUD requirements. Schachter also asked for staff to confirm that a building permit would not be issued until the project met all neighborhood (HOA and ACC) requirements. City Attorney Anna Itenberg stated that the building permit issuance would not require proof of compliance with private approvals such as the Oasis Creek HOA or ACC. Hyatt explained that it was the City's responsibility to ensure this request meets Municipal Code requirements and that the enforcement of standards of private groups such as the HOA or ACC was beyond the responsibility of the City.

Doug Pratte, Land Studio, 365 River Bend Way, Glenwood Springs, provided Commission with a short presentation on the proposed project which included a site plan. Pratte indicated that it was the desire of the applicant to preserve Tract A7 as open space.

Fellow applicant, Scott Grosscup, Balcomb & Green, stated that Doug Pratte and staff had summarized the application well and did not have additional comment.

Fellow applicant, Mary Steinbrecher, 611 Harvard Drive, stated support for the proposal.

Commissioner Schachter asked for confirmation between tract and lots. Applicant Doug Pratte explained that the Oasis Creek HOA covenants designate that lots are for single family homes and tracts are for multifamily homes. Pratte also stated that the intent of this project is to build duplexes on the tracts. Schachter also asked how the neighborhood ACC and City design requirements would govern the project. Pratte explained that the project would need to comply with the neighborhood ACC as well as all City design requirements. Schachter also asked who maintained the gravel path on Tract A7. Pratte explained that Tract A would have an HOA which would maintain that path.

Commissioner Shaver asked the applicant what the next step would be for the project, pending Planning & Zoning approval. Applicant Doug Pratte indicated that they would proceed to City Council with the project with compliance to any conditions. Shaver asked if the applicant had been in communication with the HOA and ACC as part of the process. Pratte stated that the applicants had been in contact with the ACC. Pratte also indicated that there was not an

existing HOA for the Oasis Creek neighborhood. Shaver also asked about combining driveways for the duplexes and the number of parking spaces provided per unit. Pratte explained that each unit would have 2 indoor spaces and 2 outdoor spaces. Commissioner Shaver's Zoom connection cut out.

Commissioner Cipperly asked if on-street parking was allowed per the Oasis Creek covenants. Commissioner Schachter stated it was not allowed per the covenants. Commissioner Cipperly also asked about a pedestrian connection to the nearby park. Applicant Doug Pratte stated that the connection to the park would be preserved as part of the project. Commissioner Cipperly also asked who enforced the parking requirements in Oasis Creek. Hyatt stated that the parking was in the public right-of-way and that there was no signage regarding parking.

Commissioner Shaver asked about an empty lot on the site plan. Applicant Scott Grosscup and Applicant Doug Pratte confirmed that the lot in question was a city owned lot.

Commissioner Dehm read a comment from the Oasis Creek ACC. The comment expressed concern that a decision by Planning & Zoning Commission should be delayed until the local ACC approves a variance which would allow this development. Commissioner Dehm asked the applicant how they have approached this issue.

Applicant Scott Grosscup stated that the applicants had been working on the issue and that it was a private matter between the applicant and the local ACC.

Commissioner Dehm asked for staff to confirm the role of Planning & Zoning's decision in the matter. Hyatt explained that the application was submitted to the City and reviewed according to the City processes, which does not require the applicant to receive ACC prior approval for the project.

Commissioner Schachter asked about the conditions of approval, specifically condition 11A of the staff report. Commissioner Schachter expressed concern that the City could approve the project and that development could begin without approval of the ACC. Applicant Scott Grosscup stated that the scenario described by Schachter was a possibility.

Commissioner Dehm expressed concern that Planning & Zoning Commission would approve this request before the private local ACC made its own decision.

Commissioner Dehm explained that a decision on the item would not occur at this meeting and provided details on providing public comment on the Planning Item. Dehm opened the item to public comment.

Mark Lea, 506 Castle Court expressed concerns regarding the covenants. Mark Lea stated that no covenants had been enforced during their time (29 years) in the neighborhood and that the covenants were essentially non-existent. Lea stated that the proposed project was a reasonable proposal and voiced support for the request.

Greg Grier, stated that development of the property was a legitimate use of the property and stated that it was important that the neighborhood was included in the decision, both with the Planning & Zoning Commission as well as the local ACC.

Jason Wilson, resident on North Traver Trail, expressed support for the project stating that the site plan was a good use of the space.

Sue & Bob Ludtke, 406 Yale Circle expressed support for the project. Ludtke stated that the proposed project would fill a need for single floor single story homes in the area.

Mike Fattor, called in and was not heard on Zoom.

Terry Kates, a neighborhood resident expressed concerns over density, height requirements, landscaping, parking, and the lack of covenant enforcement.

Mike Fattor, provided Planning & Zoning Commission with information about staffing of the ACC. Fattor also asked if the applicant could provide more information about the difficulty of polling the neighborhood.

Jeff Pederson, a member of the local ACC stated that he did not represent the homeowners of the neighborhood. Pederson indicated that they were actively working with the applicant to address specific concerns. Pederson did state concerns that approval of the application by Planning & Zoning would override the ACC and requested Planning & Zoning Commission to wait to decide until the ACC was able to discuss the issue further.

Commissioner Dehm closed the public comment.

Applicant Doug Pratte informed the Commission that the applicants intended to continue working with the neighborhood and demonstrate that they meet all applicable City standards as the project moves forward.

Commissioner Schachter asked the applicant to confirm the process for the neighborhood to change the covenants as well as the zoning. Applicant Scott Grosscup indicated that the zoning was created by the City as part of the PUD process and that zoning language was incorporated into the neighborhood covenants.

Commissioner Shaver asked for confirmation on the language of the covenants regarding multi-family housing and the parcel in question. Applicant Scott Grosscup provided further explanation and background on the history of the parcel. Trent Hyatt also provided further information on the City's process to review this proposal.

Commissioner Schachter made a motion to continue the hearing on the item for the next scheduled Planning & Zoning meeting on September 29th.

Commissioner Shaver seconded the motion.

Motion passed unanimously.

Commissioner Dehm called for a five minute recess.

b. Planning File 44-20 Consideration of a request for a Special Use Permit for a retail marijuana establishment in the M1 Mixed-Use Corridor District

Senior Planner Trent Hyatt provided the Commission a summary of the request for the Special Use Permit. Hyatt recommended approval with conditions of Action Item 1 with findings and conditions on page 9 of the staff report.

Commissioner Schachter asked what the applicant intended to do with the existing pole sign and canopy from the previous use. Hyatt informed the Commission that the pole sign was likely non-conforming and that the canopy would exist as an accessory structure.

Commissioner Shaver asked if the existing fuel storage tanks would need to be removed. Trent Hyatt indicated there may be a state requirement to remove tanks. Shaver also asked about proposed parking and access from Mel Ray. Hyatt explained there would be requirements for parking and access both from CDOT and the City and explained there would need to be delineations on the property for pedestrian safety as well. Hyatt also explained there were some limitations with circulation and access given the current configuration of the site.

Commissioner Dehm asked if any plan for future changes had been submitted and if the applicant had plans to purchase the property. Hyatt confirmed that a plan for future changes had not been submitted.

Applicant Peter Fornell explained that the intent was to apply and acquire a Special Use Permit and that future changes would adhere to any City requirements.

Trent Hyatt informed the Commission that any substantial future changes to the property would require an amendment to the Special Use Permit.

Commissioner Dehm opened the hearing to public comment.

No members of the public were present to comment.

Commissioner Dehm closed the hearing to public comment.

Commissioner Schachter made a motion to continue the hearing until the next scheduled Planning & Zoning meeting on September 29th. Commissioner Cipperly seconded the motion.

Motion passed unanimously.

7. Commissioner Comments

Commissioner Cipperly stated the Oasis Creek project seemed like an appropriate location. Commissioner Shaver requested more information, such as legal information, on the Oasis Creek application. Commissioner West stated the agreement with Commissioner Cipperly's statements. Commissioner Dehm asked about setting up future workshops and discussions.

8. Director Comments

Director Jen Oton informed Commission members of upcoming items.

9. Adjournment

Meeting was adjourned at 9:22 PM.

DRAFT



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: RWAPA IGA and Bylaws

Action Requested: Approve IGA and By-Laws with RWAPA.

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info: April Long, the Director of Ruedi Water and Power Authority, will present the IGA and By-Laws to City Council.

Issues: NA

Staff Recommendation: Staff recommends the approval of the IGA and By-Laws.

INTERGOVERNMENTAL AGREEMENT

Amended and Re-Adopted this
_____ day of _____, _____

This Intergovernmental Agreement is made and entered into this _____ day of _____, _____, by, between, and among the City of Aspen by and through its City Council (hereinafter “Aspen”), the County of Pitkin by and through its Board of County Commissioners (hereinafter “Pitkin County”), the County of Eagle by and through its Board of County Commissioners (hereinafter “Eagle County”), the City of Glenwood Springs by and through its City Council (hereinafter “Glenwood Springs”), the Town of Snowmass Village by and through its Town Council (hereinafter “Snowmass Village”), the Town of Basalt by and through its Town Council (hereinafter “Basalt”), and the Town of Carbondale by and through its Board of Trustees (hereinafter “Carbondale”).

WITNESSETH:

WHEREAS, each of the parties to this Agreement has the authority or responsibility for providing water, power or recreation to the residents within the respective jurisdiction of each, and

WHEREAS, each of the parties has the authority or responsibility for protecting the quality of the environmental resources within their respective jurisdictions on behalf of the residents thereof, and

WHEREAS, each of the parties supports keeping local water resources free of invasive species, and

WHEREAS, the fulfillment of these responsibilities depends on the free flow of information and mutual discussion between and among the governmental jurisdictions in the Roaring Fork River watershed, and

WHEREAS, these responsibilities can be accomplished through the coordinated and mutually supportive action of a consortium of local governments joined under appropriate statutory authority to address water, power, recreational, environmental and related land use issues, and

WHEREAS, these responsibilities can best be accomplished with respect to Ruedi Reservoir, which is the major water supply and recreational reservoir within the Roaring Fork River watershed and situated in Eagle and Pitkin Counties, and other local water resources by the creation of a water and power authority pursuant to an intergovernmental agreement as authorized in Section 29-1-201, et seq. C.R.S. 1998, as amended (“IGA Statute”).

NOW, THEREFORE, the parties hereby agree as follows:

1. Ruedi Water and Power Authority

- a. Creation and Purpose. The parties hereby create the Ruedi Water and Power Authority (hereinafter “the Authority”) pursuant to the IGA Statute and specifically the provisions of C.R.S. sec. 29-1-203 and 203.5, which sections shall apply to the Authority as a separate legal entity. The purposes of the Authority shall include the following:

- (1) To promote, sponsor, manage and direct research on issues pertaining to the protection, improvement, management, development and use of the water resources of the Roaring Fork River and its tributaries.
- (2) To support and preserve the water resources, systems, and facilities of the Roaring Fork River watershed for the production, transmission and sale of hydroelectric power.
- (3) To sell, lease or otherwise allocate water supply held by the Authority under contract with the U.S. Bureau of Reclamation to the maximum extent permitted by law.
- (4) To support, direct, and guide the development, management, and operations of Ruedi Reservoir on behalf of and for the benefit of the Roaring Fork River watershed and the residents of the parties' jurisdictions.
- (5) To provide a unified voice for the communities of the Roaring Fork River watershed on issues pertaining to the management and use of the water resources of the Roaring Fork River and its tributaries, including, without limitation, the Crystal and Fryingpan Rivers. Further; and to communicate the interests, priorities, issues, concerns and requirements of the communities of the Roaring Fork River watershed to the U.S. Bureau of Reclamation, the U.S. Fish and Wildlife Service, the State of Colorado, the Colorado River Water Conservation District, Colorado River Basin Roundtable, and/or any other appropriate agencies and authorities.
- (6) To assist, support, advise, and consult with the parties hereto or with other parties or agencies expressly approved by the parties hereto on issues of river or reservoir management, water diversion, water

storage, recreational resources, water quality, riverbed stability, invasive species, hydropower development or other issues connected with the management and use of water resources of the Roaring Fork watershed.

(7) To facilitate communication and cooperation between and among the communities, governments, interest groups and businesses of the Roaring Fork River watershed on issues pertaining to the protection, improvement, management and use of the water resources of the Roaring Fork River and its tributaries including, without limitation, the Crystal and Fryingpan Rivers.

(8) To provide comment, make recommendations or to endorse zoning or land use plans or decisions as they pertain to the water resources of the Roaring Fork River watershed. It is expressly recognized by the parties hereto that nothing in this Agreement is intended to exercise any control whatsoever over zoning or land use planning in place of statutory authority over zoning and land use possessed and exercised by the parties. Nothing in this Agreement shall affect a delegation of any of these powers or duties of the contracting parties with regard to the subjects of zoning and land use.

- b. Authority and Powers. The Authority shall have all the power necessary and proper to carry out the purposes for which it is established pursuant to Section 1.a above and the IGA Statute including the specific sections thereof referenced above to the fullest extent permitted by law, including, but not limited to, the following:
- (1) To promote, sponsor, manage, plan and direct research on issues pertaining to the protection, improvement, management,

development, and use of the water resources of the Roaring Fork River and its tributaries.

- (2) To assist, support, advise, and consult with the parties hereto or with other parties or agencies expressly approved by the parties hereto on issues of river or reservoir management, water diversion, water storage, recreational resources, water quality, riverbed stability, invasive species, hydropower development or other issues connected with the management and use of water resources of the Roaring Fork watershed.
- (3) To manage the invasive species protection program and any other threats to the integrity of the water resources at Ruedi Reservoir.
- (4) To develop water resources, systems, or facilities in whole or in part for the benefit of the watershed and its inhabitants, at the discretion of the Board of Directors, subject to fulfilling any conditions or requirements set forth in this Agreement;
- (5) To develop electric energy resources and to produce or transmit electric energy in whole or in part for the benefit of the inhabitants of the contracting parties;
- (6) To advocate for the rehabilitation of any services adversely affected by the construction of pipelines, facilities, or systems through the rehabilitation of plant cover, soil stability, and other measures appropriate to the subsequent beneficial use of such lands.
- (7) To act as a legislative appointee to the Colorado River Basin Roundtable, at the joint pleasure of the Chairs of the Senate Agriculture, Natural Resources, and Energy Committee, and the House Agriculture, Livestock, and Natural Resources Committee.

- (8) To make or enter into contracts.
- (9) To employ agents and employees.
- (10) To acquire, construct, manage, maintain, or operate water or electric energy systems, facilities, works or improvements or any interest therein.
- (11) To acquire, hold, lease (as lessor or lessee), sell or otherwise dispose of any real or personal property, commodity, or service.
- (12) To incur debts, liabilities, or obligations.
- (13) To sue and be sued in its own name.
- (14) To fix, maintain and revise fees, rates and charges for functions, services or facilities provided by the entity.
- (15) To adopt Bylaws by Resolution respecting the exercise of its power and the carrying out of its purposes, provided that any Bylaws shall require the unanimous approval of all parties to be effective.
- (16) To exercise any other powers which are essential to the provision of functions, services, or facilities by the entity and which are specified in the contract.
- (17) To do and perform any acts and things authorized by this Agreement, through, or by means of an agent or by contracts with any person, firm, or corporation.

2. Operation and Management

- a. General. The Authority shall be operated and managed for the benefit of the watershed and its inhabitants as directed by the parties to this Agreement.

- b. Board of Directors. The governing body of the Authority shall be the Board of Directors (hereinafter the “Board”). The Board shall be comprised solely of elected officials who are serving on the governmental bodies of the parties to this Agreement. Each of the parties shall appoint one (1) Director to the Board and one (1) Alternate who shall also be an elected official of the appointing party, who shall serve at least a one-year term. The Directors in turn shall elect from their members a Chair, Vice-Chair, and Secretary or other officer of the Board, who shall each serve at least a one-year term. Compensation of Directors, if any, shall be determined and paid by each party to this Agreement for its own Director. Should a Director not be able to attend a meeting of the Board, the Alternate can serve in their place and with their authority. Should a vacancy arise on the Board, the party whose directorship becomes vacant shall appoint a replacement to complete the vacated term. The Board shall meet at least annually to conduct the business of the Authority and at such other times as the Board may direct or pursuant to the Bylaws. A majority of the Directors shall constitute a quorum, and, except as otherwise provided in this Agreement, the vote of a majority of the quorum shall be necessary to take action. Each member of the Board shall be entitled to one vote.
- c. Officers. The Board of Directors may appoint such officers and employees of the Authority as it deems necessary for the efficient operation of the Authority. Such officers and employees may include, but are not necessarily limited to, an Executive Director. The duties of the officers and any employees shall be established by the Board and set forth in the Authority’s bylaws and/or in contractual form.

3. Funding and Sharing of Surplus Revenues and Operating Deficits

Funding of the Authority's normal activities and operations will be provided by equal contributions from the members or otherwise as may be adopted by resolution of the Board. The budget for each year will be determined at such time to allow for incorporation of member contributions into the subsequent annual budget of each member. Timely and complete contributions towards annual operating budgets will be a condition of membership.

Upon the unanimous consent of all parties hereto, the Board of Directors is authorized to establish an annual amount to be paid by each party as a condition of continuing membership. The purpose of such payment shall be to support the mission and services acknowledged herein and to provide a source of operating funds to the Authority. Payment shall be subject to annual appropriation by each of the parties to this Agreement, and each party shall have no obligation to continue this Agreement in any fiscal year in which no appropriation is made.

Distribution of surplus revenues will be determined by the Board annually during budget discussions. The bonds, notes, and other obligations of the Authority shall under no circumstances be the debts, liabilities or obligations of the parties to this Agreement. Any party may, however, subject to any limitation provided by law, contribute to any operating deficit of the Authority. Such contribution shall become a debt of the Authority which must be repaid from available funds. The Authority's operating revenues shall be applied in the following priorities:

- (1) First to pay all costs or expenses which have been incurred by any party to this Agreement in furtherance of the Authority's activities and which have been approved by the Board for payment.
- (2) To repay any contributions by the parties hereto to operating deficits.
- (3) To pay all other costs or expenses incurred by the Authority.

4. Contracts

The Authority may only enter into contracts by resolution of the Board duly adopted by a majority of the quorum present at an official meeting of the Board.

5. Bonds, Notes or other Obligations.

- a. To carry out the purposes set forth in this Agreement, the Authority is authorized to issue bonds, notes or other obligations payable solely from the revenues derived from the function, service, system, or facility, or the combined functions, services, systems, or facilities of the Authority subject at all times to the unanimous approval of all parties. The terms, conditions and details of said bonds, notes and other obligations, the procedures relating thereto, and the refunding thereof, shall be set forth in the resolution authorizing said bonds, notes or other obligations and, as nearly as may be practicable, shall be substantially the same as those provided in Part 4 of Article 35 of Title 31, C.R.S. 2018 relating to water and sewer revenue bonds; except that the purposes for which the same may be issued shall not be so limited, and except that said bonds, notes and other obligations may be sold at public and private sale. Bonds, notes or other obligations issued under this paragraph shall not constitute an

indebtedness of the Authority or of any party hereto within the meaning of any constitutional and statutory limitation or other provision. Each bond, note, or other obligation issued under this paragraph shall recite in substance that said bond, note or other obligation, including the interest thereon, is payable solely from the revenues and other available funds of the Authority pledged for the payment thereof and that said bond, note or other obligation does not constitute a debt of the Authority or of any party hereto within the meaning of any constitutional or statutory limitation or provision. Notwithstanding anything in this paragraph to the contrary, such bonds, notes and other obligations may be issued to mature at such times not beyond forty years from their respective issue dates, shall bear interest at such rates, and shall be sold at, above, or below the principal amount thereof, all as shall be determined by the Board of Directors of the Authority.

- b. The resolution, trust indenture, or other security agreement under which any bonds, notes or other obligations are issued shall constitute a contract with the holders thereof, and it may contain such provisions as shall be determined by the Board to be appropriate and necessary in connection with the issuance thereof and to provide security for the payment thereof, including, without limitation, any mortgage or other security interest in any revenues, fund, rights or properties of the Authority. The bonds, notes and other obligations of the Authority and the income therefrom shall be exempt from taxation by this State, except inheritance, estate, and transfer taxes.

6. Addition or Withdrawal of Parties

- a. Any governmental entity may join this Agreement on such terms and conditions as may be agreed upon by all other parties. No such entity may be added, however, without unanimous approval of the parties to this Agreement.
- b. Any party may withdraw from this Agreement on its own initiative upon written notice to the Board. The benefits, obligations and rights of the withdrawing party shall be reasonably determined by resolution of the Board upon notice of withdrawal in accordance with this Agreement other adopted policies. This Agreement shall remain in full force and effect, notwithstanding any such withdrawal, among the remaining parties.

7. Term of this Agreement

This Agreement shall remain in full force and effect until rescinded by unanimous vote of the Board and ratification of the rescission by all parties. Failure of a party to act on a rescission vote by the Board within sixty (60) days of the receipt of written notice by such party shall constitute a ratification of that vote.

8. Amendment

This Agreement may be amended by unanimous agreement of all the parties to the Agreement. Notwithstanding the foregoing, this Agreement may not be rescinded during the term of any bonds, notes, or other obligations of the Authority, unless provision for full payment of such obligations, by escrow, other otherwise, has been made pursuant to the terms of such obligations.

9. Parties May Deal with Authority

Each party to this Agreement may deal with the Authority in the same manner as any individual or separate entity for the acquisition of water, power, or on any other matter for which the Authority is authorized to act.

10. Prior Agreement

Execution of this Agreement by all of the parties shall operate to supersede and replace any Intergovernmental Agreement previously entered into by the parties, establishing, governing and regulating the Ruedi Water and Power Authority.

IN WITNESS WHEREOF the undersigned set forth their hand as follows:

For the Ruedi Water and Power Authority

Chair, Ruedi Water and Power Authority

Date

Approved as to Form:

Attorney for the Ruedi Water and Power Authority

Date

Witness:

Executive Director, Ruedi Water and Power Authority

Date

For Eagle County

Chairman, Eagle County Board of Commissioners

Date

Approved as to Form:

Eagle County Attorney

Date

For Pitkin County

Chairman, Pitkin County Board of Commissioners

Date

Approved as to Form:

Pitkin County Attorney

Date

For the City of Aspen

Mayor, City of Aspen

Date

Approved as to Form:

Aspen City Attorney

Date

For the Town of Snowmass Village

Mayor, Town of Snowmass Village

Date

Approved as to Form:

Snowmass Village Town Attorney

Date

For the Town of Basalt

Mayor, Town of Basalt

Date

Approved as to Form:

Basalt Town Attorney

Date

For the Town of Carbondale

Mayor, Town of Carbondale

Date

Approved as to Form:

Carbondale Town Attorney

Date

For the City of Glenwood Springs

Mayor, City of Glenwood Springs

Date

Approved as to Form:

Glenwood Springs City Attorney

Date

INTERGOVERNMENTAL AGREEMENT

Amended and Re-Adopted this
_____ day of _____, _____

This Intergovernmental Agreement is made and entered into this _____ day of _____, _____, by, between, and among the City of Aspen by and through its City Council (hereinafter “Aspen”), the County of Pitkin by and through its Board of County Commissioners (hereinafter “Pitkin County”), the County of Eagle by and through its Board of County Commissioners (hereinafter “Eagle County”), the City of Glenwood Springs by and through its City Council (hereinafter “Glenwood Springs”), the Town of Snowmass Village by and through its Town Council (hereinafter “Snowmass Village”), the Town of Basalt by and through its ~~Board of Trustees~~ Town Council (hereinafter “Basalt”), and the Town of Carbondale by and through its ~~Town Council~~ Board of Trustees (hereinafter “Carbondale”).

WITNESSETH:

WHEREAS, each of the parties to this Agreement has the authority or responsibility for providing water, power or recreation to the residents within the respective jurisdiction of each, and

WHEREAS, each of the parties has the authority or responsibility for protecting the quality of the environmental resources within their respective jurisdictions on behalf of the residents thereof, and

WHEREAS, each of the parties ~~has the responsibility and interest for~~ supports keeping local water resources free of invasive species, and

WHEREAS, the fulfillment of these responsibilities depends on the free flow of information and mutual discussion between and among the governmental jurisdictions in the Roaring Fork River watershed, and

WHEREAS, these responsibilities can be accomplished through the coordinated and mutually supportive action of a consortium of local governments joined under appropriate statutory authority to address water, power, recreational, environmental and related land use issues, and

WHEREAS, these responsibilities can best be accomplished with respect to Ruedi Reservoir, which is the major water supply and recreational reservoir within the Roaring Fork River watershed and situated in Eagle and Pitkin Counties, and other local water resources by the creation of a water and power authority pursuant to an intergovernmental agreement as authorized in Section 29-1-201, et seq. C.R.S. 1998, as amended (“IGA Statute”).

NOW, THEREFORE, the parties hereby agree as follows:

1. Ruedi Water and Power Authority

- a. Creation and Purpose. The parties hereby create the Ruedi Water and Power Authority (hereinafter “the Authority”) pursuant to the IGA Statute and specifically the provisions of C.R.S. sec. 29-1-203 and 203.5, which sections shall apply to the Authority as a separate legal entity. The purposes of the Authority shall include the following:

- (1) To promote, sponsor, manage and direct research on issues pertaining to the protection, improvement, management, development and use of the water resources of the Roaring Fork River and its tributaries, ~~including, without limitation, the Crystal and Fryingpan Rivers.~~
- (2) To support and preserve the water resources, systems, and facilities of the Roaring Fork River watershed for the production, transmission and sale of hydroelectric power.
- (3) To sell, lease or otherwise allocate water supply held by the Authority under contract with the U.S. Bureau of Reclamation to the maximum extent permitted by law.
- (4) To support, direct, and guide the development, management, and operations of Ruedi Reservoir on behalf of and for the benefit of the Roaring Fork River watershed and the residents of the parties' jurisdictions.
- (5) To provide a unified voice for the communities of the Roaring Fork River watershed on issues pertaining to the management and use of the water resources of the Roaring Fork River and its tributaries, including, without limitation, the Crystal and Fryingpan Rivers. Further; and to communicate the interests, priorities, issues, concerns and requirements of the communities of the Roaring Fork River watershed to the U.S. Bureau of Reclamation, the U.S. Fish and Wildlife Service, the State of Colorado, the Colorado River Water Conservation District, Colorado River Basin Roundtable, and/or any other appropriate agencies and authorities.

(6) To assist, support, advise, and consult with the parties hereto or with other parties or agencies expressly approved by the parties hereto on issues of river or reservoir management, water diversion, water storage, recreational resources, water quality, riverbed stability, invasive species, hydropower development or other issues connected with the management and use of water resources of the Roaring Fork watershed.

(7) To facilitate communication and cooperation between and among the communities, governments, interest groups and businesses of the Roaring Fork River watershed on issues pertaining to the protection, improvement, management and use of the water resources of the Roaring Fork River and its tributaries including, without limitation, the Crystal and Fryingpan Rivers.

(8) To provide comment, make recommendations or to endorse zoning or land use plans or decisions as they pertain to the water resources of the Roaring Fork River watershed. without controlling or usurping the zoning or land use authority of any of the parties to this Agreement. It is expressly recognized by the parties hereto that nothing in this Agreement is intended to exercise any control whatsoever over zoning or land use planning in place of statutory authority over zoning and land use possessed and exercised by the parties. Nothing in this Agreement shall affect a delegation of any of these powers or duties of the contracting parties with regard to the subjects of zoning and land use.

- b. Authority and Powers. The Authority shall have all the power necessary and proper to carry out the purposes for which it is

established pursuant to Section 1.ab above and the IGA Statute and including the specific sections thereof referenced above to the fullest extent permitted by law, including, but not limited to, the following:

- (1) To promote, sponsor, manage, plan and direct research on issues pertaining to the protection, improvement, management, development, and use of the water resources of the Roaring Fork River and its tributaries, including, without limitation, the Crystal and Fryingpan Rivers.
- (2) To assist, support, advise, and consult with the parties hereto or with other parties or agencies expressly approved by the parties hereto on issues of river or reservoir management, water diversion, water storage, recreational resources, water quality, riverbed stability, invasive species, hydropower development or other issues connected with the management and use of water resources of the Roaring Fork watershed.
- (3) To manage the invasive species protection program and any other threats to the integrity of the water resources at ~~at~~ Ruedi Reservoir.
- (4) To develop water resources, systems, or facilities in whole or in part for the benefit of the watershed and its inhabitants, at the discretion of the Board of Directors, subject to fulfilling any conditions or requirements set forth in this Agreement;
- (5) To develop electric energy resources and to produce or transmit electric energy in whole or in part for the benefit of the inhabitants of the contracting parties;
- (6) To advocate~~provide~~ for the rehabilitation of any services adversely affected by the construction of pipelines, facilities, or systems

through the rehabilitation of plant cover, soil stability, and other measures appropriate to the subsequent beneficial use of such lands.

- (7) To act as a legislative appointee to the Colorado River Basin Roundtable, at the joint pleasure of the Chairs of the Senate Agriculture, Natural Resources, and Energy Committee, and the House Agriculture, Livestock, and Natural Resources Committee.
- (8) To make or enter into contracts.
- (9) To employ agents and employees.
- (10) To acquire, construct, manage, maintain, or operate water or electric energy systems, facilities, works or improvements or any interest therein.
- (11) To acquire, hold, lease (as lessor or lessee), sell or otherwise dispose of any real or personal property, commodity, or service.
- (12) To incur debts, liabilities, or obligations.
- (13) To sue and be sued in its own name.
- (14) To fix, maintain and revise fees, rates and charges for functions, services or facilities provided by the entity.
- (15) To adopt Bylaws by Resolution respecting the exercise of its power and the carrying out of its purposes, provided that any Bylaws shall require the unanimous approval of all parties to be effective.
- (16) To exercise any other powers which are essential to the provision of functions, services, or facilities by the entity and which are specified in the contract.

- (17) To do and perform any acts and things authorized by this Agreement, through, or by means of an agent or by contracts with any person, firm, or corporation.

2. Operation and Management

- a. General. The Authority shall be operated and managed for the benefit of the watershed and its inhabitants as directed by the parties to this Agreement.
- b. Board of Directors. The governing body of the Authority shall be the Board of Directors (hereinafter the “Board”). The Board shall be comprised solely of elected officials who are serving on the governmental bodies of the parties to this Agreement. Each of the parties shall appoint one (1) Director to the Board and one (1) Alternate who shall also be an elected official of the appointing party, who shall serve at least a one-year term. The Directors in turn shall elect from their members a Chair, Vice-Chair, and Secretary or other officer of the Board, who shall each serve at least a one-year term. Compensation of Directors, if any, shall be determined and paid by each party to this Agreement for its own Director. Should a Director not be able to attend a meeting of the Board, the Alternate can serve in their place and with their authority. Should a vacancy arise on the Board, the party whose directorship becomes vacant shall appoint a replacement to complete the vacated term. The Board shall meet at least annually to conduct the business of the Authority and at such other times as the Board may direct or pursuant to the Bylaws. A majority of the Directors shall constitute a quorum, and, except as

otherwise provided in this Agreement, the vote of a majority of the quorum shall be necessary to take action. Each member of the Board shall be entitled to one vote.

- c. Officers. The Board of Directors may appoint such officers and employees of the Authority as it deems necessary for the efficient operation of the Authority. Such officers and employees may include, but are not necessarily limited to, an Executive Director. The duties of the officers and any employees shall be established by the Board and set forth in the Authority's bylaws and/or in contractual form.

3. Funding and Sharing of Surplus Revenues and Operating Deficits

Funding of the Authority's normal activities and operations will be provided by equal contributions from the members or otherwise as may be adopted by resolution of the Board. The budget for each year will be determined at such time to allow for incorporation of member contributions into the subsequent annual budget of each member. Timely and complete contributions towards annual operating budgets will be a condition of membership.

Payment for Services

Upon the unanimous consent of all parties hereto, the Board of Directors is authorized to establish an annual amount to be paid by each party as a condition of continuing membership. The purpose of such payment shall be to support the mission and services acknowledged herein and to provide a source of operating funds to the Authority. Payment shall be subject to annual appropriation by each of the parties to this Agreement, and each party shall have no obligation to continue this Agreement in any fiscal year in which no appropriation is made.

Distribution of surplus revenues will be determined by the Board annually during budget discussions. The bonds, notes, and other obligations of the Authority shall under no circumstances be the debts, liabilities or obligations of the parties to this Agreement. Any party may, however, subject to any limitation provided by law, contribute to any operating deficit of the Authority. Such contribution shall become a debt of the Authority which must be repaid from available funds. The Authority's operating revenues shall be applied in the following priorities:

- (1) First to pay all costs or expenses which have been incurred by any party to this Agreement in furtherance of the Authority's activities and which have been approved by the Board for payment.
- (2) To repay any contributions by the parties hereto to operating deficits.
- (3) To pay all other costs or expenses incurred by the Authority.

4. Contracts

The Authority may only enter into contracts by resolution of the Board duly adopted by a majority of the quorum present at an official meeting of the Board.

5. Bonds, Notes or other Obligations.

- a. To carry out the purposes set forth in this Agreement, the Authority is authorized to issue bonds, notes or other obligations payable solely from the revenues derived from the function, service, system, or facility, or the combined functions, services, systems, or facilities of the Authority subject at all times to the unanimous approval of all parties. The terms, conditions and details of said bonds, notes and other obligations, the procedures relating thereto, and the refunding thereof, shall be set forth in the resolution authorizing said bonds, notes or other obligations and, as nearly as may be practicable, shall be substantially the same as those provided in Part 4 of Article 35 of Title 31, C.R.S. 2018 relating to water and sewer revenue bonds; except that the purposes for which the same may be issued shall not be so limited, and except that said bonds, notes and other obligations may be sold at public and private sale. Bonds, notes or other obligations issued under this paragraph shall not constitute an indebtedness of the Authority or of any party hereto within the meaning of any constitutional and statutory limitation or other provision. Each bond, note, or other obligation issued under this paragraph shall recite in substance that said bond, note or other obligation, including the interest thereon, is payable solely from the revenues and other available funds of the Authority pledged for the payment thereof and that said bond, note or other obligation does not constitute a debt of the Authority or of any party hereto within the meaning of any constitutional or statutory limitation or provision. Notwithstanding anything in this paragraph to the contrary, such bonds, notes and other obligations may be issued to mature at such times not beyond forty years from their respective issue dates, shall

- bear interest at such rates, and shall be sold at, above, or below the principal amount thereof, all as shall be determined by the Board of Directors of the Authority.
- b. The resolution, trust indenture, or other security agreement under which any bonds, notes or other obligations are issued shall constitute a contract with the holders thereof, and it may contain such provisions as shall be determined by the Board to be appropriate and necessary in connection with the issuance thereof and to provide security for the payment thereof, including, without limitation, any mortgage or other security interest in any revenues, fund, rights or properties of the Authority. The bonds, notes and other obligations of the Authority and the income therefrom shall be exempt from taxation by this State, except inheritance, estate, and transfer taxes.

6. Addition or Withdrawal of Parties

- a. Any governmental entity may join this Agreement on such terms and conditions as may be agreed upon by all other parties. No such entity may be added, however, without unanimous approval of the parties to this Agreement.
- b. Any party may withdraw from this Agreement on its own initiative upon written notice to the Board. The benefits, obligations and rights of the withdrawing party shall be reasonably determined by resolution of the Board upon notice of withdrawal in accordance with this Agreement other adopted policies. This Agreement shall remain in full force and effect, notwithstanding any such withdrawal, among the remaining parties.

7. **Payment for Services**

~~Upon the unanimous consent of all parties hereto, the Board of Directors is authorized to establish an annual amount to be paid by each party as a condition of continuing membership. The purpose of such payment shall be to support the mission and services acknowledged herein and to provide a source of operating funds to the Authority. Payment shall be subject to annual appropriation by each of the parties to this Agreement, and each party shall have no obligation to continue this Agreement in any fiscal year in which no appropriation is made.~~

8. **Term of this Agreement**

This Agreement shall remain in full force and effect until rescinded by unanimous vote of the Board and ratification of the rescission by all parties. Failure of a party to act on a rescission vote by the Board within sixty (60) days of the receipt of written notice by such party shall constitute a ratification of that vote.

9. **Amendment**

This Agreement may be amended by unanimous agreement of all the parties to the Agreement. Notwithstanding the foregoing, this Agreement may not be rescinded during the term of any bonds, notes, or other obligations of the Authority, unless provision for full payment of such obligations, by escrow, other otherwise, has been made pursuant to the terms of such obligations.

10. **Parties May Deal with Authority**

Each party to this Agreement may deal with the Authority in the same manner as any individual or separate entity for the acquisition of water, power, or on any other matter for which the Authority is authorized to act.

11. Prior Agreement

Execution of this Agreement by all of the parties shall operate to supersede and replace any Intergovernmental Agreement previously entered into by the parties, establishing, governing and regulating the Ruedi Water and Power Authority.

IN WITNESS WHEREOF the undersigned set forth their hand as follows:

For the Ruedi Water and Power Authority

Chair, Ruedi Water and Power Authority

Date

Approved as to Form:

Attorney for the Ruedi Water and Power Authority

Date

Witness:

Executive Director, Ruedi Water and Power Authority

Date

For Eagle County

Chairman, Eagle County Board of Commissioners

Date

Approved as to Form:

Eagle County Attorney

Date

For Pitkin County

Chairman, Pitkin County Board of Commissioners

Date

Approved as to Form:

Pitkin County Attorney

Date

For the City of Aspen

Mayor, City of Aspen

Date

Approved as to Form:

Aspen City Attorney

Date

For the Town of Snowmass Village

Mayor, Town of Snowmass Village

Date

Approved as to Form:

Snowmass Village Town Attorney

Date

For the Town of Basalt

Mayor, Town of Basalt

Date

Approved as to Form:

Basalt Town Attorney

Date

For the Town of Carbondale

Mayor, Town of Carbondale

Date

Approved as to Form:

Carbondale Town Attorney

Date

For the City of Glenwood Springs

Mayor, City of Glenwood Springs

Date

Approved as to Form:

Glenwood Springs City Attorney

Date

Ruedi Water and Power Authority Bylaws

ARTICLE I:

Membership

The members of the Ruedi Water and Power Authority ("The Authority") shall be the parties signatory to the Intergovernmental Agreement creating the Authority. The Board of Directors of the Authority shall act in accordance with the provisions of said Agreement and no provision of these Bylaws shall be inconsistent therewith.

ARTICLE II:

Offices

The official mailing address of the Authority shall be Post Office Box 565, Basalt, Colorado 81621. The Board of Directors shall have the power and authority to establish and maintain offices as it deems appropriate.

ARTICLE III:

Board of Directors

Section 1. General Powers. The governing body of the Authority shall be the Board of Directors ("Board").

Sections 2. Regular Meetings. The Board shall meet at least annually at a time and place to be determined by the Board, to conduct the business of the Authority, and at such other times as the Board may direct. The posting requirements and content of meeting notices shall be established by the Board by resolution. Participation of Board members by means other than in person (e.g. telecommunication, email, etc.) must be approved by a majority of the quorum before participation is allowed.

Section 3. Special Meetings. Special meetings of the Board may be called by or at the request of the Chair or any two (2) Directors and shall be held in a location to be determined by the Executive Director or the Chair. Notice of any special meeting shall be given at least fifteen (15) days before the time fixed for the meeting, by written notice delivered in person or by telephone, facsimile, e-mail or regular mail to each Director at his or her address. Any Director may waive notice of any meeting. The attendance of a Director at a meeting shall constitute a waiver of notice of the meeting, except where a Director attends a meeting with the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted and the purpose of any special meeting of the Board shall be specified in the notice or waiver of notice of the meeting.

ARTICLE IV:

Executive Director

Section 1. Powers and Duties of the Executive Director. The Executive Director of the Authority shall be the Authority's principal executive officer and shall exercise general supervision and control over all the business affairs of the Authority. The Executive Director shall be appointed by the Board to serve at the pleasure of the Board.

1. The Executive Director shall have the following specific powers and duties:

- (a) To have general and active management of the business of the Authority.
- (b) To see that all orders and resolutions of the Authority are carried into effect.
- (c) To execute contracts and documents as required.
- (d) To record or see to the proper recording of the minutes and transactions of all meetings of the Board of Directors.
- (e) To keep the Authority record books showing the details required by law with respect to any other matter.
- (f) To attend to the giving and serving of all notices of the Authority required by law or these Bylaws to be given.

(g) To attend to such correspondence and make such reports as may be assigned to him or her.

(h) To oversee the finances of the Authority in conjunction with the Authority's Financial Agent and to make regular reports to the Authority regarding the Authority's financial status.

(j) To have general superintendence and direction of all the other officers of the Authority and of the agents and employees thereof and to see that their duties are promptly performed.

(k) To operate and conduct the business and affairs of the Authority according to the orders and resolutions of the Board and according to the Executive Director's discretion whenever and wherever it is not expressly limited by such orders and resolutions.

(l) To submit a report of the operations of the Authority to the Directors at each regular meeting, and from time to time to report to the Directors all matters within his or her knowledge which are pertinent to the business of the Authority to their attention in the best interest of the Authority.

2. In addition to the foregoing, the Executive Director shall have the additional authority and duties as set forth from time to time by the Board.

Section 2. Powers and Duties of the Financial Agent. The Authority may appoint a Financial Agent, which may be the Executive Director, to act as the custodian of its funds, securities and property. The Financial Agent shall have the following specific duties and powers:

1. To keep and maintain, open to inspection by the Executive Director, any Director and any member of the public at all reasonable times, adequate and correct accounts of the properties and business transactions of the Authority, which shall include all matters required by law and which shall be in the form as required by law.

2. To have the care and custody of the funds and valuables of the Authority and deposit the same in the name and to the credit of the Authority with such depositories as the Board may designate.

3. To maintain accurate lists and descriptions of all capital assets of the Authority, including land, buildings, and facilities.

4. To see to the proper drafting of all checks, drafts, notes and orders for the payment of money as required in the business of the Authority, and to sign such instruments together with the Chair.

5. To disburse the funds of the Authority for proper expenses and as they may be ordered by the Board to take paper vouchers for such disbursements.

6. To render to the Executive Director and/or to the Board, whenever they may require it, an account of all his or her transactions, and a financial statement in a form satisfactory to them, showing the condition of the Authority.

7. To prepare, or cooperate in the preparation of, an annual audit, or periodic audit, as may be ordered by the Board.

In addition to the foregoing, the Financial Agent shall have such other powers, duties and authority as may be set forth elsewhere in these Bylaws and as may be prescribed by the Executive Director or the Board from time to time.

Section 3. Payment. Payment to the Executive Director and/or other officers shall be reviewed from time to time by the Board.

ARTICLE V:

Indemnification of Directors and Executive Director

Each Director, the Executive Director, and/or other officers of the Authority now or hereafter serving as such, shall be indemnified by the Authority against any and all claims and liabilities to which he or she has or shall become subject by reason of serving or having served as such Director or Officer, or by reason of any action alleged to have been taken, omitted or neglected by such Officer or Director. The Authority shall be responsible for all legal expenses

reasonably incurred in connection with any such claim or liability, provided, however, that no such person shall be indemnified against or be reimbursed for any expense incurred in connection with any claim or liability arising out of willful misconduct or gross negligence. The right of indemnification here provided shall not be exclusive of any rights to which any Director or Officer of the Authority may otherwise be entitled by law.

ARTICLE VI:

Officers – Fidelity Bonds

The Executive Director, Financial Agent, and any other officers, agents and employees of the Authority who handle funds of the Authority in any manner, and any other officers, agents and employees of the Authority specifically designated by the Board, may be required to execute a fidelity bond in favor of the Authority in the amount of \$500,000. Each such fidelity bond shall be executed by the Officer, agent or employee as principal and by a corporate surety company approved by the Board. Blanket bonds may be employed in lieu of individual bonds, in the case of employees. All premiums for fidelity bonds required of officers, agents and employees shall be paid by the Authority and such premiums shall be an Authority expense.

ARTICLE VII.

Contracts, Loans, Checks and Deposits

Section 1. Contracts. Subject to the provisions of the Intergovernmental Agreement, the Board may authorize its officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of, and on the behalf of, the Authority and such authority can be general or confined to specific instances.

Section 2. Loans. Subject to the provisions of the Intergovernmental Agreement, no loans shall be contracted on behalf of the Authority and no evidence of indebtedness shall be issued in its name unless authorized by resolution of the Board in accordance with the Intergovernmental Agreement establishing the Authority. Such authority may be general or confined to specific instances.

Section 3. Checks, Drafts, or Orders. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Authority shall be signed by such officer or officers, agent or agents of the Authority and in such manner as shall from time to time be determined by the Board.

Section 4. Deposits. All funds of the Authority not otherwise employed shall be deposited from time to time to the credit of the Authority in such banks, trust companies, or other depositories as the Board may select.

ARTICLE VIII.

Fiscal Year

The fiscal year of the Authority shall be from January 1 to December 31.

ARTICLE IX.

Annual Report

The Board shall present at each meeting immediately following the end of the fiscal year, a complete report on the business of the Authority for the prior fiscal year, and its condition as of the date of the report. Each report shall disclose in detail the financial condition of the Authority, any compensation paid to officers or Directors, including salary, bonuses and any other benefits, and the income and expenses of the Authority for the period of the report. Such financial information may be given by means of balance sheets and statements of profit and loss, or revenue statements, prepared by the Financial Agent or accountant of the Authority.

ARTICLE X:

Amendments

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by resolution of the Board at any regular or special meeting of the Board; provided, however, that the provisions of the Intergovernmental Agreement establishing the Authority not be altered without the approval of each of the parties of the Authority. Changes in and additions to the Bylaws must be by unanimous agreement of the Board as per the provisions of the Intergovernmental Agreement establishing the Authority. Changes in and additions to the Bylaws by the Board shall be provided to the individual members of the Authority by way of Certified Mail delivered to the City or County Managers or Administrators of the member governments within sixty (60) days after revision and shall be subject to approval or disapproval by each of the individual members of the Authority. If an individual member does not register an objection to the proposed revisions, they shall become effective within sixty (60) days after submission for their review.

ARTICLE XI:

Inspection and Copies of Bylaws

The Bylaws and all amendments thereto shall be maintained in current form by the Executive Director and shall be

made available for inspection by any member of the Authority and the public at the office of the Executive Director at any time during business hours. A copy of the Bylaws, as amended, shall be furnished to the representative of any member of the Authority on written request.

Approved this _____ day of _____, 20____, by unanimous approval by Resolution # _____ of the Board of Directors of the Ruedi Water and Power Authority.

SIGNATURE BLOCK:

Chair, Ruedi Water and Power Authority

Approved as to Form:

Attorney for the Ruedi Water and Power Authority

Date

Witness:

Executive Director, Ruedi Water and Power Authority

Date



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:	Ordinance 23, Series of 2020; An Ordinance of the City of Glenwood Springs, Colorado temporary amending sections 120.030.070(b) and 120.030.080(b) of the municipal code to allow consumption of alcoholic beverages in designated public areas within the General Improvement District (FIRST READING)
Action Requested:	Approval of Ordinance 23, Series of 2020; An Ordinance of the City of Glenwood Springs, Colorado temporary amending sections 120.030.070(b) and 120.030.080(b) of the municipal code to allow consumption of alcoholic beverages in designated public areas within the General Improvement District (FIRST READING)
Department:	City Administration
Presented By:	Jennifer Ooton, Assistant City Manager
Background Info:	Staff has been working through how to expand safe outdoor dining during the winter due to indoor eating restrictions and COVID-19. Ordinance 23 allows the City Manager to temporally allow the consumption of alcohol in designated public areas within the General Improvement District (GID). If approved, this would allow staff to work with CDOT and the DDA to set up communal dining areas for customers to take to go food and alcohol in areas such as under the Grand Avenue Bridge and in the garden area next to the pedestrian bridge. Staff is anticipating that winter may be very difficult for restaurants and is trying to implement out of the box solutions. While not all details have been fully vetted and determined, if approved, this could be one big step in helping our restaurant industry. Staff will still need to work with restaurants in the GID and the DDA to determine how to properly keep these areas clean and regularly disinfected. The Town of New Castle has very similar communal dining areas and is pleased with how they have been functioning.
Issues:	Staff is still working with CDOT to determine whether temporary heaters will be allowed under the Grand Avenue Bridge and is sorting through how to safely allow tents and heaters in the GID area. Staff is recommending for now that these areas remain temporary so we can quickly respond to potential issues or remove the designation if the communal dining areas create more problems than they solve.
Staff Recommendation:	Staff recommends approval of Ordinance 23, Series of 2020; An Ordinance of the City of Glenwood Springs, Colorado temporary amending sections 120.030.070(b) and 120.030.080(b) of the municipal code to allow consumption of alcoholic beverages in designated public areas within the General Improvement District.

ORDINANCE NO. 23

Series of 2020

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING SECTIONS 120.030.070 AND 120.030.080 TO ALLOW CONSUMPTION OF ALCOHOLIC BEVERAGES IN DESIGNATED PUBLIC AREAS WITHIN THE GENERAL IMPROVEMENT DISTRICT.

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

WHEREAS, the Governor of the State of Colorado declared a statewide emergency regarding the occurrence or imminent threat of widespread or severe damage, injury or loss of life or property resulting from the 2019 Novel Coronavirus (“COVID-19”) on March 10, 2020; and

WHEREAS, by Resolution No. 2020-12, the Glenwood Springs City Council declared a local disaster emergency pursuant to Section 24-33.5-709, C.R.S. due to the imminent threat of widespread or severe damage, injury or loss of life or property resulting from COVID-19 requiring emergency action to respond to and protect the life, health and safety of the citizens of Glenwood Springs; and

WHEREAS, pursuant to Section 4.4 of the City’s Home Rule Charter, an ordinance necessary for the immediate preservation of the public peace, health or safety shall take effect immediately upon publication if approved by at least five (5) members of Council; and

WHEREAS, the Colorado Department of Review has adopted Emergency Regulation 47-302(F) to allow establishments with on-premises liquor licenses to expand their licensed premises into public areas including sidewalks, streets and parking lots to increase social distancing measures while being able to operate a productive and economically sustainable business; and

WHEREAS, the Colorado Department of Review has extended Emergency Regulation 47-302(F) through October 2021; and

WHEREAS, to stimulate the recovery of businesses in the City impacted by the COVID-19 pandemic while maintaining social distancing measures, the City Council desires to amend Section 120.030.070 of the Municipal Code to allow for consumption of alcohol beverages in designated public places within the City’s General Improvement District (GID) depicted on the map attached as Exhibit A

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

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

Section 2. Section 120.030.070(b) is hereby amended as follows, with double underlined text added and ~~strike through language deleted~~:

Section 120.030.070 – Drinking in public areas.

- (b) Notwithstanding the prohibition in Subsection (a) above, persons of legal age may publicly drink or consume alcoholic beverages consistent with the following:

- (4) Alcoholic beverages may be consumed in public areas designated in writing by the City Manager within the City's General Improvement District (GID). The City Manager shall cause appropriate signage to be erected in such public areas.

Section 3. Section 120.030.080(b) is hereby amended as follows, with double underlined text added and ~~strike through language deleted~~:

Section 120.030.080 – Possession of open containers.

- (b) Notwithstanding the prohibition in Subsection (a) above, persons of legal age may have in his/her possession any open container consistent with the following:

- (4) Alcoholic beverages in public areas designated in writing by the City Manager within the City's General Improvement District (GID). The City Manager shall cause appropriate signage to be erected in such public areas.

Section 4. Pursuant to Section 4.4 of the City Charter, City Council finds, determines and declares that passage of this Ordinance is necessary for the immediate preservation of the public peace, health and safety by ameliorating the negative effects of the COVID-19 pandemic on establishments with on-premises liquor licenses while maintaining social distancing measures. Pursuant to Section 4.4, this Ordinance shall be effective upon adoption and shall remain in effect until repealed.

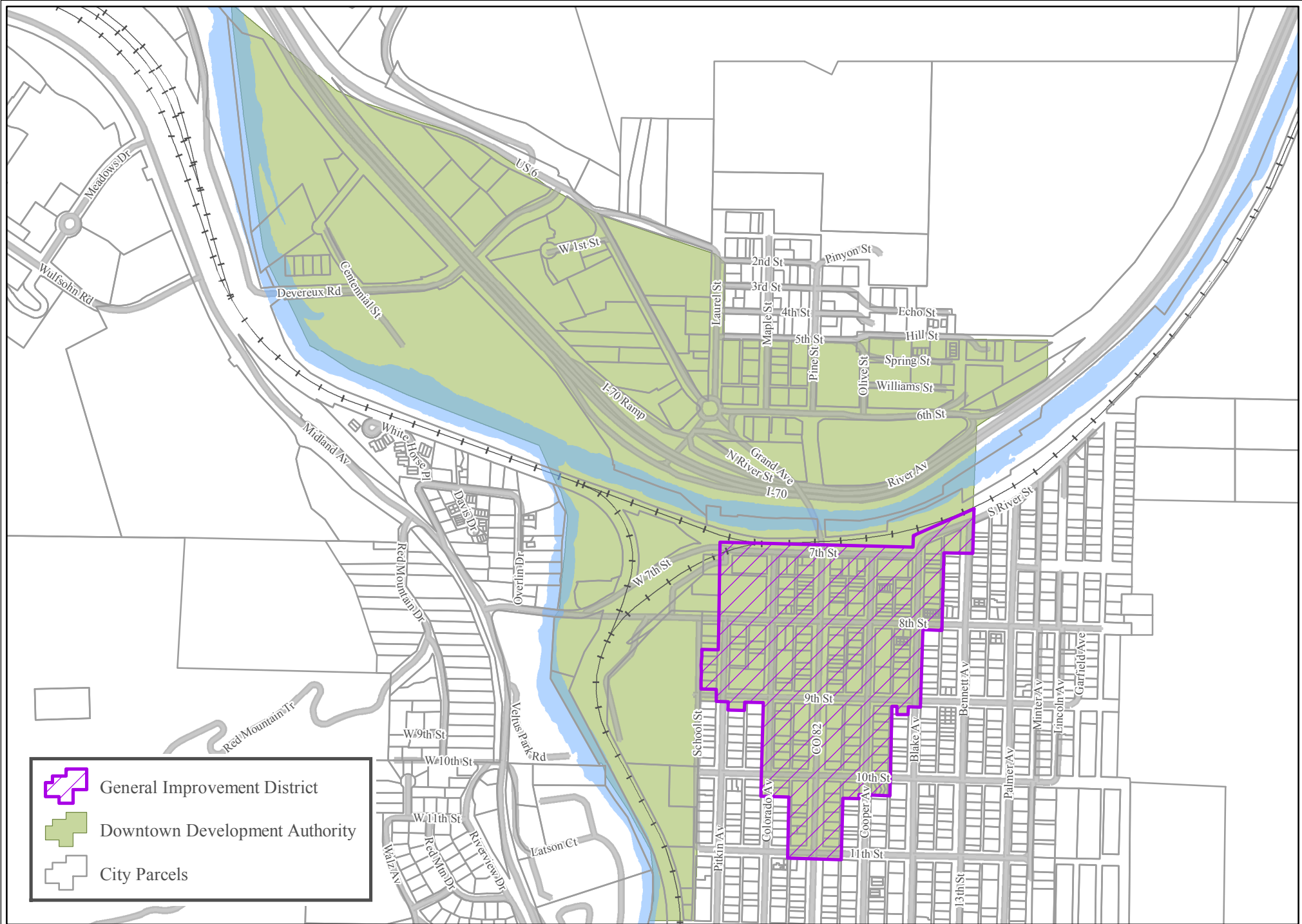
INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS 15TH DAY OF OCTOBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



DDA and GID Boundaries



0 380 760 Feet

This map was produced by the Engineering Department.
Use of this map should be for general purposes only.
City of Glenwood Springs does not warrant the accuracy
of the data contained herein.
Phone - 970-384-6439 <http://www.cogs.us/> Author: JKoenig, Date: 11/05/18
N:\GIS\GIS_Projects\Community Development\MiscRequests\DDA_GID_110518.pdf



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item: Resolution 2020-32; A Resolution of the City Council of the City of Glenwood Springs, Colorado Extending the Temporary Suspension of Portions of Municipal Code Section 070.040.110 Relating to Temporary Signs

Action Requested: Approve Resolution 2020-32

Department: Economic and Community Development

Presented By:

Background Info: Resolution 2020-24, passed on July 2, 2020, temporarily suspended Sections 070.040.110(d)(17)a, b and c.1 of the Municipal Code (regulating the permissible duration and size of temporary off-premises directional signs) and Sections 070.040.110(f)(2) and (3) of the Municipal Code (regulating the permissible duration, size and location of temporary banners) to accommodate social distancing efforts of the City and local businesses. The temporary suspension of the Code provisions relating to temporary signs expires on October 30, 2020. Because COVID-19 remains a series health concern and the CDC still considers social distancing as an essential step in preventing the spread of COVID-19, Resolution 2020-32 extends the time period of the temporary suspension of Code provisions regarding temporary signs until such time as the resolution is repealed by City Council.

Issues:

Staff Recommendation: Approve Resolution 2020-32

RESOLUTION NO. 2020-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, EXTENDING THE TEMPORARY SUSPENSION OF PORTIONS OF THE GLENWOOD SPRINGS MUNICIPAL CODE SECTION 070.040.110 RELATING TO TEMPORARY SIGNS.

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

WHEREAS, by Resolution No. 2020-12, the Glenwood Springs City Council declared a local disaster emergency pursuant to Section 24-33.5-709, C.R.S. due to the imminent threat of widespread or severe damage, injury or loss of life or property resulting from COVID-19 requiring emergency action to respond to and protect the life, health and safety of the citizens of Glenwood Springs; and

WHEREAS, Sections 070.040.110(d)(17)a, b and c.1 of the Glenwood Springs Municipal Code regulate the permissible duration and size of temporary off-premises directional signs; and

WHEREAS, Sections 070.040.110(f)(2) and (3) of the Municipal Code regulate the permissible duration, size and location of temporary banners; and

WHEREAS, by Resolution No. 2020-24, City Council temporarily suspended the foregoing sign regulations to help accommodate mandatory social distancing within the City for a period of 120 days or until termination of the City’s emergency declaration, whichever occurs first.

WHEREAS, Resolution No. 2020-24 is scheduled to expire on October 30, 2020, but the emergency declaration remains in effect and the accommodation of social distancing within the City is still necessary for the health, welfare and safety of the residents of Glenwood Springs; and

WHEREAS, the Glenwood Springs City Council finds it is in the best interests of the health, welfare, and safety of the residents of the City of Glenwood Springs to extend the temporary suspension of the sign regulations set forth herein.

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

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

Section 2. The City Council hereby suspends Sections 070.040.110(d)(17) a, b and c.1 and 070.040.110(f)(2) and (3) of the Municipal Code. This suspension shall apply only with respect to sign permit applications submitted to the City after Resolution 2020-24 was passed.

Section 3. This Resolution shall remain in effect until repealed or amended by City Council.

INTRODUCED, READ, AND PASSED THIS 15th DAY OF OCTOBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:

AT THE REQUEST OF THE MAYOR WE HAVE ADDED:

Resolution 2020 -34; A Resolution of the City Council of the City of Glenwood Springs, Colorado
Advocating Voter Approval of the Gallagher Amendment Repeal and Property Tax Assessment Rates
Measure (Amendment B) During the November Election

Action Requested:

Department: City Administration

Presented By:

Background Info:

Issues:

Staff Recommendation:

RESOLUTION 2020-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO ADVOCATING VOTER APPROVAL OF THE GALLAGHER AMENDMENT REPEAL AND PROPERTY TAX ASSESSMENT RATES MEASURE (AMENDMENT B) DURING THE NOVEMBER ELECTION.

WHEREAS, the Gallagher Amendment Repeal and Property Tax Assessment Rates Measure (the “Gallagher Amendment Repeal Measure”) will appear as Amendment B on the state ballot in the November 3, 2020 Colorado election as set forth in Senate Concurrent Resolution 20-001; and

WHEREAS, if the Gallagher Amendment Repeal Measure passes, Senate Bill 20-223 of the Colorado General Assembly will take effect, freezing property tax assessment rates at the current rates (7.15% and 29% for non-residential property); and

WHEREAS, previous adjustments required by the Gallagher Amendment have reduced the residential property tax rate from 21% in 1982 to 7.15% in 2020, resulting in significant reductions in residential property tax revenue to local governments and school, fire, and ambulance districts across the state; and

WHEREAS, if the Gallagher Amendment Repeal Measure does not pass, the residential assessment rate is anticipated to drop from 7.15% to 5.88% in 2021, representing a nearly 18% drop in residential property tax revenue; and

WHEREAS, the Division of Property Taxation estimates a 33% drop in value for oil and gas and a 20% drop in commercial, while estimating that residential will go up 10% in value; and

WHEREAS, the projected reduction in the residential assessment rates will have a significant impact on municipalities and special districts throughout Colorado, some of which are neighbors and mutual aid partners of the City; and

WHEREAS, the Colorado Fair Campaign Practices Act authorizes local governments to adopt resolutions in support of, or opposition to, ballot issues and it is the desire of the City Council to express its support for the Gallagher Amendment Repeal Measure; and

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 supports Gallagher Amendment Repeal and Property Tax Assessment Rates Measure which will appear as Amendment B on the state ballot in the November 3, 2020 set forth in Senate Concurrent Resolution 20-001.

Section 3. The City Council urges community members to vote YES on Amendment B.

INTRODUCED, READ AND PASSED THIS _____ DAY OF OCTOBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
October 15, 2020

Agenda Item:

AT THE REQUEST OF THE MAYOR WE HAVE ADDED:

Resolution 2020-35; A Resolution of the City Council of the City of Glenwood Springs, Colorado
Advocating Voter Approval of the Tobacco and E-Cigarette Tax Increase for Health and Education
Programs Measure (Proposition EE) During the November Election

Action Requested:

Department:

City Administration

Presented By:

Background Info:

Issues:

Staff Recommendation:

RESOLUTION 2020-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO ADVOCATING VOTER APPROVAL OF THE TOBACCO AND E-CIGARETTE TAX INCREASE FOR HEALTH AND EDUCATION PROGRAMS MEASURE (PROPOSITION EE) DURING THE NOVEMBER ELECTION.

WHEREAS, the Tobacco and E-Cigarette Tax Increase for Health and Education Programs Measure will appear as Proposition EE on the state ballot on the November 3, 2020 Colorado election; and

WHEREAS, tobacco and nicotine addiction is a leading cause of preventable death, that people should be deterred from starting the use of tobacco and nicotine products and encouraged to quit the use of tobacco and nicotine products, and that taxes on the sale of tobacco and nicotine products are effective at preventing and reducing tobacco and nicotine use; and

WHEREAS, Colorado does not currently tax vape products despite the fact that the state has one of the highest teen vaping rates in the country at 29%; and

WHEREAS, the City Council believes that every student should have the opportunity to reach their full potential and to participate meaningfully in the civic and economic life of the community, regardless of their zip code or learning needs; and

WHEREAS, the City Council believes that quality public education develops a competitive workforce that will drive a vibrant Colorado economy for decades to come; and

WHEREAS, the loss of funding to Colorado public schools has been over \$9.3 billion since 2009, which could have been used toward preventing teacher salaries from becoming the least competitive in the nation, addressing the growing mental health needs of students, inequities, and barriers, which prevent students educational opportunities; and being better equipped to react to the largest disruption of the education system in history due to the current global pandemic; and

WHEREAS, if passed, Proposition EE will provide \$2 billion over ten years to a universal preschool program for all Colorado four-year-olds. Funded by taxes on tobacco and vape products, the measure also includes \$110 million for tobacco-vape cessation and public health programs, \$375 million for public schools (including \$90 million for rural schools) between 2020 and 2023, and \$35 million in critical support for affordable housing and eviction assistance; and

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 supports Tobacco and E-Cigarette Tax Increase for Health and Education Programs Measure which will appear as Proposition EE on the state ballot in the November 3, 2020.

Section 3. The City Council urges community members to vote YES on Proposition EE.

INTRODUCED, READ AND PASSED THIS _____ DAY OF OCTOBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk