



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
NOVEMBER 5, 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: Nov 5, 2020 Work Session 4:00pm Regular Meeting 06:15 PM Mountain Time (US and Canada)

Topic: 2020/11/05 Regular Council Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87408362110>

Or iPhone one-tap :

US: +16699006833,,87408362110# or +12532158782,,87408362110#

Or Telephone:

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

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 874 0836 2110

International numbers available: <https://us02web.zoom.us/j/kjlxuZQyJ>

TIME	ITEM	WORK SESSION	ACTION
4:00pm - 5:30pm	2. Code of Conduct		Information/Discussion
	Meeting Set-up		
		REGULAR SESSION	
6:15pm	3. Roll Call		Quorum
	4. Pledge of Allegiance		
	5. Agenda Changes & Conflicts		Information

	6. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	Information
	7. Council Comments	Information
6:35pm	8. Consent Agenda <i>All matters under consent are considered to be routine and will be enacted by one motion and vote. The titles will not be read aloud.</i>	Discussion and/or Action
	A. Amended Garfield County MOU for Traveler Services	
	B. 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 City of Glenwood Springs (SECOND READING)	

ACTIONS AND/OR PRESENTATIONS

6:40pm	9. State Opioid Settlement Presentation	Discussion and/or Action
6:50pm	10. DNR Project Presentation on the Fire Mitigation Efforts in South Canyon	Presentation
7:10pm	11. Audit Presentation	Discussion and/or Action Presentation
7:30pm	12. Approval of 2021 Budget	Discussion and/or Action
7:45pm	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
8:15pm	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
8:40pm	15. Parks and Recreation Commission Recommendation on Proposed 106 Acre Park	Discussion and/or Action
9:00pm	16. Resolution 2020-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado Adopting an Amended Development Review Fee Schedule	Discussion and/or Action
9:10pm	17. Ordinance No 24, Series of 2020; An Ordinance of the City Council of the City of Glenwood Springs, Colorado Creating the Community Broadband Network Enterprise (FIRST READING)	Discussion and/or Action
9:20pm	18. Consideration of a Planning and Zoning Commission appointment to fill a vacant seat.	Discussion and/or Action
9:40pm	19. South Bridge Update	Discussion and/or Action
9:50pm	20. Face Covering Public Health Order	Discussion and/or Action
9:55m	21. CARES Act Funding	Discussion and/or Action
10:00pm	22. Report from City Administration A. City Manager -Boards and Commissions B. City Attorney C. Correspondence Incoming/Outgoing	Information
10:05pm	23. Adjournment	



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Code of Conduct

Action Requested: Discuss Proposed Code of Conduct.

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info: The Code of Conduct was drafted by City Council and will be presented by City Council.

Issues: NA

Staff Recommendation: NA

City of Glenwood Springs
Modified Rules of Procedure¹
Draft for Council Comment/Action - September 3, 2020

I. Council Meeting Procedures

A. Open to Public

All meetings and work sessions of the City Council shall be open the public and must complied with Colorado's Open Meetings Law.

B. Addressing matters before Council

1. The Mayor, or Mayor Pro Tem, in the Mayor's absence, shall preside at all work sessions of Council and all regular and special meetings of Council as provided in the City's Code and/or Charter.
2. The City's Code of Conduct shall be followed during all meetings of Council
3. A Council Member must be recognized by the Mayor and be given the floor in order to address the Council.
4. A Council Member shall have three minutes to address the matter before Council. Additional time may be requested and reasonable additional time should be granted by the Mayor² depending upon the complexity of the matter before Council.
5. A Council Member shall not be granted a second time to address a matter until all other Council Members wishing to address the issue have had his/her opportunity to speak to the matter. Secondary comments shall be restricted to responding to other Council Member comments.
6. No Council Member shall interrupt another Council Member.
7. Interrupting a Council Member or engaging in side discussions while another person has the floor is out of order and the Mayor should direct the member(s) to cease this behavior.
8. The Mayor may independently decide to deviate from or temporarily suspend the Rules of Procedure in order to increase meeting efficiency and to best enable full and informed discussion of a matter before the Council. However, such independent action by the Mayor remains subject to a

¹ It is the intent that these Rules would replace Roberts Rule of Order if adopted by Council. Roberts Rules would be maintained for any matters not directly addressed in these Rules of Procedure.

² Any reference to the Mayor in these Rules of Procedure shall apply to the Mayor Pro Tem if presiding at the regular or special Council Meeting.

Point of Order and/or a Point of Appeal through which a Council Member can bring the meeting into full compliance with the Rules of Procedure.

9. Any matter upon which public comment is taken shall be open to the public comment as directed by the Mayor. During such time, any member of public may address the Council on the pending matter. Such person shall provide his/her full name and his address. Individual comments shall be limited to three minutes, unless the Mayor allows a brief extension of time to comment. A member of public shall address the Council as a whole and shall not direct comments toward an individual Council Member. Any member of the Public who makes belligerent, personal, impertinent, slanderous, threatening, abusive or disparaging comments or who becomes disruptive during a meeting will be directed by the Mayor to cease such conduct and may be removed by the Mayor from the meeting if such conduct continues.

C. Procedures for Motions

1. Any matter before Council which requires a formal decision of Council shall be decided by a Motion made by a Council Member.
2. Any Council Member (including the Mayor) may make a Motion.
3. All Motions before discussions shall require a second from another Council Member.
4. A Motion may be withdrawn before a second is made or with the consent of the Council Member seconding the Motion.
5. A Council Member, with the consent of the second, may accept a proposed amendment to the motion.
6. In the alternative, any Council Member may move to Amend the Motion. Only one Motion to Amend may be pending without a vote at any time.
7. If the Motion to Amend is seconded by another Council Member, then the vote shall first be taken upon the Motion to Amend and then:
 - a. If a Motion to Amend is approved, a vote on the Amended Motion shall be called.
 - b. If Motion to Amend is not approved, a vote on the Original Motion shall be called.
8. All Council Members are required to vote "yes" or "no" on a Motion unless the Council Member has been excused from the matter and that portion of the Council Meeting due to a Conflict of Interest. No Council Member may abstain from voting on any motion. Unless otherwise provided in these Rules of Procedure, or by the City's Code of Conduct, the Municipal Code or Municipal Charter, a majority vote is required to approve a pending motion. A tie vote denies approval of the pending motion. If a Council member announces "abstain" or refuses to vote then his/her vote shall be counted as an affirmative vote on the matter for which a vote is being taken.

D. **Types of Motions.**

1. **Main Motion.** Presents to Council an item for action. May only be made when no other motion is pending.
2. **Motion to Amend.** Relates to and supplements or builds upon the Main motion.
3. **Motion to Continue.** Continues the pending motion to a future date certain. It may also continue debate on the pending Motion to a later time in the same meeting.
4. **Motion to Continue Indefinitely.** Such motion effectively kills the matter before Council. This may be made before or during debate on a pending motion or matter. This may not be used when the matter before Council relates to Council's decision on quasi-judicial matters.
5. **Motion to Call the Question.** Closes debate on the pending motion. No second is required but if a Council Member objects to the Call for Question, then a vote must be taken on the Motion to Call the Question. There shall be no debate on such motion.
6. **Motion for Recess.** Any Council Member may move for a recess not to exceed 15 minutes. If there is objection, then the motion shall need a second and a vote shall be taken. There shall be no debate on such motion.
7. **Motion to Adjourn.** Any Council Member may move for adjournment of a meeting. If there is objection, then the motion shall need a second and a vote shall be taken. Debate shall be allowed on such motion. If a quasi-judicial matter(s) is still pending during that Council meeting those matters shall automatically be continued to the next regularly scheduled meeting of Council if the Motion to Adjourn is approved.
8. **Motion to Reconsider.** This requests the Council to reconsider a matter upon which a motion was made and upon which a vote was taken. A Motion to Reconsider must be made at the same Council meeting as the vote sought to be reconsidered was made or at the next regular meeting of Council. It may only be made by a Council Member who was on prevailing side in the vote in question. Debate on the Motion to Reconsider only relates to the reason(s) to reconsider the previous vote and not to the underlying matter upon which the original vote was taken. Two-thirds of the Council Members voting on the Motion to reconsider is required to reconsider the prior vote. If the Motion to Reconsider is approved then debate resumes on the Original Motion.
9. **Motion for Executive Sessions.** Such motions must be made and approved as provided by the Municipal Code, Charter and/or State law.

E. **Points of Procedure.**

1. **Point of Order.** Used only when a Council Member asserts that these Rules of Procedure are not being followed or whether a Council Member is violating the Code of Conduct. If made, the Mayor shall decide whether or not the Rules of Procedure or the Code of Conduct are not being followed and take action as provided in these Rules of Procedure or the Code of Conduct. A Point of Order shall not interrupt another Council Member but only asserted after the Council Member has finished speaking.
2. **Point of Information.** This is a request by a Council Member for more information or clarify matters being discussed. It is not a time to present further comment by the Council Member requesting the Point of Information. This shall not interrupt another Council Member but only requested after the Council Member has finished speaking.
3. **Point of Appeal.** A request by a Council Member to challenge a decision of the Mayor concerning the application of these Rules of Procedure. A Point of Appeal shall customarily be in order immediately following the Mayor's decision and may be declared out of order and unavailable where the Council has relied upon the Mayor's decision and continued the proceeding in reliance upon, or in accordance with, the Mayor's decision. The Council Member making the Point of Appeal may briefly state his or her reason for the Point, and the Mayor may briefly explain his or her ruling, but there shall be no further debate on the Point of Appeal. If requested by the Council Member making the Point, a vote shall be taken to uphold or overturn the decision of the Mayor. No second is required to require such a vote.

II. **Application to Boards and Commission.** To the extent reasonable and necessary these Rules of Procedure shall apply to all meetings of the City's Boards and Commissions.

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CODE OF CONDUCT
CITY OF GLENWOOD SPRINGS, COLORADO
Draft for Council Comment/Adoption – September 3, 2020

I. Purpose:

City Council Members at all times are held to the highest standards. Council members are agents of the public purpose and hold office for the benefit of the residents of the City. Debate and presentation of opposing views is part of the democratic process but it shall be conducted in a professional manner and in a manner which promotes the overall strategic goals of the City.

Proper democratic government requires that City Council members to be independent, impartial and responsible to the residents of the City. Council members should work collaboratively to find a common solution that is in the City's best interest. City Council makes decisions that impact on all the residents of the City and should direct its discussion to that end. Once a decision is made, the members of Council should support the Council and the City and move forward with that decision.

Council members must exhibit appropriate behavior at all times, whether during Council meetings or outside Council meetings. All decisions and policies will be made through proper procedures and shall not be made in executive session or outside of a public meeting.

This Code of Conduct applies at all times while serving as a member of the City Council of the City of Glenwood Springs and not only during official City meetings and/or work sessions.

II. General Rules Regarding City Council Members

A. The Three R's regarding Council Members

1. **Role.** Each Council member must understand and carry out his/her role in City government.
2. **Responsibility.** Each Council member must understand and carry out his/her responsibilities in City Government.
3. **Respect,** Each Council member shall respect all other Council Members and members of the Public at all times.

B. Role.

1. Each Council member is elected to represent all residents of Glenwood Springs whether or not from an individual Ward. Each Council member is one of seven leaders of the City and has a duty to act in the best interest of the City at all times.

C. Responsibilities

1. Council members shall attend all regular and special meetings of Council absent exigent circumstances.
2. Council members shall make his/her best efforts to attend all work sessions of council. Missing more than 10% of Council work sessions in any calendar quarter shall be a violation of this Code of Conduct.
3. Council members shall be generally familiar with the City Charter and Municipal Code. If a matter comes before Council that impacts on the Charter or Code, The Council members must take the necessary time to understand that matter in context of the overall Charter and/or Code.
4. Newly elected/appointed Council members shall attend and take part in orientation sessions so as to become familiar with City operations.
5. Council members shall be prepared for every meeting and work session including prior review of all agenda packet materials.
6. Council members must arrive promptly at all meetings and work sessions.
7. Council members shall not text or engage in online social media during meetings or work sessions except during recesses.
8. Council members shall not work on personal - non City business - during meetings and work sessions except during recesses
9. Council members shall be fully engage in the meeting and/or work sessions at all times including actively listening and participating in meeting.
10. Council members shall not engage in side bar comments with other council members or staff during a meeting or work sessions except during recesses. Such comments could be a possible violation of open meetings law.
11. Council members shall not leave the dias (or remote meeting visual presence) during a meeting or must not leave a work session without permission of Mayor except during recesses.
12. Council members shall vote on all matters brought to a vote of the entire City Council unless excused from that portion of the meeting due to a conflict of interest.
13. During Council meetings and work sessions, Council members shall follow the City's adopted Rules of Procedure and this Code of Conduct.
14. Council members shall attend all meetings of Boards and Commission to which he/she is assigned as Council liaison absent exigent circumstances. If a Council member is unable to attend a meeting, he/she shall reach out to the alternate Council liaison to seek his/her attendance at such meeting. If a Council member cannot regularly attend the meetings of the Boards and Commissions to which he/she is assigned, he/she shall advise the Mayor who may appoint another Council member as the liaison.
15. Council members shall follow this Code of Conduct during all meetings of the City's Boards and Commissions.

16. Council members will be respectful of diverse opinions presented by members of the Boards and Commissions.
 17. Council members shall not speak for the Council at a meeting of a City Board or Commission. Council members may indicate that his/her personal opinion and/or what he/she thinks Council may support or not support but the Council member must encourage the Board and Commission to make their independent recommendations to the Council. That is the purpose of the Boards and Commissions – to make recommendations to Council
No Council member, either directly or indirectly, may solicit, accept or receive any gift or other thing of value, including but not limited to, gifts, loans, rewards, promises or negotiations of future employment, favors or services, honoraria, travel, entertainment, or special discounts, from a person, without the person receiving lawful consideration of equal or greater value in return from the Council member in an amount as provided in the Colorado Constitution.
- D. Respect. Council members at all times shall
1. Be welcoming to speakers at all Council meetings and work sessions.
 2. Be courteous to members of the Public and other Council Members at all times and to not make any inappropriate comments to other Council Members or members of the Public.
 3. Ask for clarification but do not debate with member of Public in any meeting or work session.
 4. If he/she disagrees with a comment/email/phone communication with a member of the Public, he/she shall explain his/her position clearly and without being argumentative argument.
 5. Shall not belittle, degrade or otherwise disparage other Council Members or Staff to members to the Public and/or to each other whether or not those comments are made in meeting or outside of meeting. If a member of the Public expresses a concern about another member of Council or the Staff, the Council member shall advise that person that he/she will bring that concern to the attention of Council at its next regular meeting.
 6. Shall respond to requests from a member of the Public in a prompt manner.
 7. Use of social media by a Council member shall only represent that Council member's personal opinion and shall not be held out as representing the position of Council or the City unless specifically authorized by Council. No Council member shall communicate with other Council members in social media which communications would violate Colorado's Open Meetings law. If a Council Member is using social media to discuss City business or affairs, the Council Member may not block any person's access to that social media account. Social media posts regarding City business or affairs cannot be deleted as that may be a violation of the Colorado's Open Records law. A Council member may

not use social media to discuss matters which are likely to come before Council for decision as a quasi-judicial matter. No Council member may otherwise violate this Code of Conduct while using social media.

8. Council members shall use the City email system for all City business. If a Council member receives an email on personal or other email that involves City business this email and all responses shall be copied to that Council member's City email address.

III. **Decorum.**

- A. These general rules of decorum shall be observed during city council meetings and in the general public.
 1. All comments should be constructive.
 2. No personal attacks shall be made toward other City Council members and/or City Staff or cause or encourage third parties to engage in such behavior.
 3. No belligerent, personal, impertinent, slanderous, threatening, abusive or disparaging comments shall be made.
 4. Council members may not falsely characterize another City Council member's position.
 5. No shouting or threatening behavior.
 6. Shall not make any promises on behalf of the City, City Staff or Council.
 7. Shall refrain from engaging in any conduct which threatens the public confidence in the integrity of City or the City government including but not limited to illegal conduct, conduct which puts self-interest before public or City interest, willful or persistent failure to perform the duties of a City Council Member, or any other conduct involving a dereliction of a Council Member's duties.
- B. The Mayor may direct the removal of any person from a Council Meeting for conduct described above after that person has been given a warning by the Mayor to cease his or her conduct. Further, at the mayor's discretion, and with an affirmative vote of two-thirds of the Council members present at the meeting, a Council member can be fined up to the amount of his or her monthly salary for violating the following:
 1. Engaging in violent or distracting action;
 2. Leaving one's seat to engage in private conversation with staff or members of the public during a council meeting or work session;
 3. The willful injury of furnishings or of the interior of the council chambers or meeting hall;
 4. The refusal to obey any of the rules of conduct provided within this section, including the limitations on occupancy and seating capacity;

5. The refusal to obey an order of the presiding officer or an order issued by any council member which has been approved by a majority of the council members present.
6. Unreasonably loud or disruptive language, noise, or conduct is that which obstructs the work or the conducting of the business of the Council.
7. Shall not be intoxicated or under the influence drugs.
8. Council members shall direct all comments and questions of Staff during City Council meetings to the City Manager or City Attorney. Staff may be asked questions about matters being presented to Council by that particular staff member. That staff member may be allowed to defer the answer to another staff person if appropriate or if the question is outside the expertise of the staff member responding to questions.

IV. Council Interactions with Staff.

- A. Council members shall
 1. Not become argumentative with Staff
 2. Treat all Staff as professionals. Clear, honest communication that respects the abilities, experience, and dignity of each Staff member is expected. Poor behavior towards staff is not acceptable.
 3. Contact. Limit contact to specific city staff. Questions of city staff and/or requests for additional background information should be directed only to the City Attorney or the City Manager, and with prior notice to the City Manager to the department heads. When in doubt about what staff contact is appropriate, council members should ask the City Manager and/or the City Attorney for direction. Materials supplied to a council member in response to a request shall be made provided to all members of the council so that all have equal access to information.
 4. Disruptions. Do not interfere with city staff or staff's performance of their duties.. Council members should not disrupt city staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met.
 5. Criticism. Never publicly criticize an individual City employee. Council should never express concerns about the performance of a city employee in public, or to the employee directly. Comments about staff performance should only be made to the City Manager through private correspondence or conversation. Comments about staff in the office of the City Attorney should be made directly to the City Attorney.
 6. Administrative Functions. Do not get involved in administrative functions. Council members must not attempt to influence city staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of city licenses and permits.
 7. Correspondence. Check with city staff on correspondence before taking action. Before sending correspondence, council members should check

with city staff to see if an official city response has already been sent or is in progress. Any such correspondence, unless approved by City Council, must state that any opinions are the opinion of that individual City Council Member and do not represent the opinion of the City, City staff or City Council.

8. **Attending Meetings.** Do not attend meetings of city staff unless requested by staff with approval of the City Manager. Even if the council member does not say anything, the council member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.
9. **Staff Support.** Limit requests for staff support. Routine secretarial support will be provided to all council members.
10. **Political Support.** Do not solicit political support from staff. Council members should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from city staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

V. Boards and Commissions

- A. This Code of Conduct applies to all appointed members of Boards and Commissions.
- B. **Conduct during meetings**
 1. Members of the Boards and Commissions shall attend all regular and special meetings of Boards and Commissions absent exigent circumstances. Missing more than one meeting in a calendar quarter may be grounds for removal from the Board.
 2. Members of Boards and Commissions shall comply with this Code of Conduct.

VI. Executive Sessions

- A. **Purpose.** Executive sessions are for purposes set forth in the Open Meetings law and include confidential attorney/client or other legal privilege.
- B. **Non disclosure.** Executive sessions are confidential discussions and no disclosure of matters presented or discussed during an executive sessions may not be revealed by any Council member without permission of the entire Council granted during an open meeting of Council. A Council member may not disclose to any person, including but not limited to, spouses, friends, family, residents and/or other persons any confidential communication whether or not received in an executive session. It is a violation of a Council member's fiduciary duty to the City to violate this confidentiality requirement.

- C. Waiver of confidentiality. No council member can, by him/herself, waive these privileged communications. Only the Council, as a whole, can do waive the confidential nature of these communications.
- D. Scope of executive sessions. All discussion/presentation of materials must pertain to the announced matters at the commencement of session and must be matters for which executive sessions are allowed pursuant to the City Code and/or Open Meetings law
- E. Duty to limit scope. If matters occur during an executive session that are outside of scope of announced matters at the commencement of session or which violate City Code and/or the Open Meetings law, each Council member has an affirmative duty to immediately bring this to the attention of the Mayor during the executive session.

VII. Remedies/Sanctions for violation of Code of Conduct

- A. Persons for whom compliance with this Code of Conduct would violate the Americans with Disabilities Act shall furnish proof of their disability when requested.
- B. As provided above, a council member may be removed from a meeting and/or fined for specific violations of decorum.
- C. Serious and/or continuing violations of this Code of Conduct and/or a violation of a crime involving dishonesty or moral turpitude should give rise to conscientious questions as to whether or not the Council Member shall voluntarily resign.
- D. Sanctions may include remedial or educational training on the subject of the violation intended to prevent future violations of this Code of Conduct.
- E. If a Council member violates the Code of Conduct during a Council Meeting, either the mayor or another member of Council shall raise a Point of Order as set for in the Rules of Procedure and state the actual violation of the Code of Conduct. The Mayor shall determine the issue and if the Mayor finds the behavior violated the Code of Conduct, the Mayor shall ask the offending Council member to apologize. Egregious and continued inappropriate behavior during a meeting can result, with a two thirds vote of the members of council present, public censure by the Council and/or expulsion from the meeting at which the inappropriate conduct occurs
- F. If a Council member violates the Code of Conduct outside of a City Council meeting, the violation shall be brought to the Mayor's attention by the City Manager, City Attorney or a City Council member. Any member of the public making such a complaint shall be directed to bring the complaint to the Mayor's

attention. The Mayor shall attempt to resolve this matter before the next regular or special city council meeting. The Mayor if the matter is not resolved to the satisfaction or the Mayor or to the satisfaction of the offending Council member, this shall be placed on the next regular City Council agenda, or on the agenda of special Council meeting. At that Council meeting, this matter shall be discussed and determined by the City Council who shall determine whether or not the offending City Council member shall be publicly censured or otherwise reprimanded. Such vote shall be by a vote of two thirds of the members of Council present at that meeting.

- G. Violation of Executive Session. If a Council member violates the sanctity and/or confidentiality of an Executive Session, he/she may be publicly censured and may be asked to resign. If such conduct continues, the City Council may seek injunctive or other relief from the Courts. Any public censor or request for resignation shall be by a two thirds vote of the members of Council present at that meeting.
- H. Violation of this Code of Conduct by an appointee of Council is grounds for removal from office and/or public censure which removal or censure may be made only by a two thirds vote of the members of City Council present at that meeting.
- I. If the violation of the Code of Conduct is by the Mayor, all references to the Mayor above, shall instead refer to the Mayor Pro Tem.
- J. The decision of the City Council is final on all sanctions for violation of the Code of Conduct.

VIII. **Personal Expectations.** Upon adoption by the City Council of this Code of Conduct and/or upon adoption of amendments to this Code of Conduct, each Council member shall sign a copy of the Code of Conduct and shall agree to abide by the Code of Conduct and shall approve the following statements:

- A. Responsibility.
 - 1. I understand that the community expects me to serve with dignity and respect and be an agent of the democratic process.
 - 2. I avoid actions that might cause the public to question my independent judgment.
 - 3. I do not use my office or the resources of the city for personal or political gain.
 - 4. I am a prudent steward of public resources and actively consider the impact of my decisions on the financial and social stability of the city and its citizens.
 - 5. I will follow and abide by this Code of Conduct and agree to resign my office upon egregious violations of this Code of Conduct.

B. Fairness.

1. I promote consistency, equity and non-discrimination in public agency decision making.
2. I make decisions based on the merits of an issue, including research and facts.
3. I encourage diverse public engagement in decision-making processes and support the right of the public to have access to public information concerning the conduct of the city's business.

C. Respect.

1. I treat my fellow city officials, staff, commission members and the public with patience, courtesy, civility, and respect, even when we disagree on what is best for the community and its citizens.

D. Integrity.

1. I am honest with all elected officials, staff, commission members, boards, and the public.
2. I am prepared to make decisions for the best interest of the public whether those decisions are popular or not.
3. I take responsibility for my actions even when it is uncomfortable to do so.

City of Glenwood Springs

Charter and Municipal Code Provision Summary

Colorado Open Meetings Summary

Notes - Prepare by Charlie Willman, Third Ward Councilperson - May & June 2020

I. Charter - Article III - City Council

- A. 3.1 - powers include “to preserve and enforce good government.”
- B. 3.3 - Mayor - presiding officer and “required to vote”
- C. 3.5 Vacancies - created by
 - 1. Recall
 - 2. Death
 - 3. Incapacitation
 - 4. Resignation
 - 5. Missing three consecutive regular meeting of City Council
 - 6. Becomes a non resident of City
 - 7. Becomes a non resident of Ward for which Councilperson is elected
- D. 3.6 Oath of Office includes “faithfully perform the duties of his or her office.”
- E. 3.10 Council-Administration Relations - conducted solely through the City Manager and no member “shall give orders to any of the subordinates of the City Manager
- F. 7.1 - Boards and Commissions - shall operate in accordance with the rules of procedure set forth by Council
- G. 13.12 Violations of Charter and Municipal Code - misdemeanor with fine of up to \$1000 and imprisonment of up to one year.

II. Municipal Code 020

- A. 020.010 - Council
 - 1. .010 - powers as noted above - and to establish “policy for all boards and commissions per 020.020.010
- B. 020.020 - Boards and Commissions
 - 1. .020 (15) - mayor may appoint up to two Council members to act as liaison between Council and a Board or Commission
 - 2. .040 (d) members shall be subject to removal, at any time, by City Council
- C. 020.030 - Conduct and Procedures for Meetings
 - 1. .030 (1) work sessions are
 - a. to be “devoted exclusively to matters regarding which the interchange of information preliminary to taking action there is deemed to be essential.”
 - b. No formal votes are taken nor “shall any member enter into a commitment with another respecting a vote to be taken subsequently at a formal meeting.”
 - c. “To encourage the interchange of ideas at work sessions, it shall be standing policy that individual members not be quoted on ideas that they propose.”

2. .030 (2) conference sessions seem to be the same as work sessions in definition
- D. 020.050 - Open Meetings - Executive Sessions
1. Open except Council may conduct executive sessions (note - no provision for Boards and Commissions to hold executive sessions).
 2. Executive Session
 - a. only during regular or special meeting of Council
 - b. No final policy decision, resolution, rule, regulation, formal action or approving a contract or to pay money can be made.
 - c. Limited to:
 - (1) Consider the appointment, employment or dismissal of the City Manager, Municipal Judge or City Attorney.
 - (2) Hear charges or complaints brought against the City Manager, Municipal Judge or City Attorney.
 - (3) Hear testimony and statements concerning persons proposed as members of a board or commission.
 - (4) Legal matters which come within the attorney-client privilege.
 - (5) Discussions with the Chief of Police, District Attorney or their appointed representatives on matters posing a threat to the security of public buildings, public services or facilities.
 - (6) To determine the City's position relative to issues that may be subject to negotiation, to receive reports on negotiation progress and status, to develop strategy and to instruct the City's negotiators.
- E. 020.070 - agendas -
1. Roll call
 2. "An agenda shall also include approval of minutes of previous meetings, **reports from boards and commissions**, old business, new business, communications, citizens appearing before the Council, introduction and adoption of resolutions and ordinances, **departmental reports** and adjournment.
 3. Only matters on agenda may be considered at regular meetings unless a majority of council approves - (**Note** - cannot add items to special meetings.)
- F. 020.080 - Presiding officer is Mayor or in absence Mayor Pro Tem - provisions if both are missing
- G. 020.090 - Conduct of meetings
1. 1.b. Every Council Member desiring to speak shall address the chair and, upon recognition by the presiding officer, shall confine himself to the question under debate, avoiding all personalities and indecorous language.
 2. 1.c. A member, once recognized, shall not be interrupted while speaking unless it be to call him/her to order or as may be otherwise provided. If a member, while speaking, is called to order, he/she shall cease speaking

until the question of order is determined; and, if in order, he/she shall be permitted to proceed.

3. 2.c. Members of public limited to **five minutes** unless presiding officer grants an extension (Note - 2.e. - if council asks questions - not part of five minutes)
4. 2.d. - comments must be addressed to council as a whole and not to any specific member and questions should be directed to Council through the presiding officer.
5. 2.f. - after public comment is closed - all further debate is Council only
6. 2.g. - prior to comment - presiding officer sees how many persons want to comment on an issue - if more than 5 members of public - can limit time to less than five minutes
7. 3. – “Any person who makes personal, impertinent or slanderous remarks while Council is in session or who shall become boisterous while addressing the Council shall be forthwith barred from further audience before the Council by the presiding officer unless permission to continue is granted by a majority vote of the Council. The Chief of Police, or such member or members of the Police Department as he/she may designate, shall be the sergeant-at-arms of the Council meetings. He/she shall carry out all orders and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Council meeting. Upon the instructions of the presiding officer, it shall be the duty of the sergeant-at-arms to remove any person from the Council meeting who violates the order and decorum of the meeting.” (**Note - does not seem to be limited to public and could be implied to apply to council members.**)
8. 4 - Robert’s Rule of Order applies

H. 030.100 - Voting

1. (1)The City Clerk calls the name of each Council Member and the “yes” or “no” of each shall be recorded in minutes
2. (5) “Council Members not entitled to vote on a motion because of personal or private interest shall be deemed present for purposes of determining whether or not a quorum is present.”
3. (**Note - does not seem to allow for abstaining**)

I. 030.110 - Board and Commissions meeting conducted the same except as it pertains to preparing agenda.

III. Municipal Code 020.040 - Conflict of Interest

- IV. Open Meeting Law - Colorado Revised Statutes 24-6-401 et. seq.
- A. §402(1)(b) - "Meeting" means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.
 - B. §402(2)(b) - All meetings of a quorum or three or more members of any local public body, whichever is fewer, at which any public business is discussed or at which any formal action may be taken are declared to be public meetings open to the public at all times.
 - C. §402(2)(c) - Any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public. In addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting. The public place or places for posting such notice shall be designated annually at the local public body's first regular meeting of each calendar year. The posting shall include specific agenda information where possible.
 - D. §402(2)(d.5)(II)(C) & (D) -
 - 1. (C) If a court finds, upon application of a person seeking access to the record of the executive session of a local public body in accordance with section 24-72-204 (5.5) and after an in camera review of the record of the executive session, that the local public body engaged in substantial discussion of any matters not enumerated in subsection (4) of this section or that the body adopted a proposed policy, position, resolution, rule, regulation, or formal action in the executive session in contravention of subsection (4) of this section, the portion of the record of the executive session that reflects the substantial discussion of matters not enumerated in subsection (4) of this section or the adoption of a proposed policy, position, resolution, rule, regulation, or formal action shall be open to public inspection pursuant to section 24-72-204 (5.5).
 - 2. (D) No portion of the record of an executive session of a local public body shall be open for public inspection or subject to discovery in any administrative or judicial proceeding, except upon the consent of the local public body or as provided in sub-subparagraph (C) of this subparagraph (II) and section 24-72-204 (5.5).
 - E. §402(2)(e) - does not apply to any chance meeting or social gathering at which discussion of public business is not the central purpose.
 - F. §402(4) - The members of a local public body subject to this part 4, upon the announcement by the local public body to the public of the topic for discussion in the executive session, including specific citation to this subsection (4) authorizing the body to meet in an executive session and identification of the particular matter to be discussed in as much detail as possible without compromising the purpose for which the executive session is authorized, and the affirmative vote of

two-thirds of the quorum present, after such announcement, may hold an executive session only at a regular or special meeting and for the sole purpose of considering any of the following matters; except that no adoption of any proposed policy, position, resolution, rule, regulation, or formal action, except the review, approval, and amendment of the minutes of an executive session recorded pursuant to subsection (2)(d.5)(II) of this section, shall occur at any executive session that is not open to the public:

- (a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale;
- (b) Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions. Mere presence or participation of an attorney at an executive session of the local public body is not sufficient to satisfy the requirements of this subsection (4).
- (c) Matters required to be kept confidential by federal or state law or rules and regulations. The local public body shall announce the specific citation of the statutes or rules that are the basis for such confidentiality before holding the executive session.
- (d) Specialized details of security arrangements or investigations, including defenses against terrorism, both domestic and foreign, and including where disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding prosecution for, a violation of the law;
- (e) (as applicable to municipalities) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.
- (f) (as applicable to municipalities) Personnel matters except if the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting. The provisions of this paragraph (f) shall not apply to discussions concerning any member of the local public body, any elected official, or the appointment of a person to fill the office of a member of the local public body or an elected official or to discussions of personnel policies that do not require the discussion of matters personal to particular employees.
- (g) Consideration of any documents protected by the mandatory nondisclosure provisions of the "Colorado Open Records Act", part 2 of article 72 of this title; except that all consideration of documents or records that are work product as defined in section 24-72-202 (6.5) or that are subject to the governmental or deliberative process privilege shall occur in a public meeting unless an executive session is otherwise allowed pursuant to this subsection (4)



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Amended Garfield County MOU for Traveler Services

Action Requested: Approval of an Amended Agreement between the Board of County Commissioners and RFTA related to a reduction in costs allocated to the participating jurisdictions (including Glenwood Springs) for Traveler services that were reduced due to the pandemic.

Department: Engineering

Presented By: Terri Partch, City Engineer

Background Info: Every year the approves a new agreement between the Garfield County Commissioners and RFTA. This agreement allocates costs for Traveler services to nine different participating jurisdictions.

This year the costs for services have fallen due to the pandemic. This agreement is a renegotiation based on the reduced services.

Costs that were shared between the nine different jurisdictions have been reduced from \$157,535.83 to \$ 141,415.59

Issues: None at this time.

Staff Recommendation: Approve the amended agreement between the Garfield County Commissioners and RFTA.

**FIRST AMENDED INTERGOVERNMENTAL AGREEMENT
FOR GARFIELD COUNTY SENIOR PROGRAMS
TRAVELER SERVICES - 2020**

This First Amended Intergovernmental Agreement is made by and between the **Garfield County Board of County Commissioners, State of Colorado**, a statutory county ("BOCC"), sitting as the BOCC and as the **Board of Social Services**, and the **Roaring Fork Transportation Authority**, a regional transportation authority ("RFTA"), in order to set forth the terms and conditions of county-wide transportation services for the Garfield County Senior Programs for calendar year 2020 (the "IGA" or "Agreement"). This Agreement is effective as of January 1, 2020.

RECITALS

- A. The BOCC and RFTA, collectively, the "Parties," are authorized to make the most efficient and effective use of their governmental powers, responsibilities and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, the BOCC and RFTA, together with seven (7) other governmental entities and local municipalities, entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration and funding of meal and transportation services to senior citizens and persons with disabilities of Garfield County ("the 9-Party IGA"). This 9-Party IGA is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party IGA, in 2009 and each consecutive year thereafter, the nine parties have also entered into a Memorandum of Understanding that sets forth each party's annual agreement to share administrative and operational costs of the Senior Programs meal and transportation services and the methodology by which those costs will be allocated among them (the "MOU").
- D. The Town of Parachute, an original signatory to the 9-Party IGA, opted out of the Garfield County Senior Programs for 2017. Colorado Mountain College has opted out of the 9-Party IGA. The remaining seven original signatories have agreed to continue such services and have entered a 7-Party Memorandum of Understanding for 2020. The 2020 MOU is attached to this Agreement as Attachment No. 2 and is incorporated for the purpose of explaining the cost methodology adopted regarding the 2020 transportation services (the "2020 MOU").
- E. Pursuant to the 9-Party IGA, the BOCC agreed to provide, through its Department of Human Services ("DHS"), the contractual management of transportation services for the Senior Programs. (9-Party IGA, ¶ 6.) The BOCC fulfills this responsibility by, among other things, annually negotiating this Agreement with RFTA and by

ensuring proper allocation of appropriate costs to the other municipalities in accordance with the MOU.

- F. The Colorado Human Services Code and the Colorado Older Americans Act authorize and encourage DHS to provide transportation services, such as the Traveler. The Colorado Older Americans Act encourages “agencies at all levels of government” to cooperate to administer programs and deliver services to the older population.
- G. The transportation services provides ADA based services to the eligible senior citizens and persons with disabilities of Garfield County in accordance with this Agreement are provided by the Traveler bus system operated by RFTA (the “Traveler”). The Traveler also provides services that are not within the scope this IGA.
- H. Both RFTA and the BOCC desire to continue to provide transportation services to eligible Garfield County senior citizens in 2020 in accordance with the 7-Party IGA and appropriate the 2020 MOU.
- I. In March 2020, the unexpected onset of the COVID-19 epidemic, followed by restrictions on travel by the public in general and vulnerable populations in particular, resulted in a reduction in the use of Traveler services. In response to the decline in ridership, RFTA offered to re-evaluate the anticipated costs of providing such services in 2020. This First Amended Agreement (the “Agreement” or “IGA”), reflects the revised calculations and thus the revised obligations of those entities that participate in providing this service.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the Parties agree as follows:

AGREEMENT

- 1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.
- 2. Purpose of this Agreement. The purpose of this IGA is to define the responsibilities of the respective Parties with respect to the provision of transportation services to the eligible senior citizens, and persons with disabilities, defined below, of Garfield County.
- 3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2020 regardless of the date signed and shall terminate on December 31, 2020.
- 4. Transportation Services Provided. The transportation services funded by this Agreement are wheel chair accessible, curb to curb, driver assisted transportation services to

Garfield County residents sixty-five (65) years old and older who have difficulty utilizing public transportation (“Seniors”). The Traveler also serves citizens under the age of sixty-five (65) with a functional disability affecting the ability to use public transportation. The Traveler provides transportation to destinations throughout Garfield County and to the City of Grand Junction. In order to achieve the stated purpose, the BOCC specifically grants RFTA the authority to operate outside RFTA’s boundaries and within the unincorporated boundaries of Garfield County, consistent with the provisions of C.R.S. § 43-4-605(1)(f) as required to comply with this IGA. Riders must make reservations 48 hours in advance.

5. Contract Amount. The revised amount to be paid by the BOCC to RFTA in 2020 for the provision of the services contemplated by this Agreement, instead of **Five Hundred Fifty-Nine Thousand, Three Hundred Forty-Four Dollars and 17/100 (\$559,344.17)** is **Four Hundred Ninety-Four Thousand, Seventeen Dollars and 41/100 (\$494,017.41)**. This amount is based upon RFTA’s revised estimated cost to provide the services in 2020 less amounts received by RFTA from other sources who utilize the Traveler bus system and less the cost to provide such services to the Town of Carbondale, the City of Glenwood Springs and the Town of New Castle, each of which is a member of RFTA.

- a. RFTA’s Estimated Cost. The Parties recognize that RFTA’s estimate of its costs to provide Traveler services is solely RFTA’s responsibility; the BOCC is not responsible in any way for verifying or assuring the accuracy of RFTA’s calculation. For 2020, RFTA’s revised estimates of what it will cost to provide these services is **\$665,433.00**.
- b. Other Traveler Services. The Parties recognize that RFTA’s operation of the Traveler by means of this IGA does not include funding for ADA complementary paratransit services in the City of Glenwood Springs. Funding for this complementary paratransit service is provided by a separate contract between the City of Glenwood Springs and RFTA, which RFTA represents to be **\$30,000.00** for 2020.
- c. RFTA Member Jurisdictions. The cost to provide senior transportation services to RFTA’s member jurisdictions is calculated by the cost methodology set forth the 2020 MOU as amended, to which both the BOCC and RFTA are parties. For 2020, the revised total transportation cost attributable to these member jurisdictions pursuant to the applicable methodology is **\$141,415.59**.

6. RFTA Responsibilities. In order to accomplish the purposes of this IGA, RFTA agrees to perform the following:

- a. Transportation Services. RFTA shall provide and administer the transportation services described in RFTA’s Scope of Services, attached as Attachment No. 1, and Exhibits A - E thereto, which are incorporated here as if fully set forth, plus

certain special events, which in prior years have included the Garfield County Air Show, Volunteer Appreciation Luncheon and a Holiday show.

- b. Vehicle Inventory. RFTA shall purchase new vehicles as needed to maintain the Traveler Vehicle Inventory. Title to such vehicles will be held in RFTA's name. RFTA will update the Vehicle Inventory as required by the addition and/or removal of vehicles, in accordance with paragraph 6(c).
- c. Vehicle Replacement. In the event that any vehicle included on the Vehicle Inventory reaches the end of its useful life, RFTA shall either: (1) sell the vehicle by means of an advertised sealed bid and remit any proceeds of the sale to the BOCC; or (2) convey title to the vehicle to the BOCC by written agreement, at which time the vehicle shall be removed from the Vehicle Inventory. The Parties recognize the disposition of any vehicle must be in accordance with the rights of lien holders identified on the vehicle title.
- d. Vehicle Transfer. Upon expiration of this IGA, if not extended by future agreements, RFTA shall transfer title to all vehicles listed on the Vehicle Inventory to the BOCC.
- e. Communication System. RFTA shall continue to utilize its communication system for Traveler services.
- f. Donations and Contributions. RFTA shall provide to the BOCC all fees collected and/or donations received for support of the senior transportation programs in accordance with Attachment No. 1, paragraph 4. .
- g. Functional Assessment Assistance. RFTA shall provide all intake and other information received from potential new clients who wish to apply for Traveler services to the BOCC's Senior Programs Manager upon receipt and shall lead in the functional assessment process outlined in Paragraph 7(b) as requested by the Senior Programs Manager.
- h. Monthly Financial Reports. RFTA shall provide the financial and other reports detailed in Attachment No. 1 to DHS on a monthly basis. Such reports shall include, without limitation, a monthly report of all expenses attributed by RFTA to the transportation services made the basis of this Agreement. The Parties agree to identify a mutually acceptable format for performance and fiscal reporting.
- i. Annual Reconciliation Report. In addition to the monthly reports, on or before January 31, 2021, RFTA shall provide a reconciliation report for the operation of the Traveler for the 2020 calendar year. RFTA's obligations to submit a

reconciliation report and return funds or request expenses shall survive termination of this IGA.

- j. Right to Audit. RFTA shall allow the BOCC to audit RFTA's books and records relating to the operation of the Traveler upon reasonable notice at any time during the term of this Agreement and for six (6) months thereafter. The audit shall be at the BOCC's expense except for reasonable RFTA personnel costs. The BOCC shall provide RFTA with a copy of any audit report within thirty (30) days following receipt by the BOCC. In addition, if requested RFTA will provide the BOCC with a copy of its annual audit within thirty (30) days of the BOCC's request.
 - k. Claim Notification. RFTA shall immediately notify the BOCC, through the Senior Programs Manager, of any accident involving the Traveler and any claim or lawsuit made against the Traveler or RFTA in writing in accordance with paragraph 15, and shall cooperate with the BOCC in responding to all complaints, claims or suits. Passenger Complaints shall further be handled in accordance with paragraph 6 of Attachment No. 1.
 - l. Funding Sources. RFTA and the BOCC shall cooperate with each other to identify and apply for grants, donations, and other funding opportunities for both the purchase of vehicles and operational funding associated with providing senior transportation services.
 - m. Cost Methodology. RFTA acknowledges and agrees to the Cost Methodology related to the allocation of senior programs transportation services agreed to in the 2020 MOU as amended.
7. BOCC Responsibilities. In order to accomplish the purposes of this IGA, the BOCC, directly or through DHS, agrees perform the following:
- a. Compensation. For calendar year 2020, the BOCC shall pay RFTA the amount set forth in paragraph 5 (\$494,017.41) for the services provided in accordance with this Agreement. Payment will be made in twelve (12) equal monthly payments beginning no later than February 26, 2020 and each 10th day of the month thereafter during the 2020 term of this IGA.
 - b. Functional Assessment Evaluations. The BOCC agrees to assign a qualified DHS staff member to perform functional assessments of those individuals who wish to apply for Traveler services. The selected staff member may be the Senior Programs Manager identified in paragraph 15 ("Senior Programs Manager") or her designees and must be certified to determine eligibility for service. RFTA and DHS agree to use the same assessment instrument and to utilize the following process:

- (1) RFTA will notify the DHS Manager of every potential new client either presumed to be eligible for transportation services.
 - (2) The DHS Manager will send an application to the self-identified potential Traveler client.
 - (3) Upon receipt of a completed application, the DHS Manager or designees will schedule and complete the functional assessment.
 - (4) RFTA Supervisor and the DHS Manager will participate in scheduling a vehicle for use during the assessment.
 - (5) Certified RFTA staff will be available to schedule and complete assessments in conjunction with the DHS Manager.
- c. Training Assistance. The BOCC will make appropriate DHS personnel available to train Traveler staff, drivers, and volunteers with respect to the appropriate skills and sensitivities necessary to serve older and disabled adult passengers.
 - d. Funding Sources. RFTA and the BOCC shall cooperate with each other to identify and apply for grants, donations, and other funding opportunities for both the purchase of vehicles and operational funding associated with providing senior transportation services.
 - e. Complaint and Claim Cooperation. The BOCC shall cooperate with RFTA to respond to passenger complaints and claims of which the County has been notified by RFTA in accordance with paragraph 6(l).
 - f. Bilingual Literature. The BOCC agrees to provide written information regarding the services provide for distribution by the Traveler in both English and Spanish.
 - g. Fuel Access. The BOCC agrees to grant access to Traveler vehicles to the BOCC fueling stations by means of the Garfield County's gas fueling system. All fuel costs will be paid by RFTA, the expense for which may be credited to the monthly invoice amount set forth in paragraph 7(a).
8. Termination. Either Party may terminate this IGA upon a minimum of thirty (30) calendar days after the date of written notification by the other Party. Such termination may be with or without cause. Upon such termination, RFTA shall be entitled to compensation for operation of the transportation services provided prior to the date of termination.

Unexpended funds shall be returned to the BOCC and all vehicles and equipment shall be conveyed or assigned to the BOCC, in accordance with paragraph 6(d).

9. Indemnification. To the extent permitted by law, the Parties shall hold harmless, indemnify and defend the other, including the other's employees, officers, agents, and assigns, from any claim, lawsuit or award of damages, to the extent such claim, lawsuit or award arises from the action or inaction of that party's officers, employees and agents. Nothing herein shall be interpreted as a waiver of governmental immunity to which the BOCC or RFTA would otherwise be entitled under C.R.S. § 24-6-101, *et seq.*

10. Appropriation. This IGA is expressly contingent upon appropriation and budgeting for the costs required herein. Should either RFTA or the BOCC fail to appropriate or have available sufficient funds to pay for the costs of the obligations set forth herein, this IGA shall be considered of no force and effect, except to the extent that the BOCC has tendered payment to RFTA as set forth herein.

11. Whole Agreement. This IGA sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

12. Amendment and Assignment. This IGA may be amended, altered, or modified solely through a written agreement signed by both Parties. This IGA may not be assigned without written agreement.

13. Facsimiles and Counterparts. This IGA and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

14. Notice and Identity of Administrators and Contact Persons. Notices required under this IGA shall be in writing and may be hand-delivered, sent by receipted delivery service or certified mail, return receipt requested, postage prepaid, or delivered electronically to the addresses and authorized representatives, identified below. Any Party by notice so given may change the address to which future notices shall be sent, as well as the identity of the IGA Administrator.

Notice to RFTA:	Dan Blankenship, Chief Executive Officer
Administrator	Roaring Fork Transportation Authority
Contact Person	2307 Wulfsohn Road
	Glenwood Springs, CO 81601
	Phone: (970) 384-4981
	Fax: (970) 945-7386
	E-mail: dblankenship@rfta.com

Notice to BOCC: Sharon Longhurst-Pritt, DHS Director
Administrator 195 West 14th Street
Rifle, CO 81650
Phone: (970) 625-5282, Ext 3265
Fax: (970) 625-0927
E-mail: spritt@garfield-county.com

Contact Person
For BOCC: Judy Martin, Senior Programs Manager
195 West 14th Street
Rifle, CO 81650
Phone: (970) 945-9191, ext. 3061
Fax: (970) 928-0465
E-mail: jumartin@garfield-county.com

15. Authority. Each person signing this IGA represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

16. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this IGA. Venue for any action pursuant to this IGA shall lie in Garfield County, Colorado.

IN WITNESS WHEREOF, the Parties have executed originals of this IGA to be effective on the date of the last signature set forth below.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
GARFIELD COUNTY, COLORADO and
BOARD OF SOCIAL SERVICES**

Clerk to the Board

By:_____

_____, Chair

ATTEST:

**ROARING FORK TRANSPORTATION
AUTHORITY**

Clerk to the RFTA Board of Directors

By:_____

_____, Chair

INDEX OF ATTACHMENTS

Attachment No. 1: 2020 RFTA Scope of Services

Exhibit A: 2020 Vehicle Inventory

Exhibit B: 2020 Senior Transportation Schedule

Exhibit C: 2020 County Holidays

Attachment No. 2: 2020 7-Party Memorandum of Understanding

Attachment No. 1 to Traveler IGA 2020

RFTA SCOPE OF SERVICES

1. Service Description: The services to be performed by RFTA shall include, but not be limited to, scheduling the most appropriate and cost-effective trips, providing individual transportation services on a pre-arranged and/or scheduled basis for all eligible Garfield County residents. The present 2020 Vehicle Inventory and Current Traveler Schedule are attached as Exhibits A and B, respectively. All of the items specified below shall be documented, updated, and maintained in written form by RFTA and shall be made available to the County upon request.

2. Services Provided. RFTA shall be responsible for day-to-day administration and provision of the Traveler bus services in Garfield County, including:

- a. Provide Garfield County trips to congregate meal sites, medical-related appointments locally, social activities, paid and volunteer employment, and to activities of daily living destinations as agreed to by the County and RFTA and providing at least one trip per month to the City of Grand Junction for medical-related appointments.
- b. Maintain the Traveler schedule including days of the week (currently 5 days a week), excluding Garfield County Holidays (see Exhibit C), number of rides provided by jurisdiction, starting location, destinations, and type of service (i.e., wheelchair accessible, curb to curb, driver assisted transportation).
- c. Deliver meals from the Valley View Hospital kitchen to the East Garfield meal sites, excluding Sunnyside Retirement Center, and from the Rifle Senior Center kitchen to the West Garfield meal sites as identified by Garfield County Senior Programs. Meals shall be transported in a cambro and be properly secured in the vehicles.
- d. Provide all personnel services, including but not limited to recruiting, hiring, performing background checks, training, supervising and monitoring qualified Traveler staff including program managers, drivers, dispatchers, schedulers, and others, according to applicable law, rules and regulations.
- e. Coordinate the training of Traveler staff regarding the special skills and sensitivity needed when serving senior citizens and adults with disabilities utilizing the Traveler.
- f. Coordinate between the Traveler and the RFTA fixed route service to maximize services in Garfield County for senior citizens and adults with disabilities.

- g. Work with the Garfield County Senior Programs Manager and DHS Finance Director toward a mutually agreed upon format for performance and fiscal reporting and on the report submission schedule.
- h. Distribute information on the Traveler provided by the BOCC in English and Spanish, with the assistance of Garfield County Senior Programs, including Traveler usage rules and information on the Garfield County Senior Programs.
- i. Carry out Traveler operations in accordance with applicable federal, state and local rules, regulations, statutes, laws, and policies and procedures.
- j. Discuss any major purchase, e.g. communication equipment or new vehicles, for which funds provided under this IGA will be used, with the Garfield County Senior Programs Manager. Any vehicles and equipment purchased with contract funds shall be conveyed to the BOCC and shall be returned to the possession of the BOCC if RFTA ceases to provide services described herein.
- k. Maintain the confidentiality of all users of the Traveler.
- l. Participate in the Garfield Emergency Operations when necessary.

3. Vehicles: RFTA shall:

- a. Regularly maintain, and keep in a good quality, attractive, and safe condition all vehicles identified on the Vehicle Inventory list attached as Exhibit A and used in providing Traveler transportation services. In the event of mechanical breakdown by a vehicle which results in the removal of a vehicle from service, RFTA shall have a reasonable time during that same day within which to replace the affected vehicle.
- b. License, register and insure all vehicles used in the Traveler identified on Exhibit A and add the BOCC as a “loss payee” or “additional insured,” as appropriate, along with the lien holders identified on the vehicle titles or registrations.
- c. Provide proof of current registration and insurance in accordance with paragraph 3(b) to the DHS Senior Programs Manager for calendar year 2020.
- d. Allow the BOCC to change signage on the Traveler vehicles to reflect program management by Garfield County, RFTA and organizations providing funding.

4. Collection of Revenue: RFTA shall develop a procedure for offering users of the Traveler the opportunity to contribute to the costs of the services, and shall not deny services if a passenger cannot contribute. RFTA shall collect any fares from Traveler passengers and provide such collections to the BOCC through the DHS Senior Programs Manager on a weekly basis.

5. Service Reports and Audit: RFTA shall submit to the BOCC, through the Senior Programs Manager in the Department of Human Services, a monthly report due on the 10th of the following month. The report will include the following information:

- the actual route hours and miles incurred
- specific number of one-way rides provided during the prior month by each jurisdiction, indicating type of ride and including whether the ride was ADA, Para-transit, Assisted, Lift Ride or Wheelchair.
- the number of trips denied and the reasons denied
- the use of a waiting list, if a list is required
- variance in the Traveler's user numbers or expenditures. RFTA shall alert the County with possible remedies and adjustments if user figures or dollars expended rise or fall significantly.
- amount of program income received from Traveler ridership
- number of persons with disabilities who are not senior citizens utilizing the Traveler
- completed and updated Rider Information including any re-assessments and new functional assessments completed during the month.

6. Passenger Complaints. Every complaint, concern or suggestion concerning the Traveler shall be responded to as promptly as practicable. RFTA shall maintain a program providing a reasonable opportunity for users of the Traveler to render complaints, suggestions, and comments concerning the Traveler. RFTA shall provide the BOCC, through its Senior Programs Manager, with copies of all communications received by customers on a monthly basis, by the 20th of the month following the month in which they occurred.

7. Traveler Drivers: RFTA shall ensure that all Traveler drivers comply with all local, state and federal laws and regulations applicable to providing transit services. In recognition of the quality and care of services provided by RFTA and the importance of a first impression made on the public, RFTA management shall monitor the following appearance standards for drivers on the Traveler routes:

- a. Drivers shall present a neat, clean, hygienic and professional appearance at all times.
- b. Smoking, chewing tobacco, or reading personal materials shall not be permitted while boarding or transporting passengers.
- c. The cleanliness and appearance of the interior and exterior of each van.

EXHIBIT "A"
2020 TRAVLER VEHICLE INVENTORY

	License Plate	Vehicle Number	Common Staging area	Year	Vehicle Make & Model	# Passengers	VIN	Liability	Access Use
1	799JCI	G3	GWS	2004	Ford E450 SD - Startrans	14	1FDXE45S33HB90587	X	Lift
2	798JCI	G4	GWS	2005	Ford E350 SD - Startrans	14	1FDWE35S94HB52403	X	Lift
3	795JCI	G5	ADMIN - GWS	2005	Pontiac Montana AWD PV	5	1GMDX33L85D277432	X	
4	794JCI	G7	ADMIN - RIFLE	2006	Tovota Van - Sienna	5	5TDZA23C16S460666	X	
5	796JCI	G8	GWS	2007	Ford E450 -Senator S II	14	1FDXE45S760B15709	X	Lift
6	377VHC	G11	RIFLE	2009	Ford E 450 SD - StarCraft	14	1FDEE45SX9DA61905	X	Lift
7	378VHC	G12	RIFLE	2009	Ford E350 SD - Goshen Pacer	8	1FDEE35L49DA88564	X	Lift
8	528 RUQ	G14	GWS - CNG	2015	Ford E450 SD - Glaval	14 - 2WC	1FDFE4FS9FDA12107	X	Lift - Rear
9	529 RUQ	G15	GWS - CNG	2015	Ford E450 SD - Glaval	14 - 2WC	1FDF4FS6FDA30502	X	Lift - Rear
10	OHK929	G16	RIFLE	2018	Ford E450 SD - Glaval	14 - 2WC	1FDFE4FS0JDC31000	X	Lift - Rear
11	OHK930	G17	RIFLE	2018	Ford E450 SD - Glaval	14 - 2WC	1FDFE4FS2JDC31001	X	Lift - Rear

EXHIBIT “B”
2020 TRAVELER TRANSPORTATION SCHEDULE

COMMUNITY	DAY OF WEEK OR MONTH	SERVICE DESCRIPTION	NORMAL HOURS OF OPERATION	NUMBER OF VEHICLES
Glenwood Springs	Monday- Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	2-4
	Tuesday	Meal transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, New Castle, Silt, New Castle & Rifle	8 a.m. – 5 p.m.	1
	Friday	Meal transportation	11 a.m. – 2 p.m.	1
Carbondale	Monday – Friday	Customer transportation and/or local shopping	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation and local shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
Rifle	Monday	Customer transportation	8 a.m. – 5 p.m.	2
	Tuesday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	Wednesday	Customer transportation/ Shopping	8 a.m. – 5 p.m.	3-4
	Thursday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Glenwood, Silt and New Castle	8 a.m. – 5 p.m.	2-3

COMMUNITY	DAY OF WEEK OR MONTH	SERVICE DESCRIPTION	NORMAL HOURS OF OPERATION	NUMBER OF VEHICLES
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood, Silt, New Castle and Rifle	8 a.m. – 5 p.m.	1
	Friday	Customer transportation/Meal transportation	8 a.m. – 5 p.m.	2-3
Battlement Mesa	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Tuesday	Shopping day in Rifle	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/Local transportation	11 a.m. – 2 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, and Glenwood Springs	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa	8 a.m. – 5 p.m.	1
Silt	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Wednesday	Meal transportation/shopping	11 a.m. – 4 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Rifle, Silt, New Castle, Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Rifle	8 a.m. – 5 p.m.	1
New Castle	Monday – Friday	On call basis for customers	8 a.m. – 5 p.m.	1
	Monday	Meal transportation/shopping	11 a.m. – 4:00 p.m.	1
	2nd Thursday of the month	Customer transportation to/from Grand Junction, picking up customers Carbondale through Battlement Mesa	8 a.m. – 5 p.m.	1
	Thursday	Battlement Mesa to Carbondale with stops in Glenwood Springs and Carbondale	8 a.m. – 5 p.m.	1
	Thursday	Carbondale to Battlement Mesa with stops in Silt, Rifle	8 a.m. – 5 p.m.	1

EXHIBIT “C”
2020 GARFIELD COUNTY HOLIDAY SCHEDULE

Wednesday, January 1st – New Year’s Day
Monday, February 17th – President’s Day
Monday, May 25th – Memorial Day
Friday, July 3rd – Independence Day
Monday, September 7th – Labor Day
Wednesday, November 11th – Veteran’s Day
Thursday, November 26th – Thanksgiving Day
Friday, November 27th – Post Thanksgiving Day
Thursday, December 24th – Christmas Eve Day
Friday, December 25th – Christmas Day

Attachment No. 2 to Traveler IGA 2020

7-Party Memorandum of Understanding 2020



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 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 City of Glenwood Springs (SECOND 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 City of Glenwood Springs (SECOND 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 City of Glenwood Springs. The ordinance on first reading identified the boundary to be the General Improvement District. The attached ordinance amends this to be the boundaries of the city. 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 CITY OF GLENWOOD SPRINGS.

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 Sections 120.030.070 and 120.030.080 of the Municipal Code to allow for consumption of alcohol beverages in designated public places within the City.

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 within the City designated in writing by the City Manager. 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 within the City designated in writing by the City Manager. 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

INTRODUCED, READ ON SECOND READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY TO BE EFFECTIVE IMMEDIATELY THIS 5TH DAY OF
NOVEMBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: State Opioid Settlement Presentation

Action Requested: NA

Department: City Administration

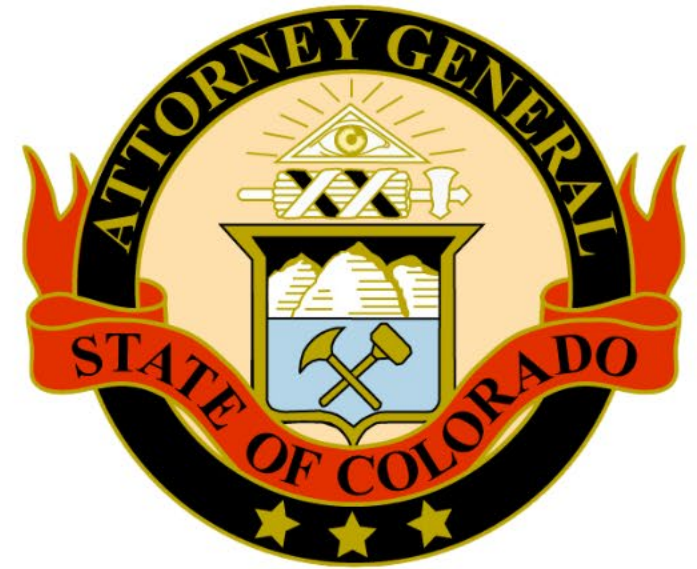
Presented By: Debra Figueroa, City Manager

Background Info: Jarid Rollins, the Project Director for Behavioral Health Clinician/ Community Opioid Treatment Strategy at MidValley Family Practice will present the opioid state settlement agreement. His presentation is included in this agenda item.

Issues: NA

Staff Recommendation: NA

"Together, we serve the people of Colorado, advancing the rule of law, protecting our democracy, and promoting justice for all."





COLORADO DEPARTMENT OF LAW



PHIL WEISER

Colorado Attorney General



HEIDI WILLIAMS

Director, Opioid Response



AG Weiser's Priorities

Defending the Rule of Law

Addressing the Opioid Epidemic

Improving the Criminal Justice System

Protecting Consumers

Protecting Our Land, Air, and Water

Community Engagement

WHAT ARE OPIOIDS?

For this discussion, opioids are considered any type of prescription opioids, illicit/black-market opioids, heroin and Fentanyl.



The Problem

- Colorado has lost over 5000 people to opioid overdose in the past 10 years
- An estimated additional 2000 people have lost their lives to fentanyl and heroin
- Roughly 70% of people who use heroin report they used opioid medications first
- Our state has only around 30% of the total drug treatment capacity we need.

Current proposed settlements with Johnson & Johnson and three large distributors provide significantly more settlement funds to Colorado if local governments join in the settlement.



CDPHE. (n.d.). Counts of drug overdose deaths due to any opioid in Colorado, 2010-2019. Retrieved from https://cohealthviz.dphe.state.co.us/t/PSDVIP-MHPPUBLIC/views/DrugOverdoseDashboard/PoisoningDeathFrequencies?iframeSizedToWindow=true&display_count=n&showAppBanner=false&origin=viz_share_link&showVizHome=n&isGuestRedirectFromVizportal=y&embed=y

Colorado Prescription Drug Abuse Consortium. (n.d.). Heroin in Colorado (p. 3, Rep.). doi:<http://www.corxconsortium.org/wp-content/uploads/Heroin-in-Colorado-FINAL-April-2017.pdf>

Brown, J. (2020, June 28). Opioid crisis in Colorado could get worse amid pandemic. Retrieved August 6, 2020, from <https://apnews.com/article/3503bffeae945c750cd81>

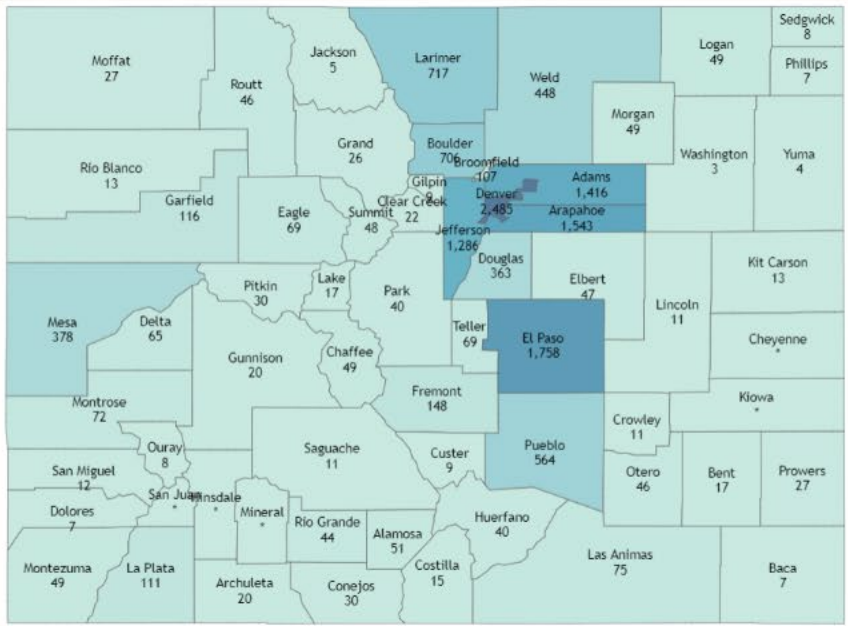


- Our criminal justice system is now addressing this public health crisis. In Alamosa County, for example, 90% of those in county jail are addicted to opioids
- One third of people with opioid use disorder (OUD) have been involved with the criminal justice system in the previous year.
- Despite robust evidence showing the effectiveness of addiction treatment in correctional facilities, people with OUD who are incarcerated rarely receive medication. Reentry into the community can be a dangerous time: people recently released from prison are 129 times more likely than the general population to die of an overdose.
- Our society criminalizes the disease of addiction and stigmatizes patients. We often force people, many of whom are stable on maintenance medication, to experience painful and dangerous opiate withdrawal by failing to offer such medication when they're incarcerated

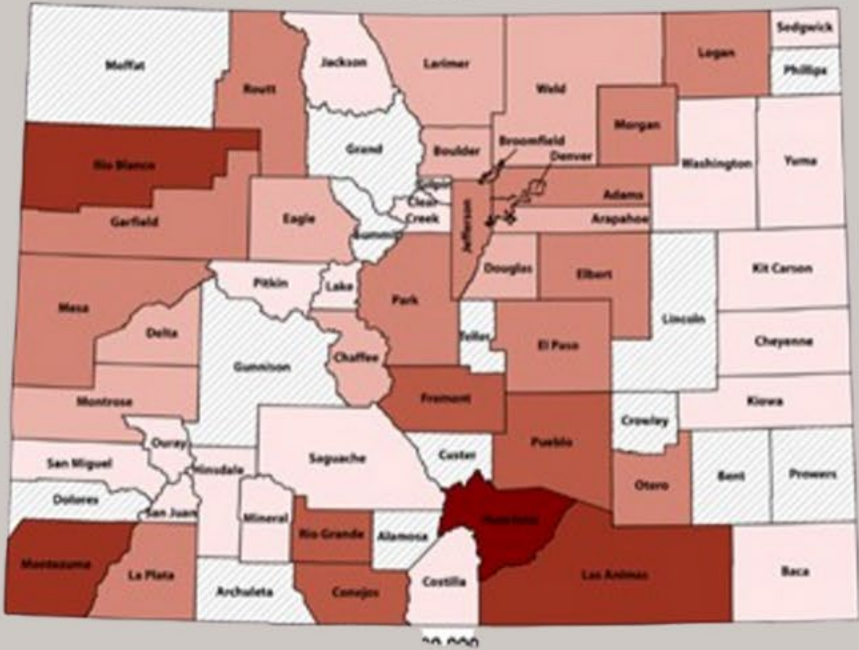
Sherry, A. (2019, July 01). Colorado's Opioid Crisis Fuels Alamosa's Jail Overcrowding. Retrieved from <https://www.cpr.org/2018/03/29/colorados-opioid-crisis-fuels-alamosas-jail-overcrowding/>

Berk, J. (2020). A Good Place to Start — Low-Threshold Buprenorphine Initiation. *New England Journal of Medicine*, 383(8), 701-703. doi:10.1056/nejmp2017363

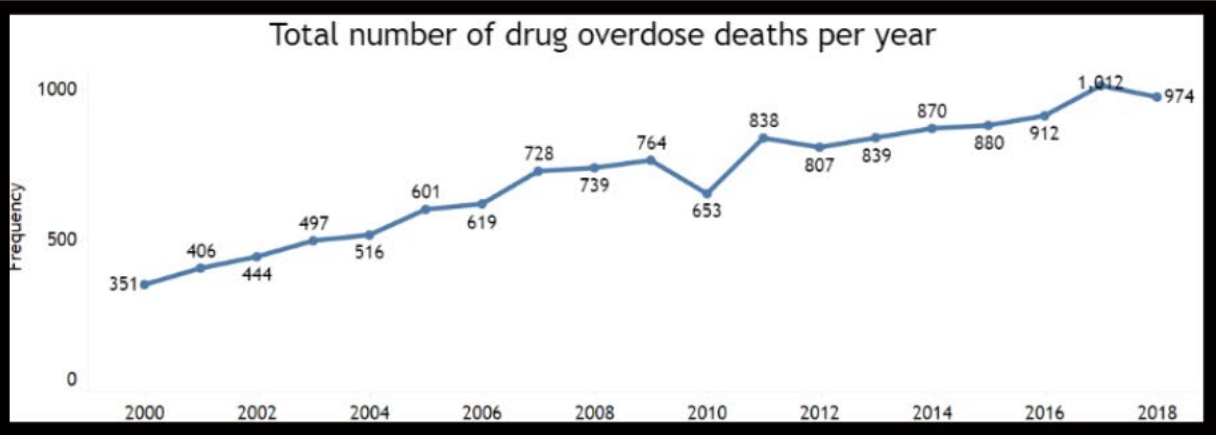
Counts of drug overdose deaths due to any drug in Colorado, 2000-2018



Colorado Drug Overdose Death Rate 2016



Total number of drug overdose deaths per year



OPIOID RESPONSE



2018

Filed lawsuit
against Purdue
Pharma

2019

Amended lawsuit
to include Sackler
family

2020

Ongoing litigation

2020

Heidi Williams,
Director of Opioid
Response



LOCAL GOVERNMENTS	TREATMENT PROVIDERS	LAW ENFORCEMENT	PUBLIC HEALTH	CORONERS
NON PROFITS	BUSINESS LEADERS	COLLABORATIVE CARE	STATE DEPARTMENTS	FEDERAL DEPARTMENTS
FAITH COMMUNITIES	PROFESSIONAL ASSOCIATIONS	UNDERSERVED COMMUNITIES	ECONOMIC DEVELOPMENT	TRIBES

SUCCESSSES ~~~~~> **CHALLENGES** ~~~~~> **GAPS**

ADDRESSING THE OPIOID EPIDEMIC



PREVENTION, EDUCATION

**Widespread prevention and
education efforts among
communities**

TREATMENT

**Evidence-based treatment
models**

RECOVERY

**Evidence-based recovery
models**

PREVENTION AND EDUCATION



Youth/Family/
Sports/Rural
Prevention and
Education

Mental Health and
OUD Screenings -
Primary Care

Drug Take Back,
Naloxone
Distribution and
Education

Safe Prescribing
Practices/PDMP

Reduce
Stigma*

*Should be addressed throughout

TREATMENT



Medication Assisted
Treatment –
Inpatient,
Outpatient, Jails

Workforce;
Employer Programs*

Address Dual
Diagnosis

Gender Relevant
Models for
Substance Use
Disorder,
including Youth

Transportation*

*Should be addressed throughout

RECOVERY



Ongoing Medication
Assisted Treatment

Sober Living

Community Support
Programs*

Peer
Support

Reintegration
Support

*Should be addressed throughout

Other Areas of Focus



CRIMINAL JUSTICE

Jail MAT
Inpatient Treatment
Reintegration
Ongoing MAT



SYRINGE ACCESS

Safe Syringe Access
Safe Syringe Disposal

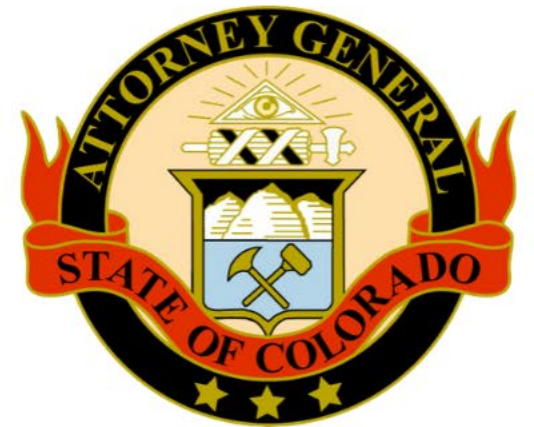


FUNDING

Collaboration
Innovation
Partnerships

We Want to Hear from You

Please tell us about any successes, challenges, and gaps related to opioids in your community.





THANK YOU



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: DNR Project Presentation on the Fire Mitigation Efforts in South Canyon

Action Requested: No Action Requested. DRMS will present a review of the completed project to Council.

Department: Parks & Recreation

Presented By: Tara Tafi

Background Info: **PROJECT SCOPE:**

The Colorado Department of Natural Resources Division of Reclamation, Mining, and Safety (CO DRMS) retained Tetra Tech to develop a cover for the South Canyon East underground coal Mine using locally available soils near the site that can be used to construct an approximately 3 acre soil cover to reduce air intake into the underground burning mine.

The project work will include sediment and erosion controls prior to and during construction. The project will include the construction of access routes followed by clearing and grubbing and then stripping topsoil from the soil cover and borrow areas, and stockpiling topsoil in designated locations. Diversion channels leading into scour basins will be constructed on the uphill side of the cover area. Subsidence depressions in the subsurface as a result of previous underground room collapses will be graded and backfilled to within four feet of the subgrade. Two layers of geosynthetics will be installed onto the prepared ground surface. A geogrid will be installed then covered by a non-woven geotextile. A four ft. thick clay soil cover will be constructed in compacted lifts and laid above the geosynthetics layer. Topsoil will be replaced over the clay soil cover and in the borrow area with slash redistributed over the construction disturbance area. Lastly the site will be revegetated.

SITE HISTORY:

Coal mining in South Canyon reportedly began in 1887, however the early history of such activity is poorly documented. Initial production appears to have been quite modest based on the limited records available. In October 1906 the main entry on the east side of South Canyon extended for a distance of 2,650 feet on one of four the coal seams. Production records indicate a total of 925,000 tons were produced from the seams on the west and east sides of the canyon combined, over the life of the mine.

The steep valley walls allowed for extensive development of mining levels above the creek level, but the workings on either side of the canyon extended below water line as well and were connected underground. Mining was conducted from the bottom up using a room and pillar method in the steeply pitching coal seams. As the rooms were mined up and mining was conducted using the surface of the previously broken coal as a working platform. Heavily timbered "manways" on either side of the room provided access and ventilation. Each room was approximately 30 feet wide and extended upwards in long finger-like chimneys toward the next level of the mine. Forty foot wide pillars were left between rooms to provide ground support.

At some point during the mine history, one of the coal seams ignited. However, it is not known when the mine fire on the east side of the canyon started; if it migrated from the west side of the canyon through the mine workings under the creek, or if it started as an entirely separate fire.

MODERN IMPACTS:

On June 8, 2002, strong winds ignited surface embers from the topsoil of the underground coal seam. Hot, dry gusting winds quickly pushed a wildfire into the western boundaries of the City. The Coal Seam Fire burned 29 homes and more than 12,000 acres of land. Thousands of residents in West Glenwood and Four Mile were evacuated for several days and firefighters were camped at Two Rivers Park for weeks fighting the northward spreading fire towards the Flat Tops. Remarkably, no one was killed or seriously injured during the incident, a point of pride for the City's Fire Department.

Issues:

Council reviewed the State's project plan and approved the DRMS authorization to proceed. After delays caused by drought conditions and elevated fire restrictions, the project finally commenced last Spring and has now completed this phase of the mitigation plan which will allow the State more time to address the ongoing underground fire.

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Audit Presentation

Action Requested: Approval of CAFR submittal

Department: Finance

Presented By: Yvette Gustad, Finance Director
McMahan and Associates - Paul Backes
Matthew Miller

Background Info: Our audit firm, McMahan and Associates LLC, completed our audit for fiscal year 2019 on September 30, 2020. Paul Backes is the partner in charge of our engagement and each year he presents the results of the audit to Council.

Issues: The format of Glenwood's 2019 audit is that of the Comprehensive Annual Financial Report (CAFR). This CAFR is the format considered by the Government Finance Officers Association to be the most complete and transparent.

The CAFR shows 10 years of historical performance data that provides the reader with much better visibility into changes in the City's financial condition. In addition, the data presented is in the same format as the other governmental entities that produce a CAFR, making it easier to compare financial performance metrics with our peers. It is staff's intention to continue this format into the future.

Staff Recommendation: Accept audit presented

City of Glenwood Springs, Colorado Comprehensive Annual Financial Report



For the Year Ended December 31, 2019

**City of Glenwood Springs, Colorado
Comprehensive Annual Financial Report**

For the Year ended December 31, 2019



*Prepared by the Finance Department of the City of Glenwood Springs
Steve Boyd, Chief Operating Officer
Yvette Gustad, Finance Director*

**City of Glenwood Springs, Colorado
Comprehensive Annual Financial Report
December 31, 2019**

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Comprehensive Annual Financial Report
December 31, 2019
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Comprehensive Annual Financial Report
December 31, 2019
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Comprehensive Annual Financial Report
December 31, 2019
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INTRODUCTORY SECTION





101 W. 8th Street, Glenwood Springs, CO 81601

September 29, 2020

To the Honorable Mayor, members of the City Council,
City Manager and Citizens of the City of Glenwood Springs:

It is with great pleasure that we present the Comprehensive Annual Financial Report (CAFR) for the City of Glenwood Springs (the "City") for the year ended December 31, 2019. The City Charter, in conjunction with State law, requires a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) to be published within six months of the close of each fiscal year (exception granted this year resulting from the COVID-19 crisis) and audited in accordance with generally accepted auditing standards by a firm of certified public accountants. This Comprehensive Annual Financial Report is hereby issued and submitted to you in accordance with these requirements.

The report consists of management's representations concerning the finances of the City of Glenwood Springs. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management has established an internal control framework that is designed to both protect the assets of the City from loss, theft, or misuse and to allow for the compiling of sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's internal control procedures have been designed to provide reasonable, rather than absolute assurance that the financial statements will be free from material misstatement. To the best of management's knowledge and belief, this financial report is complete and reliable in all material respects.

McMahan and Associates, L.L.C., a firm of certified public accountants, performed the annually required independent audit of the City's annual financial report. This independent audit provides reasonable assurance that the financial statements of the City of Glenwood Springs for the fiscal year ended December 31, 2019, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of Glenwood Springs' financial statements for the fiscal year ended December 31, 2019, are fairly presented in conformity with GAAP. The independent auditor's report is presented on page A1 - A3 in the financial section of this report.

Generally accepted accounting principles require that management provides a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). The City of Glenwood Springs' MD&A can be found immediately following the report of the independent auditors. This letter of transmittal and the MD&A are designed to complement each other and should be read in that context.

Profile of the City of Glenwood Springs

The City of Glenwood Springs was incorporated as a home rule City under provisions of the Constitution of Colorado. The City is located in the Western Slope of Colorado, situated within the Rocky Mountains, approximately 170 miles west of Denver and is the county seat of Garfield County. The estimated current population of the City is 9,979.

The City has all the powers granted to municipal corporations and to cities by the constitution and general laws of the State of Colorado, including the power to acquire property within or outside its corporate limits for any City purpose, to sell, lease, mortgage, hold, manage, and control such property as its interests may require, except as prohibited by the state constitution or the City Charter.

Policy-making and legislative authority are vested in a City Council consisting of seven members, one of which is a Mayor selected by Council. The Council is responsible, among other things, for passing ordinances, adopting the budget, appointing boards and commissions, and hiring the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances of the Council, for overseeing the day-to-day operations of the City, and for appointing the heads of the various departments. The Council is elected on a non-partisan basis. Council members serve four-year staggered terms. The Mayor's term is two years.

While the City Council exercises the legislative power of the City, other City officials oversee the daily operation of the City. Glenwood Springs is a Council-Manager form of City government and provides full-service municipal services. As noted above, the City Council appoints the City Manager and City Attorney, both of whom serve at the pleasure of the Council.

The City has approximately 194 full-time equivalent employees. General Government Services provided include police, parks and recreation, public transportation, public works, community and economic development, city clerk, financial management, information technology, street maintenance, capital project management, a municipal court and engineering. Fire protection and emergency medical services, water, wastewater, electric service and broadband service are provided to City residents. The City also operates a landfill facility and airport.

Financial Management and Factors Affecting General Conditions

The City of Glenwood Springs' economy experienced a downturn starting in 2008 and transitioned into recovery in 2010. Since then the local economy has experienced sustained improvements. However, indicators include a decrease in sales tax in 2017 when compared to the prior year of 1.9% primarily due to the interruption the local economy experienced from the replacement of the Grand Avenue Bridge. In 2018 the City did see a recovery of sales tax revenue with an increase of 5.91% over 2017 and 3.8% over the pre-bridge construction revenue of 2016. The City's sales tax revenue grew 4.5% from 2018. Overall, the City's government-wide net position increased by 5.0% from 2018.

Additional, and more complete information regarding the City's overall financial condition and changes in net position, can be found in the Management's Discussion and Analysis, found on page B1 of this report.

From a financial management standpoint, the City has maintained strong controls, both in the areas of internal controls and budgetary controls. The City's reliance on consumption-based tax revenues for ongoing operations requires recognition that contraction of the local retail economy will result in a decrease in revenues to support operations. These controls create an environment that permits the City to quickly adapt to changes in revenue forecasts, modifying spending plans accordingly.

The Finance Director oversees a set of City-wide internal controls that provide reasonable assurances that financial activity transacted by and among City departments is managed in a way that results in complete, accurate, and timely accounting for all financial transactions. All bank statements and accounts are closed and reconciled monthly. The objective of the City's budgetary controls is twofold: to ensure compliance with legal provisions embodied in the annually appropriated budget approved by the City Council, and to provide funding allocations to City departments sufficient to permit them to effectively and efficiently deliver services to their customers, the citizens, and Glenwood Springs visitors.

Activities of the general fund, special revenue funds, capital project funds, business-type funds, and internal service funds are included in the annually appropriated budget resolution. Appropriations for all funds lapse at year end. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the individual fund level. Even though the budget enacted by the City Council is at the fund level, the City prepares a program-based budget by department for control at the departmental level in its General Fund, referred to as each department's operating budget. Department heads have the authority to reallocate the distribution of budget amounts within and among programs within their department as necessary to accomplish priority goals and achieve their departmental mission.

The City utilizes a fund balance policy as another form of budgetary control. This policy ensures sufficient cash is on hand (typically 60 to 90 days of annual appropriations in the General Fund) to cover all current cash flow and budgetary requirements, and sets targets for fund balances sufficient to permit the City to absorb an economic downturn without having to significantly reduce services or ask Glenwood's citizens for emergency funding to cover the cost of necessary operating costs. As noted above, budget-to-actual comparisons are provided in this report for each major individual governmental fund for which an appropriated annual budget has been adopted.

Long-term Financial Planning

Management's long-term financial plans for each major City fund assume reasonable growth rates for revenues, based upon historical results and current economic conditions, and pragmatic expenditure estimates that account for increasing cost pressures in the energy, construction and transportation sectors of the economy, and the reality of increasing health care and wage costs for City employees. Apart from that, conservative budgets are still in place to ensure sufficient reserves in the case of another shift in the economy. Please see the Management Discussion and Analysis for more complete information regarding the City's multi-year financial planning process and the predicted future financial condition of all budgeted funds.

Compliance with the Taxpayer Bill of Rights (TABOR)

The Colorado Constitutional Amendment passed in November 1992 known as TABOR restricts growth in governmental revenues and property tax revenues to amounts adjusted for inflation and a local growth factor. Glenwood Springs has historically complied with TABOR requirements and has done so again in 2019.

Major Initiatives and Accomplishments

The City completed its replacement of its 27th Street Bridge in 2019. The project includes a pedestrian bridge in addition to the vehicular bridge, significant street improvements at each end and the installation of a roundabout on the east side.

The City also designed a re-build of a section of South Midland, the major thoroughfare to the south end of town and accessing the turn-off to 4-mile road. This project will be bid in 2020 and construction will be completed in 2022. The City applied for and was awarded a Build America grant of approximately \$7 million to offset a portion of the project cost.

The City initiated a shoreline renovation of Two Rivers Park in 2019, scheduled to be completed in 2020 that includes a retaining wall, restrooms, beach area and shoreline work. During 2019 the City also completed or progressed on a number of construction projects including activities on 6th Street, 7th Street and the middle section of Midland Avenue.

On March 1, 2019 the City went live with the financial module of a new Enterprise Resource Planning (ERP) software called Munis and will go live with Phase 2, HR and payroll, on January 1, 2020. The Revenue (Accounts Receivable/Cash Receipting/Utility Billing) module will begin implementation in 2020 and EnerGov (community development) is scheduled to kick off in 2021.

The City's Municipal Operations Center (MOC) was found in 2019 to be structurally deficient prompting staff to acquire properties at 2222 Devereax Road and 191 Soccerfield road to re-locate the operations of impacted departments. The Devereax property now houses fleet and part of the streets department. Soccerfield Road is home to the parks and facilities departments. In addition, the City rented a temporary facility to run its electric operations from while a new building can be completed and added capacity in South Glenwood for the streets department.

The timely preparation of this report was accomplished through the efficient and dedicated services of the entire City of Glenwood Springs' Finance Department staff. I would like to express my appreciation of all members of the Department who assisted and contributed to its preparation. It should be noted, that staff from other departments provide great assistance in the preparation of the report and their work is also appreciated. On behalf of the administration, I would also like to thank the Mayor and City Council for their interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

The City's external auditors, McMahan and Associates, L.L.C., are also commended for their comprehensive and efficient examination of the various funds of the City for the fiscal year ended December 31, 2019.

Respectfully submitted,



Yvette Gustad
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Glenwood Springs
Colorado**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2018

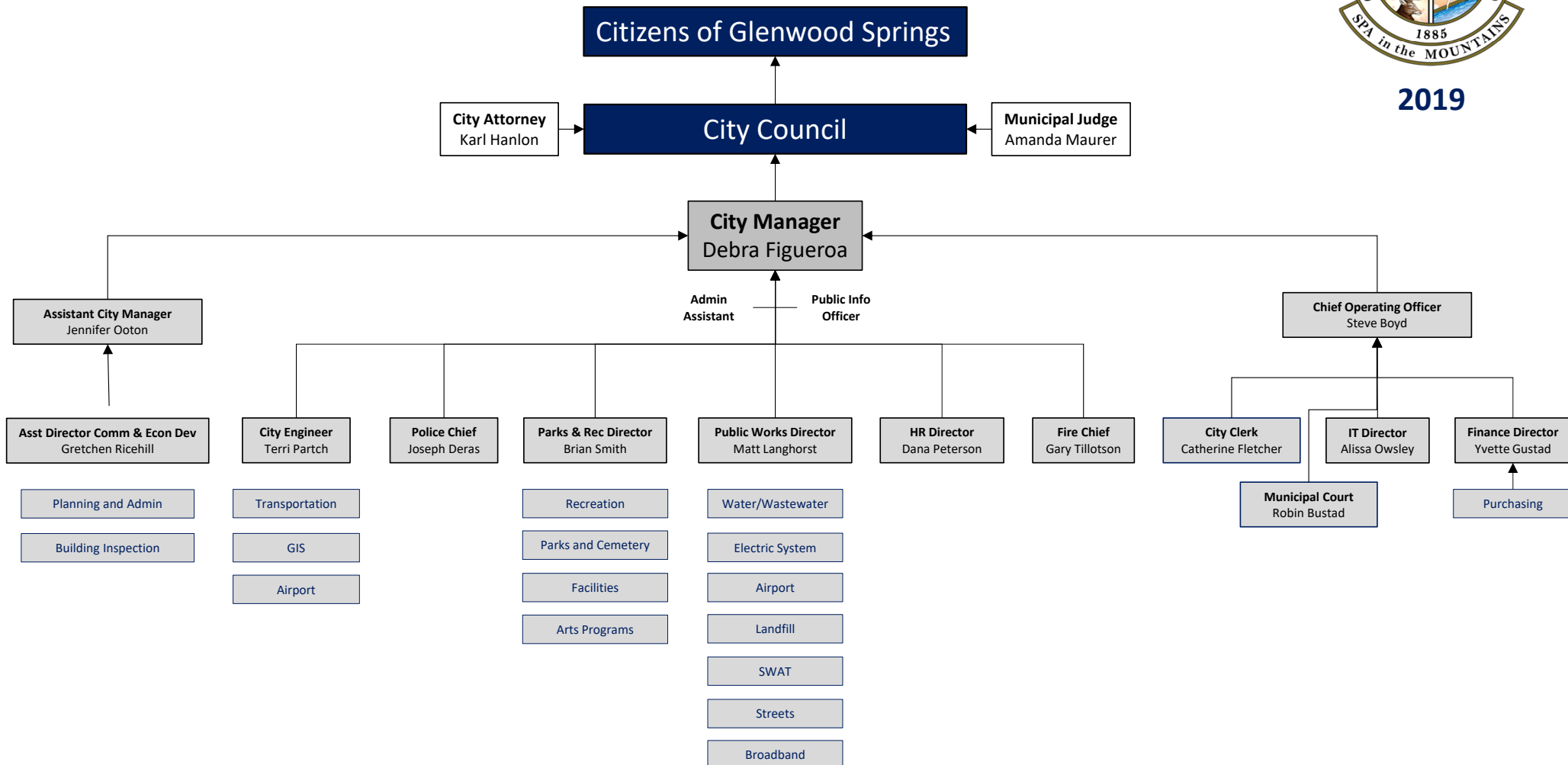
Christopher P. Morrell

Executive Director/CEO

City of Glenwood Springs Organizational Chart



2019



CITY OF GLENWOOD SPRINGS, COLORADO
LIST OF ELECTED AND ADMINISTRATIVE OFFICIALS
December 31, 2019

Elected Officials

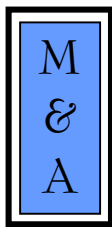
Mayor	Jonathan Godes
Mayor Pre-tem	Shelley Kaup
Council Members	Steve Davis
	Rick Voorhees
	Charlie Willman
	Paula Stepp
	Tony Hershey

Administrative Officials

City Manager	Debra Figueroa
Chief Operating Officer	Steve Boyd
Asst City Mgr/Community Dev Director	Jennifer Ooton
City Clerk	Catherine Mythen-Fletcher
Finance Director	Yvette Gustad
IT Director	Alissa Owsley
Police Chief	Joseph Deras
Public Works Director	Matthew Langhorst
Parks and Recreation Director	Brian Smith
City Engineer	Terri Partch
Municipal Court Administrator	Robin Bustad
City Attorney	Karl Hanlon

FINANCIAL SECTION





McMAHAN AND ASSOCIATES, L.L.C.

Certified Public Accountants and Consultants

CHAPEL SQUARE, BLDG C
245 CHAPEL PLACE, SUITE 300
P.O. Box 5850, AVON, CO 81620

WEB SITE: WWW.MCMAHANCPA.COM
MAIN OFFICE: (970) 845-8800
FACSIMILE: (970) 845-8108
E-MAIL: MCMAHAN@MCMAHANCPA.COM

INDEPENDENT AUDITOR'S REPORT

**To the Members of City Council
City of Glenwood Springs
Glenwood Springs, Colorado**

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Glenwood Springs, Colorado (the "City"), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluation of the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Member: American Institute of Certified Public Accountants

PAUL J. BACKES, CPA, CGMA
MICHAEL N. JENKINS, CA, CPA, CGMA
DANIEL R. CUDAHY, CPA, CGMA

AVON: (970) 845-8800
ASPEN: (970) 544-3996
FRISCO: (970) 668-3481

**To the Members of City Council
Glenwood Springs, Colorado**

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Glenwood Springs, Colorado as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis in Section B and the Schedule of Employer's Proportionate Share of the Net Pension Asset / Liability and the Schedule of City Contributions in Section E be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison information is not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's financial statements taken as a whole. The introductory section, combining fund financial statements, individual fund budgetary information, the Local Highway Finance Report, and the statistical section listed in the accompanying table of contents are presented for purposes of additional analysis and are not a required part of the City's financial statements. The combining fund financial statements, the individual fund budgetary information, and the Local Highway Finance Report are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

**To the Members of City Council
Glenwood Springs, Colorado**

Additionally, the Schedule of Expenditures of Federal Awards included in the Single Audit section are presented for the purpose of additional analysis, as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance"), and are not a required part of the City's financial statements. Such information has been subjected to the auditing procedures applied audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 29, 2020 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



**McMahan and Associates, L.L.C.
September 29, 2020**

MANAGEMENT'S DISCUSSION AND ANALYSIS



City of Glenwood Springs, Colorado

Management's Discussion and Analysis
December 31, 2019

As management of the City of Glenwood Springs (the "City"), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2019.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide Financial Statements: The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of the City include general government, transportation, public safety, community development, public works and culture and recreation. The business-type activities of the City include water and sewer operations, electric distribution operation, airport and landfill operations.

The government-wide financial statements can be found in Section C of this report.

Fund Financial Statements: A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements. The City's major governmental funds include the General Fund, Fire and Ambulance Fund, Downtown Development Authority, Capital Projects Fund, Street Tax Fund, and the Acquisition and Improvement Fund. The City also reports a number of non-major governmental funds.

Overview of the Financial Statements (continued)

Governmental Funds (continued): Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. The Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City adopts an annual appropriated budget for all governmental funds. A budgetary comparison statement has been provided for all funds to demonstrate compliance with state budget statute.

The basic major governmental fund financial statements can be found in Section C.

Proprietary Funds: The City reports two categories of proprietary funds - Internal Service and Enterprise. The Fleet Service Fund, an internal service fund created in 2007, provides vehicle and equipment replacement and maintenance services to the City's governmental and enterprise activities. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses Enterprise Funds to account for its Water and Sewer, Electric Distribution, Airport and Landfill Operations.

Proprietary Funds provide the same type of information as the government-wide financial statements, only in more detail. The Proprietary Fund financial statements provide separate information for each of the business-type services provided by the City, each of which is considered to be a major fund of the City.

The basic Proprietary Fund financial statements can be found in Section C of this report.

Fiduciary Funds: Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary Funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting used for Fiduciary Funds is much like that used for Proprietary Funds. The Fiduciary Fund used by the City is the Cemetery Reserve.

The basic Fiduciary Fund financial statements can be found in Section C of this report.

Notes to the Financial Statements: The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The Notes to the Financial Statements can be found in Section D of this report.

Government-wide Financial Analysis:

City of Glenwood Spring's Net Position

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Assets:						
Current and other assets	45,915,620	35,834,709	20,709,969	21,619,983	66,625,589	57,454,692
Capital assets, net	103,062,540	86,019,736	69,833,276	71,020,824	172,895,816	157,040,560
Total Assets	148,978,160	121,854,445	90,543,245	92,640,807	239,521,405	214,495,252
Deferred Outflows of Resources:	56,259	56,186	-	-	56,259	56,186
Liabilities:						
Other liabilities	10,389,358	3,059,952	4,478,233	4,584,215	14,867,591	7,644,167
Long-term liabilities	23,829,571	13,441,465	21,086,847	22,370,506	44,916,418	35,811,971
Total Liabilities	34,218,929	16,501,417	25,565,080	26,954,721	59,784,009	43,456,138
Deferred Inflows of Resources:	2,337,864	2,104,431	-	-	2,337,864	2,104,431
Net Position:						
Net investment in capital assets	83,406,636	73,224,736	48,786,026	48,691,749	132,192,662	121,916,485
Restricted	12,673,537	11,039,259	-	-	12,673,537	11,039,259
Unrestricted	16,397,453	19,040,788	16,192,139	16,994,337	32,589,592	36,035,125
Total Net Position	112,477,626	103,304,783	64,978,165	65,686,086	177,455,791	168,990,869

Government-wide Net Position and Activities:

Traditionally, the largest portion of any municipality's investments is in its capital assets. Land, buildings, equipment, machinery, and specialized tools are necessary in order to deliver and/or provide services to the City's residents and visitors. The City's capital assets account for 74% of its net position; these assets are not an available source for payment of future spending. Of the remaining \$45,263,129 in net position, \$1,403,429 is restricted for TABOR reserve, \$69,959 is restricted for police asset forfeitures, \$1,978,820 is restricted for general obligation bond payments, \$8,986,057 is restricted for capital projects, and \$235,272 is restricted by enabling legislation.

At the end of the 2019 fiscal year, the City is able to report positive balances in all three categories of net position, first for the government as a whole, and then as separate governmental and business-type activities.

The City's net position increased by \$8,464,922 during the current fiscal year from \$168,990,869 to \$177,455,791. Governmental activities continued to increase as the City contributed to ongoing downtown projects. The decrease in business-type activities can primarily be attributed to the City's water and sewer operations.

Government-wide Financial Analysis (continued):

City of Glenwood Spring's Changes in Net Position						
	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
Revenues:						
Program revenues:						
Charges for services	7,558,365	6,364,231	25,127,544	24,690,911	32,685,909	31,055,142
Grants and contributions	2,225,727	2,776,995	206,551	94,006	2,432,278	2,871,001
General revenue:						
Sales and use taxes	20,795,147	19,087,273	-	-	20,795,147	19,087,273
Property taxes	2,088,955	1,611,654	-	-	2,088,955	1,611,654
Other taxes	1,624,850	1,565,884	-	-	1,624,850	1,565,884
Interest and other revenues	1,028,548	502,584	301,462	240,052	1,330,010	742,636
Total Revenues	35,321,592	31,908,621	25,635,557	25,024,969	60,957,149	56,933,590
Expenses:						
General government	5,817,361	4,932,054	-	-	5,817,361	4,932,054
Transportation	1,977,200	1,264,945	-	-	1,977,200	1,264,945
Public safety	9,236,870	8,264,614	-	-	9,236,870	8,264,614
Community development	2,349,002	1,925,909	-	-	2,349,002	1,925,909
Public works	3,189,680	7,748,769	-	-	3,189,680	7,748,769
Culture and recreation	5,525,717	4,765,647	-	-	5,525,717	4,765,647
Interest on long-term debt	714,643	190,755	-	-	714,643	190,755
Water and sewer	-	-	6,750,295	6,108,628	6,750,295	6,108,628
Electric system	-	-	14,069,521	14,049,475	14,069,521	14,049,475
Airport operations	-	-	176,025	157,878	176,025	157,878
Landfill	-	-	2,685,913	3,332,597	2,685,913	3,332,597
Total Expenses	28,810,473	29,092,693	23,681,754	23,648,578	52,492,227	52,741,271
Change in Net Position						
Before Transfers	6,511,119	2,815,928	1,953,803	1,376,391	8,464,922	4,192,319
Transfers	2,661,724	1,568,364	(2,661,724)	(1,568,364)	-	-
Change in Net Position	9,172,843	4,384,292	(707,921)	(191,973)	8,464,922	4,192,319
Net Position - Beginning	103,304,783	98,920,491	65,686,086	65,878,059	168,990,869	164,798,550
Net Position - Ending	112,477,626	103,304,783	64,978,165	65,686,086	177,455,791	168,990,869

Governmental Activities: Governmental activities increased the City's net position by \$6,511,119 before transfers. Significantly impacting the 2019 results was a general increase in sales and use tax, as well as increased transfers in for infrastructure needs.

Government-wide Financial Analysis (continued):

Business-type Activities: Business-type activities increased the City's net position by \$1,953,803 before transfers. Key elements of this increase are as follows:

- The Water and Sewer Fund's net position increased by \$66,715, before transfers. Consumer usage has increased and overall user fees have been increased routinely by the City to help pay for the debt associated with construction of the new wastewater facility. The loan agreement is in the amount of \$31,460,100 and will require principal and interest payments until 2032. For the year ended December 31, 2019 principal and interest expenses totaled \$1,940,061.
- The Electric Fund's net position increased by \$1,422,200 before transfers. This increase can be attributable to usage increases.
- The Airport Operations Fund's net position increased by \$22,617 before transfers. This increase can be attributable to usage increases.
- The Landfill Fund's net position increased by 235,720 before transfers. This increase is a direct result of decreasing operational costs.

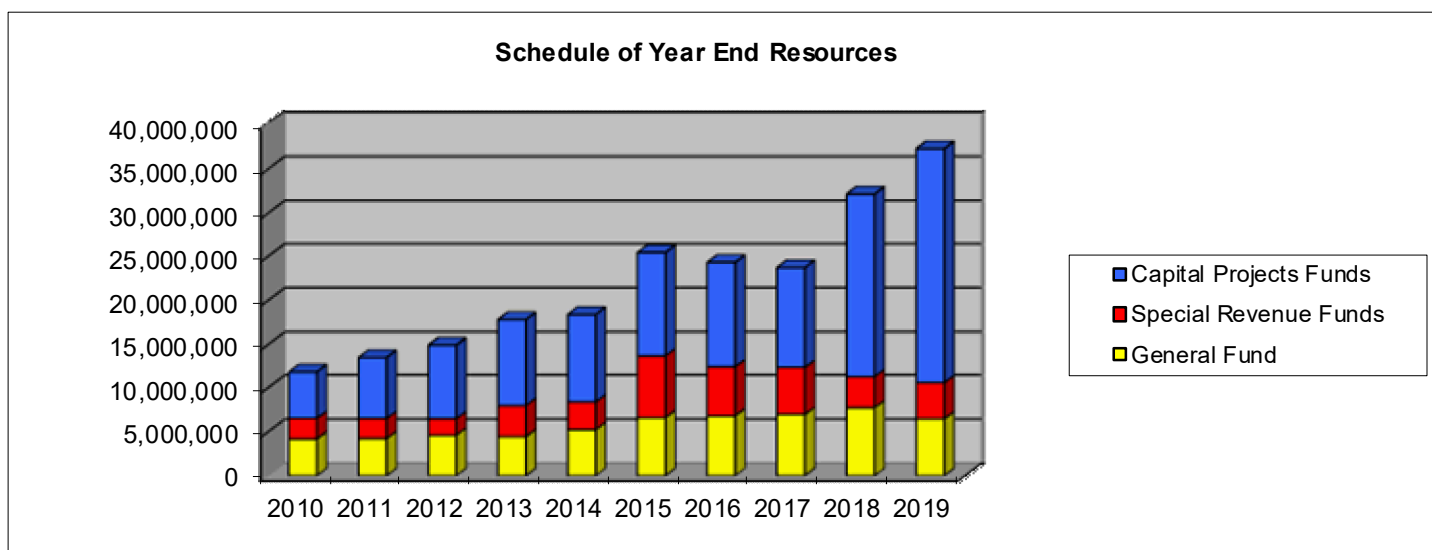
In 2007, the Landfill Fund advanced \$435,767 to the Downtown Development Authority for the purchase of property, which is being repaid in installments. In 2012, the Landfill advanced an additional \$1,000,000 to the Downtown Development Authority for the construction of the Cooper Street parking structure. There are annual principal and interest payments through August 2027 required on these advances.

Financial Analysis of the City's Funds

As mentioned earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds: The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balances may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$35,462,943, an increase of \$3,689,431 from the prior year ending fund balances. The following graph provides a view of the City's ending fund balances:

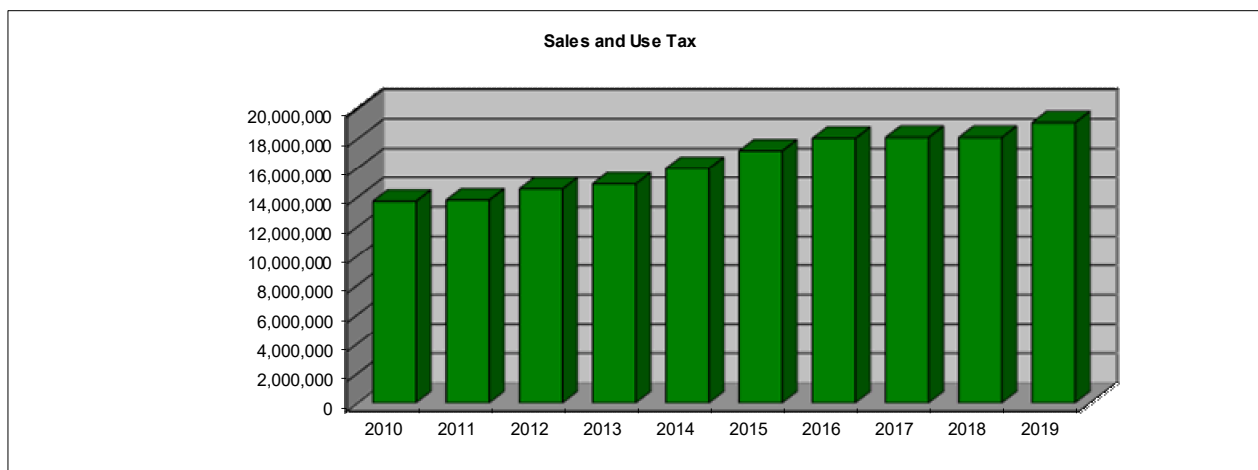


During 2019, the City's Acquisition and Improvement fund issued \$12,200,000 in sales and use tax bonds, which significantly increased Capital Project fund balance at December 31, 2019.

Financial Analysis of the City's Funds (continued)

Governmental Funds (continued):

The City's primary funding of governmental activities is sales and use tax. The following chart represents changes in the City's sales and use tax revenue:



Sales and use tax in 2019 increased 9% over 2018 results.

Proprietary Funds: The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The City's proprietary funds ending net position was \$64,978,165, which is a decrease of \$707,921, which is broken down by fund as follows: Water and Sewer - \$35,933,311, Electric - \$25,550,579, Airport - \$504,822 and Landfill - \$2,989,453. The net position includes each fund's net investment of capital assets. Unrestricted net position available at year-end broken down by fund is: Water and Sewer - \$8,697,524, Electric System - \$6,070,588, Airport - \$188,886, and Landfill Operations - \$1,235,141.

The approved budget for 2019 included transfers from the Enterprise funds only for debt requirements and the funding of capital costs.

Original to Final Budget Variances in the General Fund: The following significant budgetary variances between the original budget and the final amended budget were noted in the General Fund:

Account	Increase (Decrease)	Reason
Expenses:		
General Government - Legal	261,000	Anticipated increased legal fees with ongoing City activities that did not all occur in 2019.
General Government - Non-departmental	138,531	Anticipated increased costs with activities the City started but did not finish in 2019.

Financial Analysis of the City's Funds (continued)

Budget Variances in the General Fund: The following significant variances were noted in the General Fund:

Account	Variance Positive (Negative)	Reason
Revenues:		
Property tax	\$ 441,826	Increased revenue due to increase from 2018 ballot question
Charges and fees	(571,215)	Art fees were budgeted for a full year, however programs did not begin until late in the year.
Expenses:		
General Government - Legal	326,851	Budget anticipated potential legal costs with certain projects.
Public Safety - Police department	300,872	City conservatively budgeted for an increase in police department activity, which did not occur in 2019.
Culture and Recreation - Recreation	251,956	City conservatively budgeted for an increase in art and recreation costs for new programs.

Capital Assets: The City's capitalization policy pertains to assets with a purchase value of \$5,000 or greater. Assets of lesser value are treated as operational expenditures. As of December 31, 2019, the City's investment in capital assets (less accumulated depreciation) for governmental activities was \$103,062,540. The investment in capital assets (less accumulated depreciation) for business-type activities was \$69,833,276.

During 2019, the major capital expenditures included:

- Street Tax Fund:
 - South Bridge project continued, totaling \$725,735
 - South Midland improvements began, totaling \$644,701
- Capital Projects Fund:
 - Two rivers park restoration began, totaling \$192,395
 - Municipal Operations Center improvements, totaling \$3,763,667
 - Community Center improvements began, totaling \$504,495
 - Implementation of the City enterprise resource planning system was ongoing, totaling \$498,881
- Acquisition and Improvement Fund:
 - 27th Street Bridge construction began, totaling \$10,000,934
 - 7th Street Improvements continued, totaling \$3,438,488
 - 6th Street Improvements began, totaling \$345,550
- Water and Sewer Fund:
 - Water treatment system upgrades began, totaling \$439,653
- Electric Fund:
 - Upgrades to distribution systems totaled \$407,240
- Landfill Fund:
 - Equipment purchases of \$433,000
- Fleet Service Fund:
 - Purchased a water truck for \$98,930
 - Purchased a ford F450 snowplow for \$71,382
 - Purchased 4 police vehicles, totaling \$177,974

Financial Analysis of the City's Funds (continued)

Capital Assets:

For the year ended December 31, 2019, the City had governmental activities depreciation of \$4,672,068 and business-type activities depreciation of \$2,852,104.

Additional information as well as a detailed classification of the City's net capital assets can be found in the Notes to the Financial Statement in section D.

Long-term Debts: As of the end of the current fiscal year, the City's long-term liabilities totaled \$48,660,023. During 2019, the City issued Sales and Use tax bonds of \$12,200,000 for capital improvements. During 2019 the City governmental funds had principal payments totaling \$505,000. The City enterprise funds had principal payments totaling \$1,281,824. In addition to City bond activity, the City compensated absence liabilities decreased \$254,359 and the landfill closure and post closure liability increased \$102,832.

Additional information as well as a detailed classification of the City's total long-term liabilities can be found in the Notes to the Financial Statements in section D of this report.

Next Year's Budget and Rates: The City's General Fund balance at the end of fiscal year 2019 totaled \$6,475,416. The original 2020 budget anticipates increasing this balance by approximately \$101,117.

Request for Information

This financial report is designed to provide a general overview of the City's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City of Glenwood Springs, City Finance Director, 101 W. 8th Street, Glenwood Springs, CO 81601.

GOVERNMENT-WIDE FINANCIAL STATEMENTS



City of Glenwood Springs, Colorado
Statement of Net Position
December 31, 2019

	Governmental Activities	Business Type Activities	Total
Assets:			
Current Assets:			
Cash and investments - unrestricted	30,959,645	13,121,229	44,080,874
Cash and investments - restricted	6,812,916	3,566,243	10,379,159
Accounts, taxes, and interest receivable	5,603,585	2,871,126	8,474,711
Due from other governments	2,871,485	-	2,871,485
Prepaid items	2,274	-	2,274
Internal balances	(349,444)	349,444	-
Inventory	15,159	801,927	817,086
Total current assets	<u>45,915,620</u>	<u>20,709,969</u>	<u>66,625,589</u>
Capital assets not being depreciated:			
Land and water rights	14,149,612	1,334,857	15,484,469
Construction in progress	24,449,179	2,575,282	27,024,461
Capital assets being depreciated:			
Buildings and improvements	117,983,736	111,124,227	229,107,963
Equipment and vehicles	15,121,919	4,513,341	19,635,260
Less accumulated depreciation	<u>(68,641,906)</u>	<u>(49,714,431)</u>	<u>(118,356,337)</u>
Total capital assets (net)	<u>103,062,540</u>	<u>69,833,276</u>	<u>172,895,816</u>
Total Assets	<u>148,978,160</u>	<u>90,543,245</u>	<u>239,521,405</u>
Deferred Outflows of Resources:			
Deferred pension expenses	56,259	-	56,259
Total Deferred Outflows of Resources	<u>56,259</u>	<u>-</u>	<u>56,259</u>
Liabilities:			
Current Liabilities:			
Accounts, retainage, arbitrage & deposits payable	3,573,058	2,311,328	5,884,386
Accrued compensation	407,009	90,628	497,637
Interest payable	33,910	263,868	297,778
Unearned revenue	2,500	96,522	99,022
Deposits	4,138,179	214,569	4,352,748
Compensated absences - Due within one year	414,702	172,018	586,720
Long-term debt - Due within one year	<u>1,820,000</u>	<u>1,329,300</u>	<u>3,149,300</u>
Total current liabilities	<u>10,389,358</u>	<u>4,478,233</u>	<u>14,867,591</u>
Noncurrent liabilities:			
Compensated absences	627,790	258,028	885,818
Long-term debt	22,670,000	20,828,819	43,498,819
Net pension liability	<u>531,781</u>	<u>-</u>	<u>531,781</u>
Total noncurrent liabilities	<u>23,829,571</u>	<u>21,086,847</u>	<u>44,916,418</u>
Total Liabilities	<u>34,218,929</u>	<u>25,565,080</u>	<u>59,784,009</u>
Deferred Inflows of Resources:			
Property taxes	2,337,864	-	2,337,864
Total Deferred Inflows of Resources	<u>2,337,864</u>	<u>-</u>	<u>2,337,864</u>
Net Position:			
Net investment in capital assets	83,406,636	48,786,026	132,192,662
Restricted for:			
Emergencies	1,403,429	-	1,403,429
Asset forfeiture	69,959	-	69,959
Conservation trust fund	235,272	-	235,272
Capital projects	8,986,057	-	8,986,057
Bond reserves	1,978,820	-	1,978,820
Unrestricted	<u>16,397,453</u>	<u>16,192,139</u>	<u>32,589,592</u>
Total Net Position	<u>112,477,626</u>	<u>64,978,165</u>	<u>177,455,791</u>

The notes to the financial statements are an integral part of this statement.

City of Glenwood Springs, Colorado
Statement of Activities
For the Year Ended December 31, 2019

		Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for	Operating	Capital	Governmental	Business-type	
	Expenses	Services	Grants and	Grants and	Activities	Activities	Total
			Contributions	Contributions			
Functions/Programs:							
Governmental Activities:							
General government	5,817,361	2,676,368	597,262	-	(2,543,731)	-	(2,543,731)
Public transportation	1,977,200	109,809	736,573	-	(1,130,818)	-	(1,130,818)
Public safety	9,236,870	1,541,266	339,677	-	(7,355,927)	-	(7,355,927)
Community and economic development	2,349,002	413,040	-	-	(1,935,962)	-	(1,935,962)
Public works	3,189,680	35,245	372,954	30,000	(2,751,481)	-	(2,751,481)
Culture and recreation	5,525,717	2,782,637	530	148,731	(2,593,819)	-	(2,593,819)
Interest on long-term debt	714,643	-	-	-	(714,643)	-	(714,643)
Total Governmental Activities	28,810,473	7,558,365	2,046,996	178,731	(19,026,381)	-	(19,026,381)
Business-type Activities:							
Water and sewer	6,750,295	6,677,657	-	-	-	(72,638)	(72,638)
Electric system	14,069,521	15,419,612	-	206,551	-	1,556,642	1,556,642
Airport operations	176,025	197,853	-	-	-	21,828	21,828
Landfill operations	2,685,913	2,832,422	-	-	-	146,509	146,509
Total Business-type Activities	23,681,754	25,127,544	-	206,551	-	1,652,341	1,652,341
Total	52,492,227	32,685,909	2,046,996	385,282	(19,026,381)	1,652,341	(17,374,040)
General Revenues:							
Taxes:							
Property tax, levied for general purposes					2,088,955	-	2,088,955
Specific ownership tax					147,773	-	147,773
Sales and use tax					20,795,147	-	20,795,147
Severance tax					50,714	-	50,714
Franchise tax					178,566	-	178,566
Accommodations tax					1,211,106	-	1,211,106
Other miscellaneous taxes					36,691	-	36,691
Unrestricted investment earnings					405,966	301,462	707,428
Grants, contributions and miscellaneous income not restricted for specific purposes					622,582	-	622,582
Transfers					2,661,724	(2,661,724)	-
Total General Revenues and Transfers					28,199,224	(2,360,262)	25,838,962
Change in Net Position					9,172,843	(707,921)	8,464,922
Net Position - Beginning					103,304,783	65,686,086	168,990,869
Net Position - Ending					112,477,626	64,978,165	177,455,791

The accompanying notes are an integral part of these financial statements.

FUND FINANCIAL STATEMENTS



City of Glenwood Springs, Colorado
Balance Sheet
Governmental Funds
December 31, 2019

	General	Fire and Ambulance Fund	Downtown Development Authority	Street Tax Fund	Capital Projects Fund	Acquisition and Improvement	Other Governmental Funds	Total
Assets:								
Cash and investments	9,816,615	-	922,640	2,235,218	4,860,290	9,342,058	3,735,059	30,911,880
Cash and investments - restricted	-	-	-	-	-	6,812,916	-	6,812,916
Taxes receivable	3,177,289	-	116,126	270,128	270,128	1,751	256,632	4,092,054
Accounts receivable, net	736,548	148,601	-	13,744	13,744	573,416	6,238	1,492,291
Interest receivable	10,391	-	-	-	2,771	-	2,455	15,617
Due from other governments	-	-	-	-	-	2,871,485	-	2,871,485
Due from other funds	41,424	-	-	-	-	-	-	41,424
Prepaid items	10	-	-	-	-	-	2,264	2,274
Total Assets	<u>13,782,277</u>	<u>148,601</u>	<u>1,038,766</u>	<u>2,519,090</u>	<u>5,146,933</u>	<u>19,601,626</u>	<u>4,002,648</u>	<u>46,239,941</u>
Liabilities:								
Accounts/vouchers payable	676,060	28,014	9,784	62,160	177,088	2,347,980	207,137	3,508,223
Other liabilities	4,138,179	-	-	-	-	-	-	4,138,179
Accrued payroll and related liabilities	312,760	79,163	-	-	7,441	-	-	399,364
Due to other funds	-	41,424	349,444	-	-	-	-	390,868
Unearned revenue	-	-	-	2,500	-	-	-	2,500
Total Liabilities	<u>5,126,999</u>	<u>148,601</u>	<u>359,228</u>	<u>64,660</u>	<u>184,529</u>	<u>2,347,980</u>	<u>207,137</u>	<u>8,439,134</u>
Deferred Inflows of Resources:								
Unavailable property taxes	<u>2,179,862</u>	<u>-</u>	<u>116,126</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,876</u>	<u>2,337,864</u>
Total Deferred Inflows of Resources	<u>2,179,862</u>	<u>-</u>	<u>116,126</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,876</u>	<u>2,337,864</u>
Fund Balances:								
Nonspendable	610,010	-	-	-	-	-	2,264	612,274
Restricted	1,473,388	-	-	-	-	10,964,877	235,272	12,673,537
Committed	1,946,162	-	-	2,454,430	926,289	-	1,617,335	6,944,216
Assigned	-	-	563,412	-	4,036,115	6,288,769	1,898,764	12,787,060
Unassigned	<u>2,445,856</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,445,856</u>
Total Fund Balance	<u>6,475,416</u>	<u>-</u>	<u>563,412</u>	<u>2,454,430</u>	<u>4,962,404</u>	<u>17,253,646</u>	<u>3,753,635</u>	<u>35,462,943</u>
Total Liabilities, Deferred Inflows and Fund Balances	<u>13,782,277</u>	<u>148,601</u>	<u>1,038,766</u>	<u>2,519,090</u>	<u>5,146,933</u>	<u>19,601,626</u>	<u>4,002,648</u>	<u>46,239,941</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position
December 31, 2019

Governmental Funds Total Fund Balance	35,462,943
Add:	
Capital assets used in governmental activities are not considered current financial resources and, therefore, not reported in the governmental funds.	98,322,688
Internal Service Funds are used by the City to account for the repair and replacement costs of the City's heavy equipment and vehicles. The assets and liabilities of the Internal Service Fund are included in governmental activities in the Statement of Activities.	4,728,182
Less:	
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds. This is the amount of City long-term liabilities, including accrued interest, accrued compensation, and deferred costs.	(25,560,665)
Long-term liabilities, including net pension obligations, are not due and payable in the current period and therefore are not reported in the funds. This is the amount of the City's net pension liability, adjusted for changes in pension related actuarial assumptions, proportion of collective pension amounts, differences between actual and expected experience and investments earnings, and differences between actual and annualized contributions to the pension plan, that are amortized over the average remaining service life of all active and inactive plan participants.	<u>(475,522)</u>
Governmental Activities Net Position	<u><u>112,477,626</u></u>

The notes to the financial statements are an integral part of this statement.

City of Glenwood Springs, Colorado
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Year Ended December 31, 2019

	General	Fire and Ambulance Fund	Downtown Development Authority	Street Tax Fund	Capital Projects Fund	Acquisition and Improvement	Other Governmental Funds	Total Governmental Funds
Revenues:								
Taxes	10,396,138	-	882,664	2,701,098	2,701,098	5,402,195	2,672,016	24,755,209
Permits and licenses	420,082	-	-	-	-	-	-	420,082
Intergovernmental revenue	1,254,674	57,627	-	-	30,000	3,787,147	1,114,596	6,244,044
Charges for services	1,754,877	1,258,110	-	-	34,649	-	134,792	3,182,428
Investment income (loss)	152,643	(760)	26,138	75,480	87,886	505,990	39,747	887,124
Miscellaneous	3,158,961	-	4,000	33,386	20,181	888,970	111,640	4,217,138
Total Revenues	17,137,375	1,314,977	912,802	2,809,964	2,873,814	10,584,302	4,072,791	39,706,025
Expenditures:								
General government	5,005,523	-	559,290	-	651,180	661,358	36,629	6,913,980
Transportation	-	-	-	1,649,522	-	-	1,930,452	3,579,974
Public safety	3,970,884	4,261,186	-	-	-	-	62,383	8,294,453
Community and economic development	969,528	-	-	-	-	-	1,336,295	2,305,823
Public works	1,910,699	-	-	-	4,402,502	15,078,569	-	21,391,770
Culture and recreation	3,971,159	-	-	-	646,146	1,255,422	1,123	5,873,850
Debt service:								
Principal	240,000	-	-	265,000	-	-	-	505,000
Interest	-	-	10,584	52,554	-	638,013	-	701,151
Issuance costs	-	-	-	-	-	94,317	-	94,317
Total Expenditures	16,067,793	4,261,186	569,874	1,967,076	5,699,828	17,727,679	3,366,882	49,660,318
Excess (Deficiency) of Revenues Over Expenditures	1,069,582	(2,946,209)	342,928	842,888	(2,826,014)	(7,143,377)	705,909	(9,954,293)
Other Financing Sources (Uses):								
Issuance of debt	-	-	-	-	-	12,200,000	-	12,200,000
Transfers in	2,731,664	2,946,209	-	-	3,720,336	989,000	543,580	10,930,789
Transfers (out)	(5,060,842)	-	-	(74,000)	(847,000)	(3,145,223)	(360,000)	(9,487,065)
Total Other Financing Sources (Uses)	(2,329,178)	2,946,209	-	(74,000)	2,873,336	10,043,777	183,580	13,643,724
Net Change in Fund Balance	(1,259,596)	-	342,928	768,888	47,322	2,900,400	889,489	3,689,431
Fund Balance (Deficit) - Beginning of Year	7,735,012	-	220,484	1,685,542	4,915,082	14,353,246	2,864,146	31,773,512
Fund Balance (Deficit) - End of Year	6,475,416	-	563,412	2,454,430	4,962,404	17,253,646	3,753,635	35,462,943

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Reconciliation of Revenues, Expenditures and Changes in Fund Balances
of Governmental Funds to the Statement of Activities
For the Year Ended December 31, 2019

Net Change in Fund Balances of Governmental Funds	3,689,431
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount of by which depreciation exceeded capital outlay expenses for the year.	16,963,214
Issuance of debt provides current financial resources to governmental funds, but increases long-term liabilities in the Statement of Net Position. This represents the debt issuances, including premiums, of the City's governmental funds less amounts transferred in escrow.	(12,200,000)
Repayment of bond principal and leases are expenditures in the governmental funds, but the repayment reduces long term liabilities in the Statement of Net Position. This represents the total principal repayments, the change in accrued interest at year end and amortization of debt-related deferrals.	502,239
Changes in the City employees' accrued compensated absences are considered changes in long-term liabilities. This is the amount that accrued compensated absences increased.	172,355
Internal service funds are used by management to charge costs of various activities to the general and other funds. The net income or loss of the internal service funds are included in the governmental activities statement of activities.	118,879
Changes in the City's net pension obligation reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This is the change in City's net pension obligation during the year, including differences between employer contributions to the pension plan and amortization of pension-related deferrals.	(73,275)
Governmental Activities Change in Net Position	9,172,843

The notes to the financial statements are an integral part of this statement.

City of Glenwood Springs, Colorado
Statement of Net Position
Proprietary Funds
December 31, 2019

	Water and Sewer	Electric System	Airport Operations	Landfill Operations	Totals	Governmental Activities Internal Service Fund
Assets:						
Current:						
Cash and equivalents - Unrestricted	2,983,249	2,962,472	150,981	-	6,096,702	-
Cash and equivalents - Restricted	2,375,962	-	-	238,519	2,614,481	-
Investments - Unrestricted	2,923,763	3,284,039	-	816,725	7,024,527	47,765
Investments - Restricted	-	-	-	951,762	951,762	-
Accounts receivable - Trade (net of allowance for doubtful accounts)	537,793	2,020,348	9,067	303,918	2,871,126	3,623
Inventory	437,385	326,328	38,214	-	801,927	15,159
Due from other funds	-	-	-	349,444	349,444	-
Total Current Assets	9,258,152	8,593,187	198,262	2,660,368	20,709,969	66,547
Property and Equipment:						
Land	-	1,305,057	-	-	1,305,057	-
Construction in progress	1,825,898	743,751	-	5,633	2,575,282	-
Building, plant and system	74,380,564	34,756,221	391,225	1,596,217	111,124,227	833,125
Water rights	29,800	-	-	-	29,800	-
Equipment	1,146,014	2,695,332	90,388	545,070	4,476,804	3,580,855
Vehicles	-	13,693	-	22,844	36,537	4,457,494
Total	77,382,276	39,514,054	481,613	2,169,764	119,547,707	8,871,474
Less accumulated depreciation	(29,099,239)	(20,034,063)	(165,677)	(415,452)	(49,714,431)	(4,131,622)
Net Property and Equipment	48,283,037	19,479,991	315,936	1,754,312	69,833,276	4,739,852
Total Assets	57,541,189	28,073,178	514,198	4,414,680	90,543,245	4,806,399
Liabilities and Fund Equity:						
Current Liabilities:						
Accounts payable	100,785	1,941,066	9,158	260,319	2,311,328	64,835
Deposits	-	214,569	-	-	214,569	-
Accrued interest	262,488	1,380	-	-	263,868	-
Accrued payroll and taxes	36,319	36,971	218	17,120	90,628	7,645
Accrued vacation and sick pay	104,849	296,483	-	28,714	430,046	5,737
Unearned revenue	56,187	32,130	-	8,205	96,522	-
Current portion of long-term debt	1,329,300	-	-	-	1,329,300	-
Total Current Liabilities	1,889,928	2,522,599	9,376	314,358	4,736,261	78,217
Long-term Liabilities:						
Long-term debt - Bonds payable, net of current portion	19,717,950	-	-	-	19,717,950	-
Landfill closure liability	-	-	-	1,110,869	1,110,869	-
Total Long-term Liabilities	19,717,950	-	-	1,110,869	20,828,819	-
Total Liabilities	21,607,878	2,522,599	9,376	1,425,227	25,565,080	78,217
Net Position:						
Net investment in capital assets	27,235,787	19,479,991	315,936	1,754,312	48,786,026	4,739,852
Unrestricted	8,697,524	6,070,588	188,886	1,235,141	16,192,139	(11,670)
Total Net Position	35,933,311	25,550,579	504,822	2,989,453	64,978,165	4,728,182

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Statement of Revenues, Expenditures and Changes in Net Position
Proprietary Funds
For the Year Ended December 31, 2019

	Water and Sewer	Electric System	Airport Operations	Landfill Operations	Totals	Governmental Activities Internal Service Funds Totals
Operating Revenues:						
Rentals	-	-	27,495	-	27,495	-
Charges and fees	6,676,466	14,316,173	170,358	2,801,906	23,964,903	571,433
Other	1,191	1,103,439	-	30,516	1,135,146	18,108
Total Operating Revenues	6,677,657	15,419,612	197,853	2,832,422	25,127,544	589,541
Operating Expenses:						
Purchased power	-	9,869,566	-	-	9,869,566	-
Operations and maintenance	3,282,965	2,245,259	142,380	1,871,637	7,542,241	875,112
General and administrative	1,086,516	836,355	24,546	717,680	2,665,097	-
Improvements	-	53,090	-	-	53,090	-
Depreciation	1,722,578	1,023,831	9,099	96,596	2,852,104	837,040
Total Operating Expenses	6,092,059	14,028,101	176,025	2,685,913	22,982,098	1,712,152
Operating Income (Loss)	585,598	1,391,511	21,828	146,509	2,145,446	(1,122,611)
Non-Operating Revenues (Expenses):						
Disposition of assets	-	(41,420)	-	-	(41,420)	-
Investment income	139,353	72,109	789	89,211	301,462	23,490
Interest expense	(658,236)	-	-	-	(658,236)	-
Total Non-Operating Revenues (Expenses)	(518,883)	30,689	789	89,211	(398,194)	23,490
Income (Loss) Before Transfers and Capital Contributions	66,715	1,422,200	22,617	235,720	1,747,252	(1,099,121)
Transfer (out)	(1,391,040)	(1,245,684)	-	(25,000)	(2,661,724)	-
Transfer in	-	-	-	-	-	1,218,000
Capital contributions	-	206,551	-	-	206,551	-
Change in Net Position	(1,324,325)	383,067	22,617	210,720	(707,921)	118,879
Net Position - Beginning of Year	37,257,636	25,167,512	482,205	2,778,733	65,686,086	4,609,303
Net Position - End of Year	35,933,311	25,550,579	504,822	2,989,453	64,978,165	4,728,182

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Combining Statement of Cash Flows
Proprietary Funds
For the Year Ended December 31, 2019

	Water and Sewer	Electric System	Airport Operations	Landfill Operations	Totals	Governmental Activities Internal Service Funds Totals
Cash Flows From Operating Activities:						
Cash received from customers	6,793,481	14,318,180	188,788	2,636,023	23,936,472	571,433
Cash paid to suppliers and employees	(4,556,281)	(13,191,456)	(170,808)	(2,274,323)	(20,192,868)	(976,746)
Other operating revenues	-	1,103,439	-	30,516	1,133,955	18,108
Net Cash Provided (Used) by Operating Activities	<u>2,237,200</u>	<u>2,230,163</u>	<u>17,980</u>	<u>392,216</u>	<u>4,877,559</u>	<u>(387,205)</u>
Cash Flows From Non-Capital Financing Activities:						
Net refunds of customer deposits	-	(107,099)	-	-	(107,099)	-
Transfers from other funds	-	-	-	-	-	1,218,000
Transfers (to) other funds	(1,391,040)	(1,245,684)	-	(25,000)	(2,661,724)	-
Net Cash (Used) by Non-Capital Financing Activities	<u>(1,391,040)</u>	<u>(1,352,783)</u>	<u>-</u>	<u>(25,000)</u>	<u>(2,768,823)</u>	<u>1,218,000</u>
Cash Flows From Capital and Related Financing Activities:						
Sale of assets	-	7,855	-	-	7,855	-
Repayments from other funds	-	-	-	519,582	519,582	-
Interest paid on bonds and equipment contracts	(658,236)	319	-	-	(657,917)	-
Principal paid on bonds and equipment contracts	(1,281,825)	-	-	-	(1,281,825)	-
Acquisition and construction of capital assets	(746,999)	(309,968)	-	(450,311)	(1,507,278)	(916,631)
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>(2,687,060)</u>	<u>(301,794)</u>	<u>-</u>	<u>69,271</u>	<u>(2,919,583)</u>	<u>(916,631)</u>
Cash Flows From Investing Activities:						
Interest income received	74,166	34,713	788	81,088	190,755	9,270
Proceeds from sales and maturities of investments	738,010	1,028,660	-	200,331	1,967,001	951,515
Purchase of investments	(758,010)	(1,460,000)	-	(712,403)	(2,930,413)	-
Net Cash Provided by Investing Activities	<u>54,166</u>	<u>(396,627)</u>	<u>788</u>	<u>(430,984)</u>	<u>(772,657)</u>	<u>960,785</u>
Net Change in Cash and Cash Equivalents	<u>(1,786,734)</u>	<u>178,959</u>	<u>18,768</u>	<u>5,503</u>	<u>(1,583,504)</u>	<u>874,949</u>
Cash and Cash Equivalents - Beginning of Year	<u>7,145,945</u>	<u>2,783,513</u>	<u>132,213</u>	<u>233,016</u>	<u>10,294,687</u>	<u>(874,949)</u>
Cash and Cash Equivalents - End of Year	<u>5,359,211</u>	<u>2,962,472</u>	<u>150,981</u>	<u>238,519</u>	<u>8,711,183</u>	<u>-</u>
Cash and Cash Equivalents Consists of the Following:						
Cash in bank - Unrestricted	2,983,249	2,962,472	150,981	-	6,096,702	-
Cash in bank - Restricted	2,375,962	-	-	238,519	2,614,481	-
Total	<u>5,359,211</u>	<u>2,962,472</u>	<u>150,981</u>	<u>238,519</u>	<u>8,711,183</u>	<u>-</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:						
Operating income (loss)	<u>585,598</u>	<u>1,391,511</u>	<u>21,828</u>	<u>146,509</u>	<u>2,145,446</u>	<u>(1,122,611)</u>
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:						
Depreciation	1,722,578	1,023,831	9,099	96,596	2,852,104	837,040
(Increase) decrease in accounts receivable	59,638	(30,113)	(9,067)	(165,883)	(145,425)	-
(Increase) decrease in inventories	(2,228)	25,370	(8,654)	-	14,488	-
(Increase) decrease in prepaid items/other assets	-	-	-	-	-	(3,612)
Increase (decrease) in accounts payable	(184,573)	(212,566)	4,774	212,161	(180,204)	(98,022)
Increase (decrease) in landfill closure liability	-	-	-	102,833	102,833	-
Increase (decrease) in unearned revenue	56,187	32,130	-	-	88,317	-
Total Adjustments	<u>1,651,602</u>	<u>838,652</u>	<u>(3,848)</u>	<u>245,707</u>	<u>2,732,113</u>	<u>735,406</u>
Net Cash Provided (Used) by Operating Activities	<u>2,237,200</u>	<u>2,230,163</u>	<u>17,980</u>	<u>392,216</u>	<u>4,877,559</u>	<u>(387,205)</u>
Schedule of Non-Cash Investing, Capital and Financing Activities:						
Assets contributed from others	-	206,551	-	-	206,551	-
Unrealized gain (loss) on investments	44,916	37,396	-	10,729	93,041	14,220

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Statement of Fiduciary Net Position
December 31, 2019

	Cemetery Reserve Fund
Assets:	
Cash and investments	52,088
Total Assets	52,088
Net Position:	
Held in Trust	52,088

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Statement of Changes in Fiduciary Net Position
For the Year Ended December 31, 2019

	Cemetery Reserve Fund
Additions:	
Charges and fees	1,750
Investment income	292
Total Additions	2,042
Deductions:	
Capital outlay	-
Total Deductions	-
Change in Net Position	2,042
Net Position - Beginning of Year	50,046
Net Position - End of Year	52,088

The accompanying notes are an integral part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS



City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019

I. Summary of Significant Accounting Policies

The City of Glenwood Springs, Colorado, ("City"), is located in Garfield County, Colorado and its major operations include police and fire protection, road maintenance, ambulance, airport, utilities and culture and recreation.

The City's financial statements are prepared in accordance with generally accepted accounting principles ("GAAP"). The Governmental Accounting Standards Board ("GASB") is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established by GAAP used by the City are discussed below.

A. Reporting Entity

In 1966, the City became a "Home Rule City" (a municipal corporation, as defined by Colorado Revised Statutes). The City is governed by an appointed Mayor and an elected City Council which is responsible for setting policy, appointing administrative personnel and adopting an annual budget in accordance with state statutes. As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the City (the primary government) and its component units. Additional separate governmental units, agencies, or non-profit corporations are included in the financial statements of the City since they were discovered to fall within the oversight responsibility based upon the application of the following criteria: financial accountability, appointment of a voting majority of the organization's governing body, ability to impose its will on the organization, a potential for the organization to provide specific financial benefits or burdens, and fiscal dependency.

B. Blended Component Units

In conformity with generally accepted accounting principles, the financial statements of the following component units have been included in the financial reporting entity as blended component units.

- General Improvement District Number 1980 (the "District"); the District's primary purpose is to provide infrastructure improvements to specific areas within the City's downtown area. The District's primary funding source is an ad valorem tax. The District's boundaries are entirely within the City's boundaries. Although the District is legally separate from the City, the District and the City are related through a common governing board. For financial reporting purposes, the District is reported as if it were part of the City's operations because the City is able to impose its will on the District and City Council acts as the District's *de facto* governing board.
- Downtown Development Authority (the "Authority"); the Authority is funded primarily with a Sales Tax Increment Financing (TIF) and its primary purpose is to develop and implement a downtown development and redevelopment plan for the central business area. The Authority's boundaries are entirely within the City's boundaries. The Authority exists only with the City's express consent. Although the Authority is legally separate from the City, the Authority and the City are related through a common governing board. For financial reporting purposes, the Authority is reported as if it were part of the City's operations because the City is able to impose its will on the Authority.

Additional financial information for both component units can be obtained from the City of Glenwood Springs Finance Office at 101 W 8th Street, Glenwood Springs, Colorado 81601.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

C. Government-wide and Fund Financial Statements

The City's basic financial statements include both government-wide (reporting the City as a whole) and fund financial statements (reporting the City's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. The City's police and fire protection, road maintenance, culture and recreation, community development, transportation systems, and administration are classified as governmental activities. The City's utilities, airport and landfill are classified as business-type activities.

1. Government-wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions, that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

The government-wide focus is on the sustainability of the City as an entity and the change in the City's net position resulting from the current year's activities.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments where the amounts are reasonably equivalent to the value of interfund services provided and other charges between the City's water and sewer function, electric function, and landfill function. Elimination of these charges would distort the direct costs and program revenues reported for the related functions.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

C. Government-wide and Fund Financial Statements (continued)

2. Fund Financial Statements

The financial transactions of the City are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.

The City reports the following major governmental funds:

- (a) *General Fund* - This fund is established to account for resources devoted to financing the general services that the City performs for its citizens. General tax revenues and other sources of revenue used to finance the fundamental operations of the City are included in this fund. The fund is charged with all costs of operating the government for which a separate fund has not been established.
- (b) *Fire & Ambulance Fund* - accounts for fire and ambulance services performed by the City and Rural Fire District.
- (c) *Downtown Development Authority* – A blended component unit, was established by a vote of the citizens in 2001 for the purpose of revitalizing the downtown corridor and building a parking structure.
- (d) *Capital Projects Fund* – accounts for major City Projects which are financed by a 0.50% sales tax.
- (e) *Acquisitions and Improvements Fund* - accounts for revenues and expenditures received from a 1.00% sales tax and special assessments levied for capital improvements purposes.
- (f) *Street Tax Fund* – accounts for revenues received from the 0.50% sales tax levied for transportation and related projects.

The City reports the following major proprietary funds:

- (a) *Water and Sewer Fund* - accounts for activities of the fund that supplies water and sewer services to the citizens in the water and sewer service area. City water is provided on a metered basis.
- (b) *Electric System Fund* - accounts for activities related to the purchase and delivery of power within the City electric service area.
- (c) *Airport Operations Fund* - accounts for activities related to user charges and maintenance expenses for the airport.
- (d) *Landfill Operations Fund* - accounts for the activities related to the operations of the City landfill and recycling program.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

C. Government-wide and Fund Financial Statements (continued)

2. Fund Financial Statements (continued)

The City reports the following non-major governmental funds:

- (a) *Tourism Fund* - accounts for funds received from a two and one-half percent rent tax on accommodations. Expenditures are restricted for tourism promotion purposes.
- (b) *Victims Assistance and Law Enforcement Fund (V.A.L.E.)* - accounts for funds received from a surcharge for violation of all municipal ordinances and violations of the Model Traffic Code. Expenditures are restricted to victims' and witnesses' services and reimbursements and to Police Department equipment purchases, training, and additional personnel costs.
- (c) *Conservation Trust Fund* - accounts for funds received and restricted as to use in the acquisition, development and maintenance of new conservation sites pursuant to Colorado Revised Statutes.
- (d) *Bus Tax Fund* - accounts for the 0.20% sales tax designated towards "Ride Glenwood Springs" bus service.
- (e) *Marijuana Tax Fund* - accounts for the 5.00% sales tax and 5.00% excise tax designated towards marijuana regulation enforcement, education, and public health programs.
- (f) *General Improvement District Number 1980 Fund* - the District's primary purpose is to provide infrastructure improvements to specific areas within the downtown area. The District's primary funding source is an ad valorem tax.
- (g) *Emergency Services Equipment Replacement Fund* - accounts for revenues received on a pro-rated basis from the Glenwood Springs Rural Fire Protection District and transfers from the General Fund for the purchase of emergency services, facilities and equipment.

The City also reports the following fiduciary funds which are not included in the government-wide statements since the resources of the fund are not available to the City:

- (a) The *Cemetery Reserve Fund* accounts for funds received and restricted for the maintenance and care of the Rosebud Cemetery.

Additionally, the City reports the following Internal Service Fund:

- (a) *Fleet Service Fund* - accounts for the repair and maintenance costs and the capital replacement plan of the City's vehicles and heavy equipment, excluding fire trucks.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Measurement focus refers to whether financial statements measure changes in current resources only (current financial focus) or changes in both current and long-term resources (long-term economic focus). Basis of accounting refers to the point at which revenues, expenditures, or expenses are recognized in the accounts and reported in the financial statements. Financial statement presentation refers to classification of revenues by source and expenses by function.

1. Long-term Economic Focus and Accrual Basis

Both governmental and business-type activities in the government-wide financial statements, proprietary fund financial statements, and fiduciary fund financial statements use the long-term economic focus and are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred, regardless of the timing of the related cash flows.

2. Current Financial Focus and Modified Accrual Basis

The governmental fund financial statements use the current financial focus and are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or soon enough thereafter (60 days) to be used to pay liabilities of the current period. Property taxes, sales taxes, intergovernmental revenues, other taxes, and investment income associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. Expenditures are generally recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general long-term debt, if any, is recognized when due.

3. Financial Statement Presentation

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

E. Financial Statement Accounts

1. Cash, Cash Equivalents and Investments

Cash and cash equivalents are defined as deposits that can be withdrawn at any time without notice or penalty and investments with original maturities of three months or less. Investments are stated at fair value, net asset value, or amortized cost, which are detailed in note IV.A.

The change in fair value of investments is recognized as an increase or decrease to investment assets and investment income. The City allows investment in types of obligations that correspond to State Statutes, which are detailed in note IV.A.

2. Receivables

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible. Estimated unbilled revenues from the Electric System Fund and the Water and Sewer Fund are recognized at the end of each fiscal year on a pro rata basis. The estimated amount is based on billings during the month prior to the close of the fiscal year.

3. Property Taxes

Property taxes are assessed in one year as a lien on the property, but not collected by the governmental units until the subsequent year. In accordance with generally accepted accounting principles, the assessed but uncollected property taxes have been recorded as a receivable and a deferred inflow of resources.

4. Inventories

Inventories are valued at cost, using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when consumed rather than when purchased on the fund financial statements.

5. Prepaid Items

Payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in both government-wide and fund financial statements.

6. Compensated Absences

Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave that are not expected to be liquidated with expendable available financial resources are shown as long-term debt on the Government-wide Statement of Net Position. Vested or accumulated vacation leave of proprietary funds is recorded as an expense and liability of those funds as the benefits accrue to employees. No liability is recorded for non-vesting accumulating rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulating sick leave benefits that is estimated to be taken as "terminal leave" at retirement.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

E. Financial Statement Accounts (continued)

7. Pensions

The City participates in an agent multiple-employer defined benefit plan administered by the Fire and Police Pension Association of Colorado ("FPPA"). The net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position of the plans have been determined using the economic resources measurement focus and the accrual basis of accounting. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

8. Capital Assets

Capital assets, which include land, buildings, equipment, vehicles, and infrastructure assets, are reported in the applicable governmental or business-type activity columns in the government-wide financial statements. The City defines capital assets as assets with an initial cost of \$5,000 or more and an estimated useful life in excess of two years. Such assets are recorded at historical cost. Donated capital assets are recorded at acquisition value at the date of donation.

Capital outlay for projects is capitalized as projects are constructed. Interest incurred during the construction phase is capitalized as part of the value of the assets constructed in the business-type activities.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Infrastructure	25-40
Buildings	30
Electric plant	40
Electric system and equipment	25
Water and sewer, plant and distribution system	40
Office furniture and equipment	10
Vehicles and tools	5

9. Deferred Outflows and Inflows of Resources

Deferred outflows of resources represent a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expenses/expenditures) until then. The City has one item that qualifies for reporting under this category on the Statement of Net Position. The item is the collective deferred outflows related to the City's net pension obligation. Pension contributions made after the measurement date, and pension related deferrals will be recognized as a reduction of the net pension liability in future periods. See Note V.B.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

E. Financial Statement Accounts (continued)

9. Deferred Outflows and Inflows of Resources (continued)

Deferred inflows of resources represent an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The City has two items that qualify for reporting in this category. Unavailable revenue from property taxes, reported in the governmental balance sheet and on the Statement of Net Position. These amounts are deferred and recognized as an inflow from resources in the period that the amounts become available. Another are Pension related deferrals which will be recognized as inflows from resources in future periods. See Note V.B.

10. Fund Balance Classifications

Governmental accounting standards establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Fund balance classifications include Non-spendable, Restricted, Committed, Assigned and Unassigned. These classifications reflect not only the nature of the funds, but also provide clarity to the level of restraint, such as external versus internal compliance requirements. Unassigned fund balance is a residual classification within the General Fund. The General Fund should be the only fund that reports a positive unassigned balance. In all other funds, unassigned fund balance is limited to negative residual fund balance. For further details on the various fund balance classifications, refer to Note IV.J.

11. Interfund Transactions

Interfund services provided and used are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it that are properly applicable to another fund, are recorded as "due from other funds" or "due to other funds" on the balance sheet when they are expected to be liquidated within a reasonable amount of time. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

F. Significant Accounting Policies

1. Use of Estimates

The preparation of financial statements in conformity with GAAP requires the City's management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.

2. Credit Risk

Receivables in the City's funds are primarily due from other governments. Management believes that the credit risk related to these receivables is minimal.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

I. Summary of Significant Accounting Policies (continued)

F. Significant Accounting Policies (continued)

3. Restricted and Unrestricted Resources

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

II. Reconciliation of Government-wide and Fund Financial Statements

A. Explanation of certain differences between the governmental fund Balance Sheet and the government-wide Statement of Net Position

The governmental fund Balance Sheet includes a reconciliation between *fund balance – total governmental funds* and *net position of governmental activities* as reported in the government-wide Statement of Net Position. One element of that reconciliation explains that "Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds." The \$98,322,688 reconciling item represents capital assets of \$162,832,972 net of accumulated depreciation of (\$64,510,284) at December 31, 2019.

Another element of that reconciliation states that "Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds." The details of this \$25,560,665 difference represent long-term bonds and loans of \$24,490,000, accrued interest of \$33,910, compensated absences of \$1,036,755, deferred refunding costs of \$0 and unamortized premium of \$0. Additionally, long term liabilities for pension obligations are included in the amount of \$475,522 which represents the net pension liability of \$531,781, net of deferred pension expenses of (\$56,259) and \$0.

Another element of that reconciliation states that "Internal Service Funds are used by the City to account for the repair and replacement costs of the City's heavy equipment and vehicles. The assets and liabilities of the Internal Service Fund are included in governmental activities in the Statement of Net Position". The result is an increase in net position of \$4,728,182 within governmental activities.

B. Explanation of certain differences between the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances and the government-wide Statement of Activities

The governmental fund Statement of Revenues, Expenditures and Changes in Fund Balance includes a reconciliation between *net change in fund balances of governmental funds* and *changes in net position of governmental activities* as reported in the government-wide Statement of Activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense". The details of the net difference of \$16,963,214 are net capital outlay of \$20,798,243 less depreciation expense of \$3,835,029.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

III. Stewardship, Compliance, and Accountability

A. Budgetary Information

As required by Colorado statutes and the Home Rule Charter, the City followed required timetables in preparing, approving, and enacting its budget for the ensuing year. The following is a summary of the budget calendar for the 2019 budget year:

- (1) For the 2019 budget year, prior to December 10, 2018, the County Assessor sent to the City the final recertified assessed valuation of all taxable property within the City's boundaries.
- (2) The City Manager, or other qualified persons appointed by the Council, submitted to the Council, on or before the first regularly Scheduled meeting in October, a recommended budget which detailed the necessary property taxes needed along with other available revenues to meet the City's operating requirements.
- (3) Notice of a public hearing of the budget was announced, the budget was made available in the office of the Finance Director and a public hearing was held more than 10 days after the budget was submitted to Council.
- (4) After the required public hearing, the City Council adopted the proposed budget by resolution on or before the first regular meeting in November. The ordinance which legally appropriates expenditures for the upcoming year was passed on or before the first regular Council meeting in December.
- (5) The Council may make additional appropriations by ordinance during the fiscal year for unanticipated expenditures required by the City, but such additional appropriations shall not exceed the amount by which actual and anticipated revenues of the year are exceeding the revenues as estimated in the budget, unless the appropriations are necessary to relieve an emergency endangering the public health, peace or safety. At any time during the year, the City Council may, by affirmative vote of five or more members, transfer part or all of any unexpended funds from one department, fund, or office to another.
- (6) For the 2019 budget, on or before the first regular meeting in December, or such other date required by law, the City Council computed and certified to the County Commissioners a rate of levy that derived the necessary property taxes as computed in the proposed budget.

Taxes levied in one year are collected in the succeeding year. Thus, taxes certified in 2018 were collected in 2019 and taxes certified in 2019 will be collected in 2020. Taxes are due on January 1st in the year of collection; however, they may be paid in either one installment (no later than April 30th) or two equal installments (not later than February 28th and June 15th) without interest or penalty. Taxes that are not paid within the prescribed time bear interest at the rate of one percent (1%) per month until paid. Unpaid amounts and the accrued interest thereon become delinquent on June 16th.

Budgets are adopted on a basis consistent with generally accepted accounting principles, except for the Water and Sewer Fund, Electric System Fund, Airport Operations Fund, Landfill Operations Fund, and Fleet Service Fund. Annual appropriated budgets are adopted for all funds. The level of control in the budget at which expenditures exceed appropriations is at the fund level. All appropriations lapse at fiscal year-end.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

III. Stewardship, Compliance, and Accountability (continued)

A. Budgetary Information (continued)

During the year, \$7,189,422 of supplemental appropriation ordinances were approved. The budgetary comparison statements reflect the original budget and the final budget after legally authorized revisions were made.

The following funds had supplementary budget appropriations:

Fund	Original Appropriation	Supplemental Appropriation
General	21,725,460	24,188,346
Fire and Ambulance Fund	4,210,248	4,365,748
Capital Projects	7,100,832	11,246,168
Acquisition and Improvements	23,769,925	23,890,925
Tourism	1,427,947	1,682,647
Airport Operations	200,086	250,086

For the year ended December 31, 2019, the Fleet Fund exceeded appropriations by \$359,601, which may be a violation of State Statute.

	Water and Sewer Fund	Electric System Fund	Airport Operations Fund	Landfill Operations Fund	Fleet Service Fund
Excess (deficiency) of revenues over expenditures - budget basis	\$ (3,353,149)	\$ (84,177)	\$ 22,617	\$ (157,044)	\$ (797,753)
Gain (loss) on disposal of assets	-	(49,275)	-	-	-
Interfund loan payments	-	-	-	(82,547)	-
Debt service - Principal	1,281,825	-	-	-	-
Capital outlay	746,999	516,519	-	450,311	916,632
Total Adjustments	2,028,824	467,244	-	367,764	916,632
Net Income (Loss) - GAAP Basis	\$ (1,324,325)	\$ 383,067	\$ 22,617	\$ 210,720	\$ 118,879

B. TABOR Amendment

In November 1992, Colorado voters amended Article X of the Colorado Constitution by adding Section 20; commonly known as the Taxpayer's Bill of Rights ("TABOR"). TABOR contains revenue, spending, tax and debt limitations that apply to the State of Colorado and local governments. TABOR requires, with certain exceptions, advance voter approval for any new tax, tax rate increase, mill levy above that for the prior year, extension of any expiring tax, or tax policy change directly causing a net tax revenue gain to any local government. Except for refinancing bonded debt at a lower interest rate or adding new employees to existing pension plans, TABOR requires advance voter approval for the creation of any multiple-fiscal year debt or other financial obligation unless adequate present cash reserves are pledged irrevocably and held for payments in all future fiscal years.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

III. Stewardship, Compliance, and Accountability (continued)

B. TABOR Amendment (continued)

TABOR also requires local governments to establish an emergency reserve to be used for declared emergencies only. The reserve is calculated at 3% of fiscal year spending. Fiscal year spending excludes bonded debt service and enterprise spending. The City has reserved \$1,403,429, which is the approximate required reserve at December 31, 2019.

The City's voters approved a ballot question which will allow the City to collect, retain, and expend the full proceeds of the City's sales and use tax, non-federal grants, fees and other revenues from the date of January 1, 1993 and thereafter. The City may not increase tax rates or add new debt without voter approval. The City's management believes it is in compliance with the financial provisions of TABOR. However, TABOR is complex and subject to interpretation. Many of its provisions, including the interpretation of how to calculate fiscal year spending limits, will require judicial interpretation.

IV. Detailed Notes on All Funds

A. Deposits and Investments

The Colorado Public Deposit Protection Act ("PDPA") requires that all units of local government deposit cash in eligible public depositories; eligibility is determined by State regulators. Amounts in deposit in excess of Federal insurance levels must be collateralized. The eligible collateral is determined by PDPA. The PDPA allows the institution to create a single collateral pool for all public funds. The pool is to be maintained by another institution or held in trust for all the uninsured public deposits as a group. The market value of collateral must be at least equal to the aggregate uninsured deposits.

The City's investment policy permits investments in the following type of obligations which corresponds with state statutes:

- U.S. Treasury Obligations (maximum maturity of 60 months)
- Federal Instrumentality Securities (maximum maturity of 60 months)
- FDIC-insured Certificates of Deposit (maximum maturity of 18 months)
- Corporate Bonds (maximum maturity of 36 months)
- Prime Commercial Paper (maximum maturity of 9 months)
- Eligible Bankers Acceptances
- Repurchase Agreements
- General Obligations and Revenue Obligations
- Local Government Investment Pools
- Money Market Mutual Funds

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

A. Deposits and Investments (continued)

Fair Value of Investments

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- Level 1: Quoted prices for identical investments in active markets;
- Level 2: Observable inputs other than quoted market prices; and,
- Level 3: Unobservable inputs.

At December 31, 2019 the City had the following recurring fair value measurements:

Investments Measured at Fair Value	Total	Fair Value Measurements Using		
		Level 1	Level 2	Level 3
United States Agencies	\$ 4,673,200	\$ 4,673,200	\$ -	\$ -
Certificates of Deposit	12,644,527	12,644,527	-	-
Investments Measured at Net Asset Value		Total		
Colotrust		\$ 3,127,201		
CSIP		18,909,497		
Investments Measured at Amortized Cost		Total		
Csafe		\$ 7,465,948		

Debt and equity securities classified in Level 1 are valued using prices quoted in active markets for those securities. Debt and equity securities classified in Level 2 are valued using the following approaches:

- U.S. Treasuries, U.S. Agencies, and Commercial Paper: quoted prices for identical securities in markets that are not active;
- Repurchase Agreements, Negotiable Certificates of Deposit, and Collateralized Debt Obligations: matrix pricing based on the securities' relationship to benchmark quoted prices;

The City's holdings in government investment pools are comprised of balances with COLOTRUST and C-SAFE, which are investment vehicles established for local government entities in Colorado to pool surplus funds. They operate similarly to money market funds, whereby each share is equal in value to \$1. Investments of the trusts consist of U.S. Treasury bills, notes and note strips, and repurchase agreements collateralized by U.S. Treasury securities. The City has no regulatory oversight for the pools.

The City also has amounts invested with its pension fund trustee – FPPA.

Interest Rate Risk: As a means of limiting its exposure to interest rate risk, the City coordinates its investments maturities to closely match cash flow needs and restricts the maximum investments term to less than five years from the purchase date. As a result of the limited length on maturities, the City has limited its interest rate risk.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

A. Deposits and Investments (continued)

Credit Risk: State law and City policy limit investments to those authorized by State statutes including U.S. Agencies and 2a7-like pools. The City's general investment policy is to apply the prudent-person rule: Investments are made as a prudent person would expect to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Concentration of Credit Risk: The City diversifies its investments by security type and institution. Investments may only be made in those financial institutions which are insured by the Federal Deposit Insurance Corporation, the Federal Home Mortgage Association, the Federal Savings and Loan Insurance Corporation, Congressionally authorized mortgage lenders and investments that are federally guaranteed. Financial institutions holding City funds must provide the City with a statement of collateral in the form of a listing of securities pledged, and a copy of the certificate from the Banking Authority that states that the institution is an eligible public depository.

At December 31, 2019, unrealized gains or (losses) were \$55,750 which reflects changes in the fair market value of investments. The City had the following cash and investments with the following maturities:

			Maturities	
	Standard & Poors Rating	Carrying amounts	Less than one year	One to five years
Deposits:				
Petty cash	Not Rated	\$ 2,489	\$ 2,489	\$ -
Checking	Not Rated	7,462,604	7,462,604	-
Savings and money market	Not Rated	226,655	226,655	-
Investment pools	AAAm	29,502,646	29,502,646	-
Investments:				
Certificates of Deposit	Not Rated	12,644,527	4,141,698	8,502,829
United States Agencies	AA+	4,673,200	775,008	3,898,192
		\$ 54,512,121		

The City has restricted cash of \$6,812,916 in the Acquisition and Improvement Fund for unspent bond proceeds for capital projects (\$4,834,096) and bond reserve requirements (\$1,978,820). There is also \$2,375,962 of restricted cash in the Water and Sewer Fund for bond reserve requirements. The Landfill Fund has \$238,519 of restricted cash and \$951,762 of restricted investments for future closure and post-closure costs.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

B. Receivables

Receivables as of year-end for the City's funds, including applicable allowances for uncollectible accounts, are as follows:

	General	Fire and Ambulance Fund	Downtown Development Authority	Street Tax Fund	Capital Projects Fund	Acquisition and Improvement
Receivables:						
Taxes	\$ 3,177,289	\$ -	\$ 116,126	\$ 270,128	\$ 270,128	\$ 1,751
Accounts	736,548	200,601	-	13,744	13,744	573,416
Interest	10,391	-	-	-	2,771	-
Intergovernmental	-	-	-	-	-	2,871,485
Gross receivables	3,924,228	200,601	116,126	283,872	286,643	3,446,652
Less: allowance for uncollectible	-	(52,000)	-	-	-	-
Net receivables	<u>\$ 3,924,228</u>	<u>\$ 148,601</u>	<u>\$ 116,126</u>	<u>\$ 283,872</u>	<u>\$ 286,643</u>	<u>\$ 3,446,652</u>

	Water and Sewer	Electric System	Airport Operations	Landfill Fund	Non-major and Other Funds	Total
Receivables:						
Taxes	\$ -	\$ -	-	\$ -	\$ 256,632	\$ 4,092,054
Accounts	536,247	2,122,330	9,067	-	9,861	4,215,558
Interest	3,046	4,747	-	-	-	20,955
Intergovernmental	-	-	-	-	-	2,871,485
Gross receivables	539,293	2,127,077	9,067	-	266,493	11,200,052
Less: allowance for uncollectible	(1,500)	(106,729)	-	-	-	(160,229)
Net receivables	<u>\$ 537,793</u>	<u>\$ 2,020,348</u>	<u>\$ 9,067</u>	<u>\$ -</u>	<u>\$ 266,493</u>	<u>\$ 11,039,823</u>

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

C. Capital Assets

The City had the following capital asset activity for the year:

	Beginning Balances	Increases	Decreases	Transfers	Ending Balances
Governmental Activities:					
Capital assets, not being depreciated:					
Land	\$ 11,615,820	\$ 2,533,792	\$ -	\$ -	\$ 14,149,612
Construction in progress	18,167,637	20,971,137	(14,689,595)	-	24,449,179
Total capital assets, not being depreciated	29,783,457	23,504,929	(14,689,595)	-	38,598,791
Capital assets, being depreciated:					
Buildings	35,222,735	4,218,924	-	-	39,441,659
Other improvements	4,362,370	5,078,623	-	-	9,440,993
Streets and trails	66,425,712	2,675,372	-	-	69,101,084
Machinery, equipment and vehicles	14,195,299	926,620	-	-	15,121,919
Total capital assets, being depreciated	120,206,116	12,899,539	-	-	133,105,655
Less accumulated depreciation for:					
Buildings	(16,915,284)	(1,199,610)	-	-	(18,114,894)
Other improvements	(1,538,593)	(171,858)	-	-	(1,710,451)
Streets and trails	(37,335,844)	(2,130,421)	-	-	(39,466,265)
Machinery, equipment and vehicles	(8,180,117)	(1,170,179)	-	-	(9,350,296)
Total accumulated depreciation	(63,969,838)	(4,672,068)	-	-	(68,641,906)
Total capital assets, being depreciated, net	56,236,278	8,227,471	-	-	64,463,749
Governmental Activities - Capital Assets, Net	\$ 86,019,735	\$ 31,732,400	\$ (14,689,595)	\$ -	\$103,062,540
Business-type Activities					
Capital assets, not being depreciated:					
Land	\$ 1,305,057	\$ -	\$ -	\$ -	\$ 1,305,057
Water rights	29,800	-	-	-	29,800
Construction in progress	3,258,599	1,154,239	(1,837,556)	-	2,575,282
Total capital assets, not being depreciated	4,593,456	1,154,239	(1,837,556)	-	3,910,139
Capital assets, being depreciated:					
Buildings and plant	43,594,841	105,469	-	-	43,700,310
Distribution and collection system	65,771,430	1,774,609	(122,122)	-	67,423,917
Machinery, equipment and vehicles	3,996,273	517,068	-	-	4,513,341
Total capital assets, being depreciated	113,362,544	2,397,146	(122,122)	-	115,637,568
Less accumulated depreciation for:					
Buildings and plant	(13,347,736)	(1,065,442)	-	-	(14,413,178)
Distribution and collection system	(29,965,977)	(1,560,358)	72,848	-	(31,453,487)
Machinery, equipment and vehicles	(3,621,462)	(226,304)	-	-	(3,847,766)
Total accumulated depreciation	(46,935,175)	(2,852,104)	72,848	-	(49,714,431)
Total capital assets, being depreciated, net	66,427,369	(454,958)	(49,274)	-	65,923,137
Business-type Activities - Capital Assets, Net	\$ 71,020,825	\$ 699,281	\$ (1,886,830)	\$ -	\$ 69,833,276

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

C. Capital Assets (continued)

The City had capital outlay and depreciation expense for the following functions:

	<u>Capital Outlay</u>	<u>Depreciation Expense</u>
Governmental Activities:		
General government	\$ 1,084,677	\$ 419,832
Transportation	697,227	26,762
Public safety	219,402	630,595
Community development	-	1,682
Public works	13,706,383	2,374,282
Culture and recreation	6,007,184	1,218,915
Total Governmental Activities	<u>\$ 21,714,873</u>	<u>\$ 4,672,068</u>
Business-type Activities:		
Water and sewer	\$ 746,999	\$ 1,722,578
Electric	516,519	1,023,831
Airport	-	9,099
Landfill	450,311	96,596
Total Business-type Activities	<u>\$ 1,713,829</u>	<u>\$ 2,852,104</u>

The difference between fixed asset additions and capital outlay include contributed assets and projects initially capitalized and subsequently expensed.

D. Interfund Receivables, Payables, and Transfers

In 2007, Landfill Operations loaned to the Downtown Development Authority \$435,767 to acquire real property. Terms of the Interfund Loan are annual principal and interest payments beginning August 2008 through August 2027. The initial annual interest rate on this loan was fixed at 5.91%. In 2015, the fixed interest rate was reduced to 3%. At December 31, 2019, principal amount outstanding on this loan was \$188,866.

In 2012, the City's Landfill Operating and Fleet Service Funds loaned a total of \$2,000,000 to the Downtown Development Authority to pursue the construction of a parking garage within City limits. Terms of the Interfund Loan are annual principal and interest payments beginning in August 2013 through August 2027. Annual interest rates are at 1% on \$500,000 for five years, 2% on \$500,000 for ten years, and 3% on \$1,000,000 for 15 years on the various interfund loans. At December 31, 2019, principal amount outstanding to Landfill Operations totaled \$160,578. During 2018, the City Council passed resolution 2018-19 to forgive the remaining interfund loan balance between the Fleet Fund and Downtown Development Authority, totaling \$775,356. Interest payments made by the Downtown Development Authority to Landfill Operations during 2019 totaled \$10,584.

The City had the following interfund receivables or payables as of December 31, 2019:

	<u>Due from</u>	<u>Due to</u>
General Fund	\$ 41,424	\$ -
Landfill Operations	349,444	-
Fire and Ambulance Fund	-	41,424
Downtown Development	-	349,444
	<u>\$ 390,868</u>	<u>\$ 390,868</u>

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

D. Interfund Receivables, Payables, and Transfers (continued)

Transfers were as follows:

Fund	Funds Transferred In	Funds Transferred (Out)	Reason
General Fund	\$ 378,040		Allocated organizational costs and franchise fees
Water and Sewer Fund		\$ (378,040)	
General Fund	957,684		Allocated organizational costs and franchise fees
Electric Fund		(957,684)	
General Fund	1,170,940		Infrastructure needs
Acquisition and Improvement Fund		(1,170,940)	
General Fund	175,000		Funding allocation
Marijuana Tax Fund		(175,000)	
General Fund	50,000		Funding allocation
Tourism Fund		(50,000)	
Fire and Ambulance Fund	2,871,209		Capital purchases
General Fund		(2,871,209)	
Fire and Ambulance Fund	75,000		Capital purchases
Marijuana Tax Fund		(75,000)	
Capital Projects Fund	1,646,053		Capital purchases
General Fund		(1,646,053)	
Capital Projects Fund	1,974,283		Capital purchases
Acquisition and Improvement Fund		(1,974,283)	
Capital Projects Fund	25,000		Capital purchases
Landfill Fund		(25,000)	
Capital Projects Fund	50,000		Capital purchases
Water and Sewer Fund		(50,000)	
Capital Projects Fund	25,000		Capital purchases
Electric Fund		(25,000)	
Acquisition and Improvement Fund	130,000		Capital purchases
Electric Fund		(130,000)	
Acquisition and Improvement Fund	725,000		Capital purchases
Water and Sewer Fund		(725,000)	
Acquisition and Improvement Fund	134,000		Capital purchases
Street Tax Fund		(74,000)	
Tourism Fund		(60,000)	
Emergency Service Equipment Replacement	543,580		Capital purchases
General Fund		(543,580)	
Fleet Fund	1,218,000		Capital purchases
Capital Projects		(847,000)	
Water and Sewer Fund		(238,000)	
Electric System		(133,000)	
	<u>\$ 12,148,789</u>	<u>\$ (12,148,789)</u>	

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

E. Governmental Funds Long-term Debt

1. Revenue and General Obligation Bonds

- (a) \$2,085,000 Limited Tax General Obligation bonds dated February 1, 2012, with stated interest rate at 2.190%. This offering advance refunded the City's Limited Tax General Obligation Bonds, Series 2001. This issuance will be serviced by the City's General Fund. This issuance matures December 1, 2020.
- (b) \$3,070,000 Sales and Use Tax Bonds dated December 8, 2015, with stated interest rate at 2.280%. This offering will be used toward completion of construction projects related to (a) relocation of State Highway 82, (b) constructing the South Bridge project over the Roaring Fork River, or (c) constructing the 8th Street connection from Midland Avenue to downtown Glenwood Springs. The revenue derived from the City's Street Tax Fund's sales and use taxes are pledged for payment of bonds of this issue. The City's Street Tax Fund will service these bonds. This issuance matures December 1, 2026.
- (c) \$10,000,000 Sales and Use Tax Bonds dated December 5, 2018, with stated interest rate at 3.140%. This offering will be used toward completion of construction projects related to (a) improving safety and traffic congestion by constructing bridge and road improvements, (b) constructing a river walk and other infrastructure, or (c) constructing a "gateway to Glenwood" on the 6th street corridor. The revenue derived from the City's Acquisition and Improvements Fund sales and use taxes are pledged for payment of bonds of this issue. The City's Acquisition and Improvement Fund will service these bonds. This issuance matures December 1, 2033.
- (d) \$12,200,000 Sales and Use Tax Bonds dated January 11, 2019 with stated interest rate at 3.020%. This offering will be used toward completion of construction projects related to (a) replacing the 27th street bridge and building a roundabout, (b) constructing a pedestrian and utility bridge to the north, and (c) reconstruction and improvement of roads. The revenue derived from the City's Acquisition and Improvements Fund sales and use taxes are pledged for payment of bonds of this issue. The City's Acquisition and Improvement Fund will service these bonds. This issuance matures December 1, 2033.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

E. Governmental Funds Long-term Debt (continued)

2. Compensated Absences

The City has a policy for the accumulation of sick pay, vacation pay and compensatory time up to certain limits. Earned vacation pay accrues on a graduated scale from the date of employment but may not exceed 52 days. Sick pay may be accumulated to a maximum of 120 days; upon retirement, an employee's accrued sick leave may be converted to monetary payment at their current rate of pay for 100% of the amount accrued. In lieu of accruing and receiving additional sick leave, an employee who has accrued 120 days will be compensated as follows; in money at current salary or hourly rate for half of the accrued days in excess of the 120 days or in vacation leave at a ratio of 1 day for every 2 days sick leave. In lieu of overtime compensation, an employee may bank compensatory time at the rate of 1½ hours for every hour worked up to a maximum of 40 hours.

3. Annual Debt Service Requirements

Annual debt service requirements to maturity for governmental activities are as follows:

Governmental Activities:	Principal	Interest	Total
2020	1,820,000	734,427	2,554,427
2021	1,615,000	682,877	2,297,877
2022	1,660,000	635,456	2,295,456
2023	1,705,000	586,689	2,291,689
2024	1,755,000	536,582	2,291,582
2025 - 2029	8,605,000	1,899,545	10,504,545
2030 - 2033	7,330,000	571,800	7,901,800
	24,490,000	5,647,376	30,137,376

The City is compliant in ongoing disclosure requirements to the secondary bond market in accordance with the Securities and Exchange Commission's Rule 15c2-12.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

F. Business-Type Long-term Debt

1. Revenue and General Obligation Refunding Bonds

\$31,460,100 Water and Sewer Revenue Bonds, Series 2010, issued by Colorado Water Resources and Power Development Authority ("CWRPDA") on behalf of the City's utility enterprise, per a loan agreement dated May 1, 2010. Repayment terms are through August, 2032. The City's annual interest is 2.5%. The proceeds are to be used to construct a regional wastewater plant, lift station and upgrades to the distribution system.

The following is a summary of annual debt service requirements to maturity for business-type activities:

Business-type Activities:	Principal	Interest	Total
2020	1,329,300	629,971	1,959,271
2021	1,382,050	580,069	1,962,119
2022	1,429,525	528,618	1,958,143
2023	1,482,275	475,811	1,958,086
2024	1,535,025	421,441	1,956,466
2025 - 2029	8,329,225	1,456,835	9,786,060
2030 - 2032	5,559,850	306,020	5,865,870
	21,047,250	4,398,765	25,446,015

G. Changes in Long-Term Debt

Changes in long-term obligations for the year ended December 31, 2019 are as follows:

	Balance January 1, 2019	Additions	Reductions	Balance December 31, 2019	Due Within One Year
Governmental Activities:					
2012 Limited Tax General Obligation	\$ 490,000	\$ -	\$ (240,000)	\$ 250,000	\$ 250,000
2015 Sales and Use Tax Bonds	2,305,000	-	(265,000)	2,040,000	275,000
2018 Sales and Use Tax Bonds	10,000,000	-	-	10,000,000	580,000
2019 Sales and Use Tax Bonds	-	12,200,000	-	12,200,000	715,000
Net pension liability	425,996	105,785	-	531,781	-
Compensated Absences	1,214,760	15,123	(187,391)	1,042,492	414,702
Business-type Activities:					
Water and Sewer Revenue Loan	22,329,074	-	(1,281,824)	21,047,250	1,329,300
Landfill closure and post closure	1,008,037	102,832	-	1,110,869	-
Compensated Absences	525,367	68,776	(164,097)	430,046	172,018
Total	\$ 38,298,234	\$ 12,492,516	\$ (2,138,312)	\$ 48,652,438	\$ 3,736,020

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

H. Landfill Closure and Post-Closure Costs

State and federal laws and regulations require the City to perform certain closure and post-closure maintenance of the landfill site for thirty years after closure. In addition to operating expenses relating to current activities of the landfill, an expense provision and related liability are being recognized based on the amount of landfill used during the year. The estimated liability for landfill closure and postclosure care are based upon an estimate of the landfill used during the year. The estimated liability for landfill closure and postclosure costs is \$998,635 and \$424,704, respectively. As of December 31, 2019, the liability for closure and postclosure is \$779,401 and \$331,467, respectively. The December 31, 2019 liability is based upon the usage (filled) of the landfill and is shown in these financial statements as an accrued liability in the Landfill Fund. The landfill is an estimated 80% filled as of December 31, 2019. It is estimated that an additional \$312,471 will be recognized as closure and postclosure care expenses between the date of the balance sheet and 2027, the date the landfill is expected to be filled to capacity.

The estimated total current cost of the landfill closure and postclosure cost, \$1,110,869 is based upon the estimated amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of December 31, 2019. The actual costs of closure and postclosure may be higher due to inflation, changes in technology, or changes in landfill laws and regulations.

The City is required by state and federal laws and regulations to provide adequate financial resources to pay for all closure and postclosure care. The remaining portion of anticipated future inflation costs and additional costs that might arise from changes in postclosure requirements (due to changes in technology or more rigorous environmental regulations, for example) may need to be covered by charges to future landfill users, taxpayers, or both.

I. Advance Refunding

The City has advance refunded several general obligation and revenue bonds. Sufficient U.S. government, state and local government securities were placed in an irrevocable trust for the purpose of generating resources for all future debt service payments of the refunded debt. As a result, the refunded bonds are considered to be defeased and the liability has not been recorded on the financial statements. The amount of defeased bonds outstanding at December 31, 2019 cannot be readily determined.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

J. Fund Balance Disclosures

The City classifies governmental fund balances as follows:

Non-spendable – includes fund balance amounts inherently non-spendable since they represent inventories, prepaid items, and long-term portions of loans receivable.

Spendable Fund Balance:

Restricted - includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors, or amounts constrained due to constitutional provisions or enabling legislation.

Committed - includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority, which is the City Council. The City's original budget legislation begins with combining historical data, assessment of needs for the upcoming year and the City's platform to review and/or make changes to each department's budget. The budget is formally presented to the City Council via an advertised public process for the review, revisions and final approval by year-end. All subsequent budget requests made during the year, after City Council approval, must be presented via a public process and again approved by the City Council. The City must take formal action through resolution to establish, modify, or rescind committed fund balance amounts.

Assigned – includes spendable fund balance amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the City Council or its management designees. The City Manager has the authority to establish, modify, or rescind assigned fund balance to a specific department or project within a fund, as stated in the City's adopted financial policies.

Unassigned – includes residual positive fund balance within the General Fund, which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

IV. Detailed Notes on All Funds (continued)

J. Fund Balance Disclosures (continued)

The City's restricted amounts are to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents or contracts that prohibit this, such as grant agreements that require dollar for dollar spending. Additionally, the City would first use committed, then assigned, and lastly unassigned amounts when expenditures are made.

The City has the following fund balance classifications at December 31, 2019:

	General Fund	Fire and Ambulance Fund	Downtown Development Authority	Street Tax Fund	Capital Projects Fund	Acquisition and Improvement	Non-major Governmental Funds
Nonspendable:							
Prepays	10	-	-	-	-	-	2,264
Housing Program Debenture	610,000	-	-	-	-	-	-
Total Nonspendable:	<u>610,010</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,264</u>
Restricted:							
Tabor Emergencies	1,403,429	-	-	-	-	-	-
Asset Forfeiture Accounts	69,959	-	-	-	-	-	-
Conservation Trust	-	-	-	-	-	-	235,272
Bond Reserve	-	-	-	-	-	1,978,820	-
Capital projects	-	-	-	-	-	8,986,057	-
Total Restricted:	<u>1,473,388</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,964,877</u>	<u>235,272</u>
Committed:							
Road & Housing Fees	184,365	-	-	-	-	-	-
Tourism Fund Reserves	-	-	-	-	-	-	159,718
Tourism Fund	-	-	-	-	-	-	336,187
V.A.L.E. Fund	-	-	-	-	-	-	36,383
Bus Tax Fund	-	-	-	-	-	-	811,520
Marijunana Sales Tax Fund	-	-	-	-	-	-	177,388
Street Tax Fund	-	-	-	2,196,117	-	-	-
Other Capital Projects	-	-	-	258,313	926,289	-	96,139
Contingency Reserve	1,761,797	-	-	-	-	-	-
Total Committed:	<u>1,946,162</u>	<u>-</u>	<u>-</u>	<u>2,454,430</u>	<u>926,289</u>	<u>-</u>	<u>1,617,335</u>
Assigned:							
Other Capital Projects	-	-	563,412	-	-	5,584,657	-
Theater Project	-	-	-	-	-	704,112	-
Capital Projects Fund	-	-	-	-	4,036,115	-	1,898,764
Total Assigned:	<u>-</u>	<u>-</u>	<u>563,412</u>	<u>-</u>	<u>4,036,115</u>	<u>6,288,769</u>	<u>1,898,764</u>
Unassigned:	<u>2,445,856</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information

A. Pension Plans

All City employees, except police and fire, participate in the Federal Social Security system for which the City has no liability except for amounts withheld and related statutory matching amounts. In addition, the City has established two contributory pension plans.

1. Contributory Pension Plan (IRS Section 401(k))

All full-time employees of the City are eligible to participate in the plan. Eligibility is after six months of employment with enrollment dates of the first day of each month. An employee must have six months of employment at the enrollment date. The City contributes 4% of the base pay of all eligible City employees. In addition, all eligible employees may contribute, for which the City will match up to an additional 3%. Employee contributions are fully vested and City contributions become fully vested after five years. The non-vested contributions that are forfeited are allocated to the remaining plan participants. Forfeitures during 2019 totaled \$57,332. The City has no liability under the plan beyond the requirement to make the aforementioned contributions. The plan is administered by Newport Group. Total payroll for the year was \$13,648,582 and current year payroll for employees covered under the plan was \$12,242,559. The City's contributions were \$790,085.

2. Contributory Pension Plan (IRS Section 401(a))

All City police and fire employees are eligible to participate in this plan, in lieu of Social Security benefits. Eligibility is at the date of employment. The employee and the City contribute 7 1/2% of compensation to this plan. Employee contributions are fully vested, and the City's contributions become fully vested after five years. If the employee does not become eligible for the benefits, the forfeitures are divided among the plan participants. Forfeitures during 2019 totaled \$18,681. The City has no liability under the plan beyond the requirement to make the aforementioned contributions. The plan is administered by Newport Group. Total payroll for the year was \$13,648,582 and current year payroll for employees covered under the plan was \$4,424,467. The City's contributions were \$368,269.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

B. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

1. Volunteer Firemen's Pension Fund

Plan Description: The City is trustee of an agent multiple-employer defined benefit pension plan available to provide retirement income for volunteer firefighters in recognition of their service to the City. FPPA administers an agent multiple-employer Public Employee Retirement System ("PERS"). The PERS represents the assets of numerous separate plans that have been pooled for investment purposes. The pension plans have elected to affiliate with FPPA for plan administration and investment only. FPPA issues a publicly available comprehensive annual financial report that can be obtained at <http://fppaco.org/annual-reports.html>.

Benefits: The plan provides normal retirement benefits. The following benefit provisions were used to determine the City's pension liability at December 31, 2019:

Normal retirement benefit at age 50 with 20 year of service (monthly):

Regular	\$	550.00
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Vested retirement benefit:

With 10 to 20 years of service amount per year of service per minimum vesting years	\$	27.50
Minimum vesting years		10

Disability retirement benefit (monthly):

Short term disability for line of duty injury amount payable for not more than 1 year	\$	-
Long term disability for line of duty injury lifetime benefit	\$	-

Survivor benefits (monthly):

Following death before retirement eligible: due to death in line of duty as volunteer firefighter	\$	-
Following death after normal retirement	\$	-
Following death after vested retirement with 10 to 20 years of service amount per year of service per minimum vesting rights	\$	-
Following death after disability retirement	\$	-

Funeral benefits (required benefit):

Funeral benefit lump sum, one time only	\$	1,000.00
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As of January 1, 2019, the latest actuarial valuation date, there were 1 active, 23 retirees and beneficiaries and 1 inactive members.

Contributions: The funding of the plan by the City and members is authorized by the Board of Trustees. The contribution by the State of Colorado (the "State") toward fire pension funds has been a fixed dollar amount established by the legislature and allocated pro rata to all fire pension funds in the State who apply for State matching funds, based upon the amounts contributed by the employer up to a maximum of one half (1/2) mill on the assessed valuation or 90% of City contributions, whichever is less. Since the City currently offers maximum retirement benefits in excess of \$500 per month, the State will match at the level determined above but no greater than the maximum of: (1) the amount necessary to fund a pension of \$300 per month on an actuarially sound basis, and (2) the amount of State contributions provided in the prior year.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

B. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

1. Volunteer Firemen's Pension Fund (continued)

Net Pension (Asset) Liability: At December 31, 2019, the volunteer pension fund reported a net pension liability of \$531,781 compared to a net pension liability of \$425,996 at December 31, 2018. The net pension liability was measured as of December 31, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2019.

Actuarial Assumptions: Actuarially determined contribution rates are calculated as of January 1 of odd numbered years. The contribution rates have a one-year lag, so the actuarial valuation as of January 1, 2015 determines the contribution amounts for 2016 and 2017. The methods and assumptions used to determine contribution rates for the fiscal year ending December 31, 2018 were:

Actuarial method	Entry Age Normal
Amortization method	Level Dollar, Open
Remaining amortization period	20 years
Asset valuation method	5-Year smother fair value
Includes inflation at	2.50%
Salary increases	N/A
Investment rate of return	7.50%
Retirement age	50% per year of eligibility until 100% at age 65
Mortality	Pre-retirement; RP-2014 Mortality for Blue Collar employees projected with Scale BB, 55% multiplier for off duty mortality. Post-retirement: For ages less than 55, RP-2014 Mortality Table for Blue Collar. For ages 65 and older, RP-2014 Mortalisty Tables for Blue Collar Health Annuitants. For ages 55 through 64, a blend of the previous tables, all Scale BB.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

B. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

1. Volunteer Firemen's Pension Fund (continued)

Best estimates of arithmetic real rates of return which eliminates the 2.5% inflation assumption, for each major asset class included in the Fund's target asset allocation as of December 31, 2019, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Cash	2.00%	2.52%
Fixed Income	15.00%	2.90%
Managed Futures	4.00%	5.35%
Absolute Return	9.00%	5.08%
Equity Long/Short	9.00%	6.45%
Global Equity	37.00%	8.03%
Private Markets	24.00%	10.00%
Total	100.00%	

Discount Rate: Projected benefit payments are required to be discounted to their actuarial present values using a Single Discount Rate that reflects (1) the long-term expected rate of return on pension plan investments (to the extent that the plan's fiduciary net position is projected to be sufficient to pay benefits), and (2) tax-exempt municipal bond rate based on an index of 20-year general obligation bonds with an average AA credit rating as of the measurement date (to the extent that the plan's fiduciary net position is projected to be sufficient to pay benefits).

For purposes of this valuation, the expected rate of return on pension plan investments is 7.5%; the municipal bond rate is 3.31% (based on the weekly rate closest to but not later than the measurement date of the "state & local bonds" rate from the Federal Reserve statistical release (H.15)); and the resulting Single Discount Rate is 7.5%

Sensitivity of the net pension (asset)/liability to changes in the Single

Discount Rate: The following represent the plan's net pension (asset)/liability, calculated using a Single Discount Rate of 7.50%, as well as what the plan's net pension (asset)/liability would be if it were calculated using a Single Discount Rate that is one percent lower or one percent higher:

	Current Single Discount		
	1% Decrease	Rate Assumption	1% Increase
	6.50%	7.50%	8.50%
Proportionate share of net pension			
(asset) liability	\$ 623,720	\$ 531,781	\$ 452,193

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

B. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

1. Volunteer Firemen's Pension Fund (continued)

Pension Plan Fiduciary Net Position: Detailed information about the Plan's fiduciary net position is available in FPPA's comprehensive annual financial report which can be obtained at <http://fppaco.org/annual-reports.html>.

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions: In connection with the City's Volunteer Fire and Police Protection Retirement Plan, for the year ended December 31, 2019, the City recognized pension expense of \$73,275 and the City reported deferred outflow of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Net difference between projected and actual earnings on pension plan investments	\$ 26,259	-
Contributions subsequent to measurement date	30,000	-
	<u>\$ 56,259</u>	<u>\$ -</u>

Contributions subsequent to the measurement date of December 31, 2018, which are reported as deferred outflows of resources related to pensions, will be recognized as a reduction of the net pension liability in subsequent years. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Amortization
2020	\$ 11,933
2021	4,161
2022	1,028
2023	9,137
	<u>\$ 26,259</u>

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

B. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

1. Volunteer Firemen's Pension Fund (continued)

The pension plan had the following activity for the year ended December 31, 2019:

Total Pension Liability	
Service Cost	\$ 1,097
Interest on the Total Pension Liability	77,283
Difference between Expected and Actual Experience	34,308
Assumption Changes	37,157
Benefit Payments	(111,870)
Net Change in Total Pension Liability	<u>37,975</u>
 Total Pension Liability - Beginning	 <u>1,084,829</u>
Total Pension Liability - Ending (a)	<u>\$ 1,122,804</u>
 Plan Fiduciary Net Position	
Employer Contributions	\$ 30,000
Pension Plan Net Investment Income	1,183
Benefit Payments	(111,870)
Pension Plan Administrative Expense	(6,023)
State of Colorado supplemental discretionary payment	18,900
Net Change in Plan Fiduciary Net Position	<u>(67,810)</u>
 Plan Fiduciary Net Position - Beginning	 <u>658,833</u>
Plan Fiduciary Net Position - Ending (b)	<u>\$ 591,023</u>
 Net Pension Liability - Ending (a) - (b)	 <u>\$ 531,781</u>
 Plan Fiduciary Net Position as a Percentage of Total Pension Liability	
	52.64%

C. Post-Employment Health Care Benefits

All City employees covered by COBRA insurance may continue their health insurance due to a reduction in work hours or termination of employment (for reasons other than "gross misconduct") for up to 18 months after the occurrence of one of these events. Eligible dependents may continue coverage for up to 36 months. Employees who elect continued coverage must pay the City for premiums from the termination date of coverage and monthly thereafter. The employee pays the total premiums for any elections. No cost to the City is recognized as employees reimburse 100% of their premium cost.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

D. Cafeteria Plan

The City offers a cafeteria plan organized under IRS Sections 125 and 129. It allows employees to pay premiums for some insurances tax free, contribute to medical spending accounts and contribute to dependent care spending accounts. No cost to the City is recognized as the plan is a salary reduction plan.

E. Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

F. Claims

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of the City attorney the resolution of these matters will not have a material adverse effect on the financial condition of the government.

G. Risk Management

1. Colorado Intergovernmental Risk Sharing Agency

The City is also exposed to the risks of loss related to torts; theft of, damage to, and destruction of assets; and errors and omissions. To address such risks, the City is a participant in a public entity risk pool administered by Colorado Intergovernmental Risk Sharing Agency ("CIRSA").

CIRSA's operations are funded by contributions from member governments. Coverage is provided in the amount of \$250,000 per claim or occurrence for property, \$1,000,000 per claim or occurrence for liability, and \$150,000 per claim or occurrence for crime. CIRSA has also acquired additional excess coverage from outside sources. While the City may be liable for any losses in excess of this coverage, the City does not anticipate such losses at December 31, 2019.

Surpluses or deficits realized by CIRSA for any given year are subject to change for such reasons as interest earnings on invested amounts for those years and funds, re-estimation of losses for those years and funds, and credits or distributions from surplus for those years and funds.

A copy of CIRSA's audit report can be obtained by writing to CIRSA, 3665 Cherry Creek North Drive, Denver, CO 80209, or by calling (800)-228-7136.

City of Glenwood Springs, Colorado
Notes to the Financial Statements
December 31, 2019
(Continued)

V. Other Information (continued)

H. Commitments and Contingencies

1. Lease for Operations Management at South Canyon Landfill

On June 1, 2009, the City entered into an operations management agreement (the "Agreement") with South Canyon Waste Systems LLC., to provide operations management for the City's South Canyon Landfill (the "Landfill"). The Agreement was effective as of May 1, 2009 through March 31, 2014, with provisions for four (4) additional five (5) years terms. The Agreement was amended on August 17, 2009, to provide for certain expansion work to be undertaken at the Landfill, and on May 15, 2014, to accept the first five-year extension to the lease agreement and detail scope of services and related costs. During 2019 the City incurred expenses of \$496,251 under this agreement. The lease agreement was terminated in May 2019.

I. Authorized Unissued Debt

In November 2016, electors of the City approved the issuance of up to \$54,000,000 in bonds to finance the costs of capital projects. After the issuances of the 2019 sales and use tax revenue bonds, the City has authorized unissued debt totaling \$31,800,000 at December 31, 2019.

VI. Subsequent Event – COVID-19

The spread of COVID-19 may have operational, economic and financial impacts on the City. The significance and duration of the potential impacts cannot be reasonably estimated at this time.

REQUIRED SUPPLEMENTARY INFORMATION

General Fund - This fund is established to account for resources devoted to financing the general services that the City performs for its citizens. General tax revenues and other sources of revenue used to finance the fundamental operations of the City are included in this fund. The fund is charged with all costs of operating the government for which a separate fund has not been established.

MAJOR SPECIAL REVENUE FUNDS

Fire & Ambulance Fund - accounts for fire and ambulance services performed by the City and Rural Fire District.

Downtown Development Authority - A blended component unit, was established by a vote of the citizens in 2001 for the purpose of revitalizing the downtown corridor and building a parking structure.

Street Tax Fund - accounts for revenues received from the 0.50% sales tax levied for transportation and related projects.



City of Glenwood Springs, Colorado
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
Property taxes	1,490,844	1,490,844	1,932,670	441,826	1,496,437
Specific ownership	92,091	92,091	144,818	52,727	106,261
Special assessment	40,933	40,933	36,691	(4,242)	36,652
General sales tax	7,514,709	7,514,709	7,629,412	114,703	7,290,523
Use tax	175,000	175,000	473,981	298,981	187,136
Franchise tax	206,886	206,886	178,566	(28,320)	205,430
Total Taxes	9,520,463	9,520,463	10,396,138	875,675	9,322,439
Permits and Licenses:					
Contractors licenses	25,127	25,127	28,815	3,688	20,668
Liquor licenses	70,000	70,000	44,490	(25,510)	49,381
Dog licenses	280	280	105	(175)	80
Building permits	127,452	127,452	249,772	122,320	137,839
Sales tax license	33,000	33,000	96,900	63,900	37,825
Total Permits and Licenses	255,859	255,859	420,082	164,223	245,793
Intergovernmental:					
Cigarette tax	75,638	75,638	58,274	(17,364)	64,620
County road and bridge	-	-	-	-	174
County sales tax	315,000	315,000	332,227	17,227	340,538
Highway use tax	417,595	417,595	359,020	(58,575)	366,529
Severance tax	75,000	75,000	162,497	87,497	87,616
Grants	375,216	375,216	342,656	(32,560)	460,511
Total Intergovernmental	1,258,449	1,258,449	1,254,674	(3,775)	1,319,988
Charges and Fees:					
Plan check and record fee	135,000	135,000	134,453	(547)	137,586
Cemetery fees	3,000	3,000	13,843	10,843	12,744
Police fines and court fees	226,600	226,600	155,250	(71,350)	147,591
Parking fees and fines	50,000	50,000	31,493	(18,507)	19,723
Impoundment fees	4,500	4,500	2,250	(2,250)	4,990
Recreation fees	1,500,000	1,500,000	1,346,646	(153,354)	1,322,980
Park and rafting fees	60,000	60,000	38,770	(21,230)	54,634
Downtown trash fees	-	-	8,194	8,194	-
Art fees	346,992	346,992	23,978	(323,014)	6,110
Total Charges and Fees	2,326,092	2,326,092	1,754,877	(571,215)	1,706,358
Other Revenues:					
Contributions	-	-	7,663	7,663	17,347
Interest	50,000	50,000	152,643	102,643	87,033
Police confiscated assets	-	-	743	743	5,335
Miscellaneous	95,000	95,000	96,159	1,159	101,728
Other lease revenue	290,400	290,400	376,492	86,092	278,685
Overhead reimbursement	2,501,799	2,501,799	2,501,801	2	2,456,295
Other reimbursements	40,000	40,000	176,103	136,103	63,646
Total Other Revenues	2,977,199	2,977,199	3,311,604	334,405	3,010,069
Total Revenues	16,338,062	16,338,062	17,137,375	799,313	15,604,647

(continued)

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)
(Continued)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Expenditures:					
General Government:					
Administration	809,256	809,256	841,459	(32,203)	619,375
Personnel/purchasing	354,389	354,389	294,379	60,010	309,728
City Clerk and elections	460,052	460,052	440,394	19,658	444,317
Finance	980,348	980,348	959,992	20,356	1,074,870
Information technology	746,328	746,328	794,547	(48,219)	576,913
Judicial	208,066	208,066	170,240	37,826	219,023
Legal	586,000	847,000	520,149	326,851	335,341
Non-departmental	977,850	1,116,381	984,363	132,018	929,360
Total General Government	5,122,289	5,521,820	5,005,523	516,297	4,508,927
Public Safety:					
Police department	4,271,756	4,271,756	3,970,884	300,872	3,767,540
Total Public Safety	4,271,756	4,271,756	3,970,884	300,872	3,767,540
Community Development:					
Administration/planning	756,465	773,465	709,117	64,348	678,512
Building inspector	287,881	287,881	260,411	27,470	257,723
Total Community Development	1,044,346	1,061,346	969,528	91,818	936,235
Public Works:					
Administration/engineering	710,772	710,772	602,755	108,017	593,105
Facilities	176,349	176,349	170,566	5,783	146,344
Streets, alleys, snow removal	1,189,567	1,189,567	1,137,378	52,189	1,029,111
Total Public Works	2,076,688	2,076,688	1,910,699	165,989	1,768,560
Culture and Recreation:					
Recreation	2,649,904	2,649,904	2,397,948	251,956	2,336,972
Arts programs	381,992	431,992	355,435	76,557	139,020
Parks and cemetery	1,110,090	1,110,090	1,217,776	(107,686)	1,135,203
Total Culture and Recreation	4,141,986	4,191,986	3,971,159	220,827	3,611,195
Debt Service:					
Principal on bonded debt	240,000	240,000	240,000	-	235,000
Total Debt Service	240,000	240,000	240,000	-	250,878
Total Expenditures	16,897,065	17,363,596	16,067,793	1,295,803	14,843,335
Excess (Deficiency) of Revenues Over Expenditures	(559,003)	(1,025,534)	1,069,582	2,095,116	761,312
Other Financing Sources (Uses):					
Transfers in	2,825,628	2,825,628	2,731,664	(93,964)	2,582,849
Transfers (out)	(4,828,395)	(6,824,750)	(5,060,842)	1,763,908	(2,578,467)
Total Other Financing Sources (Uses)	(2,002,767)	(3,999,122)	(2,329,178)	1,669,944	4,382
Net Change in Fund Balance	(2,561,770)	(5,024,656)	(1,259,596)	3,765,060	765,694
Fund Balance - Beginning of Year	7,023,400	7,023,400	7,735,012	711,612	6,969,318
Fund Balance - End of Year	4,461,630	1,998,744	6,475,416	4,476,672	7,735,012

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Fire and Ambulance Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019			2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative) Actual
Revenues:				
Intergovernmental:				
Grants and awards	-	-	57,627	57,627
Charges for Services:				
Permits	15,000	15,000	16,065	1,065
Ambulance fees	1,058,400	1,058,400	1,242,045	183,645
Other:				
Interest income	500	500	(760)	(1,260)
Total Revenues	<u>1,073,900</u>	<u>1,073,900</u>	<u>1,314,977</u>	<u>241,077</u>
Expenditures:				
Public Safety:				
Emergency services	4,210,248	4,365,748	4,261,186	104,562
Total Expenditures	<u>4,210,248</u>	<u>4,365,748</u>	<u>4,261,186</u>	<u>104,562</u>
Excess (Deficiency) of Revenues Over Expenditures	(3,136,348)	(3,291,848)	(2,946,209)	345,639
Other Financing Sources (Uses):				
Transfer in	2,980,848	2,980,848	2,946,209	(34,639)
Total Other Financing Sources (Uses)	<u>2,980,848</u>	<u>2,980,848</u>	<u>2,946,209</u>	<u>(34,639)</u>
Net Change in Fund Balance	(155,500)	(311,000)	-	311,000
Fund Balance (Deficit) - Beginning of Year	<u>170,500</u>	<u>170,500</u>	<u>-</u>	<u>(170,500)</u>
Fund Balance (Deficit)- End of Year	<u>15,000</u>	<u>(140,500)</u>	<u>-</u>	<u>140,500</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Downtown Development Authority
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019			2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative) Actual
Revenues:				
Taxes:				
Property taxes	55,707	55,707	116,126	60,419
Sales taxes	652,437	652,437	766,538	114,101
Other:				
Interest income	5,000	5,000	26,138	21,138
Miscellaneous	-	-	4,000	4,000
Total Revenues	<u>713,144</u>	<u>713,144</u>	<u>912,802</u>	<u>199,658</u>
Expenditures:				
General Government:				
Capital outlay	500,000	500,000	444,225	55,775
Other	185,941	185,941	115,065	70,876
Debt service:				
Interest	12,503	12,503	10,584	1,919
Total Expenditures	<u>698,444</u>	<u>698,444</u>	<u>569,874</u>	<u>128,570</u>
Excess (Deficiency) of Revenues Over Expenditures	14,700	14,700	342,928	328,228
Other Financing Sources (Uses):				
Transfer in	-	-	-	-
Transfer (out)	(83,800)	(83,800)	(82,547)	1,253
Total Other Financing Sources (Uses)	<u>(83,800)</u>	<u>(83,800)</u>	<u>(82,547)</u>	<u>1,253</u>
Net Change in Fund Balance - Budget Basis	<u>(69,100)</u>	<u>(69,100)</u>	260,381	<u>329,481</u>
Reconciliation to GAAP Basis:				
Adjustments:				
Interfund loan repayments and loan forgiveness			82,547	855,482
Net Income - GAAP Basis			342,928	934,978
Fund Balance (Deficit) - Beginning of Year			<u>220,484</u>	<u>(714,494)</u>
Fund Balance (Deficit) - End of Year			<u>563,412</u>	<u>220,484</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Street Tax Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
General sales tax	2,504,873	2,504,873	2,543,106	38,233	2,430,141
Use tax	48,566	48,566	157,992	109,426	62,378
Other:					
Miscellaneous income	33,000	33,000	33,386	386	42,268
Interest income	25,000	25,000	75,480	50,480	69,343
Total Revenues	2,611,439	2,611,439	2,809,964	198,525	2,604,130
Expenditures:					
Transportation:					
Transit program	2,007,793	2,007,793	1,248,414	759,379	3,682,855
Other expenses	404,341	404,341	401,108	3,233	441,525
Total Transportation	2,412,134	2,412,134	1,649,522	762,612	4,124,380
Debt Service:					
Principal payment	255,000	255,000	265,000	(10,000)	260,000
Interest payment	64,296	64,296	52,554	11,742	58,482
Total Expenditures	2,731,430	2,731,430	1,967,076	764,354	4,442,862
Excess (Deficiency) of Revenues Over Expenditures	(119,991)	(119,991)	842,888	962,879	(1,838,732)
Other Financing Sources (Uses):					
Intergovernmental awards	-	-	-	-	168,474
Transfers (out)	(74,000)	(74,000)	(74,000)	-	(90,000)
Total Other Financing Sources (Uses)	(74,000)	(74,000)	(74,000)	-	78,474
Net Change in Fund Balance	(193,991)	(193,991)	768,888	962,879	(1,760,258)
Fund Balance - Beginning of Year	3,675,100	3,675,100	1,685,542	(1,989,558)	3,445,800
Fund Balance - End of Year	3,481,109	3,481,109	2,454,430	(1,026,679)	1,685,542

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs
Schedule of City's Net Pension Liability
Fire and Police Pension Association of Colorado
Last 10 Fiscal Years *

	2018	2017	2016	2015	2014
Total Pension Liability					
Service Cost	\$ 1,097	\$ 1,097	\$ 1,995	\$ 1,995	\$ 3,072
Interest on the Total Pension Liability	77,283	79,620	72,956	75,406	81,959
Benefit Changes	-	-	-	-	47,785
Difference between Expected and Actual Experience	34,308	-	82,914	-	(110,697)
Assumption Changes	37,157	-	42,460	-	-
Benefit Payments	(111,870)	(111,870)	(110,220)	(109,923)	(108,045)
Net Change in Total Pension Liability	37,975	(31,153)	90,105	(32,522)	(85,926)
Total Pension Liability - Beginning	1,084,829	1,115,982	1,025,877	1,058,399	1,144,325
Total Pension Liability - Ending (a)	<u>\$ 1,122,804</u>	<u>\$ 1,084,829</u>	<u>\$ 1,115,982</u>	<u>\$ 1,025,878</u>	<u>\$ 1,058,399</u>
Plan Fiduciary Net Position					
City Contributions	\$ 30,000	\$ 30,000	\$ 33,105	\$ 24,749	\$ 24,749
Pension Plan Net Investment Income	1,183	86,174	32,396	13,061	47,208
Benefit Payments	(111,870)	(111,870)	(110,220)	(109,923)	(108,045)
Pension Plan Administrative Expense	(6,023)	(7,200)	(1,257)	(3,268)	(1,335)
State of Colorado supplemental discretionary payment	18,900	18,900	18,900	18,900	18,900
Net Change in Plan Fiduciary Net Position	(67,810)	16,004	(27,076)	(56,481)	(18,523)
Plan Fiduciary Net Position - Beginning	658,833	642,829	669,905	726,385	744,908
Plan Fiduciary Net Position - Ending (b)	<u>\$ 591,023</u>	<u>\$ 658,833</u>	<u>\$ 642,829</u>	<u>\$ 669,905</u>	<u>\$ 726,385</u>
Net Pension Liability - Ending (a) - (b)	<u>\$ 531,781</u>	<u>\$ 425,996</u>	<u>\$ 473,153</u>	<u>\$ 355,973</u>	<u>\$ 332,014</u>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	52.64%	60.73%	57.60%	65.30%	68.63%

* The amounts presented for each fiscal year were determined as of the calendar year-end that occurred one year prior. Information is only available beginning in fiscal year 2014.

**City of Glenwood Springs
Schedule of City Contributions
Fire and Police Pension Association of Colorado
Last 10 Fiscal Years ***

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Actuarially determined contribution	\$ 44,500	\$ 33,105	\$ 33,105	\$ 43,649	\$ 43,649	\$ 43,649
Actual contribution, including State of Colorado discretionary payment	<u>(48,900)</u>	<u>(48,900)</u>	<u>(52,005)</u>	<u>(43,649)</u>	<u>(43,649)</u>	<u>(43,649)</u>
Contribution deficiency (excess)	<u>\$ (4,400)</u>	<u>\$ (15,795)</u>	<u>\$ (18,900)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* The amounts presented for each fiscal year were determined as of the calendar year-end.
Information is only available beginning in fiscal year 2014.

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs
Notes to the Required Supplementary Information
December 31, 2019

I. Schedule of City's Proportionate Share of the Net Pension Liability/(Asset) – Volunteer Pension Fund

A. Changes of assumptions or other inputs

The assumptions shown in 2019 pertain to the actuarial valuation as of January 1, 2017 and the associated Actuarially Determined Contribution for the year ending December 31, 2018. Following an experience study in 2018, the Board adopted a new assumption set for first use in the January 1, 2019 valuations.

The primary changes, which can be observed in the January 1, 2019 valuation, as compared to the assumptions shown are as follows:

Investment

Rate of Return 7.00%

Mortality

Pre-retirement: 2006 central rates from the RP-2014 Employee Mortality Tables for males and females projected to 2018 using the MP-2017 projection scales, and then projected prospectively using the ultimate rates of the scale for all years, 50% multiplier for off-duty mortality.

Post-retirement: 2006 central rates from the RP-2014 Annuitant Mortality Tables for males and females projected to 2018 using the MP-2017 projection scales, and then projected prospectively using the ultimate rates of the scale for all years.

Disabled: 2006 central rates from the RP-2014 Employee Mortality Tables for males and females projected to 2018 using the MP-2017 projection scales, and then projected prospectively using the ultimate rates of the scale for all years.

Following an experience study in 2015, the Board adopted a new assumption set for first use in the January 1, 2016 valuations.

The primary changes, which can be observed in the January 1, 2016 through December 31, 2018 valuation, are as follows:

Inflation 2.50%

Mortality

Pre-retirement: RP-2014 Mortality Tables for Blue Collar Employees, projected with Scale BB, 55% multiplier for off-duty mortality. Increased by 0.00020 for on-duty related Fire and Police experience.

Post-retirement: For ages less than 55, RP-2014 Mortality Tables for Blue Collar Employees. For ages 65 and older, RP-2014 Mortality Tables for Blue Collar Healthy Annuitants. For ages 55 through 64, a blend of the previous tables. All tables are projected with Scale BB.

Disabled: RP-2014 Disabled Generational Mortality Table generationally projected with Scale BB with a minimum 3% rate for males and 2% rate for females.

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs
Notes to the Required Supplementary Information
December 31, 2019

I. Schedule of City's Proportionate Share of the Net Pension Liability/(Asset) – Volunteer Pension Fund (continued)

B. Changes of benefit terms

No changes during the years presented.

C. Changes of size or composition of population covered by benefit terms

No changes during the years presented.

II. Notes to the Schedule of City's Contributions – Volunteer Pension Fund

A. Changes to assumptions or other inputs

The primary changes, which can be observed in the January 1, 2019 valuation, as compared to the inflation rate from 3.00% to 2.50%.

B. Changes of benefit terms.

No changes during the years presented.

C. Changes of size or composition of population covered by benefit terms.

No changes during the years presented.

The accompanying notes are an integral part of these financial statements.

SUPPLEMENTARY INFORMATION



MAJOR CAPITAL PROJECT FUNDS

Capital Projects Fund - accounts for major City Projects which are financed by a 0.50% sales tax.

Acquisitions and Improvements Fund - accounts for revenues and expenditures received from a 1.00% sales tax and special assessments levied for capital improvements purposes.



City of Glenwood Springs, Colorado
Capital Projects Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
Sales tax	2,504,872	2,504,872	2,543,106	38,234	2,430,141
Use tax	85,194	85,194	157,992	72,798	62,378
Total Taxes	<u>2,590,066</u>	<u>2,590,066</u>	<u>2,701,098</u>	<u>111,032</u>	<u>2,492,519</u>
Intergovernmental:					
Grants	-	-	30,000	30,000	336,753
Fees and Charges:					
Park land fees	-	-	34,649	34,649	271,799
Other:					
Interest income	15,000	15,000	87,886	72,886	54,324
Other income	4,300	4,300	20,181	15,881	199,792
Total Other	<u>19,300</u>	<u>19,300</u>	<u>108,067</u>	<u>88,767</u>	<u>254,116</u>
Total Revenues	<u>2,609,366</u>	<u>2,609,366</u>	<u>2,873,814</u>	<u>264,448</u>	<u>3,355,187</u>
Expenditures:					
General government	1,199,460	1,199,460	651,180	548,280	-
Public works	5,336,872	9,482,208	4,402,502	5,079,706	2,628,244
Culture and recreation	564,500	564,500	646,146	(81,646)	-
Total Expenditures	<u>7,100,832</u>	<u>11,246,168</u>	<u>5,699,828</u>	<u>5,546,340</u>	<u>2,628,244</u>
Excess (Deficiency) of Revenues Over Expenditures	(4,491,466)	(8,636,802)	(2,826,014)	5,810,788	726,943
Other Financing Sources (Uses):					
Transfers in	100,000	100,000	3,720,336	3,620,336	-
Transfers (out)	(447,000)	(447,000)	(847,000)	(400,000)	(482,990)
Total Other Financing Sources (Uses)	<u>(347,000)</u>	<u>(347,000)</u>	<u>2,873,336</u>	<u>3,220,336</u>	<u>(482,990)</u>
Net Change in Fund Balance	(4,838,466)	(8,983,802)	47,322	9,031,124	243,953
Fund Balance - Beginning of Year	<u>4,247,100</u>	<u>4,247,100</u>	<u>4,915,082</u>	<u>667,982</u>	<u>4,671,129</u>
Fund Balance - End of Year	<u>(591,366)</u>	<u>(4,736,702)</u>	<u>4,962,404</u>	<u>9,699,106</u>	<u>4,915,082</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Acquisition and Improvement fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019			2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative) Actual
Revenues:				
Taxes:				
Sales tax	5,009,744	5,009,744	5,086,212	76,468
Use tax	100,000	100,000	315,983	215,983
Total Taxes	<u>5,109,744</u>	<u>5,109,744</u>	<u>5,402,195</u>	<u>292,451</u>
Intergovernmental:				
Grants	3,940,322	3,940,322	3,787,147	(153,175)
Other:				
Interest income	120,001	120,001	505,990	385,989
Donations	-	-	3,410	3,410
Cost reimbursement	-	-	850,000	850,000
Other income	5,000	5,000	35,560	30,560
Total Other	<u>125,001</u>	<u>125,001</u>	<u>1,394,960</u>	<u>1,269,959</u>
Total Revenues	<u>9,175,067</u>	<u>9,175,067</u>	<u>10,584,302</u>	<u>1,409,235</u>
Expenditures:				
General Government:				
General and administrative	1,321,130	1,321,130	660,158	660,972
Bond fees	1,000	1,000	1,200	(200)
Total General Government	<u>1,322,130</u>	<u>1,322,130</u>	<u>661,358</u>	<u>660,772</u>
Culture and Recreation:				
Frontier Historical Museum	-	-	-	-
River trail system	-	-	-	-
Arts Center	55,000	110,000	1,164,576	(1,054,576)
Other projects	122,000	122,000	90,846	31,154
Total Culture and Recreation	<u>177,000</u>	<u>232,000</u>	<u>1,255,422</u>	<u>(1,023,422)</u>
Public Works:				
Streets and sidewalks	21,516,500	21,516,500	14,871,397	6,645,103
Other projects	223,295	223,295	207,172	16,123
Total Public Works	<u>21,739,795</u>	<u>21,739,795</u>	<u>15,078,569</u>	<u>6,661,226</u>
Debt Service:				
Principal - Sales and Use Tax bonds	465,000	465,000	-	465,000
Interest - Sales and Use Tax bonds	66,000	132,000	638,013	(506,013)
Principal - Government Agency bonds	-	-	-	-
Debt issuance costs	202,100	202,100	94,317	107,783
Total Debt Service	<u>733,100</u>	<u>799,100</u>	<u>732,330</u>	<u>66,770</u>
Total Expenditures	<u>23,972,025</u>	<u>24,093,025</u>	<u>17,727,679</u>	<u>6,365,346</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(14,796,958)</u>	<u>(14,917,958)</u>	<u>(7,143,377)</u>	<u>7,774,581</u>
Other Financing Sources (Uses):				
Sale of assets	-	-	-	-
Issuance of debt	22,180,000	22,180,000	12,200,000	(9,980,000)
Transfers in	989,000	989,000	989,000	-
Transfers (out)	(3,428,997)	(5,593,090)	(3,145,223)	2,447,867
Total Other Financing Sources (Uses)	<u>19,740,003</u>	<u>17,575,910</u>	<u>10,043,777</u>	<u>(7,532,133)</u>
Net Change in Fund Balance	<u>4,943,045</u>	<u>2,657,952</u>	<u>2,900,400</u>	<u>242,448</u>
Fund Balance - Beginning of Year	<u>3,527,800</u>	<u>3,527,800</u>	<u>14,353,246</u>	<u>10,825,446</u>
Fund Balance - End of Year	<u>8,470,845</u>	<u>6,185,752</u>	<u>17,253,646</u>	<u>14,353,246</u>

The accompanying notes are an integral part of these financial statements.

NON-MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Tourism Fund - accounts for funds received from a two and one-half percent rent tax on accommodations. Expenditures are restricted for tourism promotion purposes.

Victims Assistance and Law Enforcements Fund (V.A.L.E.) - accounts for funds received from a surcharge for violation of all municipal ordinances and violations of the Model Traffic Code. Expenditures are restricted to victims' and witnesses' services and reimbursements and to Police Department equipment purchases, training, and additional personnel costs.

Conservation Trust Fund - accounts for funds received and restricted as to use in the acquisition, development and maintenance of new conservation sites pursuant to Colorado Revised Statutes.

Bus Tax Fund - accounts for the 0.20% sales tax designated towards "Ride Glenwood Springs" bus service.

Marijuana Sales Tax Fund - accounts for the 5.00% sales tax and 5.00% excise tax designated towards marijuana regulation enforcement, education, and public health programs.

General Improvement District Number 1980 Fund - The District's primary purpose is to provide infrastructure improvements to specific areas within the downtown area. The District's primary funding source is an ad valorem tax.

CAPITAL PROJECT FUNDS

Emergency Services Equipment Replacement Fund - accounts for revenues received on a pro-rated basis from the Glenwood Springs Rural Fire Protection District and transfers from the General Fund for the purchase of emergency services, facilities and equipment.



City of Glenwood Springs, Colorado
Combining Balance Sheets
Non-major Governmental Funds
For the Year Ended December 31, 2019

	Special Revenue Funds					Capital Projects Fund	
					General Improvement District No. 1980	Emergency Services Equipment Replacement	
	Tourism Fund	V.A.L.E. Fund	Conservation Trust Fund	Bus Tax Fund	Marijuana Sales Tax Fund		Totals
Assets:							
Cash and investments - Unrestricted	443,874	36,383	235,272	875,463	151,600	95,887	3,735,059
Taxes receivable	80,673	-	-	108,043	25,788	42,128	256,632
Accounts receivable, net of allowance	-	-	-	6,238	-	-	6,238
Interest receivable	271	-	-	-	-	2,184	2,455
Prepaid items	-	-	-	2,264	-	-	2,264
Total Assets	<u>524,818</u>	<u>36,383</u>	<u>235,272</u>	<u>992,008</u>	<u>177,388</u>	<u>138,015</u>	<u>4,002,648</u>
Liabilities and Fund Balance:							
Liabilities:							
Accounts payable	28,913	-	-	178,224	-	-	207,137
Total Liabilities	<u>28,913</u>	<u>-</u>	<u>-</u>	<u>178,224</u>	<u>-</u>	<u>-</u>	<u>207,137</u>
Deferred Inflows of Resources:							
Property taxes	-	-	-	-	-	41,876	41,876
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>41,876</u>	<u>41,876</u>
Fund Balances:							
Nonspendable	-	-	-	2,264	-	-	2,264
Restricted	-	-	235,272	-	-	-	235,272
Committed	495,905	36,383	-	811,520	177,388	96,139	1,617,335
Assigned	-	-	-	-	-	1,898,764	1,898,764
Total Fund Balance	<u>495,905</u>	<u>36,383</u>	<u>235,272</u>	<u>813,784</u>	<u>177,388</u>	<u>96,139</u>	<u>3,753,635</u>
Total Liabilities, Deferred Inflows and Fund Balances	<u>524,818</u>	<u>36,383</u>	<u>235,272</u>	<u>992,008</u>	<u>177,388</u>	<u>138,015</u>	<u>4,002,648</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Non-major Governmental Funds
For the Year Ended December 31, 2019

	Special Revenue Funds					Capital Projects Fund	
			Conservation		General	Emergency	
	Tourism	V.A.L.E.	Trust	Bus Tax	Marijuana	Improvement	Services
	Fund	Fund	Fund	Fund	Sales Tax	District	Equipment
					Fund	No. 1980	Replacement
							Totals
Revenues:							
Taxes	1,211,106	-	-	1,080,359	337,438	43,113	-
Intergovernmental	-	-	114,298	728,117	-	-	272,181
Charges for services	-	24,983	-	109,809	-	-	-
Interest income	3,808	646	1,581	5,533	577	602	27,000
Other	-	-	-	8,455	-	-	103,185
Total Revenues	<u>1,214,914</u>	<u>25,629</u>	<u>115,879</u>	<u>1,932,273</u>	<u>338,015</u>	<u>43,715</u>	<u>402,366</u>
Expenditures:							
General governmental	-	23,060	-	-	-	13,569	-
Transportation	-	-	-	1,930,452	-	-	-
Public safety	-	-	-	-	502	-	61,881
Community and economic development	1,336,295	-	-	-	-	-	-
Culture and recreation	-	-	1,123	-	-	-	-
Total Expenditures	<u>1,336,295</u>	<u>23,060</u>	<u>1,123</u>	<u>1,930,452</u>	<u>502</u>	<u>13,569</u>	<u>61,881</u>
Excess (Deficiency) of Revenues Over Expenditures	(121,381)	2,569	114,756	1,821	337,513	30,146	340,485
Other Financing Sources (Uses):							
Transfers in	-	-	-	-	-	-	543,580
Transfers (out)	(110,000)	-	-	-	(250,000)	-	-
Total Other Financing Sources (Uses)	<u>(110,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(250,000)</u>	<u>-</u>	<u>543,580</u>
Net Change in Fund Balance	(231,381)	2,569	114,756	1,821	87,513	30,146	884,065
Fund Balance (Deficit) - Beginning of Year	<u>727,286</u>	<u>33,814</u>	<u>120,516</u>	<u>811,963</u>	<u>89,875</u>	<u>65,993</u>	<u>1,014,699</u>
Fund Balance (Deficit) - End of Year	<u>495,905</u>	<u>36,383</u>	<u>235,272</u>	<u>813,784</u>	<u>177,388</u>	<u>96,139</u>	<u>1,898,764</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Tourism Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
Accommodations tax	1,112,044	1,112,044	1,211,106	99,062	1,160,433
Other:					
Interest income	1,300	1,300	3,808	2,508	2,938
Total Revenues	1,113,344	1,113,344	1,214,914	101,570	1,163,371
Expenditures:					
Economic Development:					
Salary and benefits	168,714	168,714	168,833	(119)	155,109
Administrative	21,010	21,010	21,060	-	21,010
Consulting services	24,950	24,950	24,860	90	22,562
Visitor services	115,000	115,000	115,000	-	115,000
Public relations	23,500	32,000	24,430	7,570	43,996
Printing and distribution (brochures, postcards, etc.)	837,700	1,083,900	857,348	226,552	540,491
Database and internet marketing	15,000	15,000	15,286	(286)	9,420
Advertising and promotion	72,373	72,373	71,654	719	62,818
Travel and booth expenses	34,700	34,700	34,832	(132)	32,224
Special event	5,000	5,000	450	4,550	3,590
Other expenses	-	-	2,542	(2,542)	2,086
Total Expenditures	1,317,947	1,572,647	1,336,295	236,402	1,008,306
Excess (Deficiency) of Revenues Over Expenditures	(204,603)	(459,303)	(121,381)	337,922	155,065
Other Financing Sources (Uses):					
Transfers (out)	(110,000)	(110,000)	(110,000)	-	(50,000)
Total Other Financing Sources (Uses)	(110,000)	(110,000)	(110,000)	-	(50,000)
Net Change in Fund Balance	(314,603)	(569,303)	(231,381)	337,922	105,065
Fund Balance - Beginning of Year	593,900	593,900	727,286	133,386	622,221
Fund Balance - End of Year	279,297	24,597	495,905	471,308	727,286

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
V.A.L.E. Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Charges for Services:					
Assessments	35,000	35,000	24,983	(10,017)	21,562
Other:					
Interest income	1,000	1,000	646	(354)	736
Total Revenues	<u>36,000</u>	<u>36,000</u>	<u>25,629</u>	<u>(10,371)</u>	<u>22,298</u>
Expenditures:					
General Government:					
Victim/witness assistance	45,500	45,500	23,060	22,440	43,842
Total Expenditures	<u>45,500</u>	<u>45,500</u>	<u>23,060</u>	<u>22,440</u>	<u>43,842</u>
Net Change in Fund Balance	(9,500)	(9,500)	2,569	12,069	(21,544)
Fund Balance - Beginning of Year	<u>42,400</u>	<u>42,400</u>	<u>33,814</u>	<u>(8,586)</u>	<u>55,358</u>
Fund Balance - End of Year	<u><u>32,900</u></u>	<u><u>32,900</u></u>	<u><u>36,383</u></u>	<u><u>3,483</u></u>	<u><u>33,814</u></u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Conservation Trust Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Intergovernmental:					
Colorado Lottery	112,200	112,200	114,298	2,098	101,233
Other:					
Interest income	765	765	1,581	816	2,181
Total Other	<u>765</u>	<u>765</u>	<u>1,581</u>	<u>816</u>	<u>2,181</u>
Total Revenues	<u>112,965</u>	<u>112,965</u>	<u>115,879</u>	<u>2,914</u>	<u>103,414</u>
Expenditures:					
Culture and Recreation:					
Lova trail	100,000	100,000	-	100,000	15,000
Other projects	-	-	1,123	(1,123)	2,385
Park improvement and equipment	-	-	-	-	3,476
Playground resurfacing	-	-	-	-	29,420
Roaring fork trail	-	-	-	-	25,135
Water slide restoration	-	-	-	-	11,550
Veltus park restoration	-	-	-	-	257,444
Total Expenditures	<u>100,000</u>	<u>100,000</u>	<u>1,123</u>	<u>98,877</u>	<u>344,410</u>
Net Change in Fund Balance	12,965	12,965	114,756	101,791	(240,996)
Fund Balance - Beginning of Year	<u>277,800</u>	<u>277,800</u>	<u>120,516</u>	<u>(157,284)</u>	<u>361,512</u>
Fund Balance - End of Year	<u>290,765</u>	<u>290,765</u>	<u>235,272</u>	<u>(55,493)</u>	<u>120,516</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Bus Tax Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
General sales tax	1,000,854	1,000,854	1,017,167	16,313	971,985
Use tax	19,814	19,814	63,192	43,378	24,949
Intergovernmental:					
Grants and awards	1,204,753	1,204,753	728,117	(476,636)	253,748
Charges for Services:					
Bus fares	95,000	95,000	98,959	3,959	100,470
Advertising fees	9,000	9,000	10,850	1,850	8,449
Other:					
Interest income	750	750	5,533	4,783	4,610
Miscellaneous	3,041	3,041	8,455	5,414	50,913
Total Revenues	2,333,212	2,333,212	1,932,273	(400,939)	1,415,124
Expenditures:					
Transportation:					
Fixed labor	386,845	386,845	381,409	5,436	354,457
Direct labor	409,126	409,126	390,631	18,495	371,358
Employee bus pass	1,000	1,000	1,067	(67)	2,682
Direct mileage cost	231,224	231,224	200,858	30,366	189,379
Training	76,782	76,782	68,785	7,997	68,375
Transit operations	70,000	70,000	50,737	19,263	32,799
Capital costs	56,488	56,488	52,383	4,105	-
Other	1,443,215	1,443,215	784,582	658,633	253,912
Total Expenditures	2,674,680	2,674,680	1,930,452	744,228	1,272,962
Net Change in Fund Balance	(341,468)	(341,468)	1,821	343,289	142,162
Fund Balance - Beginning of Year	582,500	582,500	811,963	229,463	669,801
Fund Balance - End of Year	241,032	241,032	813,784	572,752	811,963

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Marijunana Tax Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
General sales tax	226,486	226,486	286,724	60,238	303,490
Other tax	75,000	75,000	50,714	(24,286)	54,069
Other:					
Interest income	-	-	577	577	491
Total Revenues	<u>301,486</u>	<u>301,486</u>	<u>338,015</u>	<u>36,529</u>	<u>358,050</u>
Expenditures:					
Public Safety:					
Other expenses	300	300	502	(202)	508
Total Expenditures	<u>300</u>	<u>300</u>	<u>502</u>	<u>(202)</u>	<u>508</u>
Excess (Deficiency) of Revenues Over Expenditures	301,186	301,186	337,513	36,327	357,542
Other Financing Sources (Uses):					
Transfers (out)	(250,000)	(450,000)	(250,000)	200,000	(399,000)
Total Other Financing Sources (Uses)	<u>(250,000)</u>	<u>(450,000)</u>	<u>(250,000)</u>	<u>200,000</u>	<u>(399,000)</u>
Net Change in Fund Balance	51,186	(148,814)	87,513	236,327	(41,458)
Fund Balance - Beginning of Year	<u>131,300</u>	<u>131,300</u>	<u>89,875</u>	<u>(41,425)</u>	<u>131,333</u>
Fund Balance - End of Year	<u>182,486</u>	<u>(17,514)</u>	<u>177,388</u>	<u>194,902</u>	<u>89,875</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
General Improvement District No. 1980
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Taxes:					
Property taxes	40,312	40,312	40,158	(154)	38,879
Specific ownership taxes	2,000	2,000	2,955	955	3,040
Total Taxes	<u>42,312</u>	<u>42,312</u>	<u>43,113</u>	<u>801</u>	<u>41,919</u>
Other:					
Interest income	200	200	602	402	478
Total Revenues	<u>42,512</u>	<u>42,512</u>	<u>43,715</u>	<u>1,203</u>	<u>42,397</u>
Expenditures:					
General Government:					
Miscellaneous and treasurer's fees	806	806	806	-	780
Other	12,763	12,763	12,763	-	12,513
Total Expenditures	<u>13,569</u>	<u>13,569</u>	<u>13,569</u>	<u>-</u>	<u>13,293</u>
Net Change in Fund Balance	28,943	28,943	30,146	1,203	29,104
Fund Balance - Beginning of Year	<u>41,000</u>	<u>41,000</u>	<u>65,993</u>	<u>24,993</u>	<u>36,889</u>
Fund Balance - End of Year	<u>69,943</u>	<u>69,943</u>	<u>96,139</u>	<u>26,196</u>	<u>65,993</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Emergency Services Equipment Replacement Fund
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Revenues:					
Rural Fire District contribution	65,160	65,160	272,181	207,021	65,365
Interest income	4,500	4,500	27,000	27,000	16,488
Impact fees	10,000	10,000	103,185	93,185	121,465
Total Revenues	<u>79,660</u>	<u>79,660</u>	<u>402,366</u>	<u>327,206</u>	<u>203,318</u>
Expenditures:					
Public Safety:					
Equipment purchases	212,250	212,250	61,881	150,369	641,962
Total Expenditures	<u>212,250</u>	<u>212,250</u>	<u>61,881</u>	<u>150,369</u>	<u>641,962</u>
Excess (Deficiency) of Revenues Over Expenditures	(132,590)	(132,590)	340,485	477,575	(438,644)
Other Financing Sources (Uses):					
Sale of assets	-	-	-	-	21,000
Transfer in	184,448	184,448	543,580	359,132	184,123
Total Other Financing Sources	<u>184,448</u>	<u>184,448</u>	<u>543,580</u>	<u>359,132</u>	<u>205,123</u>
Net Change in Fund Balance	51,858	51,858	884,065	836,707	(233,521)
Fund Balance - Beginning of Year	<u>342,500</u>	<u>342,500</u>	<u>1,014,699</u>	<u>672,199</u>	<u>1,248,220</u>
Fund Balance - End of Year	<u><u>394,358</u></u>	<u><u>394,358</u></u>	<u><u>1,898,764</u></u>	<u><u>1,508,906</u></u>	<u><u>1,014,699</u></u>

The accompanying notes are an integral part of these financial statements.

PROPRIETARY FUNDS

ENTERPRISE FUNDS

Enterprise funds are used to account for any activity for which a fee is charged to external users for goods or services.

Water and Sewer Fund - accounts for activities of the fund that supplies water and sewer services to the citizens in the water and sewer service area. City water is provided on a metered basis.

Electric System Fund - accounts for activities related to the purchase and delivery of power within the City electric service area.

Airport Operations Fund - accounts for activities related to user charges and maintenance expenses for the airport.

Landfill Operations Fund - accounts for the activities related to the operations of the City landfill and recycling program.

INTERNAL SERVICE FUND

Internal service funds are used to account for services to other departments or agencies of the government, or to other governments on a cost-reimbursement basis.

Fleet Service Fund - accounts for the repair and maintenance costs and the capital replacement plan of the City's vehicles and heavy equipment, excluding fire trucks.



City of Glenwood Springs, Colorado
Enterprise Funds
Water and Sewer Fund
Schedule of Revenues and Expenses
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Operating Revenues:					
Charges and Fees:					
Water user fees	2,850,531	2,850,531	2,795,662	(54,869)	3,015,317
Sewer user fees	3,450,124	3,450,124	3,354,836	(95,288)	3,359,626
Water connection fees	3,978	3,978	3,747	(231)	-
Sewer connection fees	510	510	-	(510)	-
Meter sales	10,200	10,200	14,211	4,011	18,431
Other	5,100	5,100	1,191	(3,909)	10,096
Water improvement fees	120,000	120,000	191,102	71,102	79,952
Sewer improvement fees	200,000	200,000	316,908	116,908	47,717
Total Operating Revenues	6,640,443	6,640,443	6,677,657	37,214	6,531,139
Operating Expenses:					
Administration	974,528	974,528	911,745	62,783	943,204
Water plant operation	749,581	749,581	737,750	11,831	613,652
Water transmission and distribution	747,555	747,555	547,730	199,825	525,193
Wastewater plant operation & improvement	823,065	823,065	1,632,782	(809,717)	1,112,265
Wastewater collection and transmission	437,273	437,273	364,703	72,570	312,836
Customer service	183,776	183,776	174,771	9,005	176,771
Depreciation	1,790,268	1,790,268	1,722,578	67,690	1,725,373
Capital outlay	5,797,000	5,797,000	746,999	5,050,001	794,084
Debt service - Principal	1,144,700	1,144,700	1,281,825	(137,125)	1,244,900
Total Operating Expenses	12,647,746	12,647,746	8,120,883	4,526,863	7,448,278
Operating Income (Loss) - Budget Basis	(6,007,303)	(6,007,303)	(1,443,226)	4,564,077	(917,139)
Non-Operating Revenues (Expenses):					
Gain (loss) on disposition of assets	(2,000)	(2,000)	-	(2,000)	1,123
Investment income	40,800	40,800	139,353	98,553	105,947
Interest expense	(714,268)	(714,268)	(658,236)	56,032	(699,334)
Total Non-Operating Revenues (Expenses):	(675,468)	(675,468)	(518,883)	152,585	(592,264)
Transfers (out)	(1,391,040)	(1,391,040)	(1,391,040)	-	(504,549)
Change in Net Position - Budget Basis	(8,073,811)	(8,073,811)	(3,353,149)	4,716,662	(2,013,952)
Reconciliation to GAAP Basis:					
Adjustments:					
Debt service - Principal			1,281,825		1,244,900
Capital outlay			746,999		794,084
Total Adjustments			2,028,824		2,038,984
Net Income - GAAP Basis			(1,324,325)		25,032
Net Position - Beginning of Year			37,257,636		37,232,604
Net Position - End of Year			35,933,311		37,257,636

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Enterprise Funds
Electric System Fund
Schedule of Revenues and Expenses
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Operating Revenues:					
Charges and fees:					
Commercial	10,908,260	10,908,260	9,640,020	(1,268,240)	9,797,881
Residential	4,396,598	4,396,598	4,511,382	114,784	4,441,251
Municipal	141,415	141,415	134,830	(6,585)	131,652
Security lights	14,235	14,235	12,596	(1,639)	12,617
Service connect fees	13,954	13,954	17,345	3,391	13,885
Other	648,589	648,589	1,103,439	454,850	1,096,732
Total Operating Revenues	<u>16,123,051</u>	<u>16,123,051</u>	<u>15,419,612</u>	<u>(703,439)</u>	<u>15,494,018</u>
Expenses:					
Purchased power	10,220,400	10,220,400	9,869,566	350,834	10,072,098
Maintenance - Distribution	1,022,473	1,022,473	1,061,505	(39,032)	1,460,429
Customer accounts	1,014,728	1,014,728	524,232	490,496	530,980
Broadband	798,386	798,386	659,522	138,864	-
General and administrative	975,517	975,517	836,355	139,162	927,889
Capital improvements	1,630,000	1,630,000	569,609	1,060,391	800,693
Depreciation	997,000	997,000	1,023,831	(26,831)	993,283
Total Operating Expenses	<u>16,658,504</u>	<u>16,658,504</u>	<u>14,544,620</u>	<u>2,113,884</u>	<u>14,785,372</u>
Operating Income (Loss) Budget Basis	(535,453)	(535,453)	874,992	1,410,445	708,646
Non-Operating Revenues (Expenses):					
Sale of assets	(2,960)	(2,960)	7,855	10,815	1,822
Investment income	20,400	20,400	72,109	51,709	52,504
Interest expense	-	-	-	-	(533)
Total Non-Operating Revenues (Expenses):	<u>17,440</u>	<u>17,440</u>	<u>79,964</u>	<u>62,524</u>	<u>53,793</u>
Capital contributions	200,000	200,000	206,551	6,551	85,284
Transfers (out)	<u>(766,842)</u>	<u>(766,842)</u>	<u>(1,245,684)</u>	<u>(478,842)</u>	<u>(1,057,762)</u>
Change in Net Position - Budget Basis	<u>(1,084,855)</u>	<u>(1,084,855)</u>	<u>(84,177)</u>	<u>1,000,678</u>	<u>(210,039)</u>
Reconciliation to GAAP Basis:					
Adjustments:					
Gain (loss) on disposal of assets			(49,275)		(64,262)
Capital outlay			516,519		800,693
Total Adjustments			<u>467,244</u>		<u>736,431</u>
Net Income - GAAP Basis			383,067		526,392
Net Position - Beginning of Year			<u>25,167,512</u>		<u>24,641,120</u>
Net Position - End of Year			<u>25,550,579</u>		<u>25,167,512</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Enterprise Funds
Airport Operations Fund
Schedule of Revenues and Expenses
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Operating Revenues:					
Rentals:					
Airport/land lease	28,000	28,000	27,495	(505)	27,850
Charges and fees:					
Annual user fees	3,000	3,000	1,500	(1,500)	2,880
Long-term tie downs	7,200	7,200	11,865	4,665	9,000
Transient tie downs	800	800	2,400	1,600	4,214
Fuel sales	115,500	115,500	152,271	36,771	129,493
Other income	-	-	2,322	2,322	2,447
Intergovernmental:					
State fuel tax refund	-	-	-	-	6,276
Total Operating Revenues	<u>154,500</u>	<u>154,500</u>	<u>197,853</u>	<u>43,353</u>	<u>182,160</u>
Operating Expenses:					
Administration	26,700	26,700	24,546	2,154	24,177
Operations	164,286	214,286	142,380	71,906	124,624
Depreciation	9,100	9,100	9,099	1	9,077
Total Expenses	<u>200,086</u>	<u>250,086</u>	<u>176,025</u>	<u>74,061</u>	<u>157,878</u>
Operating Income (Loss) - Budget Basis	(45,586)	(95,586)	21,828	117,414	24,282
Non-Operating Revenues (Expenses):					
Investment income	100	100	789	689	760
Total Non-Operating Revenues	<u>100</u>	<u>100</u>	<u>789</u>	<u>689</u>	<u>760</u>
Change in Net Position - Budget Basis	<u>(45,486)</u>	<u>(95,486)</u>	<u>22,617</u>	<u>118,103</u>	<u>25,042</u>
Reconciliation to GAAP Basis:					
Adjustments:					
Capital outlay			-		-
Total Adjustments			<u>-</u>		<u>-</u>
Net Income - GAAP Basis			22,617		25,042
Net Position - Beginning of Year			<u>482,205</u>		<u>457,163</u>
Net Position - End of Year			<u>504,822</u>		<u>482,205</u>

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Enterprise Funds
Landfill Operations Fund
Schedule of Revenues and Expenses
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Operating Revenues:					
Disposal fees	2,106,700	2,106,700	2,234,879	128,179	1,961,517
Composting fees	524,000	524,000	567,027	43,027	494,159
Other income	10,000	10,000	30,516	20,516	36,641
Total Operating Revenues	2,640,700	2,640,700	2,832,422	191,722	2,492,317
Operating Expenses:					
Personnel costs	367,192	367,192	663,589	(296,397)	352,488
Operating costs	2,836,000	2,836,000	1,486,639	1,349,361	2,669,319
Composting fees	10,000	10,000	-	10,000	-
Utilities	6,900	6,900	8,510	(1,610)	5,860
Insurance	50,800	50,800	45,581	5,219	50,479
Allocated costs	140,400	140,400	140,400	-	138,558
Landfill compliance costs	69,000	69,000	244,598	(175,598)	67,453
Depreciation	45,000	45,000	96,596	(51,596)	48,439
Capital outlay	340,000	340,000	450,311	(110,311)	306,830
Total Operating Expenses	3,865,292	3,865,292	3,136,224	729,068	3,639,426
Operating Income (Loss) Budget Basis	(1,224,592)	(1,224,592)	(303,802)	920,790	(1,147,109)
Non-Operating Revenues (Expenses):					
Interest income	53,649	53,649	89,211	35,562	77,894
Transfers in	-	-	82,547	82,547	80,126
Transfers (out)	(25,000)	(25,000)	(25,000)	-	(6,054)
Total Non-Operating Revenues (Expenses)	28,649	28,649	146,758	118,109	151,966
Change in Net Position - Budget Basis	(1,195,943)	(1,195,943)	(157,044)	1,038,899	(995,143)
Reconciliation to GAAP Basis:					
Adjustments:					
Capital outlay			450,311		306,830
Interfund loan payments			(82,547)		(80,126)
Total Adjustments			367,764		226,704
Net Income - GAAP Basis			210,720		(768,439)
Net Position - Beginning of Year			2,778,733		3,547,172
Net Position - End of Year			2,989,453		2,778,733

The accompanying notes are an integral part of these financial statements.

City of Glenwood Springs, Colorado
Internal Service Funds
Fleet Service Fund
Schedule of Revenues, Expenditures and Changes in Fund Net Position
Budget (Non-GAAP Basis) and Actual With Reconciliation to GAAP Basis
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019				2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative)	Actual
Operating Revenues:					
Charges and fees	640,976	640,976	571,433	(69,543)	569,358
Other operating revenue	100	100	18,108	18,008	36,238
Total Operating Revenues	<u>641,076</u>	<u>641,076</u>	<u>589,541</u>	<u>(51,535)</u>	<u>605,596</u>
Expenses:					
General government:					
Operations	903,183	903,183	875,112	28,071	808,119
Depreciation	520,000	520,000	837,040	(317,040)	667,046
Capital outlay	846,000	846,000	916,632	(70,632)	827,038
Total Operating Expenses	<u>2,269,183</u>	<u>2,269,183</u>	<u>2,628,784</u>	<u>(359,601)</u>	<u>2,302,203</u>
Operating Income (Loss) - Budget Basis	(1,628,107)	(1,628,107)	(2,039,243)	(411,136)	(1,696,607)
Non-Operating Revenues (Expenses):					
Investment income	45,000	45,000	23,490	(21,510)	11,156
Sale of asset	30,000	30,000	-	(30,000)	73,972
Transfers in	1,636,000	1,636,000	1,218,000	(418,000)	1,517,179
Transfers (out)	-	-	-	-	(775,356)
Total Non-Operating Revenues (Expenses)	<u>1,711,000</u>	<u>1,711,000</u>	<u>1,241,490</u>	<u>(469,510)</u>	<u>826,951</u>
Change in Net Position - Budget Basis	<u>82,893</u>	<u>82,893</u>	<u>(797,753)</u>	<u>(880,646)</u>	<u>(869,656)</u>
Reconciliation to GAAP Basis:					
Adjustments:					
Gain (loss) on disposal of asset			-		(35,283)
Capital outlay			916,632		827,038
Interfund loan payments and loan forgiveness			-		(775,356)
Total Adjustments			<u>916,632</u>		<u>16,399</u>
Operating Income (Loss) - GAAP Basis			118,879		(853,257)
Net Position - Beginning of Year			<u>4,609,303</u>		<u>5,462,560</u>
Net Position - End of Year			<u>4,728,182</u>		<u>4,609,303</u>

The accompanying notes are an integral part of these financial statements.

FIDUCIARY FUNDS

Fiduciary funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments.

The *Cemetery Reserve Fund* accounts for funds received and restricted for the maintenance and care of the Rosebud Cemetery.



City of Glenwood Springs, Colorado
Fiduciary Funds
Cemetery Reserve Fund
Schedule of Changes in Fiduciary Net Position
Budget (GAAP) Basis and Actual
For the Year Ended December 31, 2019
(With Comparative Actual Amounts for December 31, 2018)

	2019			2018
	Original Budget	Final Budget	Actual	Final Budget Variance Positive (Negative) Actual
Additions:				
Perpetual care fees	1,000	1,000	1,750	750
Interest income	50	50	292	242
Total Additions	<u>1,050</u>	<u>1,050</u>	<u>2,042</u>	<u>992</u>
Deductions:				
Cemetery maintenance	-	-	-	-
Total Deductions	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Change in Net Position	1,050	1,050	2,042	992
Net Position - Beginning of Year	<u>48,300</u>	<u>48,300</u>	<u>50,046</u>	<u>1,746</u>
Net Position - End of Year	<u><u>49,350</u></u>	<u><u>49,350</u></u>	<u><u>52,088</u></u>	<u><u>2,738</u></u>

The accompanying notes are an integral part of these financial statements.

**ANNUAL SCHEDULE OF REVENUES AND EXPENDITURES
FOR ROADS, BRIDGES AND STREETS**



Steps for printing your content and returning to 'Edit Mode

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2. Right-click your mouse and select Print.
3. Confirm that print settings are correct - make sure "selection only" isn't checked.
4. Print hard copy or to PDF.
5. Click "Edit Mode" to return to modifying your data.
6. Remember to click "Save" to save any changes.

ANNUAL HIGHWAY FINANCE REPORT - CY19

Email address: yvette.gustad@cogs.us

City/County: Glenwood Springs

II - RECEIPTS FOR ROAD AND STREET PURPOSES

Please no commas or dollar signs for the input

A. Receipts from local sources

2. General Fund Appropriations:	\$	2,782,942.00
3. Other local imposts: <i>from A.3. Total' below)</i>	\$	2,879,003.00
4. Miscellaneous local receipts: <i>from A.4. Total' below)</i>	\$	2,279,116.00
5. Transfers from toll facilities	\$	0.00
6. Proceeds of sale of bonds and notes		
a. Bonds - Original Issues:	\$	12,200,000.00
b. Bonds - Refunding Issues:	\$	0.00
c. Notes:	\$	0.00

SubTotal: \$ 20,141,061.00

B. Private Contributions

\$ 0.00

II - RECEIPTS FOR ROAD AND STREET PURPOSES (Detail)

Please no commas or dollar signs for the input

A.3. Other local imposts

a. Property Taxes and Assessments	\$ 0.00
b. Other Local Imposts	
1. Sales Taxes:	\$ 2,718,314.00
2. Infrastructure and Impact Fees:	\$ 15,871.00
3. Liens:	\$ 0.00
4. Licenses:	\$ 0.00
5. Specific Ownership and/or Other:	\$ 144,818.00
Total: (a + b) carried to 'Other local imposts' above	\$ 2,879,003.00

A.4. Miscellaneous local receipts

Please no commas or dollar signs for the input

a. Interest on Investments:	\$ 75,480.00
b. Traffic fines & Penalties:	\$ 113,371.00
c. Parking Garage Fees:	\$ 0.00
d. Parking Meter Fees:	\$ 31,493.00
e. Sale of Surplus Property:	\$ 0.00
f. Charges for Services:	\$ 298.00
g. Other Misc. Receipts:	\$ 0.00
h. Other:	\$ 2,058,474.00
Total: (a through h) carried to 'Misc local receipts' above	\$ 2,279,116.00

C. Receipts from State Government

Please no commas or dollar signs for the input

1. Highway User Taxes:	\$ 359,020.00
3. Other State funds:	
c. Motor Vehicle Registrations:	\$ 36,691.00
d. Other (Specify):	
Comments: DOLA EIAF	\$ 1,226,400.00
e. Other (Specify):	
Comments: undefined	\$ 0.00
Total: (1+3c,d,e)	\$ 1,622,111.00

D. Receipts from Federal Government

Please no commas or dollar signs for the input

2. Other Federal Agencies

F19

a. Forest Service:	\$	0.00
b. FEMA:	\$	0.00
c. HUD:	\$	0.00
d. Federal Transit Administration:	\$	0.00
e. U.S. Corp of Engineers	\$	0.00
f. Other Federal:	\$	2,098,417.00

Total: *(2a-f)* \$ 2,098,417.00

III - DISBURSEMENTS FOR ROAD AND STREET PURPOSES

Please no commas or dollar signs for the input

A. Local highway disbursements

1. Capital outlay: <i>(from A.1.d. Total Capital Outlay below)</i>	\$	14,612,342.98
2. Maintenance:	\$	1,160,272.54
3. Road and street services		
a. Traffic control operations:	\$	78,041.00
b. Snow and ice removal:	\$	217,641.03
c. Other:	\$	0.00
4. General administration & miscellaneous	\$	452,066.00
5. Highway law enforcement and safety	\$	1,219,750.00

Total: *(A.1-5)* \$ 17,740,113.55

Please no commas or dollar signs for the input

B. Debt service on local obligations

1. Bonds		
a. Interest	\$	690,567.00
b. Redemption	\$	265,000.00
2. Notes		
a. Interest	\$	0.00
b. Redemption	\$	0.00

SubTotal: *(1+2)* \$ 955,567.00

Please no commas or dollar signs for the input

C. Payments to State for Highways:

F20
Packet Page 173

\$ 0.00

D. Payments to Toll Facilities:

\$ 0.00

Total Disbursements: *(A+B+C+D)* \$ 18,695,680.55

Please no commas or dollar signs for the input

III - DISBURSEMENTS FOR ROAD AND STREET PURPOSES - (Detail)

Please no commas or dollar signs for the input

	A. ON NATIONAL HIGHWAY SYSTEM	B. OFF NATIONAL HIGHWAY SYSTEM	C. TOTAL
A.1. Capital Outlay			
a. Right-Of-Way Costs:	\$ 0.00	\$ 303,954.52	\$ 303,954.52
b. Engineering Costs:	\$ 0.00	\$ 624,436.59	\$ 624,436.59
c. Construction			
1. New Facilities:	\$ 0.00	\$ 0.00	\$ 0.00
2. Capacity Improvements:	\$ 0.00	\$ 12,881,324.70	\$ 12,881,324.70
3. System Preservation:	\$ 0.00	\$ 802,627.17	\$ 802,627.17
4. System Enhancement:	\$ 0.00	\$ 0.00	\$ 0.00
5. Total Construction:			\$ 13,683,951.87
d. Total Capital Outlay: <i>(Lines A.1.a. + 1.b. + 1.c.5)</i>			\$ 14,612,342.98

IV. LOCAL HIGHWAY DEBT STATUS

Please no commas or dollar signs for the input

	OPENING DEBT	AMOUNT ISSUED	REDEMPTIONS	CLOSING DEBT
A. Bonds (Total)	\$ 12,305,000.00	\$ 12,200,000.00	\$ 265,000.00	\$ 24,240,000.00
1. Bonds (Refunding Portion)		\$ 0.00	\$ 0.00	\$ 0.00
B. Notes (Total):	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

V - LOCAL ROAD AND STREET FUND BALANCE

Please no commas or dollar signs for the input

A. Beginning Balance	B. Total Receipts	C.Total Disbursements	D. Ending Balance	E. Reconciliation
\$ -10,000,000.00	\$ 23,861,589.00	\$ 18,695,680.55	\$ -4,834,091.55	\$ 0.00

Notes & Comments:

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STATISTICAL SECTION

This part of the City of Glenwood Springs's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the overall government's financial health.

The information in this statistical section of the comprehensive annual financial report is intended, when possible, to provide information about Garfield County's economic condition in the following areas.

Financial Trends – These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.

Revenue Capacity – These schedules contain information to help the reader assess the government's most significant local revenue sources: City and county sales tax and property tax.

Debt Capacity – These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.

Demographic and Economic Information – These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.

Operating Information – These schedules contain services and infrastructure data to help readers understand how the information in the government's financial report relates to the services the government provides and the activities it performs.



City of Glenwood Springs, Colorado
Net Position by Component
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Governmental activities										
Net investment in capital assets	\$ 71,875,207	\$ 90,120,246	\$ 66,598,004	\$ 64,250,870	\$ 70,515,452	\$ 67,656,084	\$ 71,788,636	\$ 77,030,072	\$ 73,224,736	\$ 83,406,636
Restricted	2,289,650	1,200,520	2,161,903	2,511,864	2,579,375	2,635,197	2,816,975	2,726,665	11,039,259	12,673,537
Unrestricted	13,635,951	16,172,425	16,066,617	18,004,488	17,315,693	24,175,592	20,712,703	19,163,754	19,040,788	16,389,868
Total governmental activities net position	87,800,808	107,493,191	84,826,524	84,767,222	90,410,520	94,466,873	95,318,314	98,920,491	103,304,783	112,470,041
Business-type activities										
Net investment in capital assets	35,396,033	22,627,362	44,536,207	46,705,739	46,127,746	45,746,700	47,574,725	47,445,095	48,691,749	48,786,026
Unrestricted	17,280,368	13,443,191	18,113,324	17,999,053	17,224,398	17,965,611	18,066,512	18,432,964	16,994,337	16,192,139
Total business-type activities net position	52,676,401	36,070,553	62,649,531	64,704,792	63,352,144	63,712,311	65,641,237	65,878,059	65,686,086	64,978,165
Primary government										
Net investment in capital assets	107,271,240	112,747,608	111,134,211	110,956,609	116,643,198	113,402,784	119,363,361	124,475,167	121,916,485	132,192,662
Restricted	2,289,650	1,200,520	2,161,903	2,511,864	2,579,375	2,635,197	2,816,975	2,726,665	11,039,259	12,673,537
Unrestricted	30,916,319	29,615,616	34,179,941	36,003,541	34,540,091	42,141,203	38,779,215	37,596,718	36,035,125	32,582,007
Total primary government net position	\$ 140,477,209	\$ 143,563,744	\$ 147,476,055	\$ 149,472,014	\$ 153,762,664	\$ 158,179,184	\$ 160,959,551	\$ 164,798,550	\$ 168,990,869	\$ 177,448,206

City of Glenwood Springs, Colorado
Changes in Net Position
Last Ten Years

Community and Economic Development

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Expenses:										
Governmental Activities:										
General Government	\$ 3,682,187	\$ 3,731,639	\$ 3,517,288	\$ 3,539,192	\$ 3,815,189	\$ 4,166,082	\$ 4,349,401	\$ 5,100,430	\$ 4,932,054	\$ 5,993,615
Public Transportation	1,344,841	1,097,498	1,091,656	1,121,527	1,152,362	1,196,010	1,244,768	1,419,650	1,264,945	1,977,200
Public Safety	6,578,169	6,492,262	6,452,872	6,686,488	7,035,443	7,087,348	7,530,539	8,093,471	8,264,614	9,236,870
Public Works	1,318,121	1,236,633	1,267,767	1,358,032	1,439,397	1,754,418	2,041,864	1,955,442	1,925,909	2,350,899
Community and Economic Development	4,658,997	4,309,107	5,023,280	5,119,655	5,282,755	5,112,315	7,347,003	5,612,325	7,748,769	3,019,114
Culture and Recreation	3,763,721	3,851,086	4,798,389	4,301,655	4,173,013	4,360,608	4,623,242	5,321,848	4,765,647	5,525,717
Interest on long-term debt	455,387	569,937	458,669	401,163	353,094	299,061	318,273	220,492	190,755	714,643
Total Governmental Activities	21,801,423	21,288,162	22,609,921	22,527,712	23,251,253	23,975,842	27,455,090	27,723,658	29,092,693	28,818,058
Business-type Activities:										
Water	4,416,136	4,431,679	4,661,012	5,440,210	5,644,304	5,391,721	5,541,316	5,413,524	6,108,628	6,750,295
Electric	9,112,989	9,530,276	9,782,733	11,581,132	12,542,429	12,877,200	13,009,845	13,824,453	14,049,475	14,069,521
Airport	160,103	161,143	137,295	125,672	137,340	133,240	135,866	145,759	157,878	176,025
Landfill	3,792,961	3,223,961	3,675,545	3,420,228	3,314,301	3,228,749	3,363,282	3,339,192	3,332,597	2,685,913
Total Business-type Activities	17,482,189	17,347,059	18,256,585	20,567,242	21,638,374	21,630,910	22,050,309	22,722,928	23,648,578	23,681,754
Total Primary Government Expenses	39,283,612	38,635,221	40,866,506	43,094,954	44,889,627	45,606,752	49,505,399	50,446,586	52,741,271	52,499,812
Program Revenues:										
Governmental Activities:										
Charges for services:										
General Government	2,077,877	2,281,659	2,328,855	2,213,980	2,206,776	2,555,687	2,463,142	2,634,509	2,683,814	2,676,368
Public Transportation	9,000	10,229	133,540	129,371	125,159	120,696	113,130	85,398	108,919	109,809
Public Safety	1,356,378	1,285,927	1,404,106	1,230,251	1,426,846	1,143,376	1,424,884	1,546,891	1,659,253	1,541,266
Community and Economic Development	235,292	103,359	144,975	158,392	155,536	164,498	214,690	269,552	240,826	413,040
Public Works	9,001	5,130	40,538	18,634	7,464	13,939	77,569	97,760	272,252	35,245
Culture and Recreation	1,234,839	1,104,011	1,189,383	1,296,522	1,309,306	1,289,038	1,364,717	1,284,146	1,399,167	2,782,637
Operating Grants and Contributions	3,324,887	2,031,615	2,264,021	1,781,838	2,556,927	2,083,603	2,090,330	2,183,989	2,062,423	2,046,996
Capital Grants and Contributions	108,977	83,265	95,751	120,255	1,319,291	118,439	129,503	734,245	714,572	178,731
Total Governmental Activities Program Revenues	8,356,251	6,905,195	7,601,169	6,949,243	9,107,305	7,489,276	7,877,965	8,836,490	9,141,226	9,784,092
Business-type Activities:										
Charges for services:										
Water and sewer	4,229,091	4,697,538	5,350,696	5,102,858	5,390,156	5,974,846	6,623,843	6,619,310	6,531,139	6,677,657
Electric system	9,524,984	9,315,755	9,844,504	10,725,633	12,327,052	13,570,105	14,055,933	14,191,610	15,494,018	15,419,612
Airport operations	155,653	149,349	136,431	127,064	144,775	143,692	147,435	151,992	173,437	197,853
Landfill operations	2,818,085	3,401,049	4,054,657	2,942,643	2,960,788	2,565,184	2,335,856	2,508,588	2,492,317	2,832,422
Operating grants and contributions	492,173	578,451	611,705	1,613,165	1,390	608	624	5,545	8,722	-
Capital grants and contributions	115,671	186,438	95,410	230,124	201,076	432,952	47,121	358,481	85,284	206,551
Total Business-Type Activities Program Revenues	17,335,657	18,328,580	20,093,403	20,741,487	21,025,237	22,687,387	23,210,812	23,835,526	24,784,917	25,334,095
Total Primary Government Program Revenues	25,691,908	25,233,775	27,694,572	27,690,730	30,132,542	30,176,663	31,088,777	32,672,016	33,926,143	35,118,187
Net (Expense)/Revenue										
Governmental activities	(13,445,172)	(14,382,967)	(15,008,752)	(15,578,469)	(14,143,948)	(16,486,566)	(19,577,125)	(18,887,168)	(19,951,467)	(19,033,966)
Business-type activities	(146,532)	981,521	1,836,818	174,245	(613,137)	1,056,477	1,160,503	1,112,598	1,136,339	1,652,341
Total Primary Government Net Expense	\$ (13,591,704)	\$ (13,401,446)	\$ (13,171,934)	\$ (15,404,224)	\$ (14,757,085)	\$ (15,430,089)	\$ (18,416,622)	\$ (17,774,570)	\$ (18,815,128)	\$ (17,381,625)

City of Glenwood Springs, Colorado
Changes in Net Position
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Revenues and Other Changes in Net Position:										
Governmental Activities:										
Taxes:										
Property taxes	\$ 1,349,371	\$ 1,344,378	\$ 1,262,979	\$ 1,156,140	\$ 1,391,409	\$ 1,381,226	\$ 1,395,469	\$ 1,417,416	\$ 1,611,654	\$ 2,088,955
Specific ownership taxes	37,946	58,603	53,651	51,048	81,964	75,116	65,163	105,655	109,300	147,773
Sales and use taxes	13,716,954	13,793,060	14,545,502	14,897,961	15,965,053	17,167,543	18,020,517	18,088,784	19,087,273	20,795,147
Franchise tax	173,288	157,319	151,314	176,480	185,638	179,584	169,914	168,889	205,430	178,566
Accommodations Tax	595,705	646,255	721,787	756,542	870,902	965,502	1,032,987	1,067,669	1,160,433	1,211,106
Other miscellaneous Taxes	33,399	34,628	33,992	34,078	35,590	36,670	37,070	56,042	90,721	36,691
Unrestricted investment earnings	139,308	108,947	93,862	125,447	134,568	154,017	182,458	211,002	348,580	405,966
Grants and contributions not restricted to specific programs	165,905	120,844	89,561	121,570	162,609	114,957	141,300	346,914	165,147	622,582
Gain/Loss on Capital Assets	139,426	89,909	41,603	39,157	103,110	34,754	25,424	32,697	(11,143)	-
Transfers	14,282,279	17,721,408	(24,652,164)	(1,751,138)	856,403	808,216	(641,736)	994,277	1,568,364	2,661,724
Total General Revenues and Transfers	30,633,581	34,075,351	(7,657,913)	15,607,285	19,787,246	20,917,585	20,428,566	22,489,345	24,335,759	28,148,510
Business-type Activities:										
Unrestricted investment earnings	175,883	127,492	88,623	119,800	99,482	107,337	125,319	115,999	237,107	301,462
Grants and contributions not restricted to specific programs	980	-	800	-	-	-	-	-	-	-
Sale of capital assets	7,879	6,546	571	10,080	17,410	4,570	1,368	2,502	2,945	-
Transfers	(14,282,279)	(17,721,408)	24,652,164	1,751,138	(856,403)	(808,216)	641,736	(994,277)	(1,568,364)	(2,661,724)
Total Business-type Activities	(14,097,537)	(17,587,370)	24,742,158	1,881,018	(739,511)	(696,309)	768,423	(875,776)	(1,328,312)	(2,360,262)
Total Primary Government Revenues	16,536,044	16,487,981	17,084,245	17,488,303	19,047,735	20,221,276	21,196,989	21,613,569	23,007,447	25,788,248
Change in Net Position										
Governmental activities	17,188,409	19,692,384	(22,666,665)	28,816	5,643,298	4,431,019	851,441	3,602,177	4,384,292	9,165,258
Business-type activities	(14,244,069)	(16,605,849)	26,578,976	2,055,263	(1,352,648)	360,168	1,928,926	236,822	(191,973)	(707,921)
Total Change in Net Position	\$ 2,944,340	\$ 3,086,535	\$ 3,912,311	\$ 2,084,079	\$ 4,290,650	\$ 4,791,187	\$ 2,780,367	\$ 3,838,999	\$ 4,192,319	\$ 8,457,337

City of Glenwood Springs, Colorado
Fund Balances, Governmental Funds
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Fund										
Reserved	\$ 833,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	3,347,271	-	-	-	-	-	-	-	-	-
Nonspendable	-	607,270	569,270	539,270	589,270	628,938	671,270	610,820	610,000	610,010
Restricted	-	726,585	705,940	721,789	777,279	1,107,857	1,222,454	1,182,653	1,035,738	1,473,388
Committed	-	212,993	205,669	204,615	204,615	204,365	204,365	204,365	184,365	1,946,162
Unassigned	-	2,684,113	3,131,743	2,985,885	3,661,086	4,666,329	4,712,546	4,971,480	5,904,909	2,445,856
Total General Fund	<u>4,180,765</u>	<u>4,230,961</u>	<u>4,612,622</u>	<u>4,451,559</u>	<u>5,232,250</u>	<u>6,607,489</u>	<u>6,810,635</u>	<u>6,969,318</u>	<u>7,735,012</u>	<u>6,475,416</u>
All Other Governmental Funds										
Reserved	1,456,156	-	-	-	-	-	-	-	-	-
Unreserved, reported in:										
Special revenue funds	2,056,619	-	-	-	-	-	-	-	-	-
Capital projects funds	4,089,621	-	-	-	-	-	-	-	-	-
Nonspendable	-	1,977	2,061	2,335	2,333	5,416	4,065	3,532	3,254	2,264
Restricted	-	473,935	1,455,963	1,790,075	1,802,096	1,527,340	1,594,521	1,544,012	10,003,521	11,200,149
Committed	-	540,493	1,303,666	686,070	697,031	740,741	899,707	5,577,712	4,299,518	4,998,054
Assigned	-	8,400,846	7,562,359	11,161,559	11,224,344	17,088,907	14,095,852	9,196,298	9,732,207	12,787,060
Unassigned	-	(121,852)	(9,533)	(257,060)	(554,811)	(531,193)	(961,957)	(714,494)	-	-
Total All Other Governmental Funds	<u>\$ 7,602,396</u>	<u>\$ 9,295,399</u>	<u>\$ 10,314,516</u>	<u>\$ 13,382,979</u>	<u>\$ 13,170,993</u>	<u>\$ 18,831,211</u>	<u>\$ 15,632,188</u>	<u>\$ 15,607,060</u>	<u>\$ 24,038,500</u>	<u>\$ 28,987,527</u>
Total Governmental Funds	\$ 11,783,161	\$ 13,526,360	\$ 14,927,138	\$ 17,834,538	\$ 18,403,243	\$ 25,438,700	\$ 22,442,823	\$ 22,576,378	\$ 31,773,512	\$ 35,462,943

NOTE: GASB 54 Implemented in 2011

City of Glenwood Springs, Colorado
Changes in Fund Balances, Governmental Funds
Last Ten Years

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Revenues:										
Taxes	\$ 15,860,770	\$ 15,959,019	\$ 16,748,278	\$ 17,233,787	\$ 18,593,969	\$ 19,953,205	\$ 20,928,634	\$ 21,253,306	\$ 22,521,070	\$ 24,755,209
Licenses and permits	194,763	156,624	153,498	187,763	157,767	263,463	218,967	287,457	245,793	420,082
Intergovernmental	3,227,185	1,882,943	1,919,986	1,693,414	3,105,893	1,950,597	2,374,749	2,820,205	2,570,464	6,244,044
Charges for services	2,561,822	2,398,821	2,713,310	2,740,929	2,953,684	2,692,056	2,992,018	3,118,071	3,473,254	3,182,428
Investment Income	85,786	67,608	69,038	71,892	87,261	103,968	138,428	188,904	337,424	887,124
Miscellaneous	2,744,483	2,860,638	3,136,799	2,587,386	3,184,949	2,953,197	2,685,247	3,274,689	3,372,836	4,217,138
Total Revenues	<u>24,674,809</u>	<u>23,325,653</u>	<u>24,740,909</u>	<u>24,515,171</u>	<u>28,083,523</u>	<u>27,916,486</u>	<u>29,338,043</u>	<u>30,942,632</u>	<u>32,520,841</u>	<u>39,706,025</u>
Expenditures:										
General government	4,232,616	5,418,095	6,933,290	4,682,739	5,261,278	4,645,663	5,527,856	5,663,097	5,548,037	6,913,980
Transportation	6,379,377	3,284,494	2,205,053	1,763,179	3,878,417	2,957,433	7,843,584	3,789,395	5,397,342	3,579,974
Public Safety	3,178,948	2,989,958	6,001,028	6,290,692	7,212,960	6,806,024	7,261,412	8,419,289	8,417,417	8,294,453
Community and Economic Development	1,317,658	1,188,113	1,195,419	1,348,168	1,393,166	1,647,233	2,093,998	1,909,356	1,944,541	2,305,823
Public Works	14,966,663	20,486,971	4,782,402	3,046,655	5,200,179	2,508,871	2,878,556	5,095,018	6,583,461	21,391,770
Culture and recreation	3,700,983	3,006,711	3,199,094	3,553,936	4,603,673	3,666,343	4,355,260	3,850,273	4,454,925	5,873,850
Debt service:										
Principal retirement	2,071,486	1,970,935	2,080,831	1,631,519	1,677,316	1,730,414	2,023,410	2,092,158	3,163,725	505,000
Interest	491,707	597,713	492,348	436,756	378,828	320,300	328,821	257,491	200,552	701,151
Issuance costs	127,499	-	-	-	-	66,250	-	-	116,995	94,317
Total Expenditures	<u>36,466,937</u>	<u>38,942,990</u>	<u>26,889,465</u>	<u>22,753,644</u>	<u>29,605,817</u>	<u>24,348,531</u>	<u>32,312,897</u>	<u>31,076,077</u>	<u>35,826,995</u>	<u>49,660,318</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(11,792,128)</u>	<u>(15,617,337)</u>	<u>(2,148,556)</u>	<u>1,761,527</u>	<u>(1,522,294)</u>	<u>3,567,955</u>	<u>(2,974,854)</u>	<u>(133,445)</u>	<u>(3,306,154)</u>	<u>(9,954,293)</u>
Other Financing Sources (Uses):										
Proceeds from sale of fixed assets	-	8,118	-	-	41,150	-	-	-	901,390	-
Intergovernmental awards	-	-	-	16,758	119,533	23,674	-	-	-	-
Premium on refunding	439,185	-	-	-	-	-	-	-	-	-
Bond proceeds	-	-	-	-	-	3,070,000	-	-	10,000,000	12,200,000
Refunding debt proceeds	11,825,000	-	-	-	-	-	-	-	-	-
Payments to refunded bond escrow agent	(10,950,148)	-	-	-	-	-	-	-	-	-
Transfers in	16,906,884	20,694,380	6,434,299	4,440,871	5,961,097	5,056,688	5,780,647	5,440,825	6,225,672	10,930,789
Transfers (out)	(3,589,882)	(3,341,962)	(2,884,965)	(3,311,756)	(4,030,781)	(4,682,860)	(5,801,670)	(5,173,825)	(4,623,774)	(9,487,065)
Total Other Financing Sources (Uses)	<u>14,631,039</u>	<u>17,360,536</u>	<u>3,549,334</u>	<u>1,145,873</u>	<u>2,090,999</u>	<u>3,467,502</u>	<u>(21,023)</u>	<u>267,000</u>	<u>12,503,288</u>	<u>13,643,724</u>
Net change in fund balances	<u>\$ 2,838,911</u>	<u>\$ 1,743,199</u>	<u>\$ 1,400,778</u>	<u>\$ 2,907,400</u>	<u>\$ 568,705</u>	<u>\$ 7,035,457</u>	<u>\$ (2,995,877)</u>	<u>\$ 133,555</u>	<u>\$ 9,197,134</u>	<u>\$ 3,689,431</u>
Debt Service as a percentage of noncapital expenditures	7.03%	6.60%	9.57%	9.09%	6.95%	8.42%	7.28%	8.97%	11.89%	4.18%

City of Glenwood Springs, Colorado
History of General Fund Revenues, Expenditures, and Changes in Fund Balance
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Revenues:										
Taxes	\$ 6,748,663	\$ 6,799,846	\$ 7,090,341	\$ 7,253,024	\$ 7,963,469	\$ 8,454,280	\$ 8,770,582	\$ 8,801,574	\$ 9,322,439	\$ 10,396,138
Licenses and permits	194,763	156,624	153,498	187,763	157,767	263,463	218,967	287,457	245,793	420,082
Intergovernmental	1,259,347	1,127,973	1,226,672	1,091,811	1,263,997	1,358,781	1,209,316	1,075,237	1,319,988	1,254,674
Charges for services	1,452,617	1,421,661	1,513,890	1,610,414	1,609,093	1,610,557	1,715,393	1,684,414	1,706,358	1,754,877
Investment income	25,474	16,334	16,778	14,636	13,675	20,054	26,556	41,868	87,033	152,643
Other Revenue	2,462,032	2,688,725	2,769,863	2,482,967	2,965,500	2,873,681	2,462,401	3,047,735	2,923,036	3,158,961
Total Revenues	12,142,896	12,211,163	12,771,042	12,640,615	13,973,501	14,580,816	14,403,215	14,938,285	15,604,647	17,137,375
Expenditures:										
General government	2,721,682	2,654,788	2,882,196	2,950,819	3,201,846	3,686,671	3,862,499	4,610,582	4,508,927	5,005,523
Public Safety	3,120,821	2,954,521	3,043,074	3,153,484	3,273,558	3,275,518	3,461,024	3,725,853	3,767,540	-
Community Development	814,331	695,703	581,510	631,010	597,240	777,570	1,017,197	858,556	936,235	3,970,884
Public Works	1,381,285	1,376,308	1,329,794	1,398,549	1,479,858	1,455,594	1,700,772	1,634,076	1,768,560	969,528
Culture and recreation	3,019,078	2,838,073	3,104,795	3,069,342	3,166,990	3,317,765	3,453,714	3,450,010	3,611,195	1,910,699
Debt service:										3,971,159
Principal retirement	175,000	180,000	240,000	215,000	220,000	225,000	230,000	230,000	235,000	240,000
Interest	117,193	109,668	54,884	40,406	35,697	30,815	25,952	20,915	15,878	-
Issuance costs										-
Total Expenditures	11,349,390	10,809,061	11,236,253	11,458,610	11,975,189	12,768,933	13,751,158	14,529,992	14,843,335	16,067,793
Excess (Deficiency) of Revenues Over Expenditures	793,506	1,402,102	1,534,789	1,182,005	1,998,312	1,811,883	652,057	408,293	761,312	1,069,582
Other Financing Sources (Uses):										
Transfers in	976,376	872,348	902,108	938,958	1,037,360	2,147,460	2,264,253	2,462,163	2,582,849	2,731,664
Transfers out	(2,094,880)	(2,224,254)	(2,055,235)	(2,282,026)	(2,254,981)	(2,584,103)	(2,713,164)	(2,711,773)	(2,578,467)	(5,060,842)
Total Other Financing Sources (Uses)	(1,118,504)	(1,351,906)	(1,153,127)	(1,343,068)	(1,217,621)	(436,643)	(448,911)	(249,610)	4,382	(2,329,178)
Net Change in Fund Balances	(324,998)	50,196	381,662	(161,063)	780,691	1,375,240	203,146	158,683	765,694	(1,259,596)
Fund Balances - Beginning	4,505,763	4,180,765	4,230,961	4,612,623	4,451,559	5,232,250	6,607,490	6,810,635	6,969,318	7,735,012
Fund Balances - Ending	\$ 4,180,765	\$ 4,230,961	\$ 4,612,623	\$ 4,451,559	\$ 5,232,250	\$ 6,607,490	\$ 6,810,635	\$ 6,969,318	\$ 7,735,012	\$ 6,475,416

City of Glenwood Springs, Colorado
Major Revenue Sources - Governmental Funds
Last Ten Years

Year	Taxes¹	Licenses and Permits	Inter- governmental	Charges for Services²	Earnings on Investments	Other	Total
2010	15,860,770	194,763	3,227,185	2,561,822	85,786	2,744,483	24,674,809
2011	15,959,019	156,624	1,882,943	2,398,821	67,608	2,860,638	23,325,653
2012	16,748,278	153,498	1,919,986	2,713,310	69,038	3,136,799	24,740,909
2013	17,233,787	187,763	1,693,414	2,740,929	71,892	2,587,386	24,515,171
2014	18,593,969	157,767	3,105,893	2,953,684	87,261	3,184,949	28,083,523
2015	19,953,205	263,463	1,950,597	2,692,056	103,968	2,953,197	27,916,486
2016	20,928,634	218,967	2,374,749	2,992,018	138,428	2,685,247	29,338,043
2017	21,253,306	287,457	2,820,205	3,118,071	188,904	3,274,689	30,942,632
2018	22,521,070	245,793	2,570,464	3,473,254	337,424	3,372,836	32,520,841
2019	24,755,209	420,082	6,244,044	3,182,428	887,124	4,217,138	39,706,025

¹ Includes, among other tax revenues, sales taxes, real estate transfer taxes, and property taxes.

² Charges for Services are those revenues derived from services provided that are deemed to be mission-related for each fund. Examples include, but are not limited to, fees for the use of recreational facilities, building permits and sprinkler fees.

Source: City of Glenwood Springs Finance Department.

**City of Glenwood Springs, Colorado
Sales & Lodging Tax Receipts
Last Ten Years**

Year	Share of County Tax Receipts¹	2.0% General/Capital Sales Tax Receipts	1.0% Aquisition & Improvements Sales Tax Receipts	0.5% Street Sales Tax Receipts	0.2% Transportation Sales Tax Receipts	5.0% Retail Marijuana Sales Tax Receipts²	2.5% Accommodations Tax Receipts	Total Sales & Accommodations Tax Receipts
2010	194,744	7,072,992	3,536,463	1,768,232	707,240	-	595,990	13,875,662
2011	201,655	7,209,593	3,604,763	1,802,382	720,899	-	646,349	14,185,641
2012	227,329	7,682,172	3,841,050	1,920,525	768,153	-	721,787	15,161,017
2013	146,961	7,863,938	3,931,933	1,965,966	786,328	-	756,542	15,451,668
2014	196,608	8,453,485	4,226,704	2,113,352	845,278	-	870,902	16,706,329
2015	209,751	9,102,131	4,551,023	2,275,512	910,137	-	966,315	18,014,869
2016	197,729	9,489,721	4,744,816	2,372,408	948,893	-	1,033,152	18,786,719
2017	223,644	9,321,708	4,660,811	2,330,405	932,093	139,024	1,066,922	18,674,607
2018	262,926	9,559,316	4,985,038	2,389,829	996,934	358,050	1,153,213	19,705,306
2019	332,227	10,804,519	5,402,195	2,701,098	1,080,359	337,438	1,211,106	21,868,942

¹ 75% of Garfield County's 1% sales tax is distributed to Garfield County and 12.5% of this is distributed to municipalities within Garfield County based upon actual sales taxes collected

² Voters approved a 5% sales tax additional tax on Retail Marijuana Sales effective July 1, 2017

Source: City of Glenwood Springs Finance Department

City of Glenwood Springs, Colorado
Sales Tax Receipts by Month
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	939,649	902,937	959,869	1,043,132	998,007	1,122,151	1,178,036	1,205,216	1,238,850	1,292,551
February	864,886	870,428	950,649	945,310	970,853	1,071,493	1,137,481	1,127,360	1,116,348	1,210,394
March	1,078,312	1,087,735	1,234,559	1,189,455	1,260,135	1,382,565	1,447,251	1,506,937	1,540,052	1,610,504
April	924,756	934,451	1,024,331	1,006,955	1,081,261	1,184,159	1,256,435	1,274,638	1,271,035	1,416,743
May	1,009,417	1,012,727	1,096,328	1,151,014	1,212,986	1,307,107	1,364,645	1,389,173	1,472,703	1,494,210
June	1,235,214	1,297,523	1,373,522	1,425,356	1,505,444	1,637,258	1,792,935	1,735,001	1,836,120	1,857,670
July	1,200,957	1,235,161	1,285,250	1,334,591	1,474,355	1,579,778	1,610,220	1,640,786	1,692,971	1,806,413
August	1,168,915	1,210,415	1,319,047	1,315,199	1,448,014	1,512,112	1,582,419	1,479,105	1,628,424	1,720,856
September	1,204,838	1,247,118	1,294,018	1,328,843	1,477,296	1,559,080	1,602,024	1,485,353	1,690,439	1,781,482
October	1,024,626	1,059,152	1,090,112	1,117,357	1,286,735	1,335,404	1,390,258	1,257,979	1,450,848	1,537,369
November	1,004,836	1,012,962	1,052,012	1,104,004	1,218,414	1,272,581	1,299,571	1,297,443	1,370,571	1,403,630
December	1,428,522	1,467,028	1,532,203	1,586,951	1,705,319	1,875,115	1,894,563	1,846,026	1,957,100	1,988,796
Total	<u><u>13,084,928</u></u>	<u><u>13,337,637</u></u>	<u><u>14,211,901</u></u>	<u><u>14,548,165</u></u>	<u><u>15,638,819</u></u>	<u><u>16,838,803</u></u>	<u><u>17,555,838</u></u>	<u><u>17,245,017</u></u>	<u><u>18,265,461</u></u>	<u><u>19,120,618</u></u>

Source: City of Glenwood Springs Finance Department.

City of Glenwood Springs, Colorado
Assessed Value and Actual Value of Taxable Property
Last Ten Years

Fiscal Year Ended December 31¹	Valuation Base Year²	Residential Property Assessment Rate³	Residential Property⁴	Commercial Property	Other Property	Tax-Exempt Property	Assessed Value	Estimated Actual Value²	Taxable Assessed Value as a Percentage of Estimated Actual Taxable Value	Total Direct Tax Rate⁵
2010	2008	7.96%	108,505,090	158,642,360	17,258,460	43,682,670	284,405,910	1,969,684,130	14.44%	4.852
2011	2010	7.96%	77,441,520	128,817,580	13,530,700	44,229,260	219,789,800	1,463,744,510	15.02%	4.654
2012	2010	7.96%	77,448,280	127,863,350	13,621,240	46,104,250	218,932,870	1,460,851,590	14.99%	7.051
2013	2012	7.96%	59,595,360	111,423,190	12,779,800	41,567,910	183,798,350	1,191,905,290	15.42%	7.022
2014	2012	7.96%	59,631,880	112,758,290	12,502,140	43,550,850	184,892,310	1,197,197,420	15.44%	6.126
2015	2014	7.96%	79,222,880	119,653,680	15,073,930	41,709,180	213,950,490	1,459,859,080	14.66%	6.179
2016	2014	7.20%	79,349,540	120,509,730	15,291,150	41,231,070	215,150,420	1,465,151,350	14.68%	6.179
2017	2016	7.20%	85,378,000	130,580,170	14,504,600	41,772,560	230,462,770	1,686,096,730	13.67%	8.615
2018	2016	7.20%	86,583,330	129,335,600	12,601,500	43,734,500	228,520,430	1,691,982,580	13.51%	8.704
2019	2018	7.20%	94,774,060	141,670,600	15,300,320	47,992,600	251,744,980	1,866,782,920	13.49%	8.704

¹ Property taxes levied on the valuation for the year indicated are collected in the following year.

² Actual value is reappraised biennially from sales that occurred in the 24 month period ending June 30 of the indicated valuation base year.

³ Residential property is assessed at the indicated assessment rate of actual value. All other property is assessed at 29% of actual value.

⁴ Residential property is valued at 100% of market value; all other property is valued considering the income, cost and market approaches to appraisal.

⁵ Per \$1,000 of assessed valuation.

Source: Garfield County Assessor

**City of Glenwood Springs, Colorado
Property Tax Levies and Collections
Last Ten Years**

Collection Year	Collected within the Fiscal Year Following the Levy				Total Collections to Date	
	Taxes Levied for the Fiscal Year	Amount Collected	Percentage of Levy	Collections in Subsequent Years	Amount	Percentage of Levy
2010	1,029,102	1,019,997	99.12%	358	1,020,355	99.15%
2011	1,048,884	1,042,256	99.37%	71	1,042,327	99.37%
2012	1,053,493	1,048,818	99.56%	950	1,049,768	99.65%
2013	1,010,999	1,005,179	99.42%	346	1,005,525	99.46%
2014	1,288,579	1,280,308	99.36%	4,812	1,285,120	99.73%
2015	1,293,413	1,290,826	99.80%	390	1,291,216	99.83%
2016	1,306,130	1,304,024	99.84%	488	1,304,512	99.88%
2017	1,324,510	1,322,175	99.82%	77	1,322,253	99.83%
2018	1,493,801	1,493,403	99.97%	450	1,493,853	100.00%
2019	1,955,138	1,932,535	98.84%	856	1,933,391	98.89%

Source: City of Glenwood Finance Department

City of Glenwood Springs, Colorado
Direct and Overlapping Property Tax Rates
Last Ten Years
(rate per \$1,000 of assessed value)

Tax Year	General Mill Levy				Refund / Abatements	Total Direct Tax Rate
	General Fund	Voter Approved Increase ¹	Bond Fund	Capital		
2010	2.006	-	1.037	0.671	0.038	3.752
2011	2.603	-	1.344	0.863	0.042	4.852
2012	2.602	-	1.176	0.857	0.019	4.654
2013	2.603	2.000	1.399	1.013	0.036	7.051
2014	2.603	2.000	1.389	1.004	0.026	7.022
2015	2.046	2.000	1.200	0.865	0.015	6.126
2016	2.137	2.000	1.170	0.862	0.010	6.179
2017	2.603	2.000	1.093	0.804	0.013	6.513
2018	8.603	-	-	-	0.012	8.615
2019	8.603	-	-	-	0.101	8.704

Tax Year	Overlapping Rates						
	Garfield County	Colorado River Water Conservation	West Divide Water Conservation	Glenwood Springs Improvement District	RE-1 School District	Colorado Mountain College	Garfield County Public Library District
2010	13.655	0.188	0.048	2.074	30.992	3.997	0.864
2011	13.655	0.228	0.042	2.458	39.589	3.997	1.000
2012	13.655	0.242	0.041	2.460	38.388	3.997	1.000
2013	13.655	0.254	0.041	2.484	42.445	3.997	1.000
2014	13.655	0.253	0.039	2.459	42.149	3.997	1.000
2015	13.655	0.243	0.039	2.291	46.300	3.997	1.000
2016	13.655	0.253	0.039	2.308	45.245	3.997	1.000
2017	13.655	0.254	0.039	2.138	44.038	3.997	1.001
2018	13.655	0.256	0.037	2.224	44.041	3.997	1.072
2019	13.655	0.235	0.038	2.022	42.903	4.013	2.505

¹Voters approved a 2 mill levy increase for 5 years

² Voters approved a combined General mill levy in 2018

Source: Garfield County Treasurer

**City of Glenwood Springs, Colorado
Principal Property Tax Payers
Current Year and Nine Years Ago**

Taxpayer	2019			2010		
	Assessed Value	Rank	Percentage of Total City Assessed Value	Assessed Value	Rank	Percentage of Total City Assessed Value
Public Service Company Of Colorado (Xcel)	13,979,590		6.12%			
Terrapin Glenwood 401 Llc	9,822,810		4.30%			
Bank Of Colorado	8,638,840		3.78%			
Glenwood Hot Springs Lodge & Pool Inc	8,513,990		3.73%			
Weingarten Miller Glenwood Llc	7,814,070		3.42%			
Glenwood Hot Springs Lodge & Pool Inc	6,892,720		3.02%	9,806,590	3	4.29%
Weingarten Miller Glenwood Llc	6,810,380		2.98%	20,670,700	1	9.05%
Target Corporation	6,717,660		2.94%	9,765,470	4	4.27%
Valley View Hospital Associates	6,529,650		2.86%	10,957,470	2	4.79%
Kip Hampden Llp	6,071,980		2.66%			
Wal-Mark Real Estate Business Trust				7,503,990	5	3.28%
Qwest Corporation TL393				7,437,570	6	3.25%
Glenwood Springs Mall LLLP				7,181,780	7	3.14%
Glenwood Hot Springs Lodge & Pool Inc				6,639,150	8	2.91%
Lowe's HIW, Inc				6,523,040	9	2.85%
Glenwood Properties				6,361,280	10	2.78%
Total	<u>\$ 81,791,690</u>		<u>35.79%</u>	<u>\$ 92,847,040</u>		<u>40.63%</u>

Source: Garfield County Assessor

**City of Glenwood Springs, Colorado
Ten Largest Sales Tax Remitters
Current Year and Five Years Ago**

2019	
Business Name¹	Industry
City Market	Food and Drug
Garfield County	Automobile
Hot Springs Lodge & Pool	Lodging
Hotel Colorado	Lodging
Lowe's Home Centers, LLC	Building
Natural Grocers	Food and Drug
Residence Inn	Lodging
Ross Dress for Less	Department Store
Target	Department Store
Walmart, Inc.	Department Store

2014	
Business Name¹	Industry
City Market	Food and Drug
Garfield County	Automobile
Hot Springs Lodge & Pool	Lodging
Lowe's Home Centers, LLC	Building
Ross	Department Store
Safeway	Food and Drug
Sports Authority	Sporting Goods
Target	Department Store
Vitamin Cottage	Food and Drug
Walmart, Inc.	Department Store

¹ Businesses' names are listed in alphabetic order.
Source: City of Glenwood Springs Finance Department.

City of Glenwood Springs, Colorado
Taxable Retail Sales by Industry
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Contractors	\$ 398,756	\$ 420,172	\$ 566,849	\$ 366,016	\$ 478,337	\$ 580,531	\$ 1,317,354	\$ 1,221,802	\$ 1,667,027	1,525,311.08
Transportation: Passenger/Freight/Storage	46,085	89,854	60,341	54,011	84,648	80,218	124,209	141,407	133,649	144,509.73
Travel Agencies	2,649	2,730	1,784	1,405	1,405	828	1,656	594	595	1,463.51
Communications Svcs - Cell, Phone, Cable	14,123,306	13,309,535	13,142,599	12,254,316	12,742,772	13,669,673	15,502,099	15,091,222	14,001,054	13,359,616.76
Utilities: Gas/Water/Elect	6,217,633	6,138,234	6,250,260	6,802,259	7,514,382	8,183,489	8,227,960	8,998,299	10,658,541	11,339,457.03
Wholesale	114,119	125,510	111,732	129,362	265,145	579,621	1,001,002	958,192	1,627,433	2,082,855.14
Building: Supplies, Paint, Nurseries	32,546,176	31,798,802	33,837,943	37,057,763	40,758,195	45,768,909	49,969,129	50,027,127	53,397,676	58,706,517.84
Department, Variety Stores	77,888,382	80,584,673	80,220,960	78,359,016	78,534,805	80,247,342	80,096,298	77,313,629	79,666,837	78,691,483.24
Food Suppliers	47,829,785	49,608,809	50,424,422	51,693,869	54,388,923	56,936,334	57,729,346	55,677,077	59,192,892	59,843,211.08
Auto: Dealers, Gas Stations, Parts, Wash	32,847,426	34,525,911	38,253,729	40,205,939	46,962,093	54,901,747	55,174,768	56,217,858	56,475,714	60,240,940.27
Apparel & Accessories	10,517,498	9,704,844	15,277,545	15,495,223	15,916,638	16,605,153	17,153,031	18,110,891	19,449,091	26,207,891.35
Furnishings: Furn, Carpet, Appl, Comptrs	8,374,715	7,616,090	8,300,109	7,636,140	8,694,991	8,245,742	8,149,252	7,901,883	8,036,044	8,566,601.62
Restaurants, Bars, Caterers	43,060,561	46,441,282	49,968,608	51,627,996	55,936,652	61,510,025	63,676,165	63,082,366	69,220,539	71,457,972.16
Misc. Retail: Vending, Jewelry, Liquor	40,668,746	41,905,720	39,730,203	40,734,976	42,634,781	42,449,979	43,993,237	37,681,260	42,061,680	40,460,349.46
Financial: Banks, Invstmnts, Leasing, Mort	882,758	829,593	1,089,521	981,329	1,140,070	1,405,501	1,329,660	1,355,019	1,740,219	1,599,827.84
Insurance	61,441	46,111	75,122	64,789	54,432	55,636	39,892	33,332	24,329	17,882.43
Real Estate: Prop Mgt, Condo Assn, Realtor	5,966	4,459	14,703	7,432	13,378	25,095	25,342	46,179	18,358	29,047.84
Lodging	27,149,388	29,169,871	32,311,722	33,756,515	38,543,395	43,517,275	46,683,042	47,566,309	49,909,637	52,756,643.78
Short term rental	-	-	-	-	-	-	-	-	-	2,018,154.05
Personal Svcs: Laundry, Salons, Photog	1,213,533	1,209,797	1,217,598	1,421,139	1,441,848	1,595,818	1,431,204	1,306,683	1,287,546	1,463,447.30
Business Svcs: Advert, Copy, Int Design	7,308,616	4,864,358	6,107,210	6,110,768	6,192,733	5,899,402	6,742,795	7,640,602	6,808,777	7,044,364.05
Recreation & Amusements	1,640,167	1,425,680	1,390,708	1,514,211	1,281,215	1,664,062	2,359,334	2,594,102	2,875,636	2,942,670.81
Health Services	1,937,425	1,852,835	1,770,483	2,469,832	2,185,670	2,144,788	2,350,212	2,191,717	2,577,191	2,580,965.68
Schools/Educational	37,736	7,496	7,700	12,449	20,649	17,294	21,662	37,053	37,753	29,711.89
Social Svcs	5,744	5,806	6,027	9,838	28,405	21,625	20,344	3,218	8,972	2,788.11
Membership Organ: Church, Civic, Social	469,242	526,045	459,560	477,959	497,727	736,301	645,610	589,198	553,095	755,945.68
Professionals: Acctng, Eng., Legal, Mgmt	126,738	264,671	282,649	310,432	269,326	293,916	354,906	232,879	422,303	153,038.92
Misc. Services: Artists, Scientific	49,081	38,398	44,433	44,122	37,568	69,691	187,009	106,972	211,055	374,060.27
Other: Non-Licensed	1,857,676	2,021,332	2,131,393	2,116,602	1,132,043	1,638,261	3,326,648	3,099,478	3,514,872	5,674,435.14
Temporary/Special Event Vendor ¹	-	-	28,056	34,105	39,247	48,432	149,479	143,106	252,351	369,406.76
Marijuana ¹	-	-	1,021,459	1,449,541	4,879,311	6,301,182	6,704,972	6,712,096	6,204,216	6,332,881.62
Total Taxable Sales	\$ 357,381,348	\$ 364,538,617	\$ 384,105,429	\$ 393,199,355	\$ 422,670,785	\$ 455,193,872	\$ 474,487,618	\$ 466,081,550	\$ 493,661,099	\$ 516,773,452

¹ In 2012, the City began reporting the sales in a separate category

Source: City of Glenwood Springs Finance Department

City of Glenwood Springs, Colorado
Legal Debt Margin Information
Last Ten Years
(in thousands)

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Debt Limit	\$ 8,532	\$ 6,594	\$ 6,568	\$ 5,514	\$ 5,547	\$ 6,419	\$ 6,455	\$ 6,914	\$ 6,856	\$ 7,552
Total net debt applicable to limit	4,993	4,337	3,602	3,299	2,573	2,038	1,466	899	490	250
Legal Debt Margin	<u>\$ 3,539</u>	<u>\$ 2,256</u>	<u>\$ 2,966</u>	<u>\$ 2,215</u>	<u>\$ 2,973</u>	<u>\$ 4,381</u>	<u>\$ 4,989</u>	<u>\$ 6,015</u>	<u>\$ 6,366</u>	<u>\$ 7,302</u>
Total net debt applicable to limit as a percentage of debt limit	58.519%	65.781%	54.845%	59.831%	46.394%	31.751%	22.711%	12.999%	7.147%	3.310%

Legal Debt Margin Calculation for Fiscal Year 2019

Assessed value ¹	\$ 251,744,980
Debt limit (3% of assessed value)	7,552,349
Debt applicable to limit:	
General Obligation Bonds	250,000
Total net debt applicable to limit	<u>250,000</u>
Legal debt margin	<u>\$ 7,302,349</u>

¹ Source: Garfield County Assessor

**City of Glenwood Springs, Colorado
Outstanding Debt by Type
Last Ten Years**

Fiscal Year	Governmental Activities			Business-Type Activities		Total Government	Percentage of Estimated Personal Income	Per Capita
	General Obligation Bonds	Sales and Use Tax Revenue Bonds	Colorado SIB Loan	Electric Revenue Bonds	Water and Sewer Revenue Loan			
2010	4,992,920	11,064,185	324,221	310,000	31,460,100	48,151,426	8.78%	5,050
2011	4,337,391	9,645,518	163,716	-	30,394,550	44,541,175	7.91%	4,615
2012	3,602,213	8,737,883	-	-	29,313,175	41,653,271	6.29%	4,255
2013	3,299,032	7,340,000	-	-	28,221,250	38,860,282	5.53%	3,963
2014	2,573,378	6,328,093	-	-	27,097,675	35,999,146	5.06%	3,653
2015	2,037,964	8,060,000	-	-	25,953,000	36,050,964	4.93%	3,606
2016	1,465,883	6,585,000	-	-	24,781,950	32,832,833	4.37%	3,314
2017	898,725	5,060,000	-	-	23,573,974	29,532,699	3.93%	2,981
2018	490,000	12,305,000	-	-	22,329,074	35,124,074	4.65%	3,526
2019	250,000	24,240,000	-	-	21,047,250	45,537,250	5.62%	4,563

Source: City Finance Department

City of Glenwood Springs, Colorado
Ratios of Bonded Debt Outstanding by Type
Last Ten Years

Fiscal Year	General Obligation Bonds	Sales and Use Tax Revenue Bonds	Colorado SIB Loan	Enterprise Revenue Bonds	Total Bonded General Obligation Debt Outstanding	Percentage of Actual Taxable Value of Property	Per Capita
2010	4,992,920	11,064,185	324,221	31,770,100	4,992,920	1.76%	524
2011	4,337,391	9,645,518	163,716	30,394,550	4,337,391	1.97%	449
2012	3,602,213	8,737,883	-	29,313,175	3,602,213	1.65%	368
2013	3,299,032	7,340,000	-	28,221,250	3,299,032	1.79%	336
2014	2,573,378	6,328,093	-	27,097,675	2,573,378	1.39%	261
2015	2,037,964	8,060,000	-	25,953,000	2,037,964	0.95%	204
2016	1,465,883	6,585,000	-	24,781,950	1,465,883	0.68%	148
2017	898,725	5,060,000	-	23,573,974	898,725	0.39%	91
2018	490,000	12,305,000	-	22,329,074	490,000	0.21%	49
2019	250,000	24,240,000	-	21,047,250	250,000	0.10%	25

Source: City of Glenwood Springs Finance Department

City of Glenwood Springs, Colorado
Direct and Overlapping Governmental Activities Debt
As of 12/31/2018
(in thousands)

Overlapping Debt	Outstanding Debt²	Estimated Percentage Applicable¹	Estimated Share of Overlapping Debt
Roaring Fork School District	\$ 170,320	35.544%	\$ 60,539
Glenwood Meadows Metro District No. 3	9,017	100.000%	9,017
Total Overlapping Debt	<u>\$ 179,337</u>		<u>69,556</u>
City of Glenwood Springs Direct Debt			<u>12,795</u>
Total Direct and Overlapping Debt			<u>\$ 82,351</u>

¹ For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.

² Outstanding debt includes all long-term debt instruments of the governmental activities, including bonds, notes, certificates of participation, loans, and capital leases.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Glenwood Springs. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and the businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

Source: Assessed value data used to estimate applicable percentages provided by the Garfield County Assessor. Debt outstanding provided by each governmental unit.

**City of Glenwood Springs, Colorado
Pledged Revenue Coverage
Last Ten Years**

Fiscal Year	Sales and Use Tax Revenue Bonds ^{1 4}	Electric Revenue ²	Water and Sewer Revenue ³	Total Pledged Revenues	Debt Service		
					Principal	Interest	Coverage
2010	3,536,463	9,524,984	4,229,091	17,290,538	3,180,000	1,019,557	4.12
2011	3,604,763	9,315,755	4,697,538	17,618,056	2,445,550	1,213,382	4.82
2012	3,841,050	-	5,350,696	9,191,746	2,171,375	1,191,472	2.73
2013	3,931,933	-	5,102,858	9,034,791	2,216,925	1,159,868	2.68
2014	4,226,704	-	5,390,156	9,616,860	2,278,575	1,100,020	2.85
2015	4,551,023	-	5,974,846	10,525,869	2,339,675	1,039,893	3.11
2016	7,117,225	-	6,623,843	13,741,068	2,646,050	1,045,283	3.72
2017	6,991,216	-	6,619,310	13,610,526	2,732,975	971,673	3.67
2018	7,374,867	-	6,531,139	13,906,006	3,999,900	885,937	2.85
2019	8,103,293	-	6,677,657	14,780,950	1,546,825	730,979	6.49

¹ The City 1999 and 2010 Sales and Use Tax revenue bonds pledged revenues from the 1.0% tax within the City Acquisition & Improvement Fund. The 2010 issuance refunded the 1999 bonds.
The City 2015 Sales and Use Tax revenue bonds pledged revenues from the 0.5% tax within the City Street Tax Fund.

² The City Electric Revenue Bonds were repaid in full in 2011.

³ The City 2003 Water and Sewer Revenue Refunding Bonds were repaid in 2010 and the Water and Sewer Revenue Loan were issued in 2010.

⁴ The City 2010 Sales and Use Tax Revenue Bonds were paid off in 2018.

**City of Glenwood Springs, Colorado
Demographic and Economic Statistics
Last Ten Years**

Fiscal Year	Population¹	Estimated Personal Income (<i>in thousands</i>)	Per Capita Income²	Unemployment Rate³
2010	9,571	497,788	52,010	11.3%
2011	9,535	548,453	57,520	13.6%
2012	9,651	563,097	58,346	10.3%
2013	9,789	661,736	67,600	7.4%
2014	9,807	702,897	71,673	6.1%
2015	9,855	712,073	72,255	4.0%
2016	9,998	730,854	73,100	3.6%
2017	9,908	751,680	75,866	2.8%
2018	9,962	755,777	75,866	3.2%
2019	9,979	810,913	81,262	2.7%

¹ State of Colorado, Department of Local Affairs, Division of Local Government, Denver, Colorado

² Bureau of Economic Analysis

**City of Glenwood Springs, Colorado
Principal Employers
Current Year and Nine Years Ago**

Employer	Type of Business	2019			2010		
		Employee Range	Rank	Estimated Percentage of Total City Employment	Employee Range	Rank	Estimated Percentage of Total City Employment
Valley View Hospital	Healthcare	1000-1250	1	16%	500-999	1	11%
Lowe's Home Improvement	Retail	250-499	2	5%	250-499	5	5%
Walmart	Retail	250-499	3	5%	250-499	3	5%
City Market	Retail	250-499	4	5%	250-499	7	5%
Colorado Mountain College	Schools	250-499	5	5%	250-499	2	5%
Target	Retail	250-499	6	5%	250-499	4	5%
Glenwood Caverns	Attraction	100-249	7	3%	100-249		
**Glenwood Hot Springs Resort	Attraction	100-249	8	3%	100-249	9	3%
Roaring Fork School District RE-1	Schools	100-249	9	3%	100-249		
City of Glenwood Springs	Government	100-249	10	3%	100-249	8	3%
Sports Authority	Retail	100-249			100-249	10	3%
Safeway Store	Retail	100-249			100-249	6	3%

*The State of The State of Colorado is not legally permissible to report the exact number of employees by employer. Instead, they provide the number of employees of each within a range. With that in mind, Glenwood Springs is electing to present the names of the top ten principal employers and the number of employees of each within that range.

** Includes pool, athletic club and lodge

Source: Colorado Department of Labor Website

City of Glenwood Springs, Colorado
Full-time Equivalent City Government Employees by Function/Program
Last Ten Years

Program	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General government	31.3	31.0	30.8	31.0	30.8	31.8	30.8	32.0	30.3	30.3
Public Transportation	67.5	68.0	64.0	59.3	59.3	61.3	65.4	64.7	63.7	63.3
Public Safety	8.0	8.0	6.0	6.0	6.0	7.0	7.0	7.3	6.5	6.5
Public Works	20.9	20.9	19.9	19.9	19.9	21.0	21.0	21.5	21.5	23.0
Culture and Recreation	29.0	28.0	27.0	27.0	26.0	26.0	26.0	25.2	28.2	30.2
Water	16.5	17.5	16.5	16.2	17.5	17.2	17.2	17.0	19.8	19.8
Electric	16.5	16.0	15.0	15.5	16.0	13.3	13.3	15.3	15.3	15.3
Airport	0.4	0.7	0.6	0.6	0.6	0.2	0.2	0.2	0.2	0.2
Landfill	4.8	4.8	3.8	3.8	3.8	3.6	3.6	3.6	5.0	5.0
Total:	<u>194.82</u>	<u>194.87</u>	<u>183.55</u>	<u>179.25</u>	<u>179.84</u>	<u>181.36</u>	<u>184.29</u>	<u>186.65</u>	<u>190.27</u>	<u>193.5</u>

Estimated by actual employment as of 12/31/2019
Source: City of Glenwood Springs Finance Department

City of Glenwood Springs, Colorado
Operating Indicators by Function/Program
Last Ten Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Government										
Building permits issued	465	338	330	319	363	327	332	388	435	533
Total permit valuation & letters of completion issued	\$59,009,110	\$11,480,654	\$44,041,112	\$11,813,101	\$16,185,988	\$28,829,089	\$36,533,178	\$15,458,436	\$87,397,529	\$59,063,875
Public Safety										
Number of crimes	4,247	4,419	3,879	3,535	3,333	3,981	4,846	4,060	4,044	4,540
Traffic Citations	2,471	1,952	1,448	1,576	1,322	1,818	2,054	2,399	1,088	1,036
Traffic Accidents	556	443	538	515	592	632	686	678	561	632
Public Works										
Electric Residential Customers	4,603	4,593	4,597	4,635	4,677	4,680	4,683	4,702	3,936	3,946
Residential Average Monthly KWH	665	684	655	681	652	629	639	619	605	607
Electric Large Commercial Customers	72	77	81	72	72	88	72	91	90	90
Large Commercial Average KWH	60,645	55,495	52,455	64,658	60,645	61,650	60,650	52,397	49,031	41,362
Total KWH Purchased (in '000s)	127,346	130,299	130,437	129,755	128,480	128,861	127,200	125,617	129,934	130,848
Residential Water Meters	2,943	2,943	2,950	2,947	2,957	2,958	2,959	2,969	2,981	2,997
Total Residential Consumption ('000 gallons)	363,269	315,638	379,254	351,819	328,952	324,963	329,707	331,818	385,563	352,272
Commercial Water Meters	463	462	460	460	468	474	477	482	493	491
Total Commercial Consumption ('000 gallons)	167,840	165,762	188,363	168,213	173,461	182,227	183,999	176,460	190,808	185,269
Transit										
Passengers										
Free bus routes										

Source: City of Glenwood Springs Departmental Data

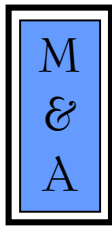
City of Glenwood Springs, Colorado
Capital Asset Statistics by Program
Last Ten Years

	2010	2010	2011	2012	2013	2014	2015	2016	2017	2018
Parks and Recreation										
Number of Zoned Parks	20	22	23	23	23	25	25	26	27	27
Estimated Bike Paths (linear miles)	16	20	20	20	24	24	24	27	32	34
Estimated unpaved trails (linear miles)	7	9	9	9	11	11	11	14	15	17
Public Safety										
Police Stations	1	1	1	1	1	1	1	1	1	1
Licensed Police Vehicles	15	16	16	16	17	18	22	19	20	20
Fire Stations	2	2	2	2	2	2	2	2	2	2
Rural Fire District Stations	1	1	1	1	1	1	1	1	1	1
Public Works										
Streets (lane miles)	84	86	86	86	86	86	86	86	86	86
Street lights	550	590	605	605	610	614	618	618	618	618
Transit										
Ride Glenwood Bus Stops	19	20	20	20	20	23	24	24	24	24
Utility										
Electric sub stations	3	3	3	3	3	3	3	3	3	3

Source: City of Glenwood Springs Departmental Data

SINGLE AUDIT REPORTS AND SCHEDULES





McMAHAN AND ASSOCIATES, L.L.C.

Certified Public Accountants and Consultants

CHAPEL SQUARE, BLDG C
245 CHAPEL PLACE, SUITE 300
P.O. Box 5850, AVON, CO 81620

WEB SITE: WWW.MCMAHANCPA.COM
MAIN OFFICE: (970) 845-8800
FACSIMILE: (970) 845-8108
E-MAIL: MCMAHAN@MCMAHANCPA.COM

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

**To the Members of City Council
City of Glenwood Springs
Glenwood Springs, Colorado**

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Glenwood Springs (the "City") as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated September 29, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit on the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Member: American Institute of Certified Public Accountants

PAUL J. BACKES, CPA, CGMA
MICHAEL N. JENKINS, CA, CPA, CGMA
DANIEL R. CUDAHY, CPA, CGMA

AVON: (970) 845-8800
ASPEN: (970) 544-3996
FRISCO: (970) 668-3481

**INDEPENDENT AUDITOR'S REPORT
To the Members of City Council
City of Glenwood Springs**

Compliance and Other Matters

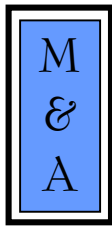
As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

McMahan and Associates, L.L.C.

**McMahan and Associates, L.L.C.
September 29, 2020**



McMAHAN AND ASSOCIATES, L.L.C.

Certified Public Accountants and Consultants

CHAPEL SQUARE, BLDG C
245 CHAPEL PLACE, SUITE 300
P.O. Box 5850, AVON, CO 81620

WEB SITE: WWW.MCMAHANCPA.COM
MAIN OFFICE: (970) 845-8800
FACSIMILE: (970) 845-8108
E-MAIL: MCMAHAN@MCMAHANCPA.COM

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

**To the Members of City Council
City of Glenwood Springs
Glenwood Springs, Colorado**

Report on Compliance for Each Major Program

We have audited the City of Glenwood Springs's (the "City") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2019. The City's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (the "Uniform Guidance"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination on the City's compliance with those requirements.

Member: American Institute of Certified Public Accountants

PAUL J. BACKES, CPA, CGMA
MICHAEL N. JENKINS, CA, CPA, CGMA
DANIEL R. CUDAHY, CPA, CGMA

AVON: (970) 845-8800
ASPEN: (970) 544-3996
FRISCO: (970) 668-3481

**INDEPENDENT AUDITOR's REPORT
To the Members of City Council
City of Glenwood Springs**

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2019.

Report on Internal Control Over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit, we considered the City's internal control over compliance with types of requirements that could have a direct and material effect on each major federal program to determine our auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

McMahan and Associates, L.L.C.

**McMahan and Associates, L.L.C.
September 29, 2020**

City of Glenwood Springs, Colorado
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2019

Part I – Summary of Auditor’s Results

Financial Statements:

Type of auditor’s report issued	Unmodified
Internal control over financial reporting:	
Material weakness identified	None noted
Significant deficiency identified	None noted
Noncompliance material to financial statements noted	None noted

Federal Awards:

Internal control over major programs:	
Material weakness identified	None noted
Significant deficiency identified	None noted
Type of auditor’s report issued on compliance for major programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with Title 2 U.S. Code of Federal Regulations Part 200	No
Major programs:	
Highway Planning and Construction	CFDA #20.205
Dollar threshold used to identify Type A from Type B programs:	\$750,000
Identified as low-risk auditee	Yes

Part II – Findings Related to Financial Statements

Findings related to financial statements as required by <i>Government Auditing Standards</i>	None noted
Auditor-assigned reference number	Not applicable

Part III – Findings Related to Federal Awards

Internal control findings	None noted
Compliance findings	None noted
Questioned costs	None noted
Auditor-assigned reference number	Not applicable

City of Glenwood Springs
SCHEDULE OF PRIOR AUDIT FINDINGS AND QUESTIONED COSTS
For the Year Ended December 31, 2019
(continued)

There were no findings for the fiscal year ended December 31, 2018.

City of Glenwood Springs
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2019

Program Title	Pass-Through Entity Identifying Number	Federal CFDA Number	Expenditures	Expenditures to Subrecipients
National Endowment for the Arts:				
Promotion of the Arts Grants to Organization and Individuals	N/A	45.024	19,139	
Total National Endowment for the Arts			<u>19,139</u>	
Department of Justice:				
Passed through Colorado Department of Public Safety:				
Bulletproof Vest Partnership Program	N/A	16.607	1,488	-
Drug-free Communities Support Program Grants	N/A	93.276	18,542	18,542
High Intensity Drug Trafficking Assistance	N/A	95.001	83,358	-
Total Department of Justice			<u>103,388</u>	<u>18,542</u>
Environmental Protection Agency				
Brownsfield Training, Research, and Technical Assistance	N/A	66.814	16,198	
Total Environmental Protection Agency			<u>16,198</u>	
Department of Transportation:				
Passed through Colorado Department of Transportation:				
Highway Planning and Construction	N/A	20.205	A 1,826,573	
Administrative and Operating Costs Section 5311	N/A	20.509	294,770	
Total Department of Transportation			<u>2,121,343</u>	
Total			<u>\$ 2,260,068</u>	<u>\$ 18,542</u>
Additional Information for Clusters:		Amount		
A - Highway Planning and Construction Cluster		1,826,573		

Notes to the Schedule of Expenditures of Federal Awards for the year ended December 31, 2019

Note 1. Basis of Presentation:

The Schedule of Expenditures of Federal Awards includes the federal grant activity of The City and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements on of Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Therefore some amounts presented in this schedule may differ from amounts presented in or used in the preparation of the general purpose financial statements.

Note 2. Determining the Name of Non-cash Awards Expended:

Fair market value of assistance at the time of disbursement to the recipient, or the assessed value provided by the state or federal agency.

Note 3. Indirect Facilities and Administration costs:

The City does not use the 10% de minimis cost rate allowed in Title 2 U.S. Code of Federal Regulations (CFR) Part 200.414, indirect (F & A) costs.



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Approval of 2021 Budget

Action Requested: Approval of 2021 Budget

Department: City Administration

Presented By: Steve Boyd, COO

Background Info: The draft 2021 Budget was submitted on October first followed by a public hearing on October 15th. City Charter requires the budget to be passed in the first meeting of November.

Issues: After the draft budget was submitted on October first we received preliminary assessment data so the budget presented tonight includes those updates and a few other changes from the original submittal that were discussed in the public hearing. None of those changes are significant or impact the budget negatively but a list is included with this staff report.

Staff Recommendation: Staff recommends approval



2021

BUDGET

November 3, 2020

2021 Budget Table of Contents

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Broadband		51
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V.A.L.E.		84
Conservation Trust		87
Cemetery		90
Fleet		92
Fire Equipment Replacement		98
DDA		101



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	\$2,170,498	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	\$9,713,932	
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	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01 GENERAL FUND - 00070 XFERS					
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/FEES					
0110050-42420	CREDIT CARD CONVENIENCE FEES	\$894	(\$0)	(\$0)	
	TOTAL 00050 - CHARGE FOR SERVICE/FEES	\$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/FEES					
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	



2021 BUDGET - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
0120050-42418	IMPOUND FEES	\$2,250	\$2,500	\$4,000	
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	\$19,503,101	



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	TUTITION 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	\$0	\$0	\$100,000	City Manager Contingency
				\$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



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01122-59520	CAPITAL OUTLAY	\$10,297	\$0	\$0	
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 Ii
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	Professional 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	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01131-52510	GRANTS	\$86,662	\$79,950	\$81,866	
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 PlannerI - 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	\$176,384	\$75,000	\$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.
				\$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	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01141-52110	PUBLIC NOTICES	\$913	\$2,000	\$2,000	
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	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$1,500	\$1,000	
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	\$2,687,360	
01999-55970	TRANSFER TO EMERG SVCS	\$543,580	\$864,917	\$623,706	
TOTAL 999 - INTERFUND TRANSFERS		\$5,060,842	\$3,428,043	\$3,311,066	
TOTAL GENERAL FUND		\$21,128,635	\$21,117,391	\$19,527,679	

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>(\$24,578)</u>
Ending Balance	\$7,377,004	\$5,950,838
 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	\$766,472
 Cash Balance as of 12/31/2019		 \$9,816,615
 2021 Revenues		 \$19,503,101
2021 Expenses		<u>(\$19,527,679)</u>
2021 Change in Fund Balance		(\$24,578)



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	\$87,780	
05111-56411	MARKETING ASSTISTANT	\$57,000	\$59,850	\$55,000	
05111-56412	PAYROLL TAXES-BENEFITS	\$28,100	\$29,526	\$28,566	
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	\$595,956	
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	\$10,400	
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	\$1,034,753	
TOTALTOURISM PROMOTION		\$1,446,295	\$1,342,018	\$1,034,753	

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	
TOTALMARIJUANA 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/FEES					
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/FEES		\$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/FEES					
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/FEES		\$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 CASUALITY 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 & DISTRIBUT					
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		(\$2,753,726)
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/FEEES					
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/FEEES		\$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 CASUALITY 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 CASUALITY 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 - REVENUE

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
33 ACQUISITION & IMPROVEMENTS - 00020 TAXES					
3300020-41210	GENERAL SALES TAX	\$5,086,212	\$5,109,938	\$4,598,944	
3300020-41310	USE TAX	\$315,983	\$240,000	\$200,000	
TOTAL 00020 - TAXES		\$5,402,195	\$5,349,938	\$4,798,944	
33 ACQUISITION & IMPROVEMENTS - 00060 OTHER					
3300060-41220	AUDIT REVENUE	\$34,434	\$25,000	\$20,000	
3300060-42310	GRANTS	\$3,787,147	\$595,000	\$5,839,542	Build Grant and County
				\$1,040,000	LoVa Grants and external funding
				\$1,783,908	South Bridge Earmark Reimbursement
				\$100,000	CARES reimbursement
	TOTAL GRANTS	\$3,787,147	\$595,000	\$8,763,450	
3300060-42420	CREDIT CARD CONVENIENCE FEES	\$596	(\$0)	(\$0)	
3300060-43510	INTEREST	\$505,990	\$145,000	\$150,000	
3300060-43650	MISCELLANEOUS LEASE	\$500	(\$0)	(\$0)	
3300060-43710	CONTRIBUTIONS/DONATIONS	\$3,410	(\$0)	(\$0)	
3300060-43910	COST REIMBURSEMENTS	\$850,000	(\$0)	(\$0)	
3300060-44110	SALE OF ASSETS	(\$0)	\$1,260,000	(\$0)	
3300060-44130	MISCELLANEOUS	\$30	(\$0)	(\$0)	
3300060-44210	BOND PROCEEDS	\$12,200,000	(\$0)	(\$0)	
TOTAL 00060 - OTHER		\$17,382,106	\$2,025,000	\$8,933,450	
33 ACQUISITION & IMPROVEMENTS - 00070 XFERS					
3300070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0)	\$68,000	(\$0)	
3300070-44330	TRANSFER FROM OTHER FUNDS	\$134,000	\$100,000	(\$0)	
3300070-44385	TRANSFER FROM WA/SW	\$725,000	(\$0)	(\$0)	
3300070-44390	TRANSFER FROM ELECTRIC	\$130,000	(\$0)	(\$0)	
TOTAL 00070 - XFERS		\$989,000	\$168,000	(\$0)	
TOTAL ACQUISITION & IMPROVEMENTS		\$23,773,301	\$7,542,938	\$13,732,394	



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
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ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE

3310-60000	PROJECTS	\$40	\$0	\$0	
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TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$40	\$0	\$0	
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ACQUISITION & IMPROVEMENTS - UNCLASSIFIED/UNDECLARED/UN-USE

3335-60000	PROJECTS	\$1,164,576	\$2,632,331	\$0	
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3335-61000	DEPARTMENT PROJECTS	\$0	\$0	\$50,000	Trail System Maintenance, River clean-up. Was in Other Operating Expense in 2020.
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TOTAL 000 - UNCLASSIFIED/UNDECLARED/UN-USE		\$1,164,576	\$2,632,331	\$50,000	
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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					

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	\$2,687,360	
4300070-44380	TRANSFER FROM RURAL FIRE DISTR	\$756,876	\$759,441	\$857,939	
TOTAL 00070 - XFERS		\$3,703,085	\$3,322,567	\$3,645,299	
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/FEEES					
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/FEEES		\$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	\$4,235,599	



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 - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
FLEET SERVICE FUND - FLEET MAINTENANCE					
64110-51110	REGULAR EMPLOYEES	\$264,673	\$274,337	\$273,630	
64110-51140	OVERTIME	\$91	\$850	\$0	
64110-51210	HEALTH INSURANCE PREMIUMS	\$60,070	\$60,565	\$60,588	
64110-51220	LONG TERM DISABILITY	\$22	\$852	\$876	
64110-51230	BASIC LIFE INSURANCE	\$39	\$696	\$692	
64110-51250	FICA CONTRIBUTIONS	\$19,654	\$21,054	\$20,933	
64110-51260	RETIREMENT CONTRIBUTIONS	\$13,726	\$19,265	\$19,153	
64110-51270	UNEMPLOYMENT COMPENSATION	\$771	\$843	\$821	
64110-51280	WORKERS' COMPENSATION	\$9,923	\$5,459	\$5,600	
64110-51380	UNIFORM ALLOWANCE	\$0	\$1,400	\$1,400	Uniforms for Employees
64110-51410	UTILITIES	\$13,827	\$11,000	\$2,500	Gas Billing
				\$4,500	Electric Billing
				\$2,500	Water and Sewer Billing
				\$1,500	Broadband Billing
	TOTAL UTILITIES	\$13,827	\$11,000	\$11,000	
64110-51610	SUPPLIES	\$14,362	\$45,000	\$45,000	Tools and Software Upgrades
64110-51710	PROFESSIONAL SERVICES	\$12,206	\$10,500	\$10,500	Building and Fuel Item Maintenance/Review
64110-51810	MAINTENANCE & REPAIR	\$262,632	\$70,000	\$70,000	Outside Repairs and Facility Maintenance
64110-52110	PUBLIC NOTICES	\$39	\$0	\$0	
64110-52210	PROFESSIONAL DEVELOPMENT	\$9,036	\$15,000	\$15,000	New Vehicles and Equipment Training, Fire Mechanic School, Cirs and Fleet Expo
64110-52310	MISC. TRAVEL	\$1,571	\$2,500	\$2,500	Inspecting New Vehicles and Equipment Prior to Companies Sending to Glenwood
64110-52410	PROFESSIONAL DUES AND MEMBERSH	\$180	\$500	\$500	Fire Mechanics Membership
64110-52440	PROFESSIONAL SUBSCRIPTION	\$1,094	\$3,500	\$3,600	Amazon Account, ProLink Software, Motologic
64110-52810	OTHER OPERATING EXPENSE	\$1,417	\$8,000	\$2,000	
64110-52880	FREIGHT	\$3,111	\$1,500	\$2,000	Freight for Parts Deliveries
64110-53510	PROPERTY INSURANCE	\$8,471	\$6,000	\$6,500	
64110-53520	LIABILITY AND CASUALTY INSURA	\$3,931	\$3,500	\$4,000	
64110-53540	DEDUCTIBLES PAID	\$6,616	\$3,000	\$0	
64110-54310	INTERFUND COST OF SERVICE	\$46,834	\$48,239	\$49,204	
64110-54710	ROUTINE MAINTENANCE	\$169,438	\$418,000	\$358,000	Fuel for Pumps and Parts and Labor Costs
64110-55610	DEPRECIATION	\$837,040	\$525,000	\$525,000	
64110-59520	CAPITAL OUTLAY	\$868,010	\$811,500	\$0	
64110-59599	CAPITALIZED ASSETS	(\$916,631)	\$0	\$0	
64110-59994	BIW VEHICLE	\$0	\$0	\$40,000	Electric Truck - Replacement
				\$28,000	Water new truck for crew



2021 BUDGET - EXPENDITURES

Account	Account Description	2019 Actual	2020 Budget	2021 Request	Description
64110-59994	BIW VEHICLE			\$28,000	Waste Water new truck
				\$57,000	Parks - 2 Trucks: one with plow
				\$25,000	Public Safety - Police parking management vehicle
				\$35,000	Public Works - Streets Dept - Superintendent truck
				\$45,900	Broadband vehicles
	TOTAL BIW VEHICLE	\$0	\$0	\$258,900	
64110-59996	BIW FACILITIES	\$0	\$0	\$350,000	Wash Bay in Fleet
				\$10,000	New door for West side of Devereux shop
	TOTAL BIW FACILITIES	\$0	\$0	\$360,000	
TOTAL 110 - FLEET MAINTENANCE		\$1,712,153	\$2,368,060	\$2,107,397	
TOTAL FLEET SERVICE FUND		\$1,712,153	\$2,368,060	\$2,107,397	

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	\$623,706	Assumes 2.5 mills
7000070-44380	TRANSFER FROM RURAL FIRE DISTR	\$272,181	\$300,718	\$212,634	Assumes 2.5 mills
TOTAL 00070 - XFERS		\$815,761	\$1,165,635	\$836,340	
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	\$936,340	



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>\$610,340</u>
Ending Balance		\$3,349,104
 Cash Balance as of 12/31/2019		 \$1,896,580
 2021 Revenues		 \$936,340
2021 Expenses		<u>(\$326,000)</u>
2021 Change in Fund Balance		\$610,340



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 CASUALITY 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 - Changes from Initial Submittal to Approval

	<u>Fund</u>	<u>Amount</u>	<u>Notes</u>
1	Tourism	(\$5,820)	Remove Director COLA
	Tourism	\$5,820	Increase Advertising
2	Airport	(\$30,000)	Remove consultant fee
3	Broadband	(\$181,528)	To Electric for debt service
	Electric	\$181,528	From Broadband for debt service
4	Fire Equip Replacement	\$52,634	In from Rural District; prelim assessment
	Fire Department	\$77,939	In from Rural District; prelim assessment
5	Fire Equip Replacement	(\$1,294)	Adjustment from General Fund; prelim assessment
	General Fund	\$1,294	Adjustment to Fire Equipment; prelim assessment
6	General Fund	(\$81,939)	Adjustment to Fire Department; prelim assessment
	Fire Department	\$81,939	Adjustment from General Fund; prelim assessment



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 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

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.

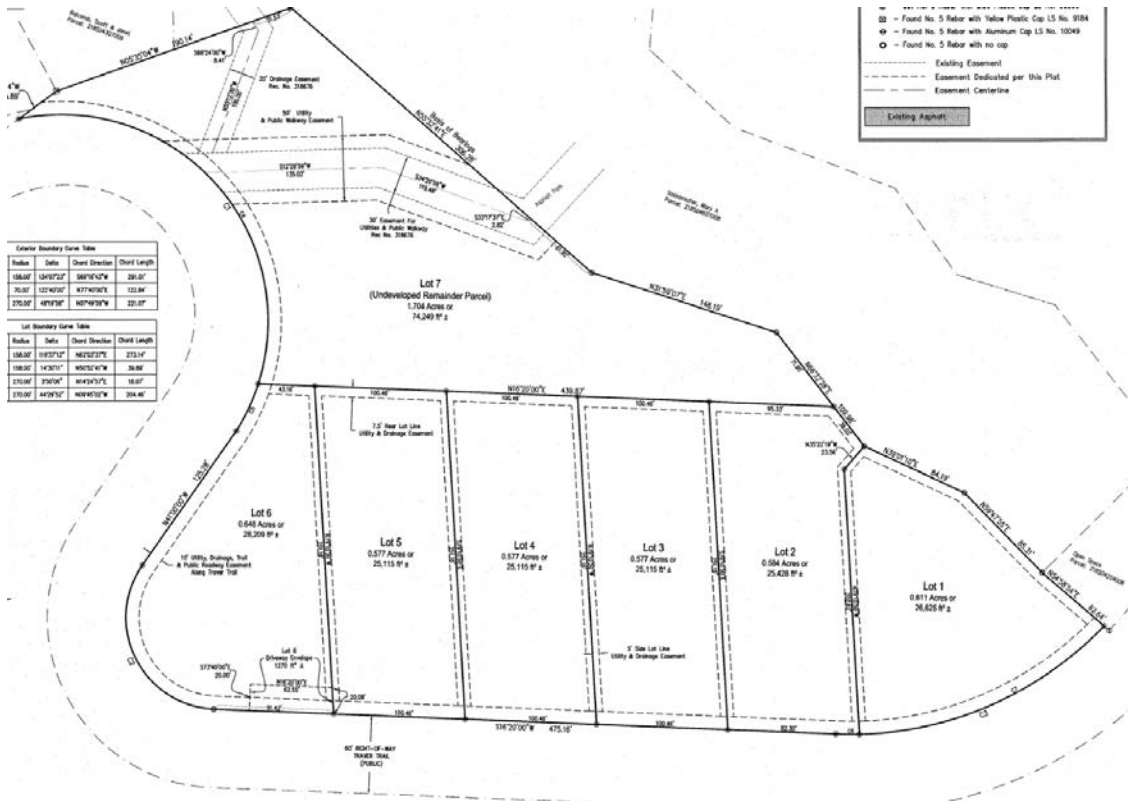
20 feet. While most of the OCS has since been developed, Tract A has remained vacant (as pictured at left and below) except for a public trail easement dedicated by the original plat. Copies of the original annexation agreement, planned unit development agreement, and subdivision plat are attached.

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

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 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 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	
<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. Hinkley</i>	<i>8/5/2020</i>
	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

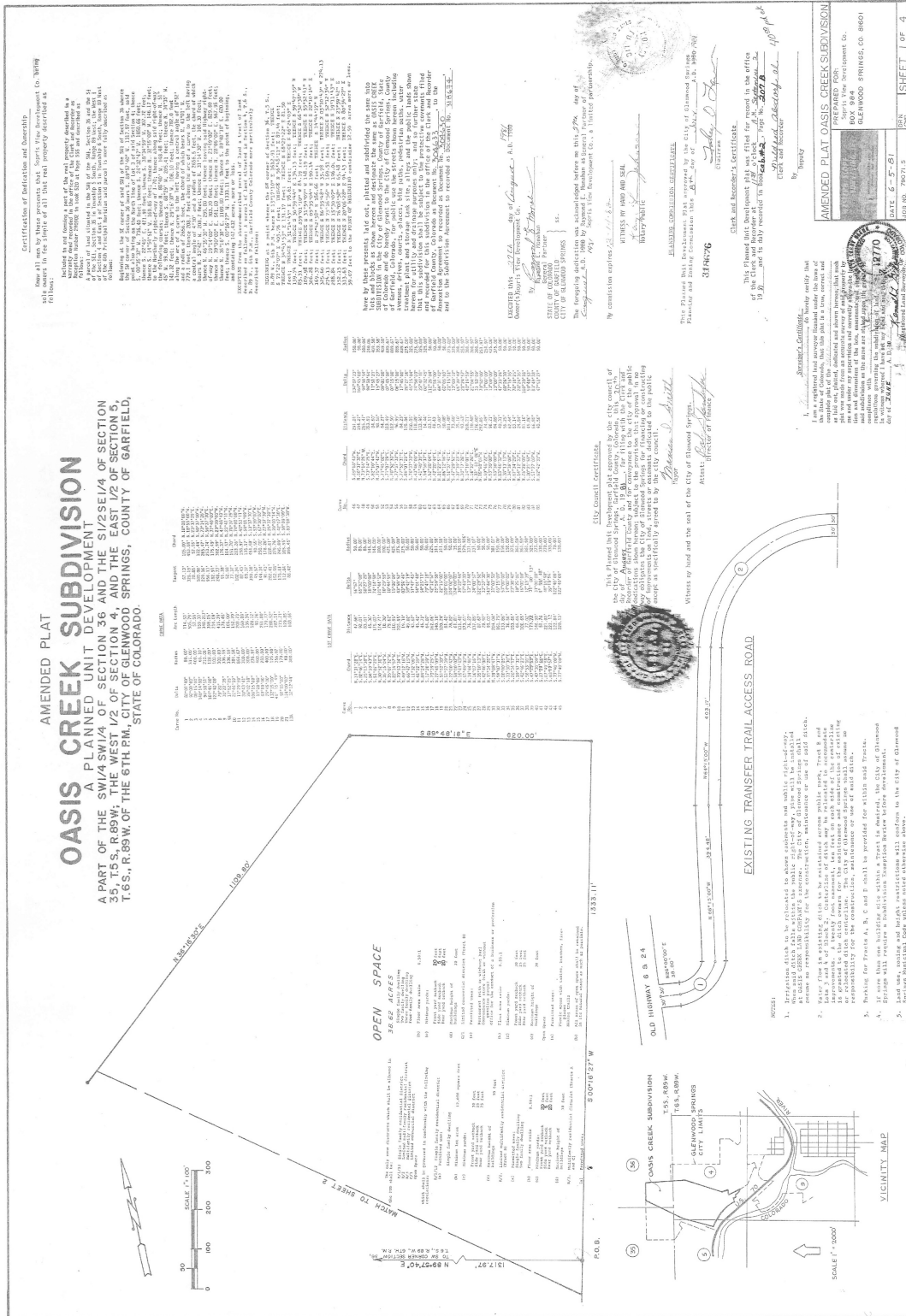
The proposed uses and sizes for each of Tracts A1-A6 are defined in the Declaration of Protective Covenants for Oasis Creek Subdivision, A Planned Unit Development, Recorded at Reception Number 304633, Book 549 Page 936, on June 11, 1980. This document is attached as an Exhibit. Tract A7 will remain as an undeveloped Tract with an existing trail and utilities within it.

3.3.4. Existing Conditions that Affect the Project Design

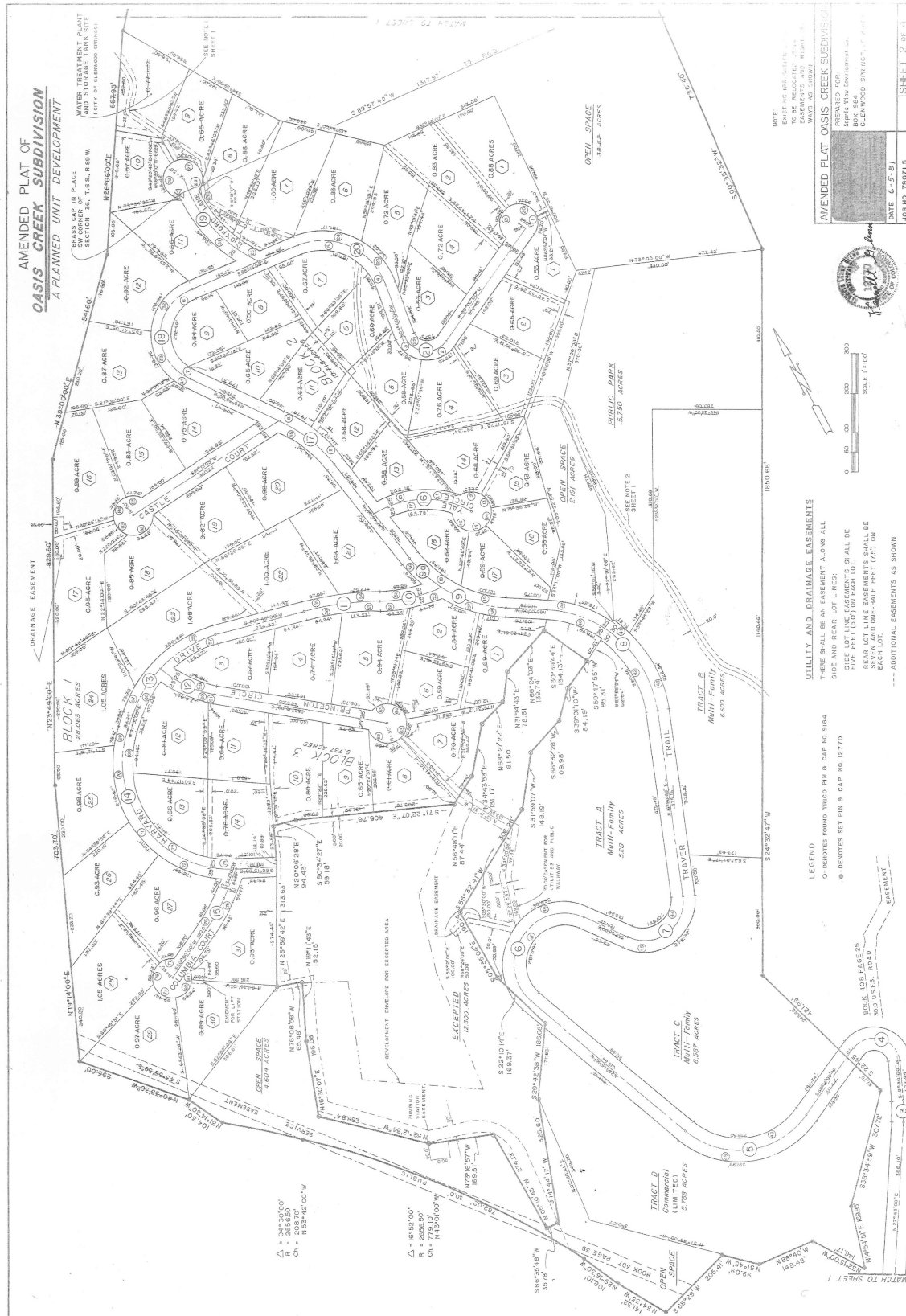
Tract A was part and parcel of the original Oasis Creek Subdivision that was approved in the early 1980's. The Tract is zoned R/3 Multi-Family Residential PUD, which allows single-family, two-family, three-family and four-family dwellings as permitted uses. Tract A is limited to a maximum of 50 dwelling 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.



318676-1



318676-2

AMENDED OASIS CREEK A PLANNED UNIT DEVELOPMENT LOCATED IN A PART OF THE SW1/4 SW1/4 OF SECTION 3 AND THE SW2SE1/4 OF SECTION 35, T.5 S., R.89 W. AND A PART OF THE WEST 1/2 OF SECTION 4 AND THE EAST 1/2 OF SECTION 5, T.6 S., R.89 W., 6TH PM., GLENWOOD SPRINGS, GARFIELD COUNTY, COLORADO SITE PLAN

THE ONLY ZONE DISTRICTS WHICH SHALL BE ALLOWED IN THE PUD ARE:

- R-2/12 Single family residential district
- U-1 Limited multifamily residential district
- C-1 Limited commercial district

OPEN SPACE SHALL BE MAINTAINED IN CONFORMITY WITH THE FOLLOWING REGULATIONS:

- R-2/12 Single family residential district
 - (a) Permitted uses:
 - Single family dwelling
 - (b) Minimum lot area: 12,000 square feet
 - (c) Minimum yards:
 - Front yard setback: 30 feet
 - Rear yard setback: 25 feet
 - (d) Maximum height of building: 30 feet
- U-1 Limited multifamily residential district
 - (a) Permitted uses:
 - Two family dwelling
 - Two family dwelling
 - (b) Floor area ratio: 0.50:1
 - (c) Minimum yards:
 - Front yard setback: 20 feet
 - Rear yard setback: 5 feet
 - (d) Maximum height of building: 30 feet
- C-1 Limited commercial district (Tracts A and C)
 - (a) Permitted uses:
 - Restaurant (with or without bar)
 - Gasoline pump, with or without attendant
 - Office for the conduct of a business or profession
 - (b) Floor area ratio: 0.50:1
 - (c) Minimum yards:
 - Front yard setback: 20 feet
 - Rear yard setback: 20 feet
 - (d) Maximum height of building: 30 feet

PERMITTED USES:

- (a) Restaurant (with or without bar)
- (b) Gasoline pump, with or without attendant
- (c) Office for the conduct of a business or profession
- (d) Floor area ratio: 0.50:1
- (e) Minimum yards:
 - Front yard setback: 20 feet
 - Rear yard setback: 20 feet
- (f) Maximum height of building: 30 feet

OPEN SPACE:

- (a) Permitted uses:
 - Plastic areas with tables, benches, fireplaces
 - Plastic areas with tables, benches, fireplaces
- (b) All areas of open space shall be retained in its natural state as much as possible.

CITY COUNCIL CERTIFICATE

This plan submitted by the City Council of the City of Glenwood Springs, Colorado, on the 11th day of January, 1998, for the purpose of amending the existing Planned Unit Development Plat, Oasis Creek, located in a part of the SW1/4 SW1/4 of Section 3 and the SW2SE1/4 of Section 35, T.5 S., R.89 W. and a part of the West 1/2 of Section 4 and the East 1/2 of Section 5, T.6 S., R.89 W., 6th PM., Glenwood Springs, Garfield County, Colorado, and the City Council hereby certifies that the same is in conformity with the Comprehensive Zoning Ordinance of the City of Glenwood Springs, Colorado, and the City Council hereby certifies that the same is in conformity with the Comprehensive Zoning Ordinance of the City of Glenwood Springs, Colorado, and the City Council hereby certifies that the same is in conformity with the Comprehensive Zoning Ordinance of the City of Glenwood Springs, Colorado.

Michael J. Smith
Mayor

Robert J. Smith
Director of Finance

AMENDED

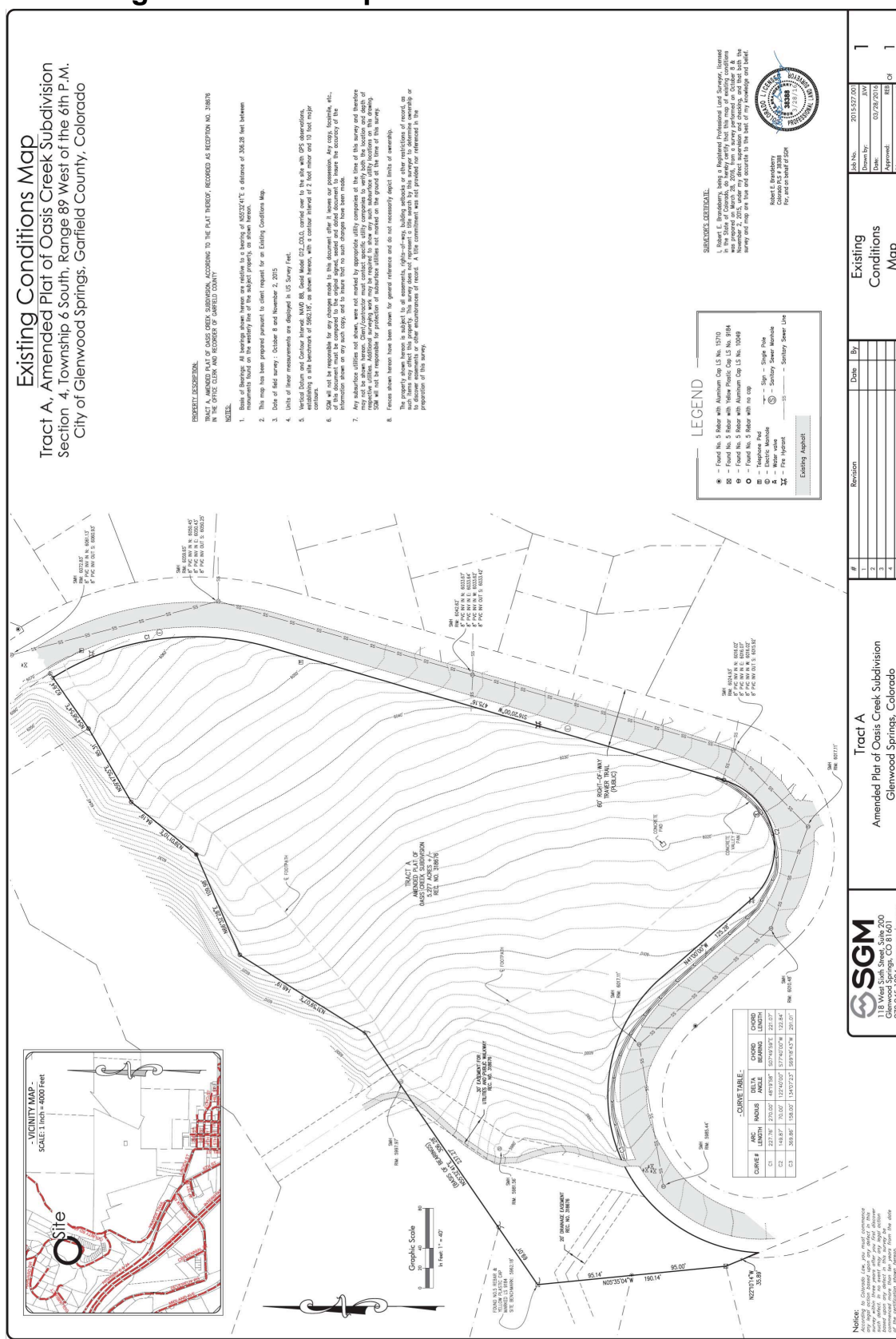
OWNER - DEVELOPER
Spartan Development Co.
GLENWOOD SPRINGS, COLORADO
TELEPHONE 945-8588

SURVEYED AND PREPARED BY
WESTERN SLOPE SURVEYING, INC.
214 8TH STREET
GLENWOOD SPRINGS, COLORADO
TELEPHONE 945-9422

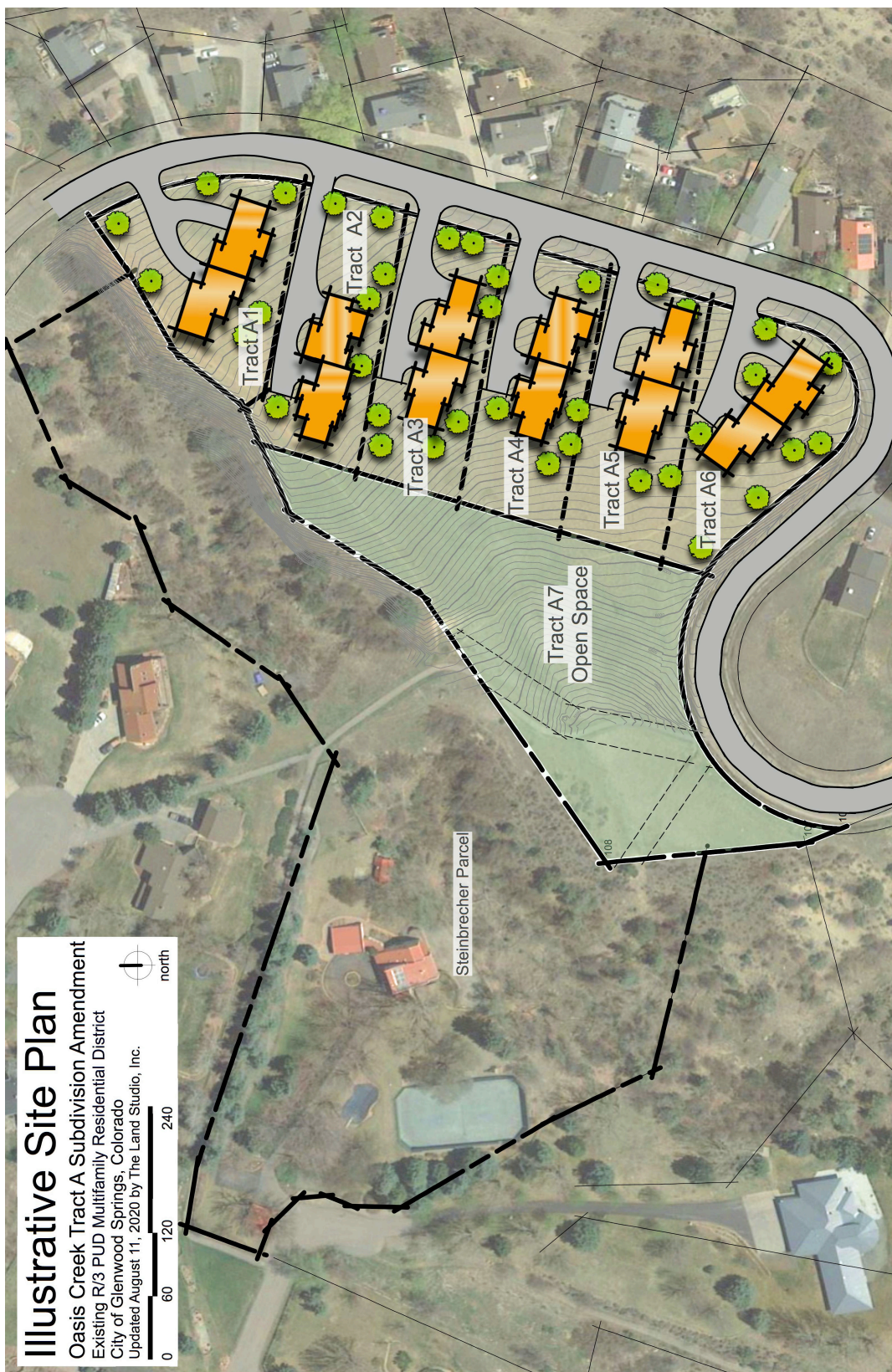
PLANNED UNIT DEVELOPMENT PLAT
SITE PLAN

LCB NO. 73071.3
SHEET 3 OF 3

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

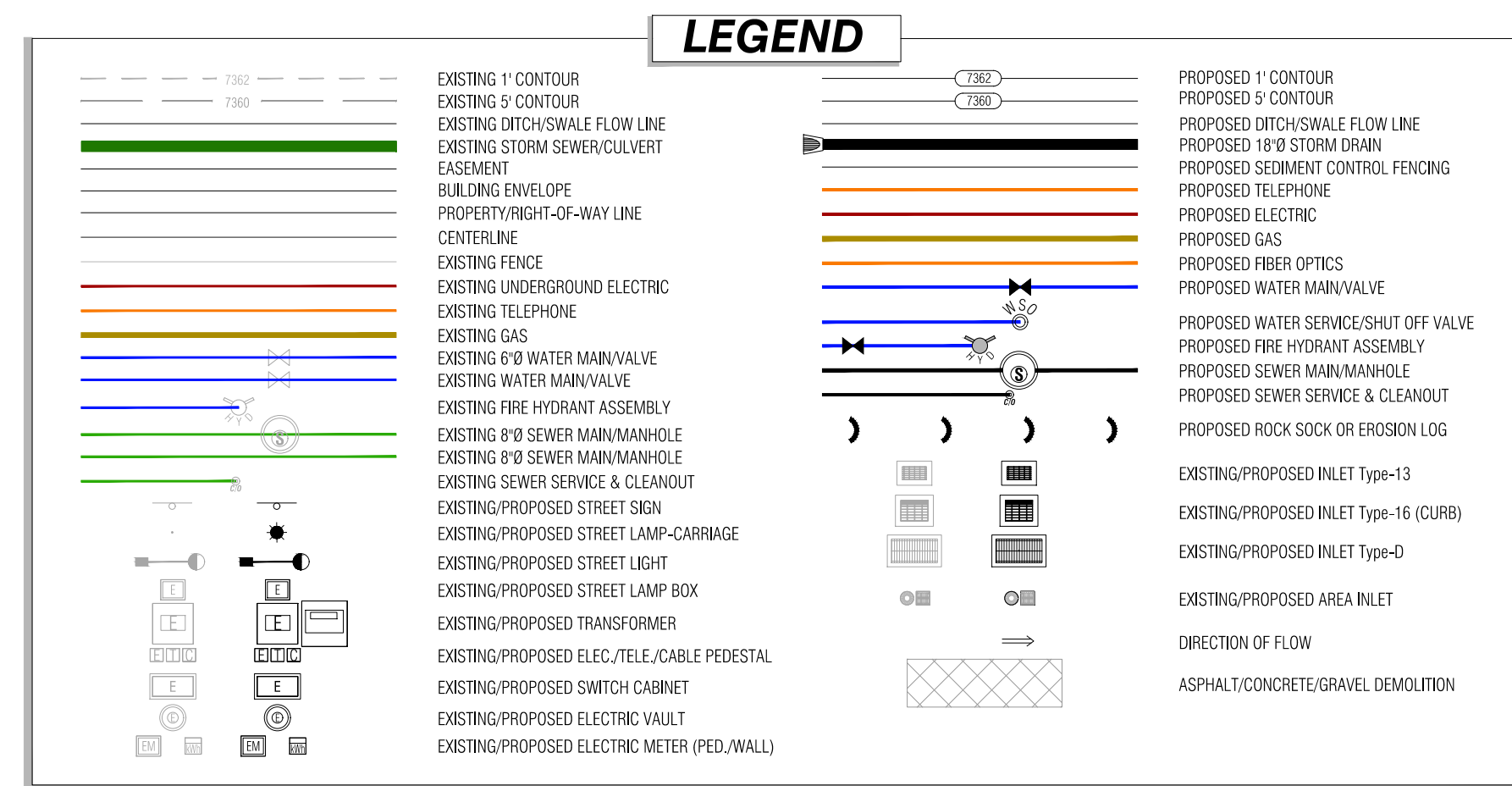
Engineered Plans

OASIS

A detailed topographic map of Glenwood Springs, Colorado. The map features contour lines indicating elevation, with labels such as 6000, 6200, 6400, 6600, 6800, 7000, 7200, 7400, 7600, 7800, 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.

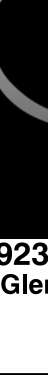
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INDEX OF SHEETS	
SHEET NO.	SHEET LIST
C.1	Cover Sheet
C.2	Site, Grading and Erosion Control Plan
C.3	Utility Plan
C.4	Civil Details
V.1	Preliminary Plat



NOTES:

THIS PLAN SET IS INTENDED TO BE PLOTTED IN COLOR. FAILURE TO DO SO MAY RESULT IN MISSING DATA & INFORMATION CRITICAL TO THE PROJECT.



Boundaries Unlimited Inc.

923 Cooper Ave., Ste. 201
Glenwood Springs, CO 81601
(T) 970.945.5252
www.bu-inc.com

*Civil Engineering
Surveying
& Beyond*

Subsurface Utility Engineering (SUE)
 Required Project: **N/A**
 If 'Yes', SUE Certification by:
 Firm: #####
 Job #: #####
 Date: **N/A**

Engineer or Surveyor Seal



Client Information:

LYDIA DEVELOPMENT COMPANY
611 HARVARD DRIVE
GLENWOOD SPRINGS, CO 81601
000.000.0000



NORTH





**Know what's below.
Call before you dig.**

GLENWOOD SPRINGS, COLORADO

Oasis Creek Subdivision

Cover Sheet

No.	Date	Revision	By						
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									

PROJECT NO. **20010**
 Designer: **AW**
 Checker: **AW**
 Date: **8/7/20**

Sheet

C.1

File Name: 20010-r-topo.dwg



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

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& Beyond

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(T) 970.945.5252
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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:
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611 HARVARD DRIVE
GLENWOOD SPRINGS, CO 81601
000.000.0000

NORTH

811

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GLENWOOD SPRINGS, COLORADO

Oasis Creek Subdivision

Utility Plan

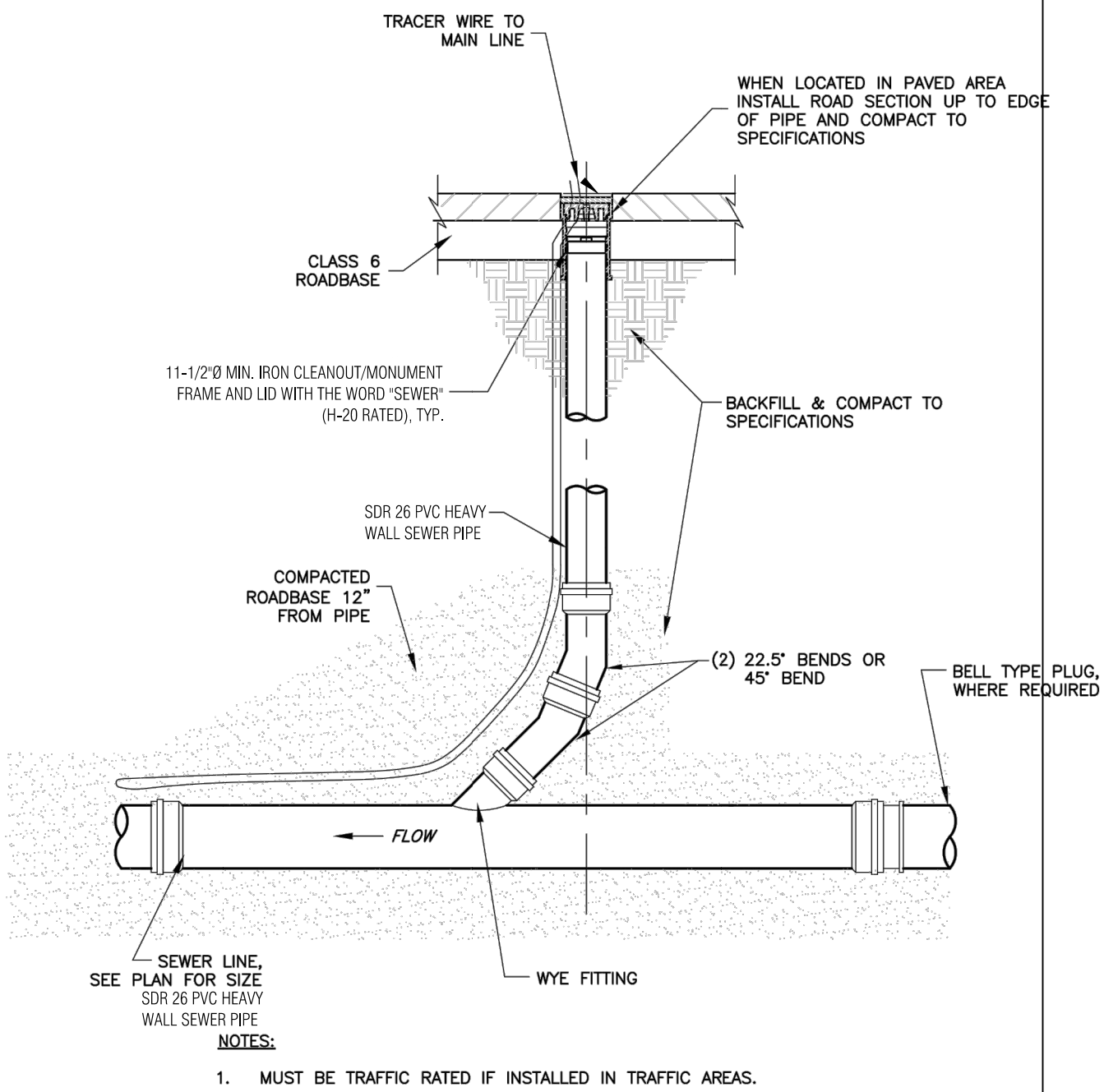
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PROJECT NO.
2010
Designer:
DJW
Checker:
BUJ
Date:
8/7/20

Sheet
C.3

File Name: 2010-v-topo.dwg

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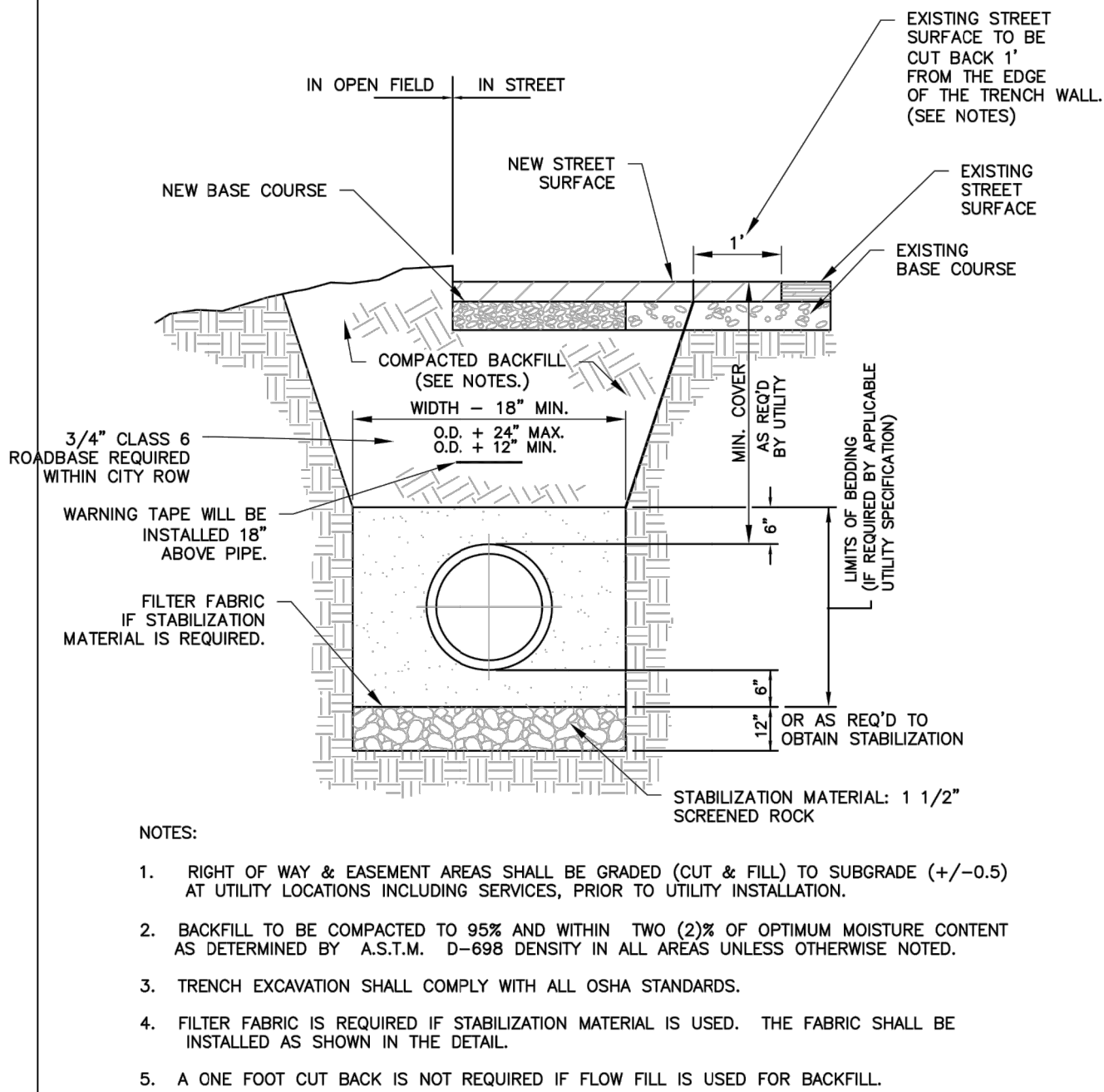


Sewer Clean-Out
N.T.S.

City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601
970.384.6435
www.ci.glenwood-springs.co.us

Sewer Standard Details

Approved: JX
Date: 2/23/16
Modified: 2/23/16
File: SewerCleanOut.dwg
Drawing # **S05**

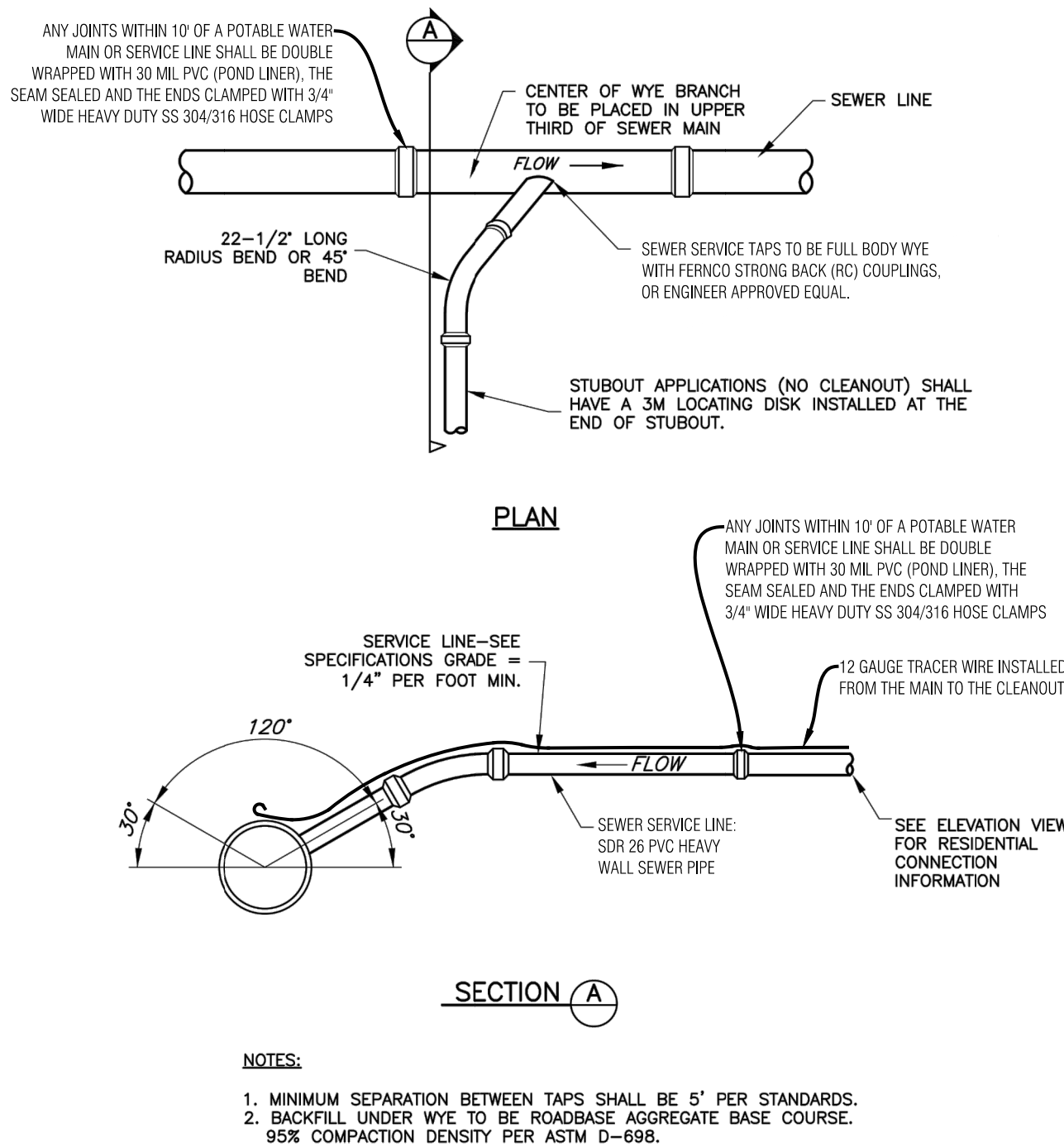


TRENCH EXCAVATION & BACKFILL DETAIL
N.T.S.

City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601
970.384.6435
www.ci.glenwood-springs.co.us

Trench Excavation & Backfill Detail

Approved: JX
Date: 2/23/16
Modified: 2/23/16
File: TrenchExcavation & Backfill Detail.dwg
Drawing # **W13**

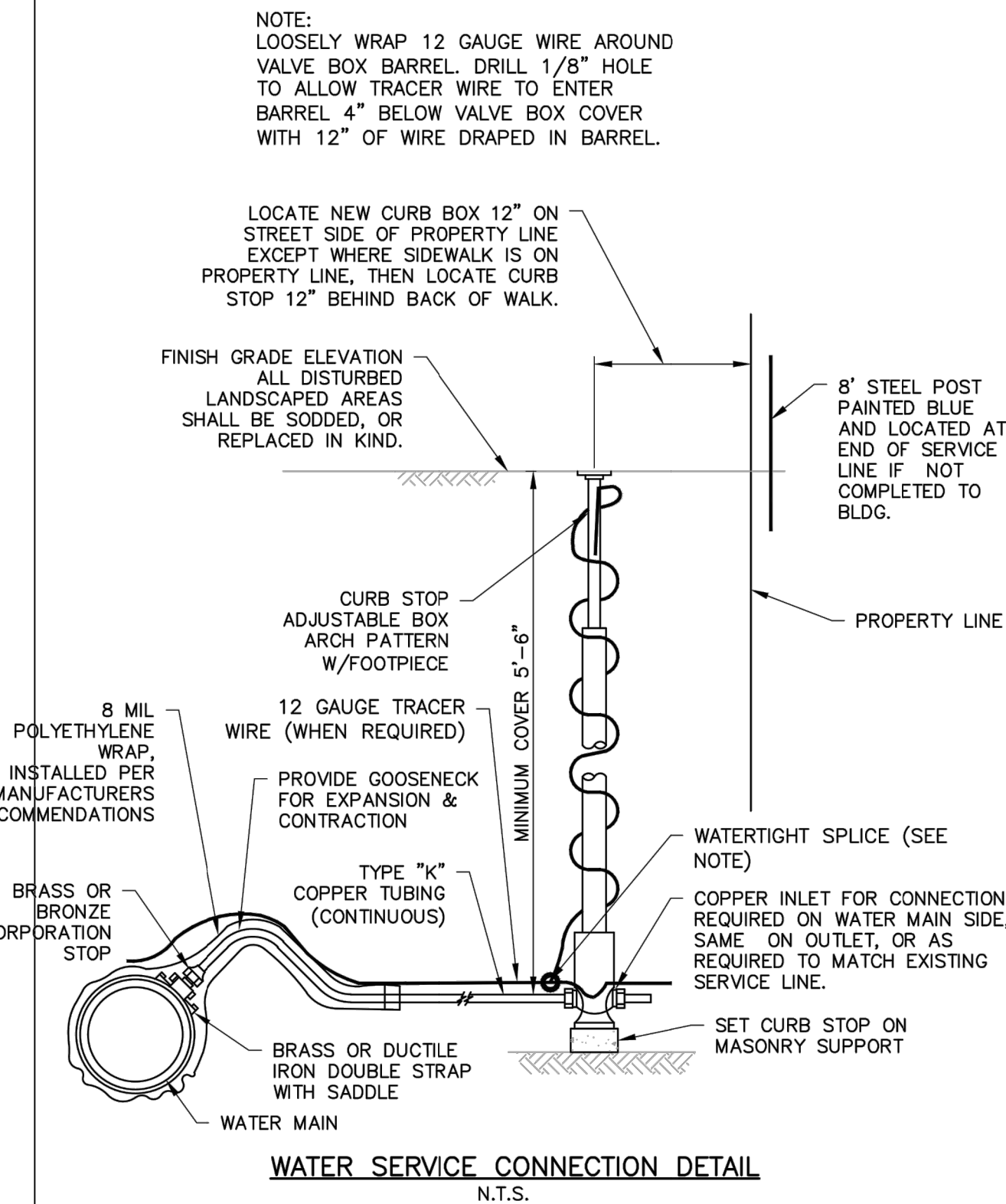


Sewer Service Connection
N.T.S.

City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601
970.384.6435
www.ci.glenwood-springs.co.us

Sewer Service Connection Detail

Approved: JX
Date: 2/23/16
Modified: 2/23/16
File: SewerServiceConnection.dwg
Drawing # **S06**

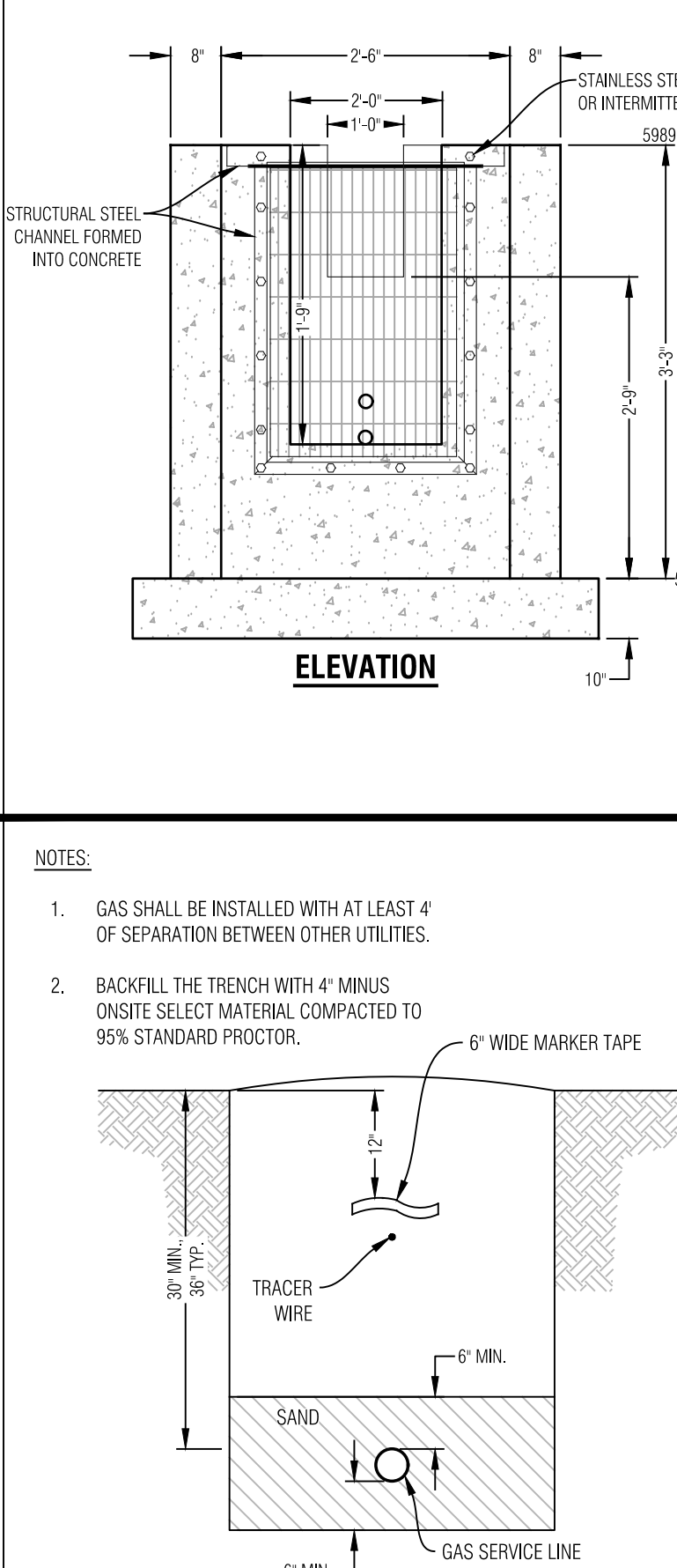


WATER SERVICE CONNECTION DETAIL
N.T.S.

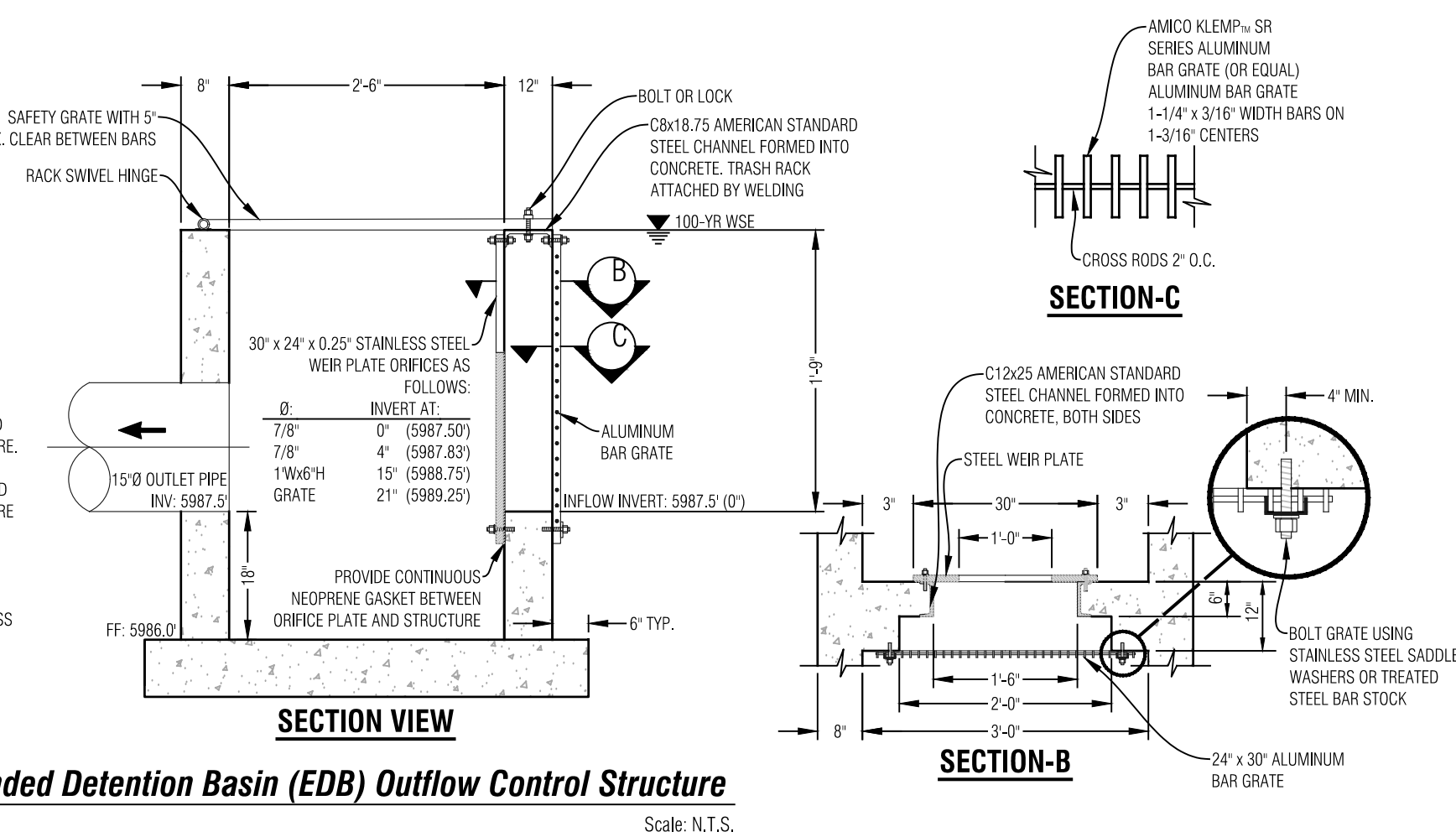
City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601
970.384.6435
www.ci.glenwood-springs.co.us

Water Service Connection Detail

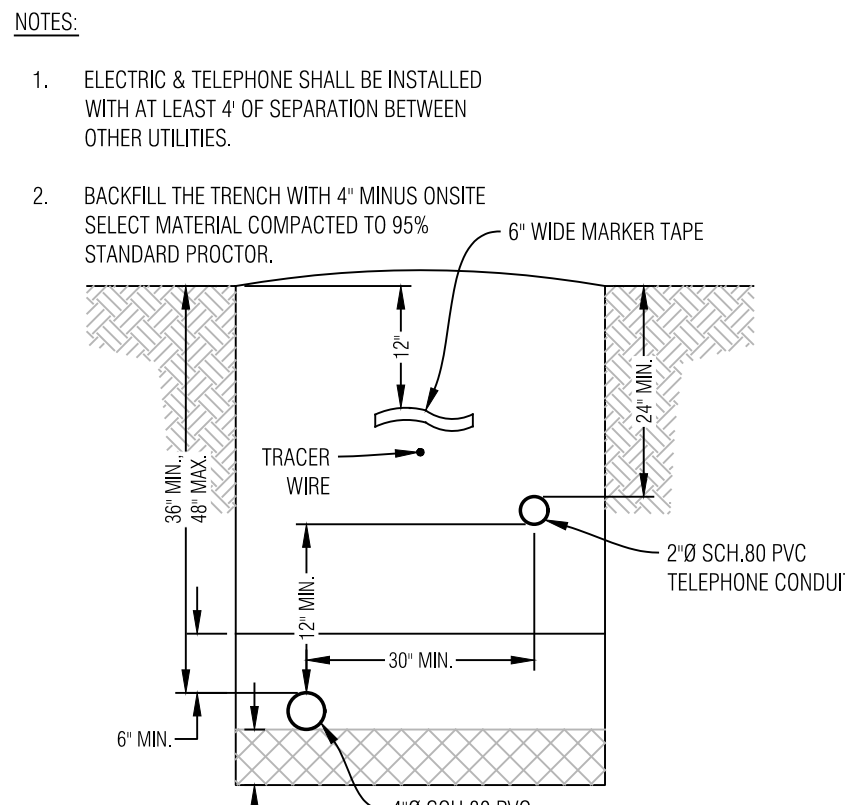
Approved: JX
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Modified: 2/23/16
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Drawing # **W08**



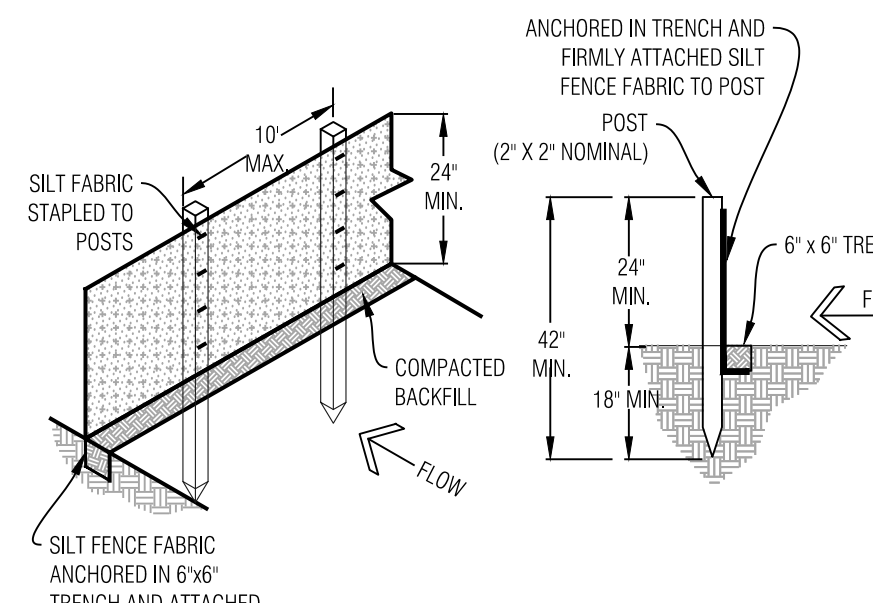
Gas/Propane Trench
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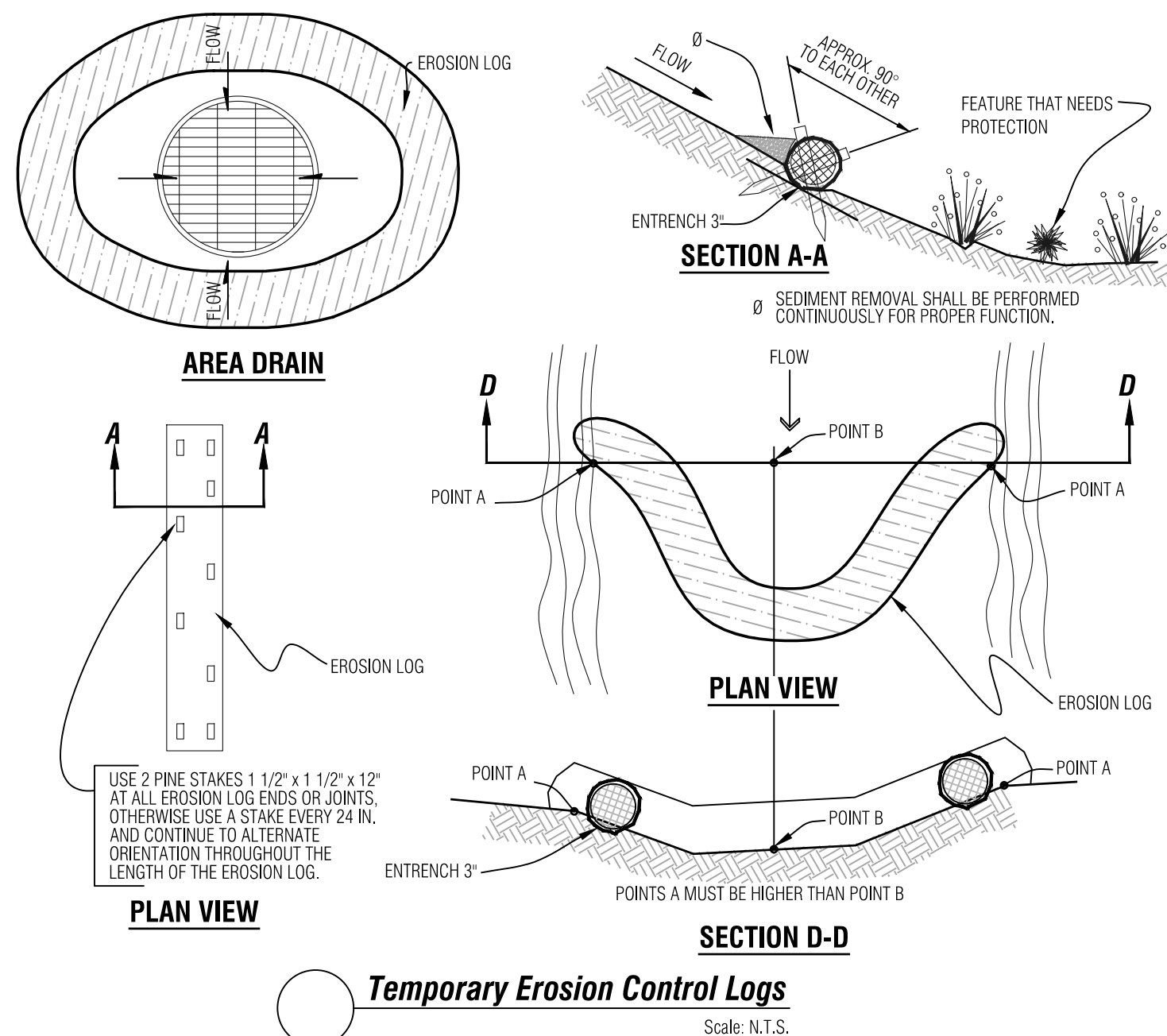
Extended Detention Basin (EDB) Outflow Control Structure
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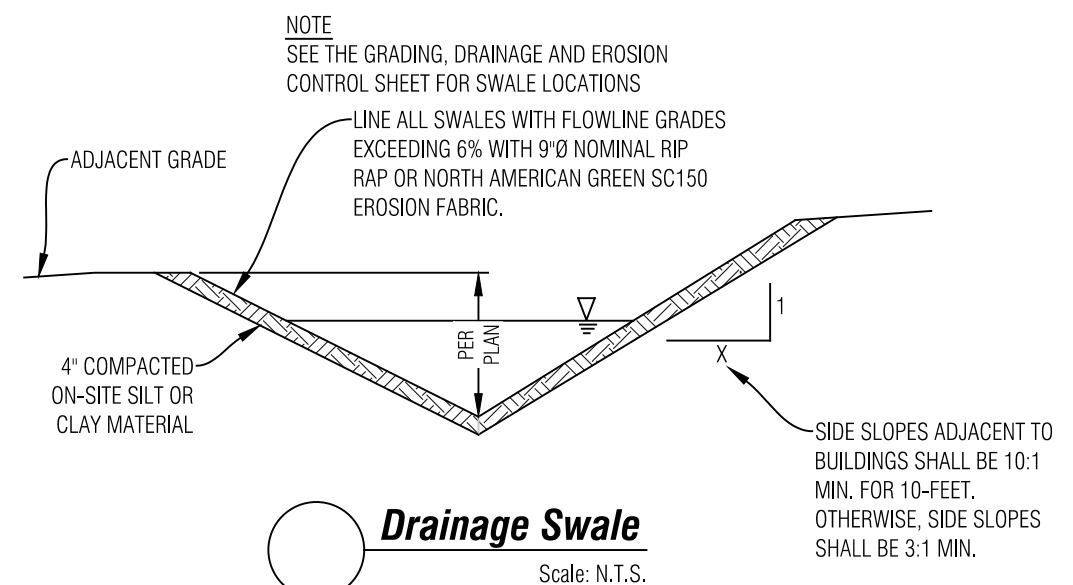
Electric & Telephone Trench
Scale: N.T.S.



Temporary Sediment Control Fence
Scale: N.T.S.



Temporary Erosion Control Logs
Scale: N.T.S.



Drainage Swale
Scale: N.T.S.

Civil Engineering
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& Beyond
Boundaries Unlimited Inc.
923 Cooper Ave., Ste. 201
Glenwood Springs, CO 81601
(T) 970.945.5252
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Subsurface Utility Engineering (SUE)
Required Project: **N/A**
If "Yes", SUE Certification by:
Firm: **N/A**
Job #: **N/A**
Date: **N/A**

Engineer or Surveyor Seal

NOT FOR CONSTRUCTION
Review

Client Information:
LYDIA DEVELOPMENT COMPANY
611 HARVARD DRIVE
GLENWOOD SPRINGS, CO 81601
000.000.0000

NORTH
0 10' 20'
Scale: 1" = 10'

811
Know what's below.
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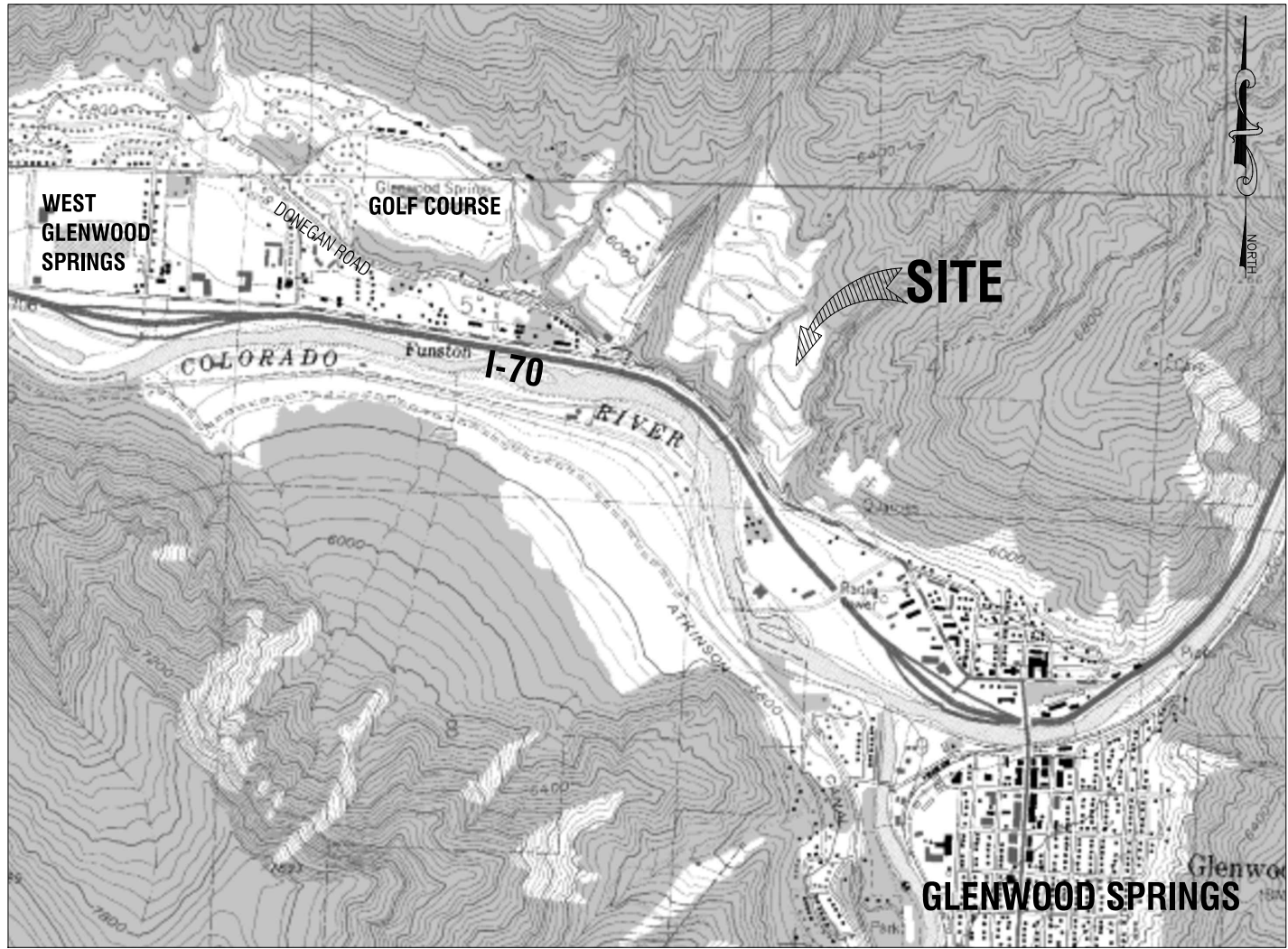
GLENWOOD SPRINGS, COLORADO
Oasis Creek Subdivision
Civil Details

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PROJECT NO. **20010**
Designer: **DJW**
Checker: **BUI**
Date: **8/7/20**
Sheet **C.4**

File Name: 20010-v-topo.dwg

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
Date
No.

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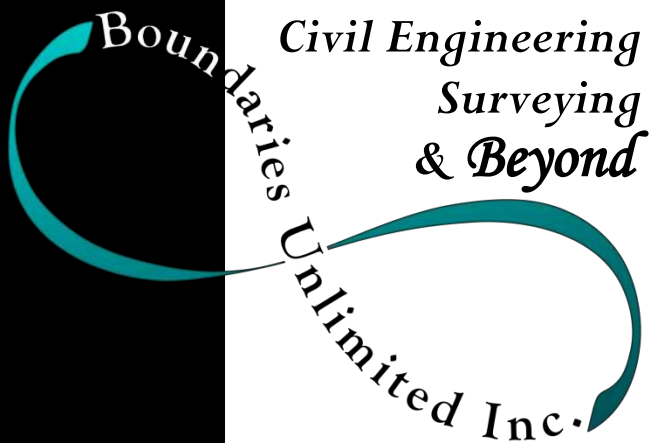
PROJECT NO.
20010
FILE NAME:
20010-c-plat.dwg
Designer:
DJW
Checker:
BUT
Date:
8/7/20

Sheet
V.1

N:\PROJECTS\2020\20010-Oasis Creek.dwg\20010-C-Plat.dwg 8/11/2020 9:40 AM

Packet Page 354

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

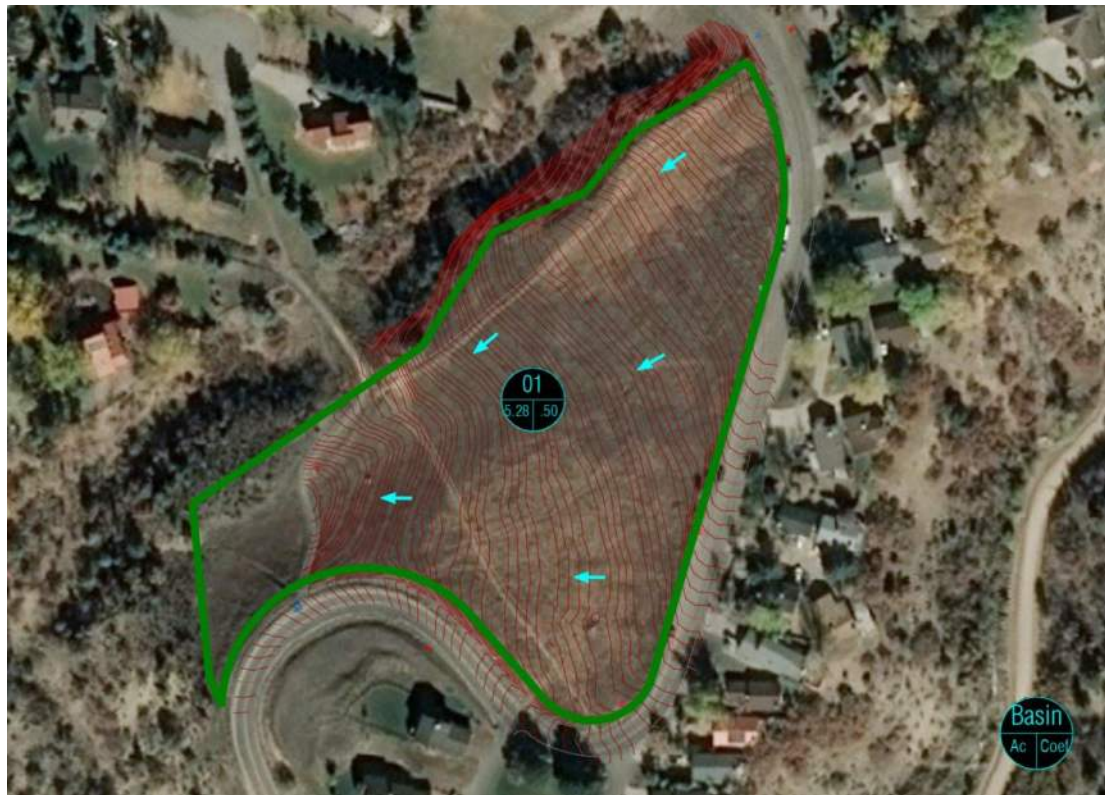


Figure 2: Existing Drainage Basins

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.

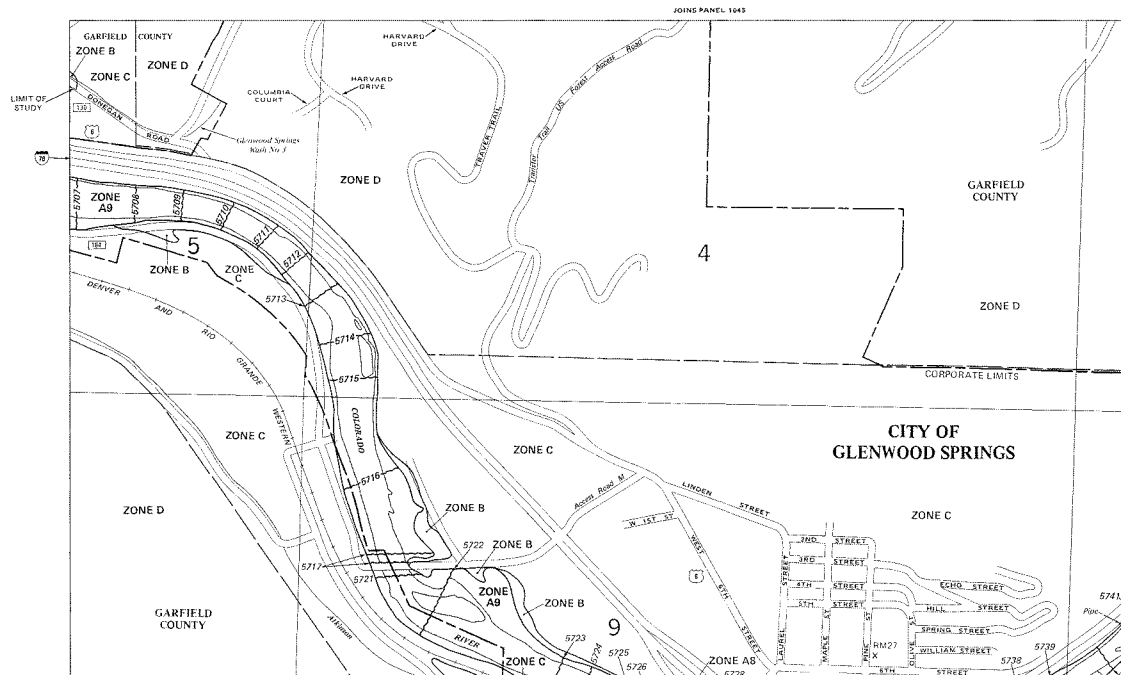


Figure 3: FEMA Map

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

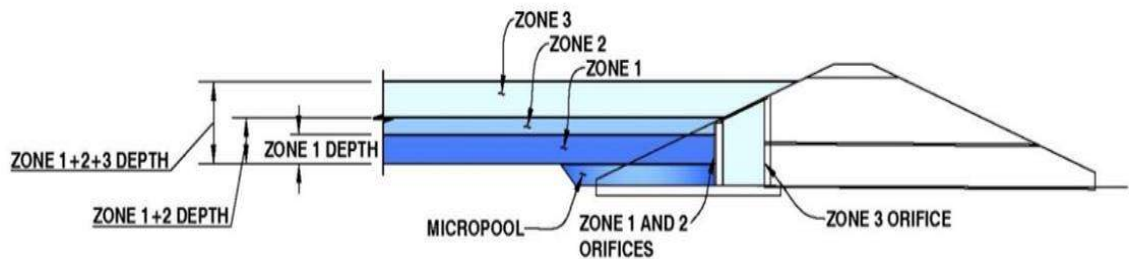


Figure 4: Extended Detention with 3 zones

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; $C=0.59$; $T_c=13.70$ min.; $WQCV=292$ cf; $Q_{25}=1.21$ cfs; $Q_{100}=1.57$ 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; $C=0.50$; $T_c=8.48$ min.; $WQCV=71$ cf; $Q_{25}=3.40$ cfs; $Q_{100}=4.41$ 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*
- *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")*

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
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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
Manning's Roughness :	.4	0.00	0.00
Flow Length (ft) :	100	0.00	0.00
Slope (%) :	11.6	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.10	0.00	0.00
Computed Flow Time (min) :	16.74	0.00	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
Flow Length (ft) :	760	0.00	0.00
Slope (%) :	12.5	0.00	0.00
Surface Type :	Grass pasture	Unpaved	Unpaved
Velocity (ft/sec) :	2.47	0.00	0.00
Computed Flow Time (min) :	5.13	0.00	0.00
Total TOC (min)	21.87		

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

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
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
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
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

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
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
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
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

	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)	0.59
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

	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	93.2	0.00	0.00
Slope (%) :	9.2	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) :	9.97	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
Shallow Concentrated Flow Computations			
Flow Length (ft) :	259	73.5	0.00
Slope (%) :	5.38	2.7	0.00
Surface Type :	Grass pasture rass pastused waterway		
Velocity (ft/sec) :	1.62	1.15	0.00
Computed Flow Time (min) :	2.66	1.07	0.00
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

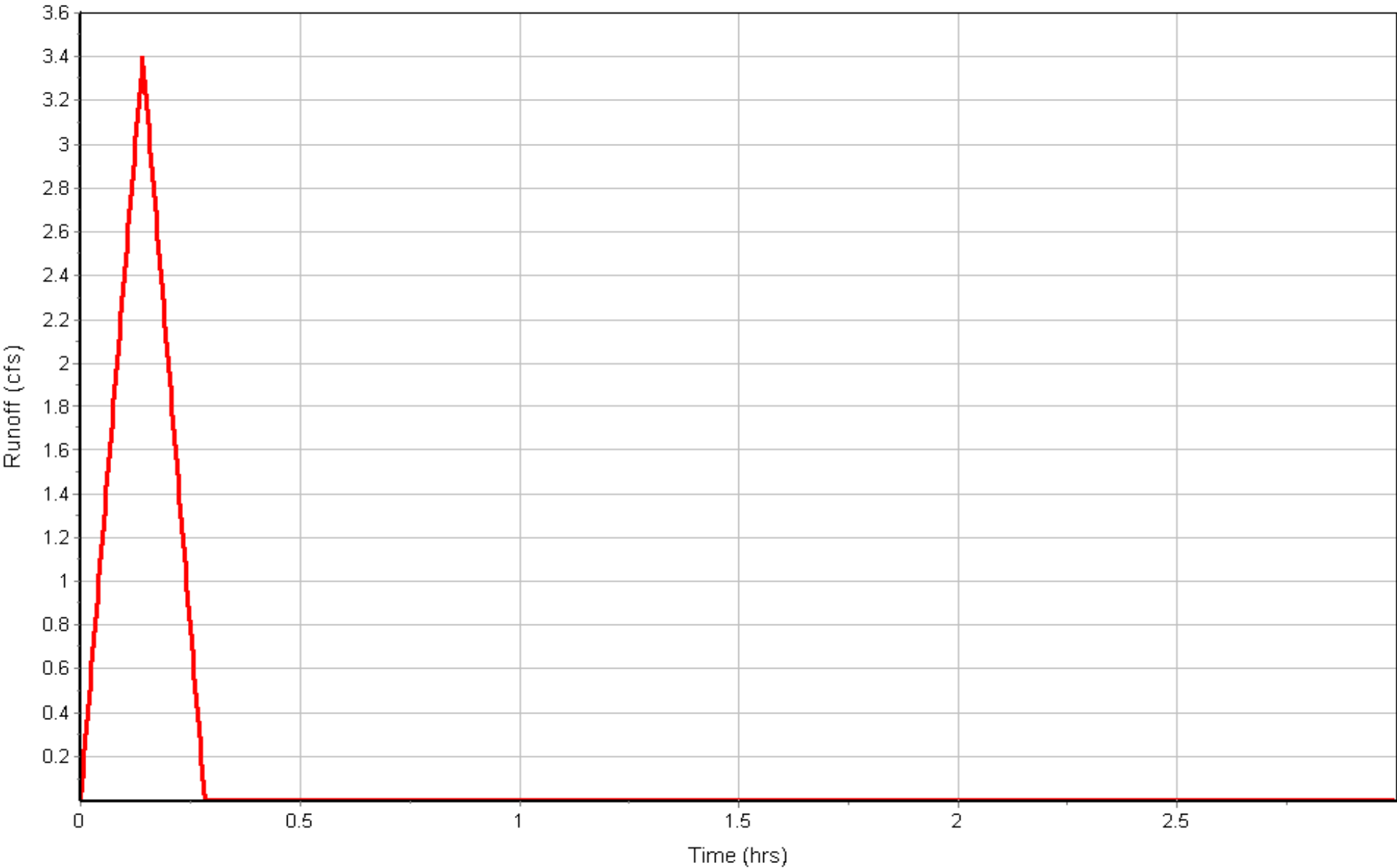
	Subarea	Subarea	Subarea
	A	B	C
Sheet Flow Computations			
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	65	0.00	0.00
Slope (%) :	11	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.16	0.00	0.00
Computed Flow Time (min) :	6.96	0.00	0.00
	Subarea	Subarea	Subarea
	A	B	C
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 Surge 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 (ac)	Weighted Runoff Coefficient	Total Rainfall (in)	Total Runoff (in)	Total Runoff Volume (ft³)	Peak Runoff (cfs)	Time of Concentration (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

Sheet Flow Computations	Subarea A	Subarea B	Subarea C
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
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
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

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)	0.77
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 A	Subarea B	Subarea C
Manning's Roughness :	.2	0.00	0.00
Flow Length (ft) :	72.28	0.00	0.00
Slope (%) :	9.8	0.00	0.00
2 yr, 24 hr Rainfall (in) :	1.29	0.00	0.00
Velocity (ft/sec) :	0.15	0.00	0.00
Computed Flow Time (min) :	7.93	0.00	0.00
Shallow Concentrated Flow Computations	Subarea A	Subarea B	Subarea C
Flow Length (ft) :	243	49	0.00
Slope (%) :	9.5	4.9	0.00
Surface Type :	Grass pasture rass pastused waterway		
Velocity (ft/sec) :	2.16	1.55	0.00
Computed Flow Time (min) :	1.87	0.53	0.00
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

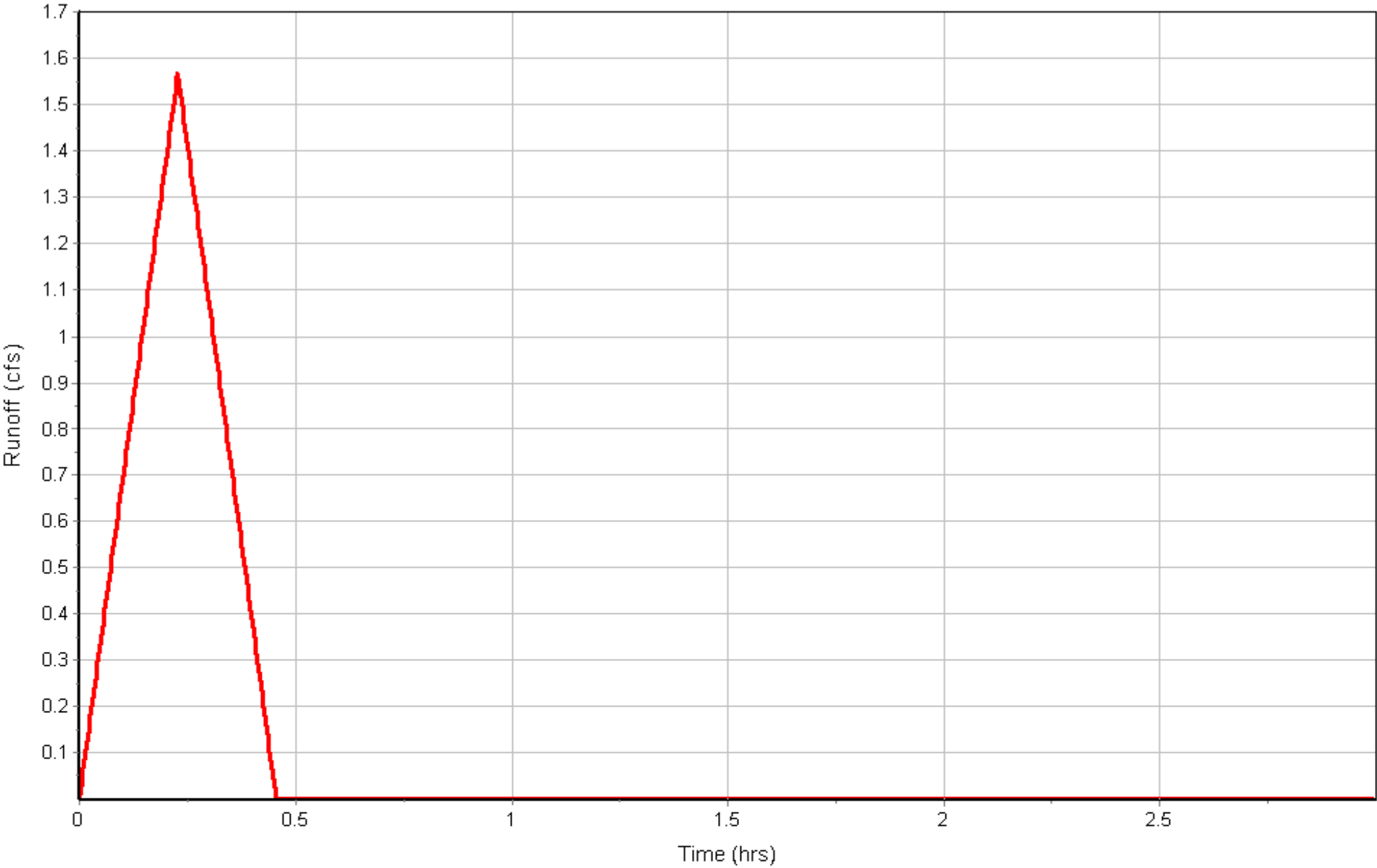
Sheet Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	.2	0.00	0.00
	Flow Length (ft) :	93.2	0.00
	Slope (%) :	9.2	0.00
	2 yr, 24 hr Rainfall (in) :	1.29	0.00
	Velocity (ft/sec) :	0.16	0.00
	Computed Flow Time (min) :	9.97	0.00
Shallow Concentrated Flow Computations	Subarea	Subarea	Subarea
	A	B	C
	259	73.5	0.00
	Flow Length (ft) :	5.38	2.7
	Slope (%) :	Grass pasture rass pastused waterway	
	Surface Type :	1.62	1.15
	Velocity (ft/sec) :	2.66	1.07
	Computed Flow Time (min) :		0.00
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

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

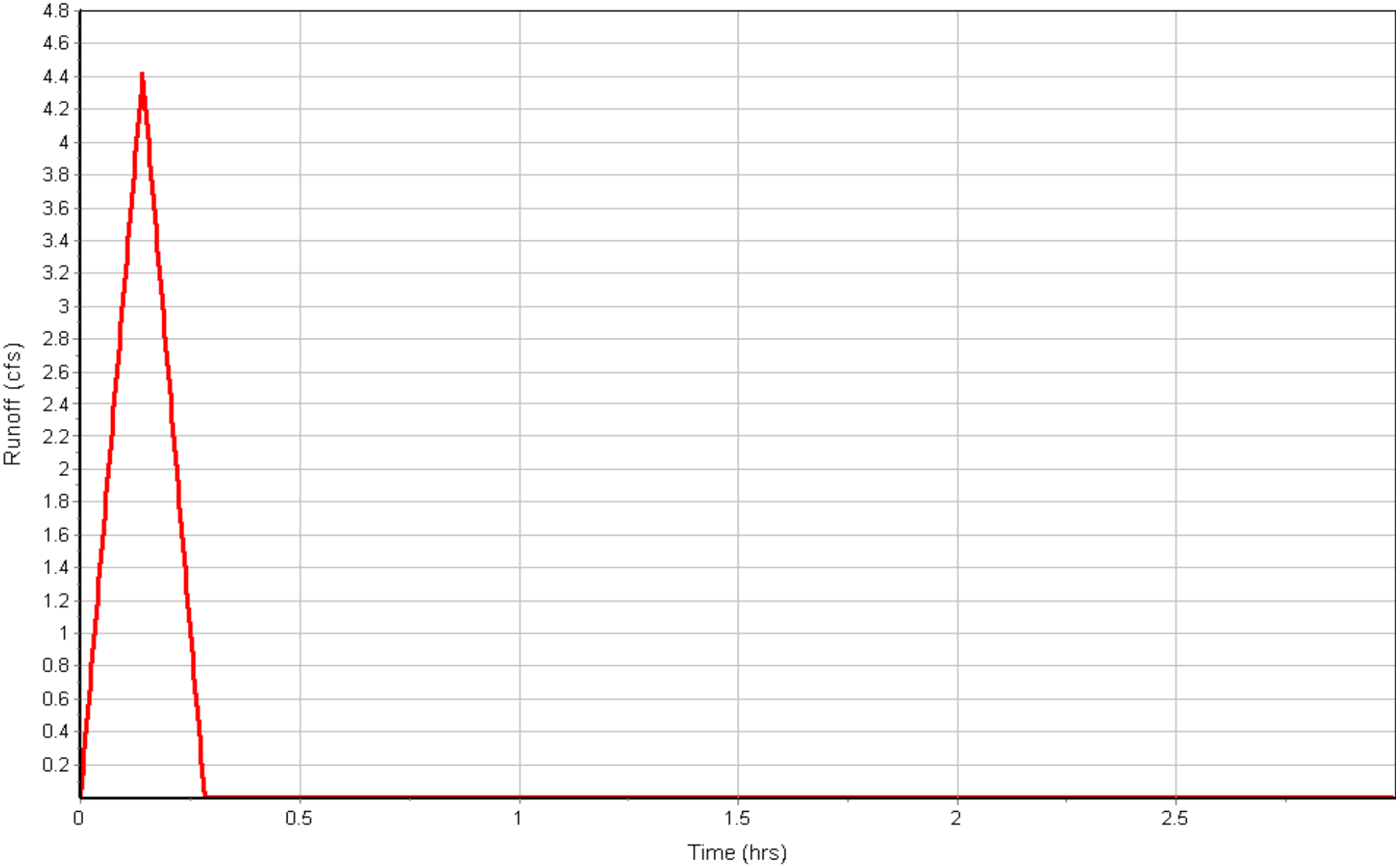
Total Rainfall (in)	0.73
Total Runoff (in)	0.37
Peak Runoff (cfs)	4.41
Rainfall Intensity	5.178
Weighted Runoff Coefficient	0.5000
Time of Concentration (days hh:mm:ss)	0 00:08:29

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

100-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	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

100-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
	(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-ft³)	0.000
Total Flooded Volume (ac-in)	0
Total Time Flooded (min)	0
Total Retention Time (sec)	0.00

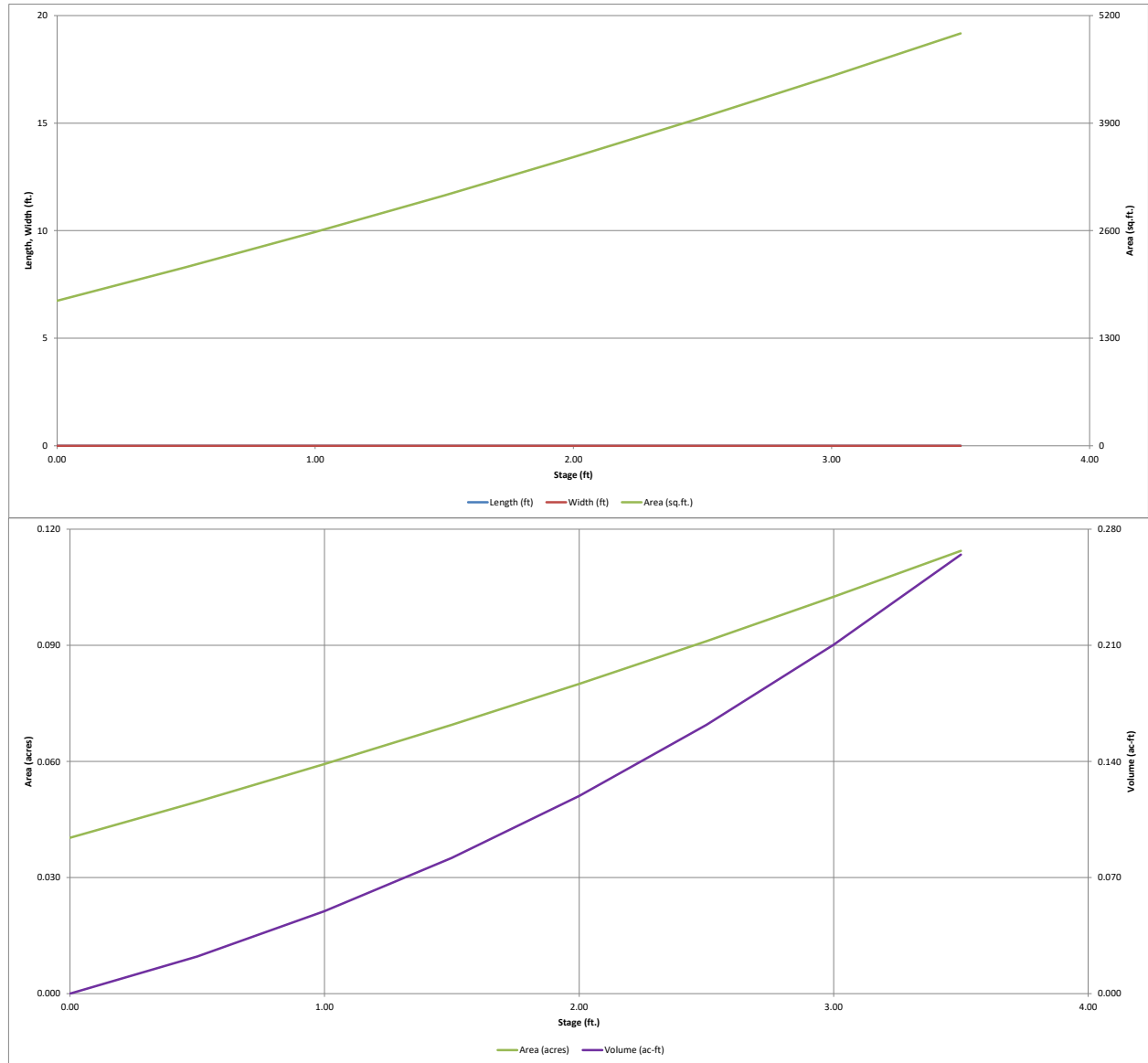
MHFD-Detention, Version 4.03 (May 2020)

Example Zone Configuration (Retention Pond)

7/15/2020, 12:22 PM

DETENTION BASIN STAGE-STORAGE TABLE BUILDER

MHFD-Detention, Version 4.03 (May 2020)

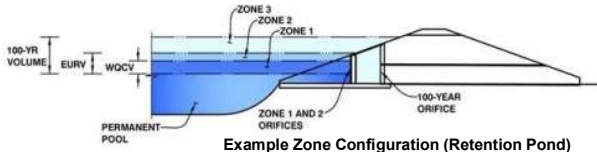


DETENTION BASIN OUTLET STRUCTURE DESIGN

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

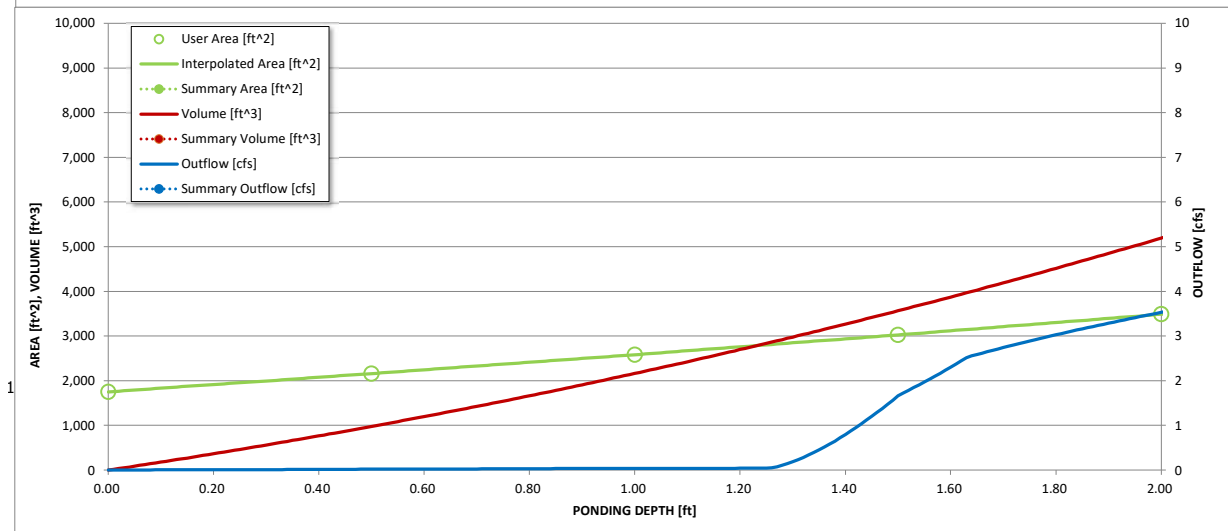
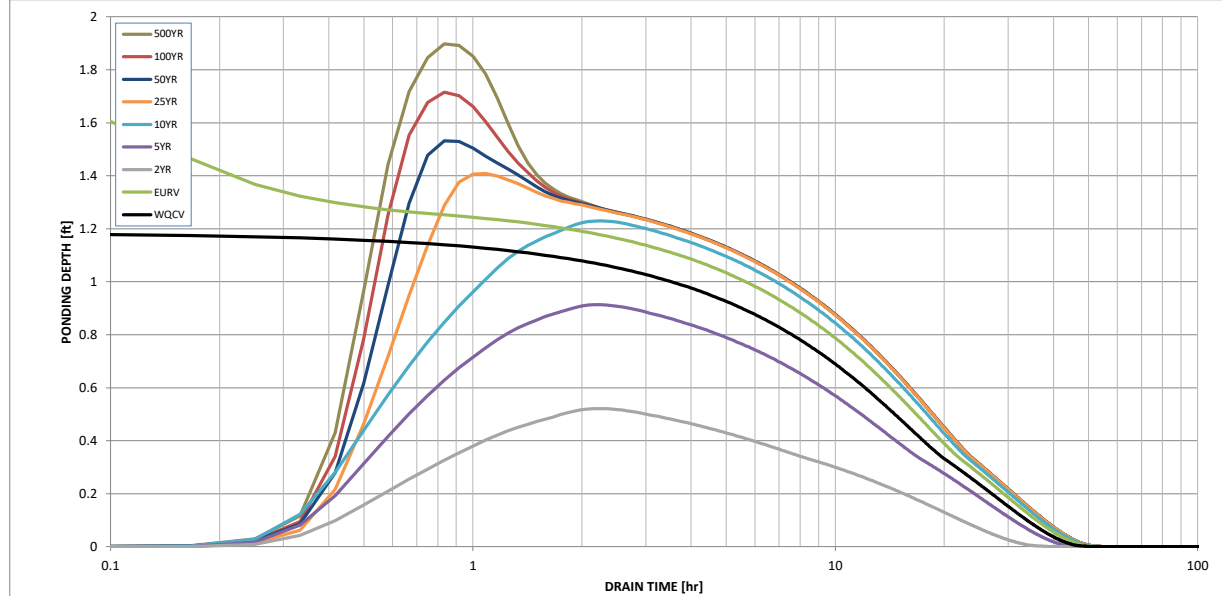
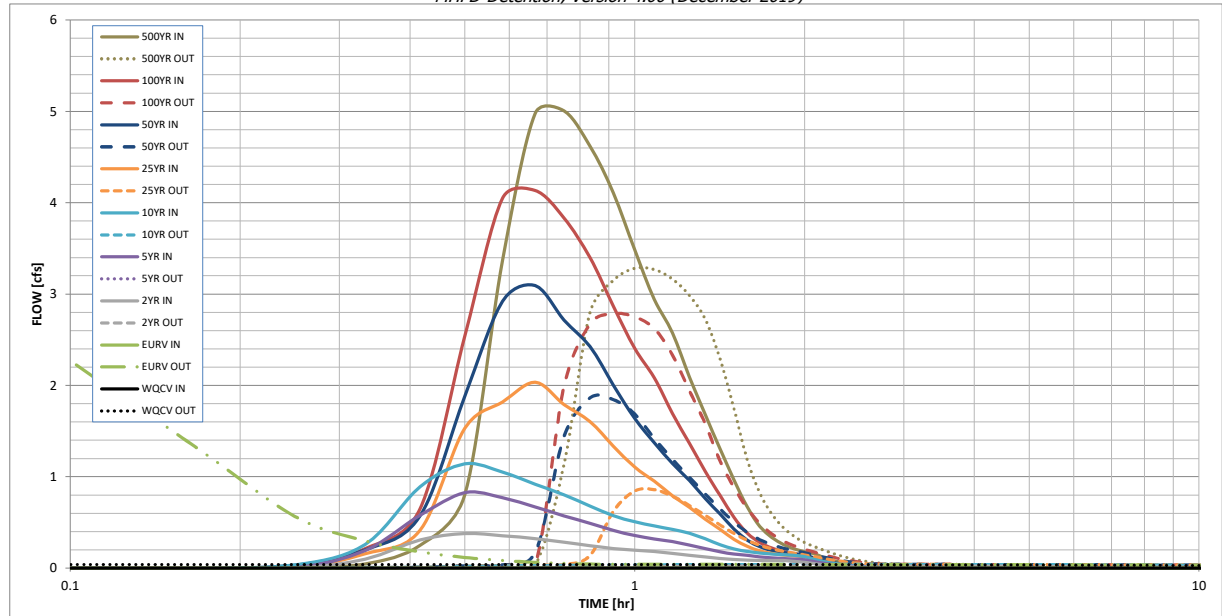
Routed Hydrograph Results

The user can override the default CUHP hydrographs and runoff volumes by entering new values in the Inflow Hydrographs table (Columns W through AF).

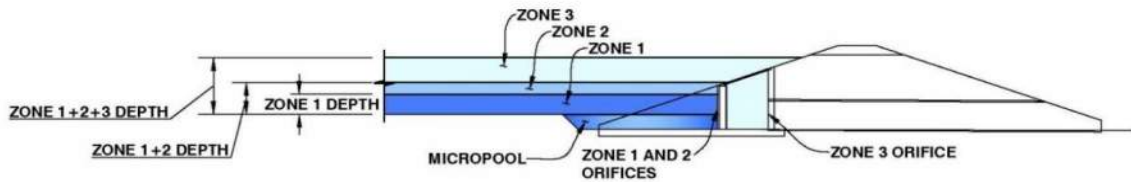
	WQCV	EURV	2 Year	5 Year	10 Year	25 Year	50 Year	100 Year	500 Year
Design Storm Return Period =	N/A	N/A	0.51	0.71	0.86	1.06	1.21	1.34	1.47
One-Hour Rainfall Depth (in) =	0.061	0.125	0.027	0.050	0.070	0.116	0.168	0.230	0.282
CUHP Runoff Volume (acre-ft) =	N/A	N/A	0.027	0.050	0.070	0.116	0.168	0.230	0.282
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

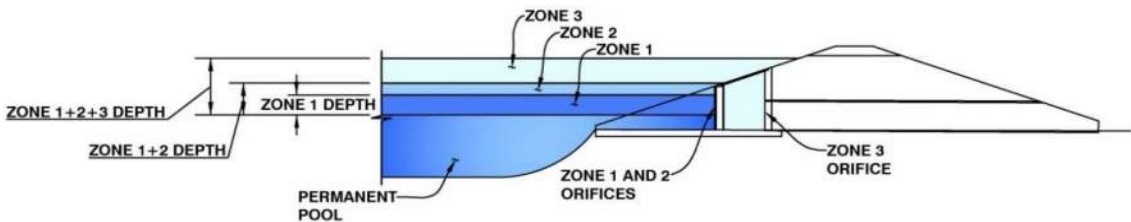
MHFD-Detention, Version 4.00 (December 2019)



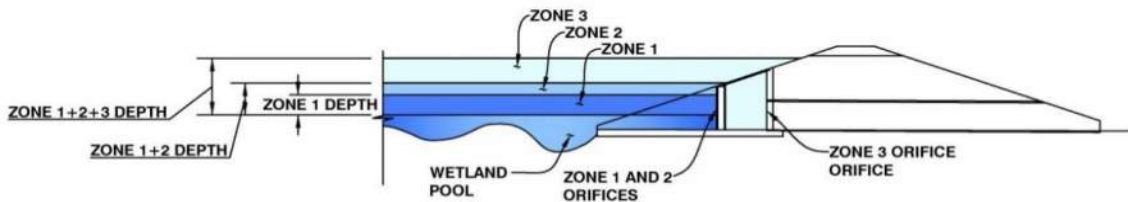
S-A-V-D Chart Axis Override	X-axis	Left Y-Axis	Right Y-Axis
minimum bound			
maximum bound			



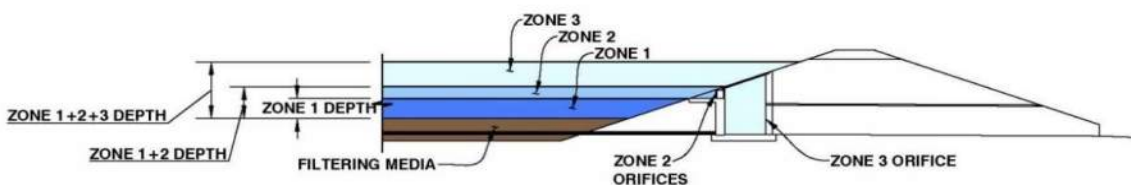
EXTENDED DETENTION BASIN WITH 3 ZONES



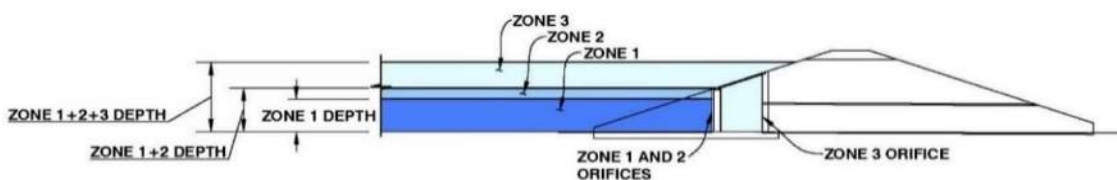
RETENTION POND WITH 3 ZONES



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

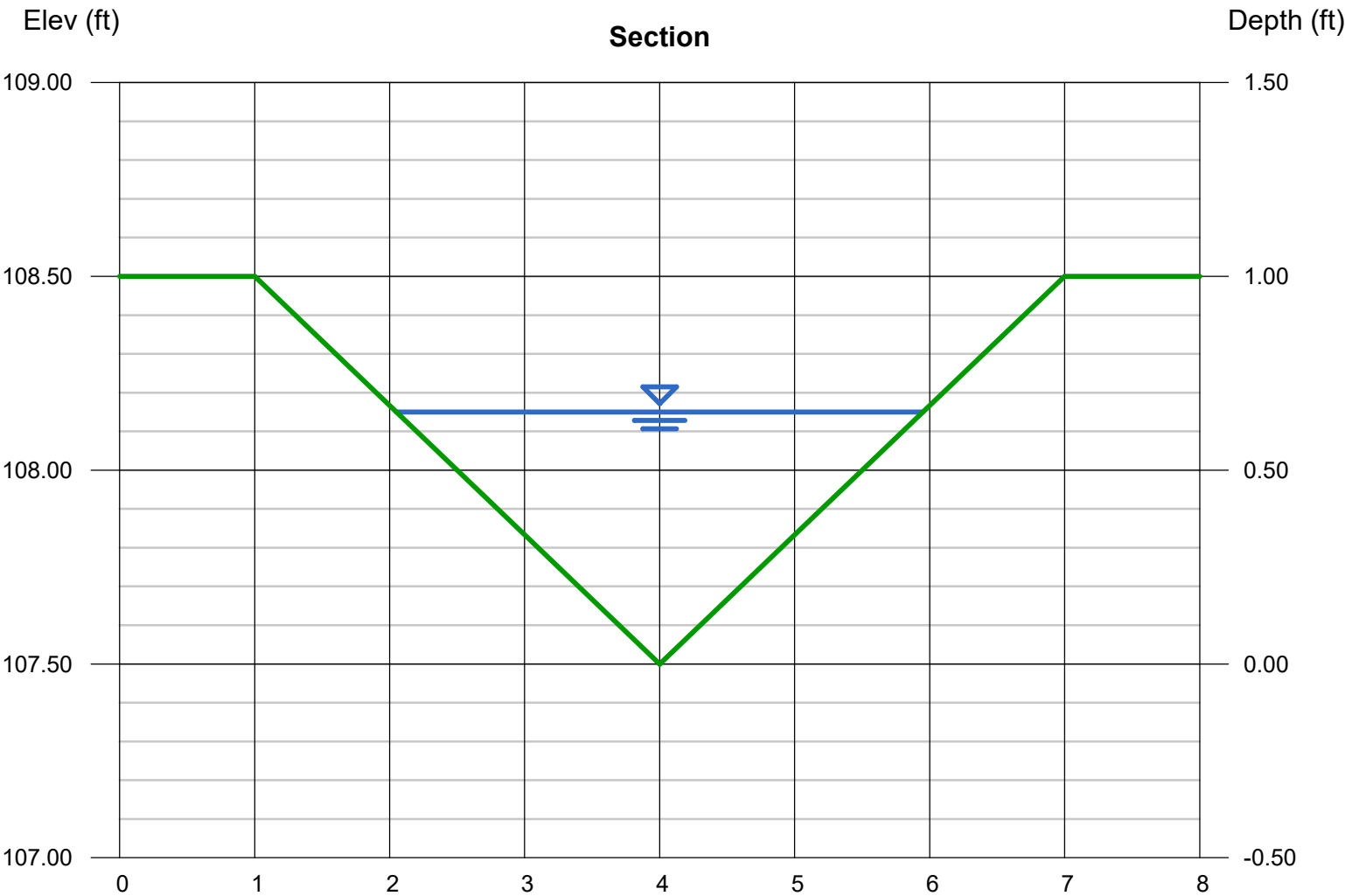
Invert Elev (ft) = 107.50
Slope (%) = 2.00
N-Value = 0.027

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

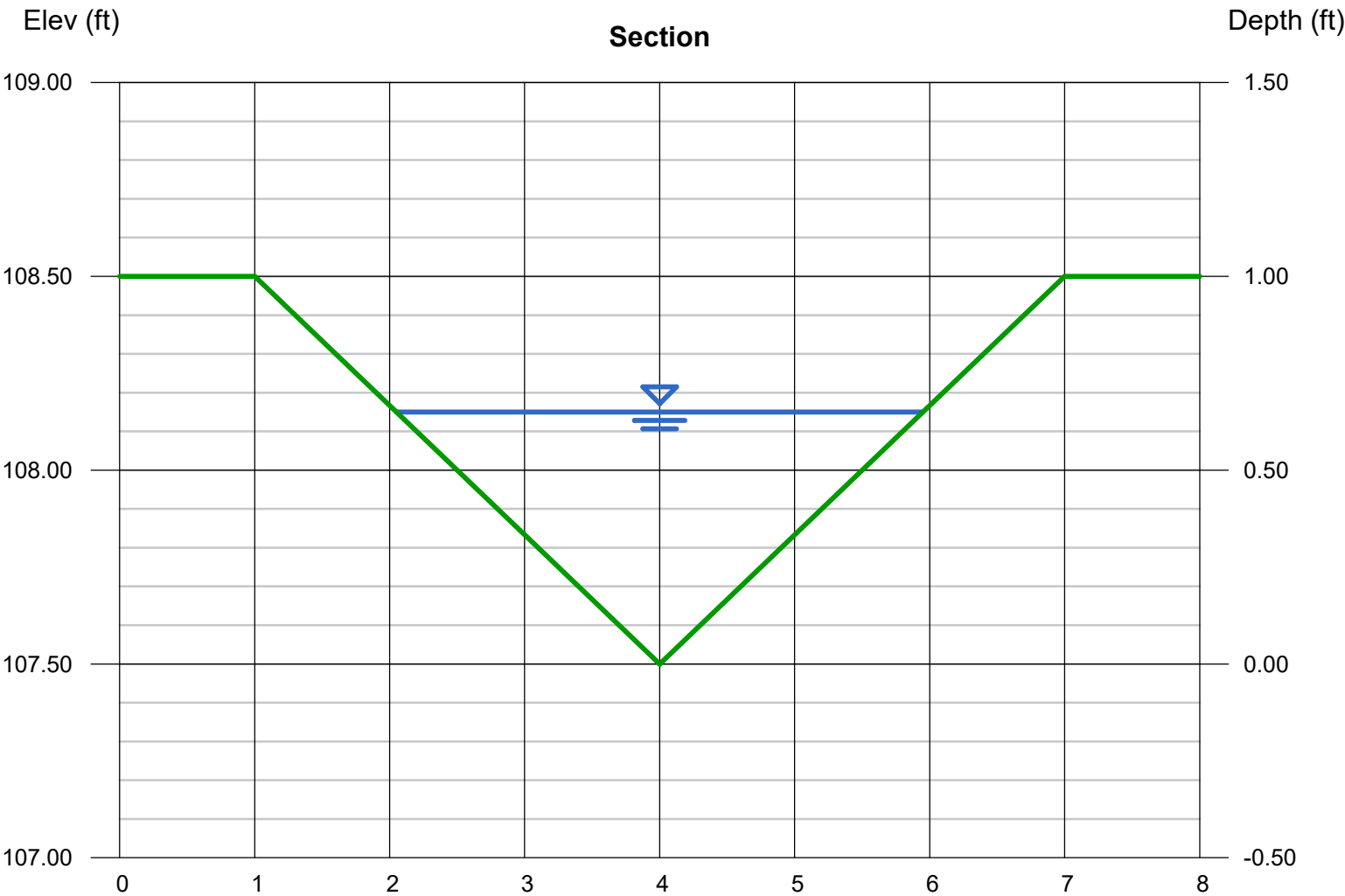
Invert Elev (ft) = 107.50
Slope (%) = 17.30
N-Value = 0.027

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

Swale 1-4 (Q100=5.7, FS=1.5)

Triangular

Side Slopes (z:1) = 3.00, 3.00
Total Depth (ft) = 1.00

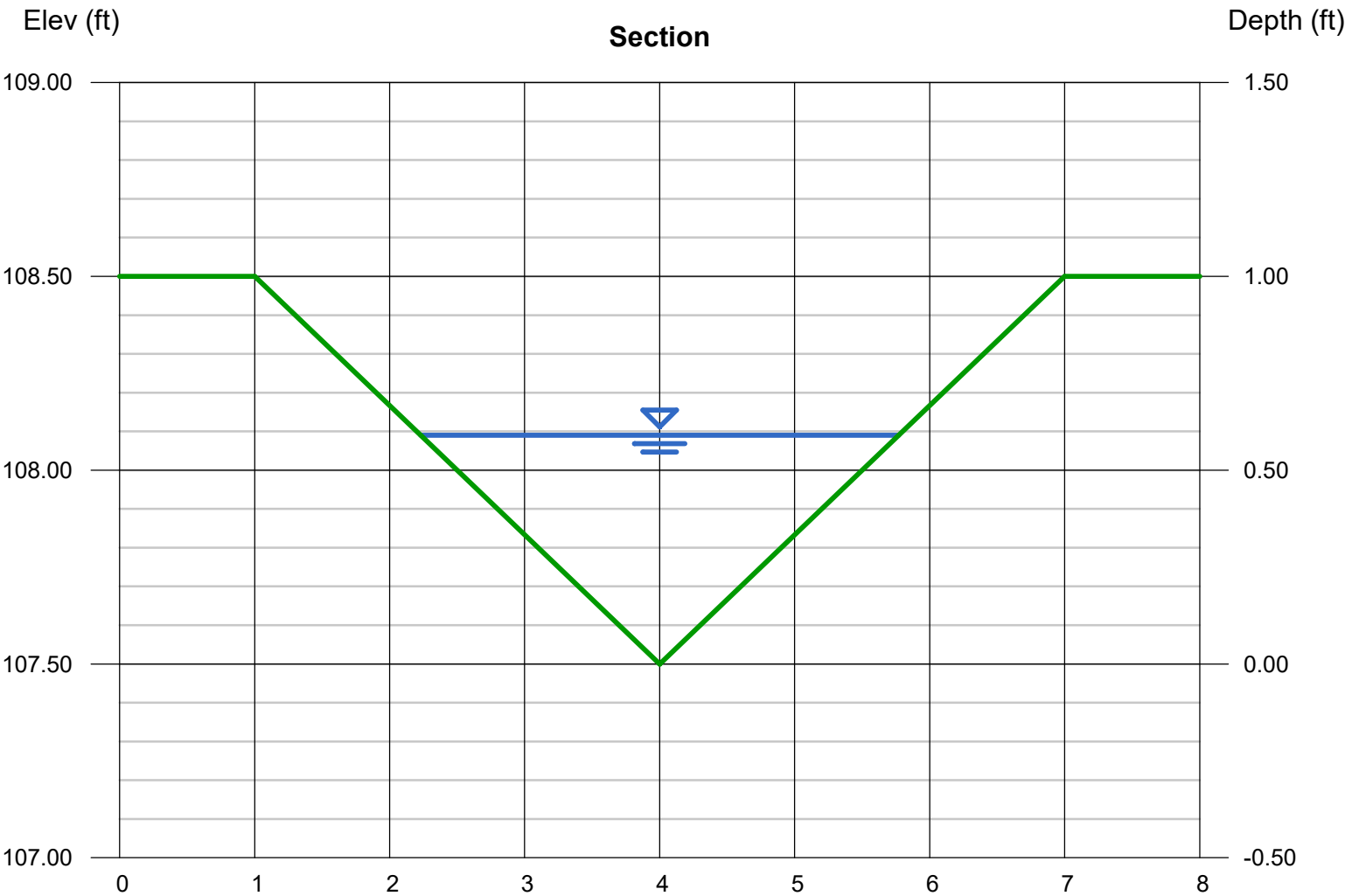
Invert Elev (ft) = 107.50
Slope (%) = 13.33
N-Value = 0.027

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

Area of Interest (AOI)

Area of Interest (AOI)

Soils

Soil Rating Polygons

A

A/D

B

B/D

C

C/D

D

Not rated or not available

Water Features

Streams and Canals

Transportation

Rails

Interstate Highways

US Routes

Major Roads

Local Roads

Background

Aerial Photography

Soil Rating Lines

A

A/D

B

B/D

C

C/D

D

Not rated or not available

Soil Rating Points

A

A/D

B

B/D

C

C/D

D

Not rated or not available

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

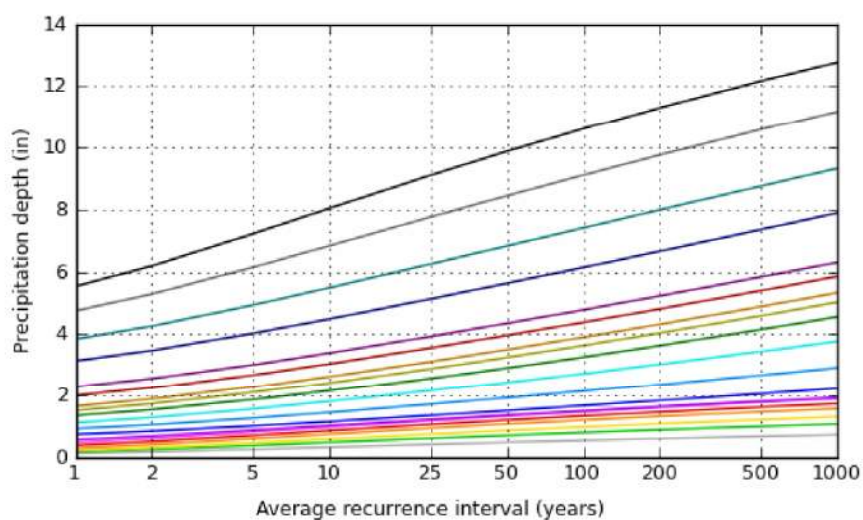
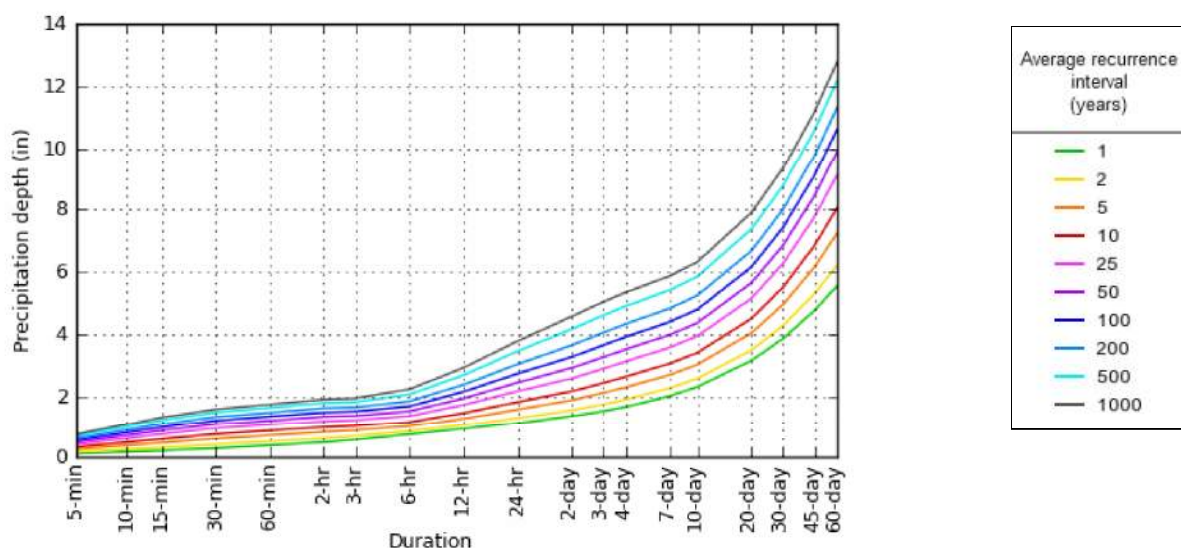
PDS-based point precipitation frequency estimates with 90% confidence intervals (in inches) ¹										
Duration	Average recurrence interval (years)									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.124 (0.097-0.160)	0.178 (0.140-0.230)	0.263 (0.207-0.342)	0.331 (0.259-0.432)	0.420 (0.313-0.564)	0.485 (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°

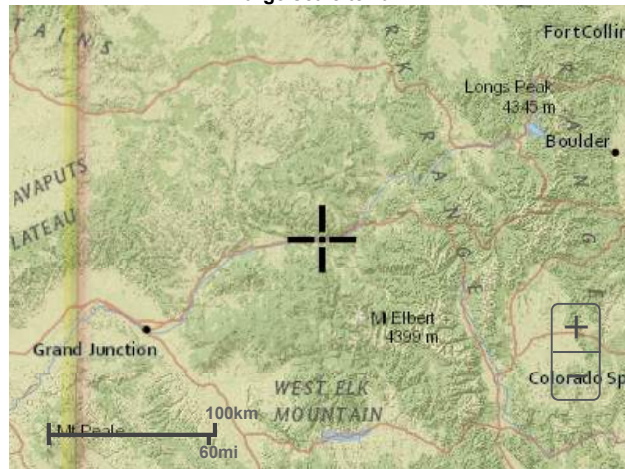


Maps & aerals

Small scale terrain



Large scale terrain



Large scale map



Large scale aerial



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[National Weather Service](#)
[National Water Center](#)
1325 East West Highway
Silver Spring, MD 20910
Questions?: HDSC.Questions@noaa.gov

[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:

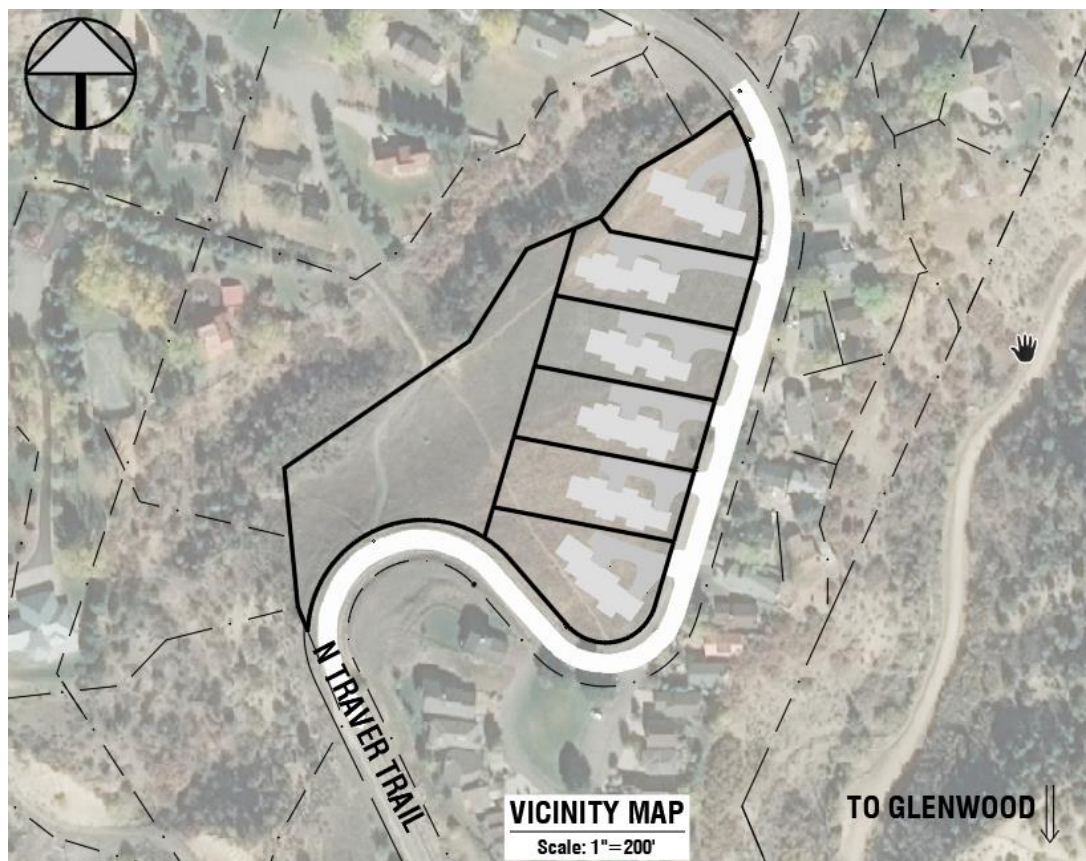


Exhibit 1 (Site & Existing Roadways)

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.

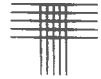
The presence of expansive or consolidating soils below building lots is not uncommon, and homes are commonly constructed on expansive/consolidating soil sites. We believe that residences in Oasis Creek Subdivision have generally performed well. However, deep foundation alternatives, such as drilled piers 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.

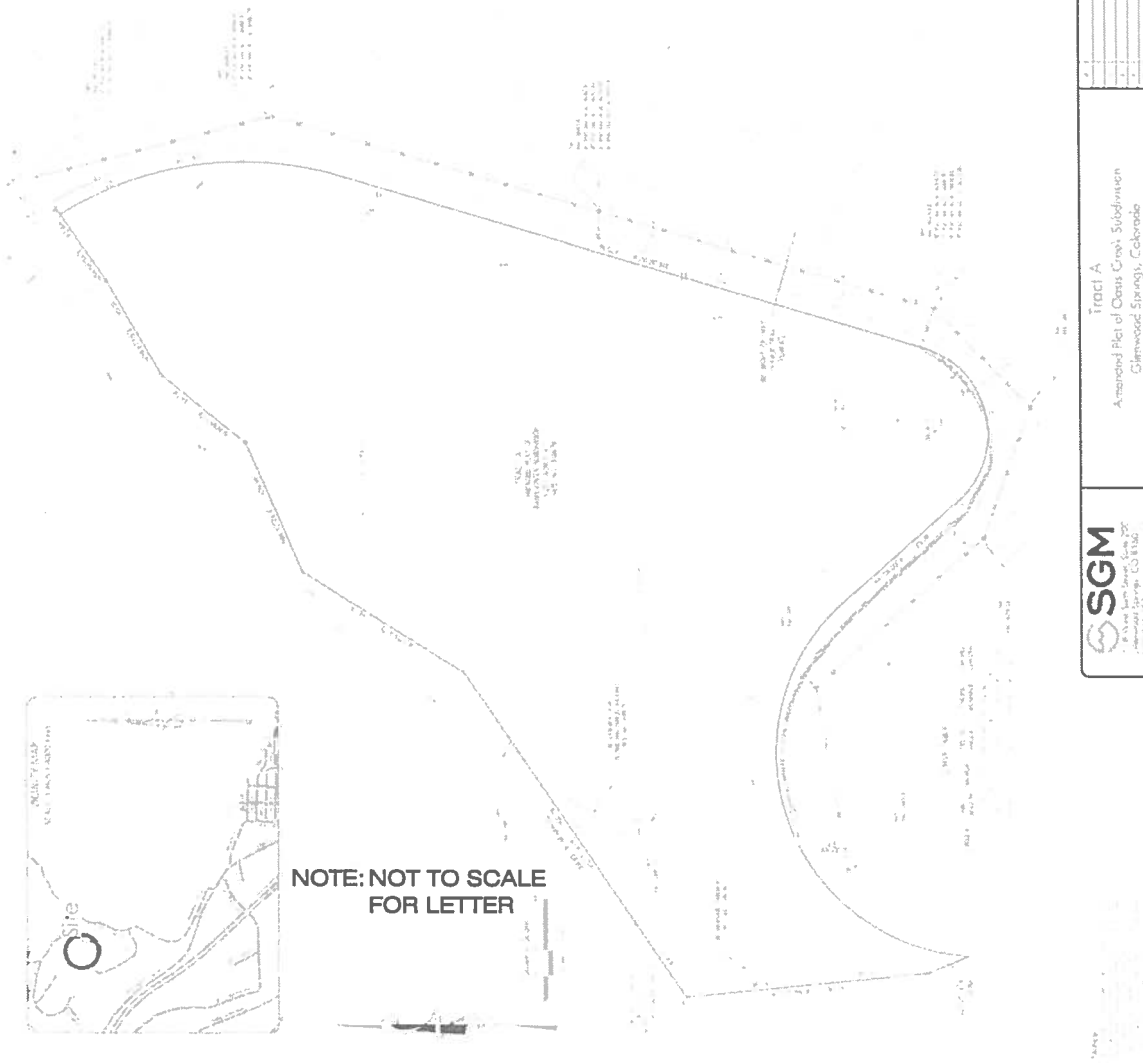
Very truly yours,

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

$$Z_{\text{eff}} = Z_{\text{eff}}^{\text{H}} + Z_{\text{eff}}^{\text{H}} \frac{Z_{\text{eff}}^{\text{H}}}{Z_{\text{eff}}^{\text{H}} + Z_{\text{eff}}^{\text{H}}}$$
[illegible]

Journal of Management Education 34(1) 10-20

 SGM © 1996 SGM Corp. All Rights Reserved.	Tract A American Place of Omni Corp's Subdivision		Existing Conditions 1 1		
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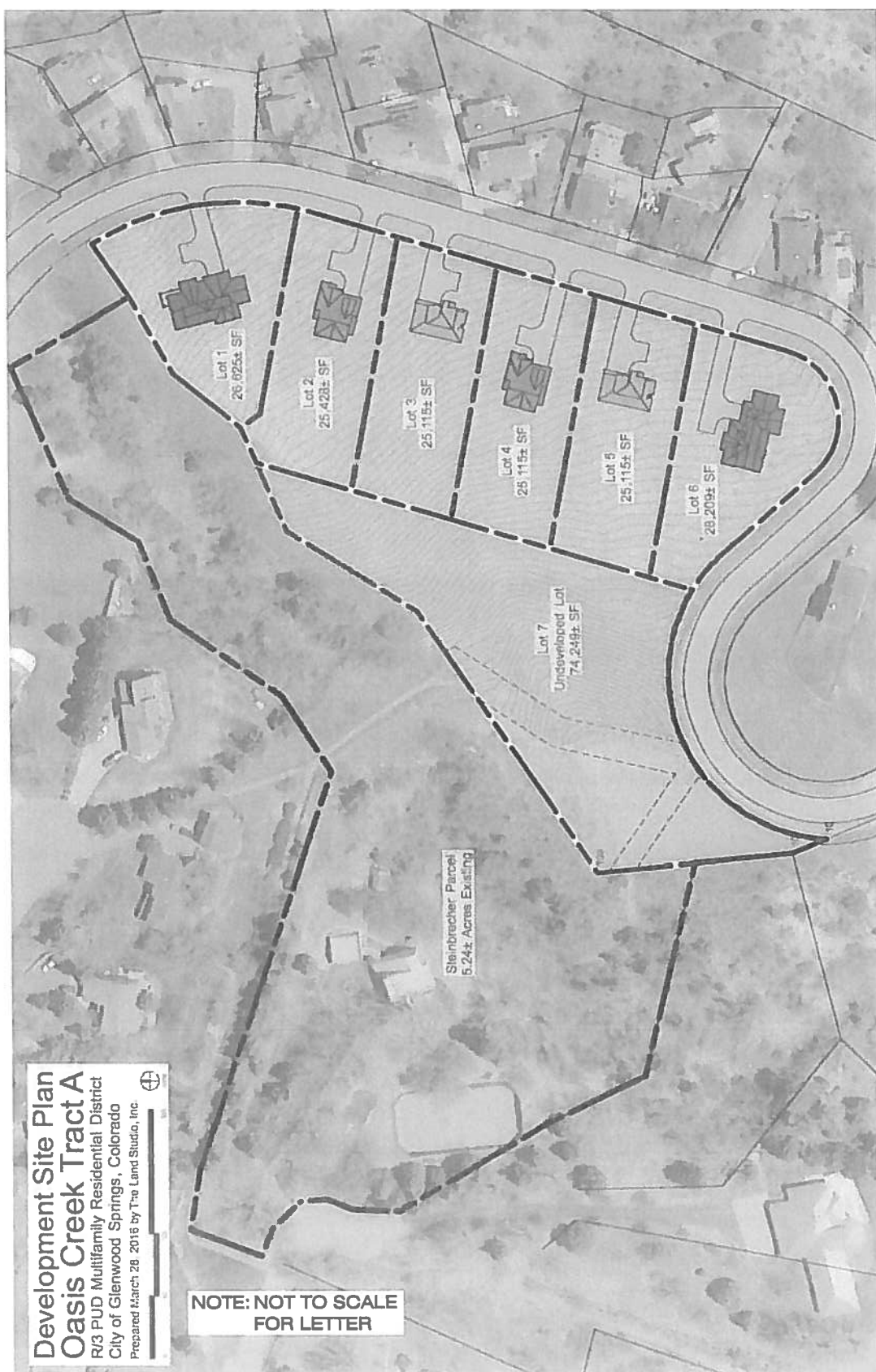




EXHIBIT A

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.

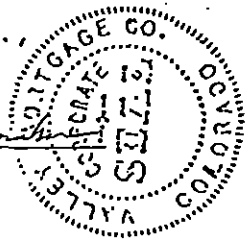
18.0 Severability. The invalidation of any one of these covenants by judgment or court order shall not effect any of the other provisions which shall remain in full force and effect.

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

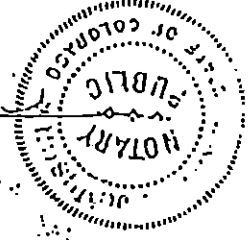
STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

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.

Raymond E. Monahan
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:

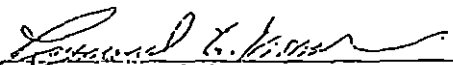
Side line 5 ft.
Rear line 20 ft.
Front line 20 ft.

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

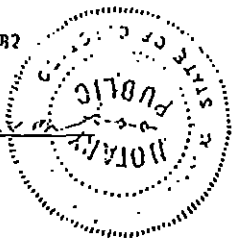


Exhibit E

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.

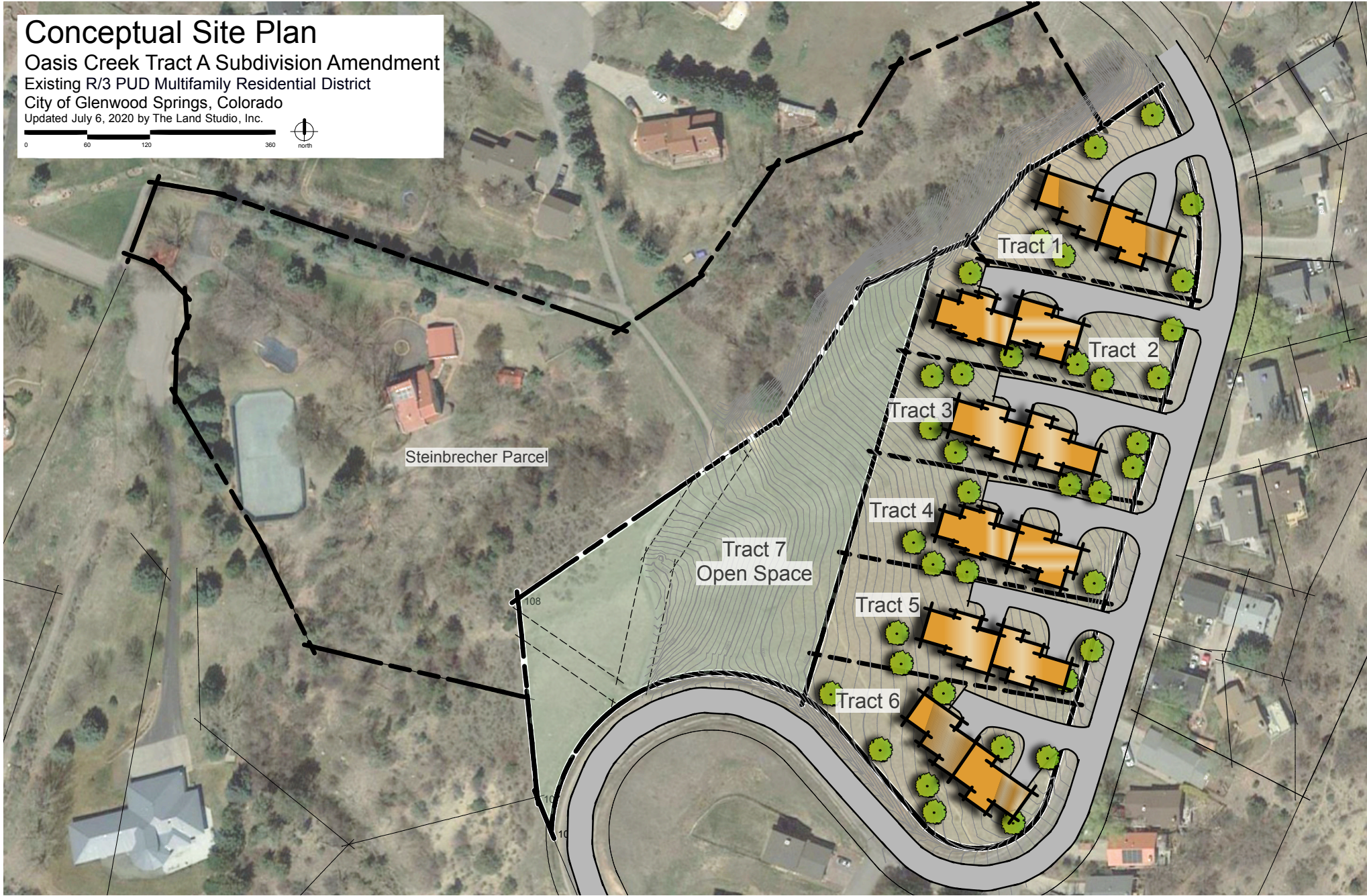
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360

north



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.

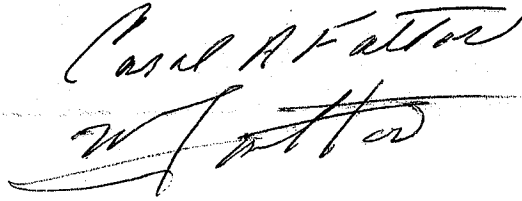
The original plan for Oasis Creek subdivision was for single family dwellings. If the Commission would drive around the subdivision, they would see single family homes with multiple families living in some of those homes. I don't now if the ACC just wasn't paying attention, or this just happen. In todays 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 black ink, appearing to read "Carol A. Fattor". The signature is written in a cursive, flowing style with a large initial "C".

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 style with a large, stylized "J" and "P".

Jeff Peterson
607 W. Harvard Dr.

Illustrative Site Plan

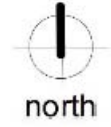
Oasis Creek Tract A Subdivision Amendment

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

Tract

Tract A2

Tract A3

Existing Trails
Used Regularly
by Pedestrians

Tract A4

Tract A7
Open Space

Off Street Parking

Tract A5

Paved Trail

Sidewalk

Tract A6

97% of Homeowners Travel
this Section of Traver Trail

No Parking

Steinbrecher Parcel

Existing Bike Path

108

10

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

The block contains two handwritten signatures in cursive. The top signature is 'Henry Dallagiacoma' and the bottom signature is 'Adrienne Dallagiacoma'. Both are written in dark ink.

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 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.

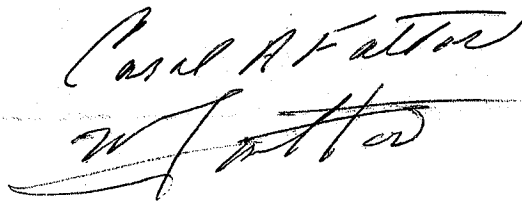
The original plan for Oasis Creek subdivision was for single family dwellings. If the Commission would drive around the subdivision, they would see single family homes with multiple families living in some of those homes. I don't now if the ACC just wasn't paying attention, or this just happen. In todays 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

A handwritten signature in cursive script, appearing to read "Carol A. Fattor". Below the main signature is a second, more stylized and less legible signature, possibly "W. Fattor".

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.

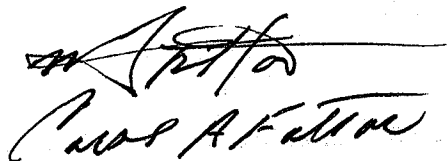
It should still be mandatory that the covenants be changed before any approval. As you know, that would require a majority 66% of property owners to sign off in favor of the project or to change the covenant Their plan, which is sneaky, is to state that if P & Z approves the project, covenant amendment 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 tracks!

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 Ooton 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.

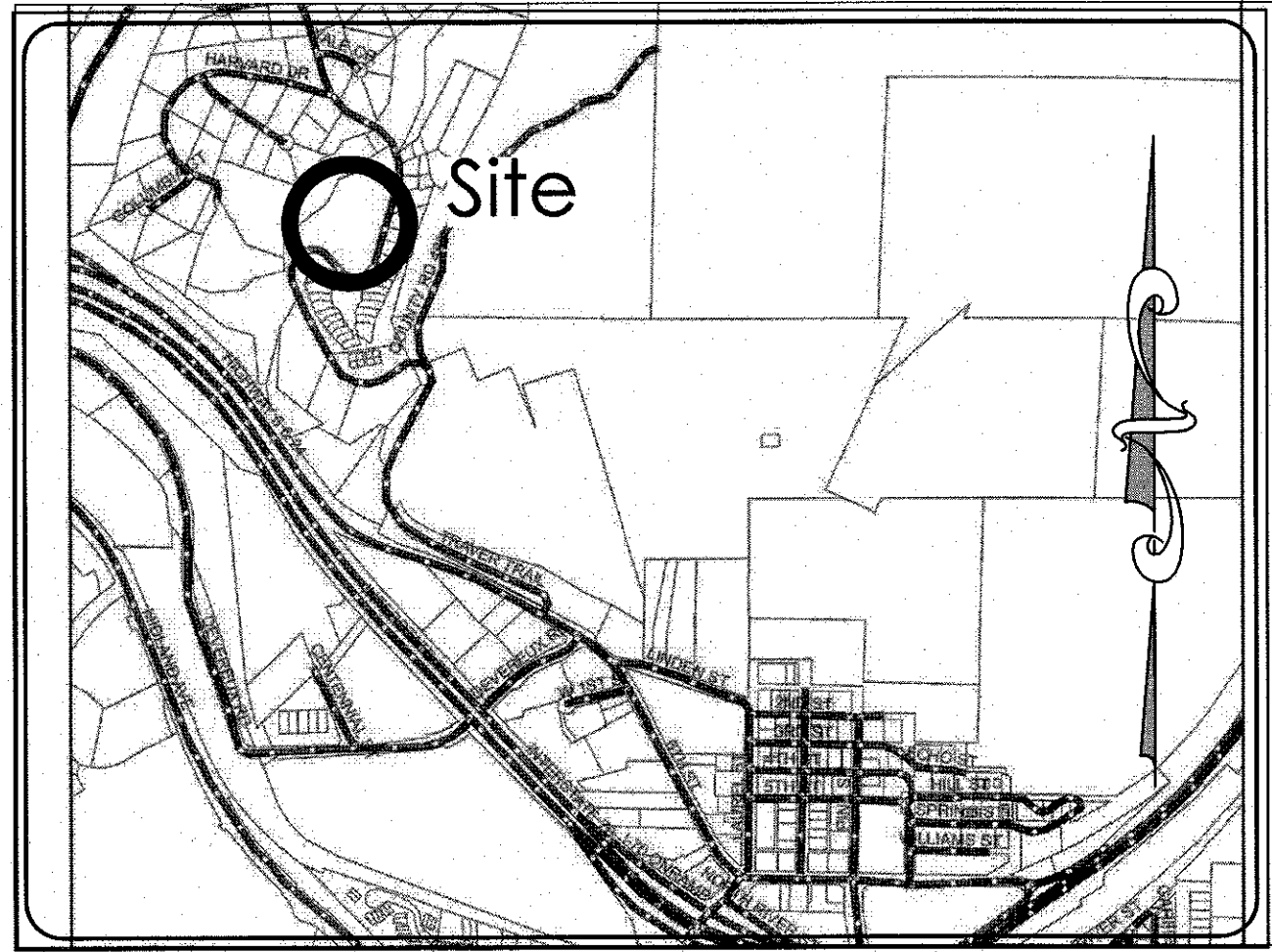
Ouray and a portion of Skyranch Drive (Ouray -Sidewalk on one side, Sky Ranch Drive - sidewalk on one side)

Oasis Creek Subdivision - No sidewalks

Road 135 - Sidewalk on one side

Devereux Road - Sidewalk on one side

882404
104288



- 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 00°07'35" 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.

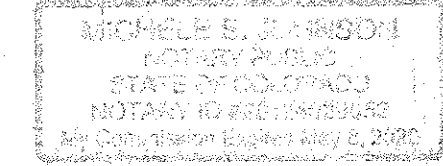
[Signature]
President - The Lydia Development Company

STATE OF COLORADO)
COUNTY OF GARFIELD) ss.

The foregoing dedication was acknowledged before me this 25th day of August, A.D. 2016, by [Signature] as President of the Lydia Development Company.

My commission expires May 9, 2020

WITNESS MY HAND AND SEAL
[Signature]
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.

[Signature]
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.

[Signature]
Mayor

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

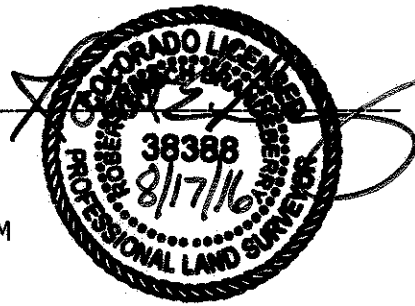
ATTEST:
[Signature]
City Clerk

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

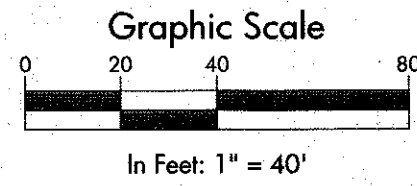
This plat was filed for record in the office of the Clerk and Recorder of Garfield County at 1:45 o'clock P.M. this 15 day of September, A.D. 2016 as Reception No. 882404.

[Signature]
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



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

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.

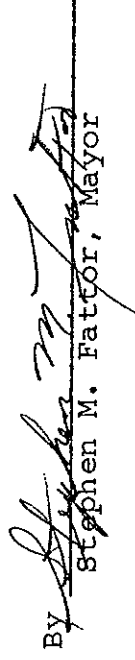
6. Other Exemptions: Burgert shall not be required to comply with Paragraph 14 of the Annexation Agreement and Paragraph 6 of the Subdivision Agreement with regard to the

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.

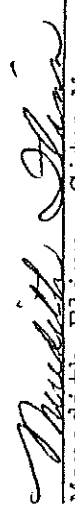
THE CITY OF GLENWOOD SPRINGS, COLO.

By 
Stephen M. Fattor, Mayor

ATTEST:


Pamela K. Smith, Acting City Clerk

APPROVED AS TO SUBSTANCE:

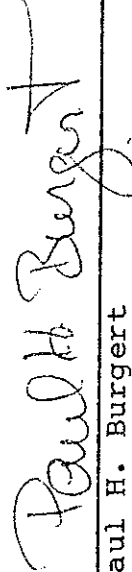

Meredith Flinn, City Manager

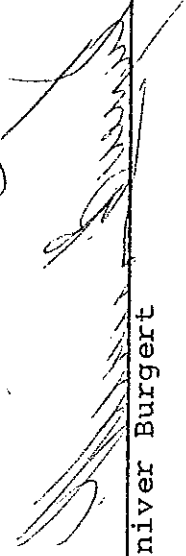
APPROVED AS TO FORM:


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.

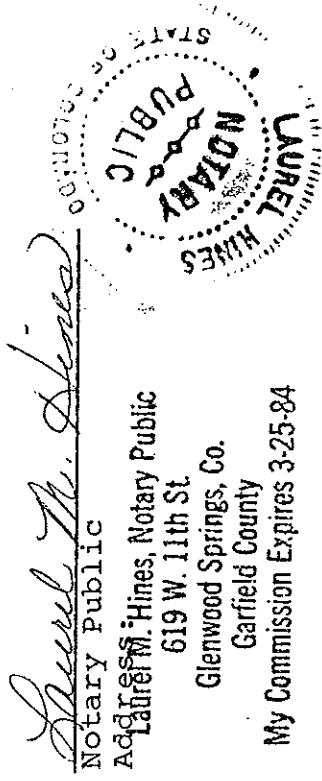
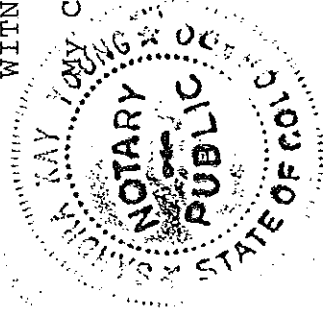
My Commission expires: March 25, 1984.

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.



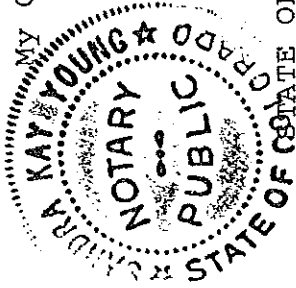

Notary Public
Address: P.O. Drawer 2030
Glenwood Spgs CO 81602

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.



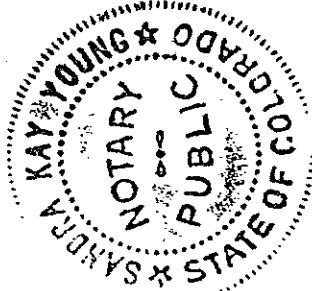
Sandra Kay Young
 Notary Public
 Address: P.O. Drawer 2030
 Glenwood Spgs CO 81602

STATE OF COLORADO)
) ss.
 County of Garfield)

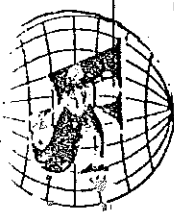
The foregoing instrument was acknowledged before me this
12th day of September, 1982, by Miniver BURGERT.

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, 19 82

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

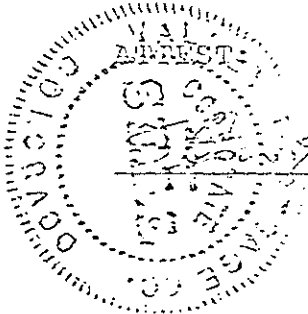
BY [Signature]
Robert Delaney
Vice-President



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

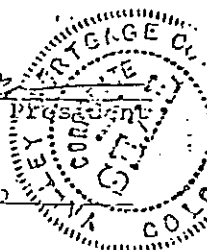
ATTEST:

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 ~~and~~ 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

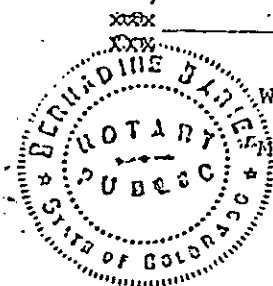
Date: June 4, 1980

~~ATTACHED~~

~~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. ~~and~~



Witness my hand and official seal.

My commission expires: My Commission expires May 3, 1982

Bernadine Daren
Notary Public

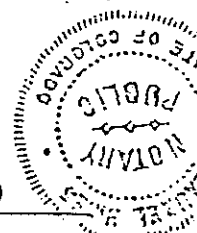
STATE OF COLORADO)
) ss.
COUNTY OF GARFIELD)

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

Raoul 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
November 5, 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;

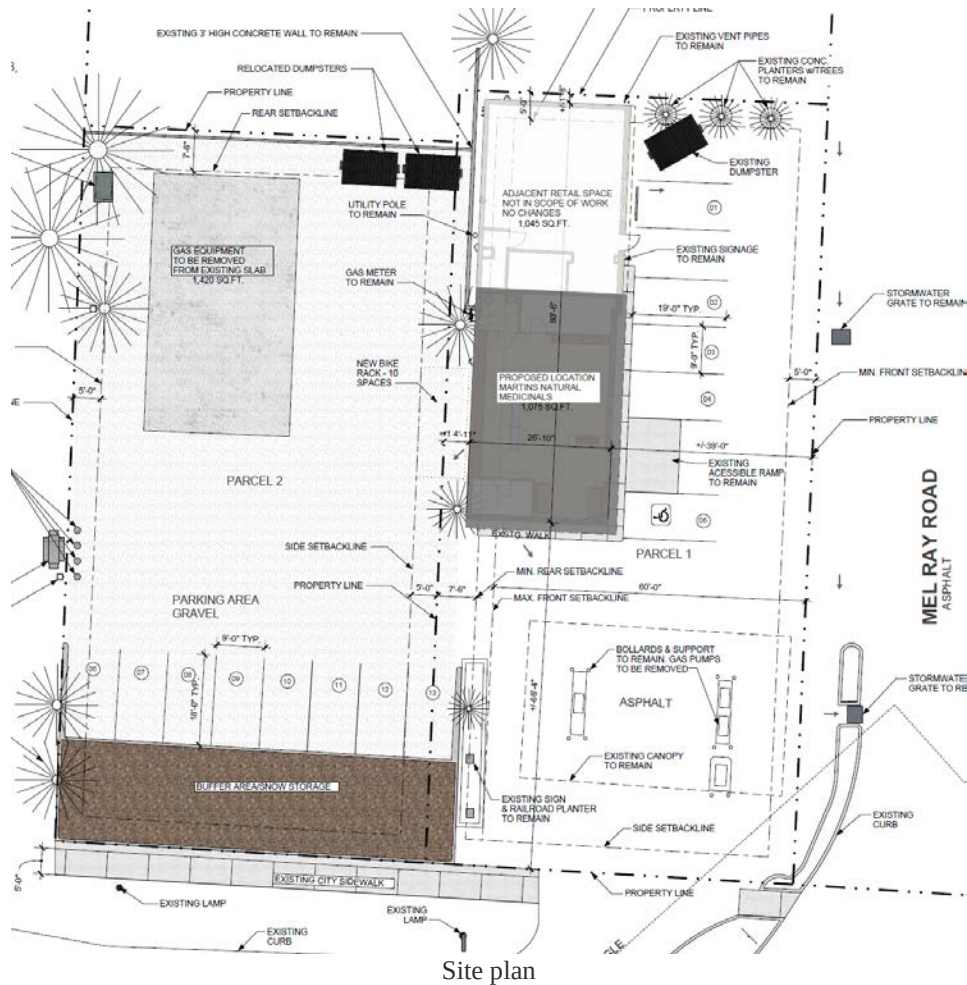
Other than potential odor nuisance discussed above, the proposed use is not expected to create any additional impacts than currently exist at the site.

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;

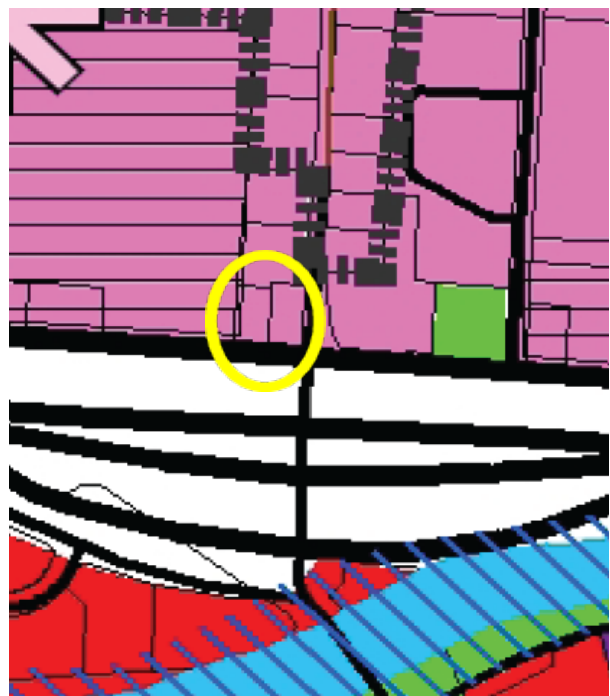
The use is in compliance with the Code. While the existing parking lot is substandard in terms of design (circulation, access, etc.) and landscaping, the proposed use does not alone trigger the upgrading of these features unless improvements are made (i.e. to the building façade or parking area). The 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/ELECTICAL ELEVATION EMERGENCY EDGE NAIL EDGE OF PAVEMENT EDGE OF SLAB EQUAL EQUIPMENT EXTERIOR	PERF. PLAM. PLYWD PNT. PP. PSF PT. PVC. PVMT. 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

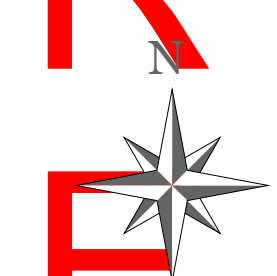
SHEET INDEX

1-COVER	Cover Sheet and Index
A.1.0	Conceptual Site Plan
A.1.1	Conceptual Floor Plan
A.1.2	Preliminary Landscape Plan

Special Use
Permit to
Operate a
Retail
Marijuana
Establishment

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	

100' 0" = 5,750'



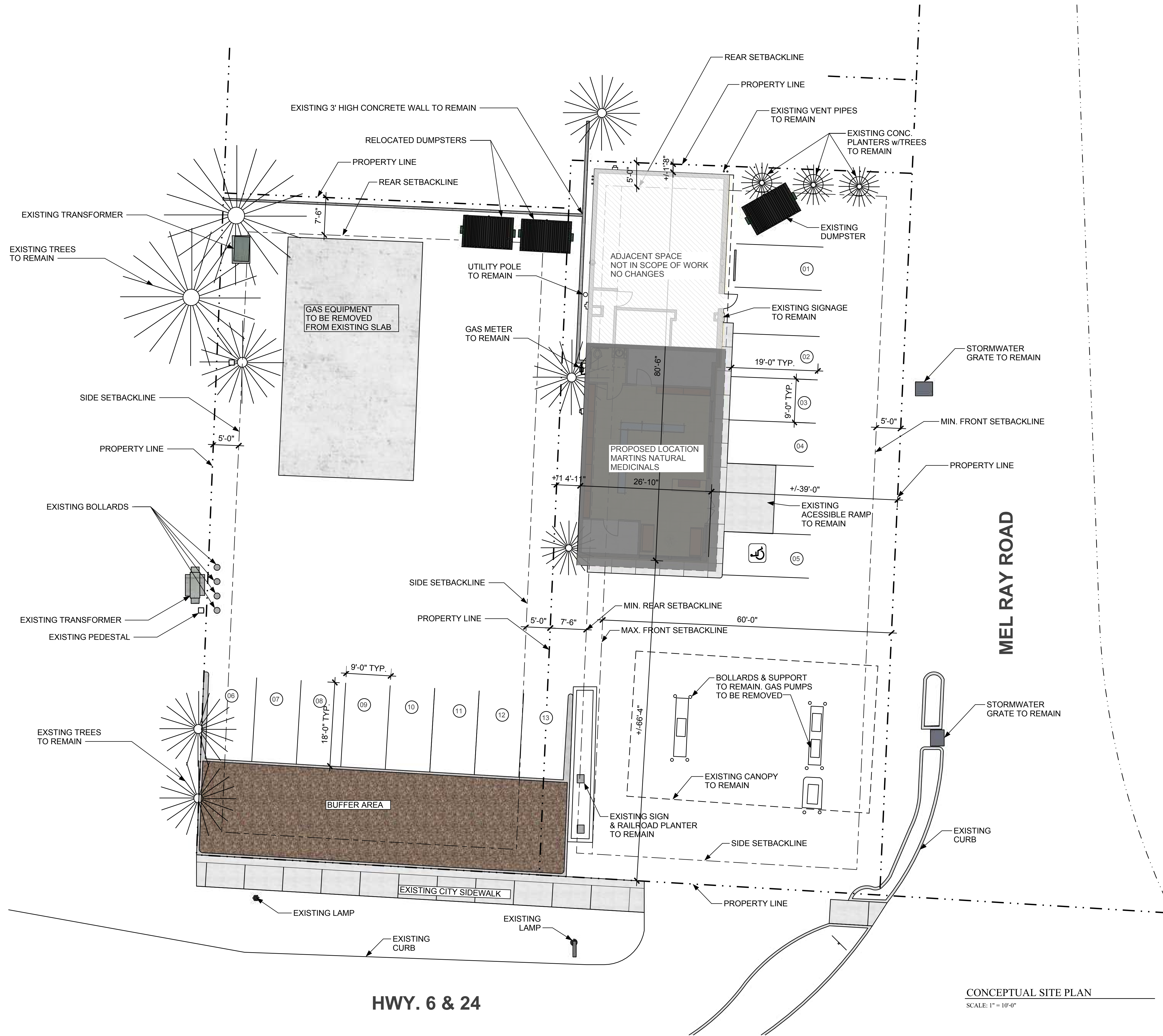
SCALE:
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Martin's Natural Medicinals

23 Mel Ray Road

GLENWOOD SPRINGS, COLORADO 81601

PARCEL ID 218506104005 & 218506107002



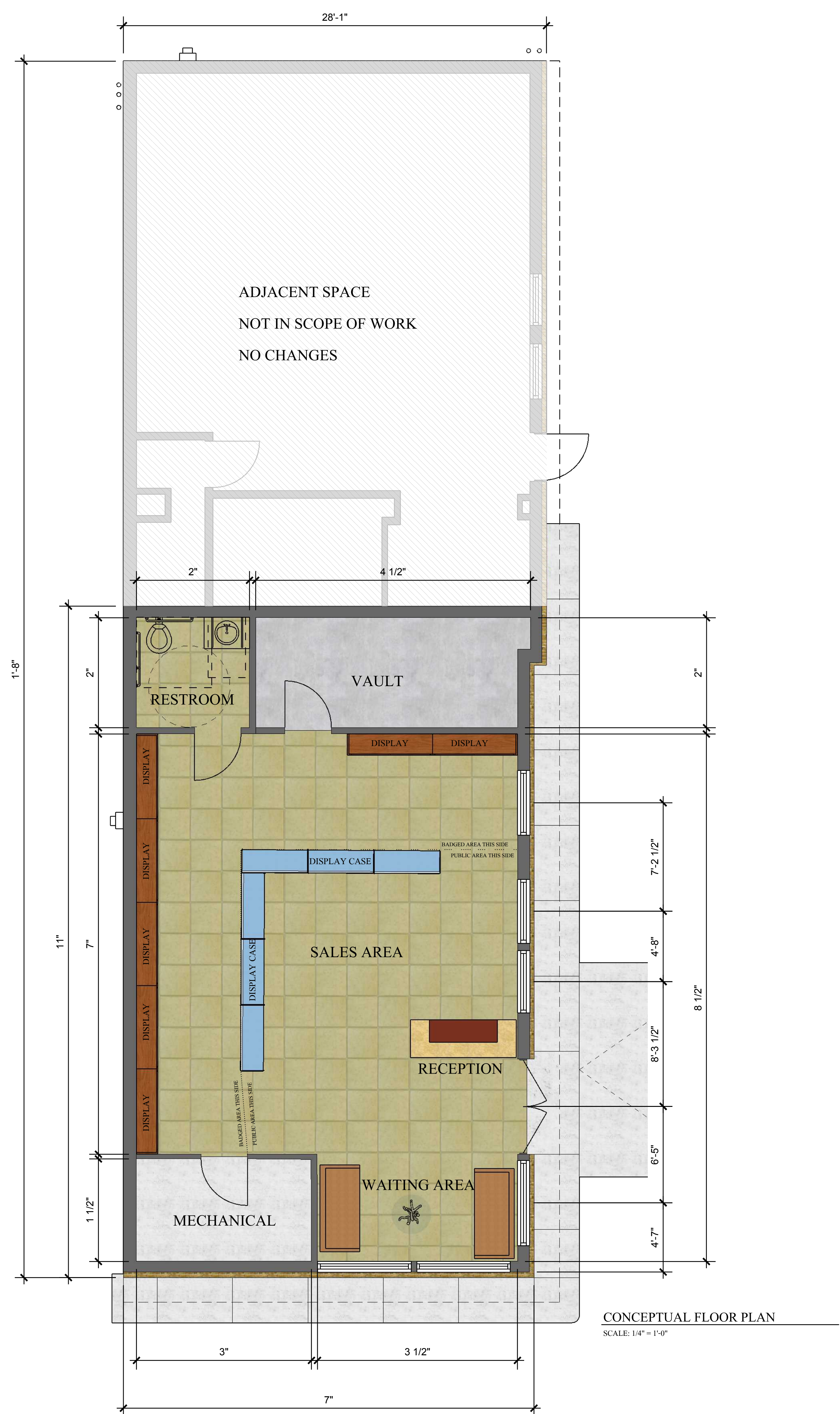
the PBRworkshop	
301 W. HYMAN STE. #6 ASPEN CO 81611 970-274-0481 or amos@pbrworkshop.com	
DATE	REVISION NOTES
7.7.20	Application Set
TITLE #	Site Plan
PAGE #	A.1.0

100'-0" = 5,750'

REVIEW

SCALE:
1" = 10'

Martin's Natural Medicinals
23 Mel Ray Road
GLENWOOD SPRINGS, COLORADO 81601
PARCEL ID 218506104005 & 218506107002



the PBRworkshop

11 W. HYMAN STE. #6
ASPEN CO 81611
970-274-0481 or
mos@pbrworkshop.com

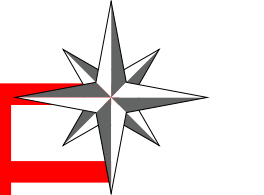
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Floor Plan

AGE #

A.1.1

D 100'-0" = 5,750'



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'

REVIEW

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.

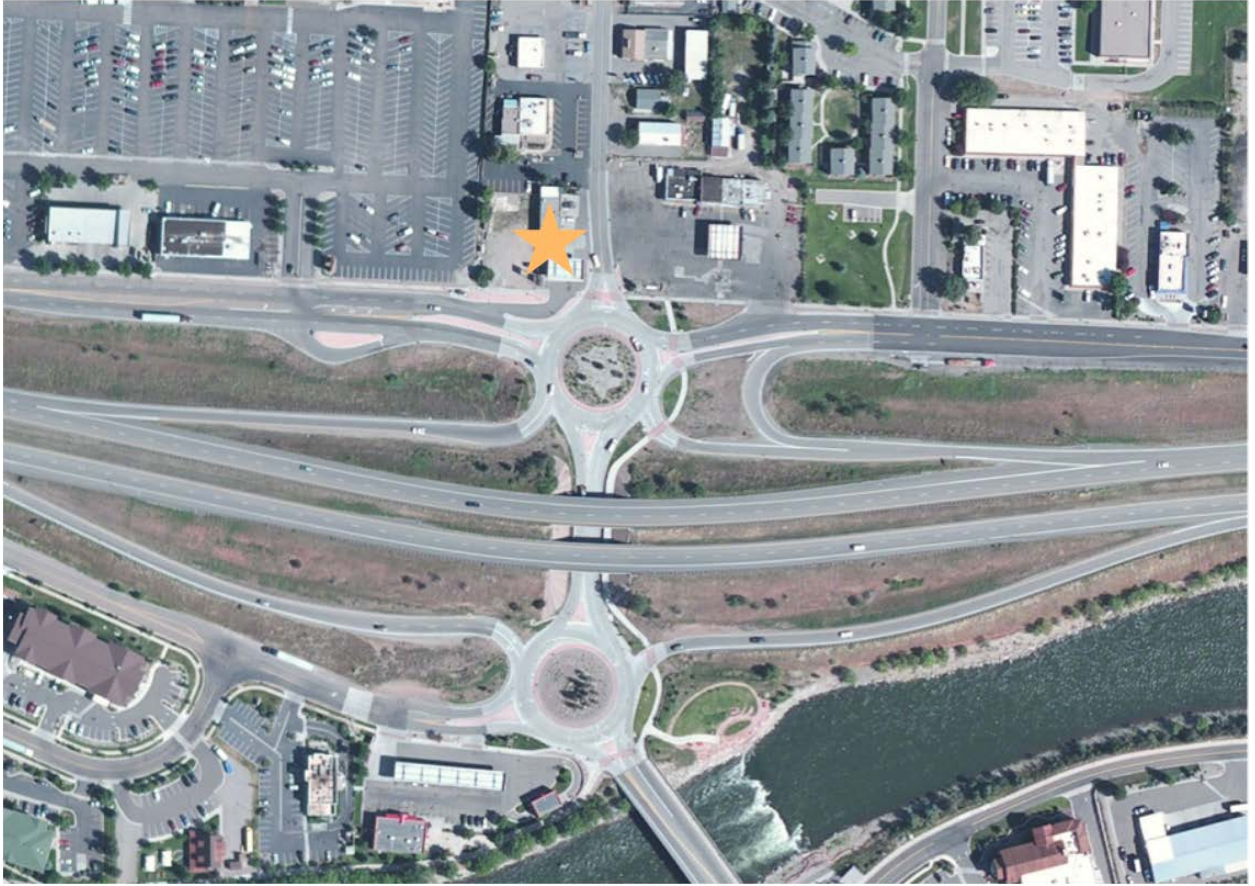
The location is well away from the City's downtown area and from any other marijuana establishment meeting the city's goal of limiting the proliferation of such uses in the core area of the Town or creating a high concentration of the use. The proposed location will blend in with the heavy commercial 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

The proposal would convert the existing convenience store to the retail marijuana establishment. The liquor store remains as a completely separate business, with no interior access between the units. Improvements to the property will include painting and façade improvements to the structure and rebranding of the signage. Additionally, the parking will be properly delineated.

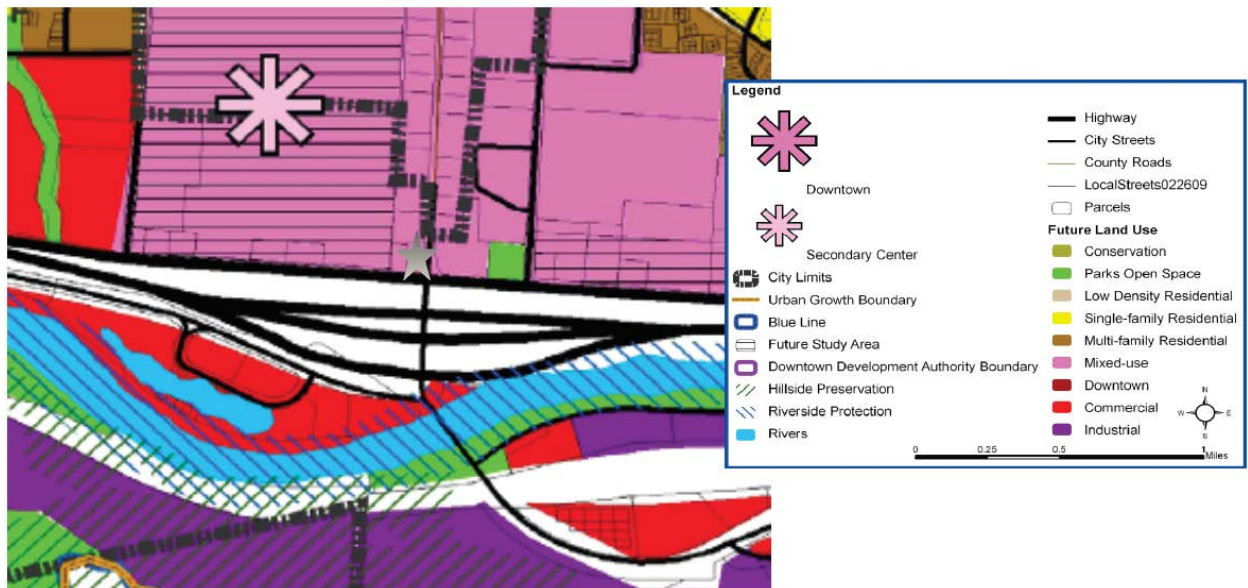
A site plan and floor plan of the proposal is provided below:



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.

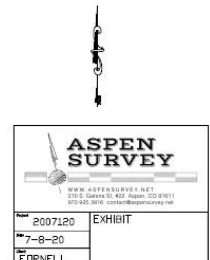
Applicant Analysis: Because the proposed use of Martin's Natural Medicinals is substantially similar to the existing use as a convenience store, impacts of the proposal are generally the same as the existing use. Traffic generation for a retail marijuana establishment is similar to other retail uses, 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

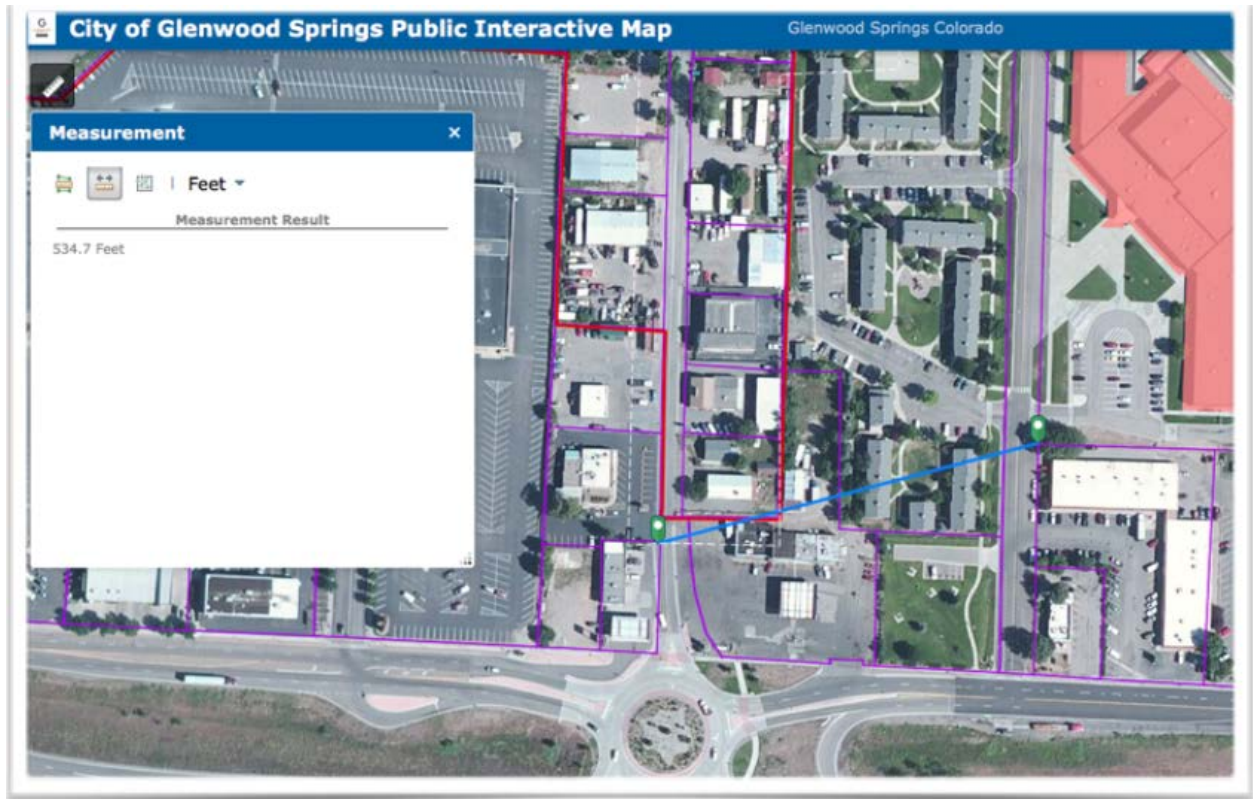
Applicant Analysis: The property is 539 ft. from the Glenwood Springs Middle School, the nearest school to the site. The distance was measured by Peak Land Consultants, who provided the School Buffer Exhibit, included with this submittal and provided below:



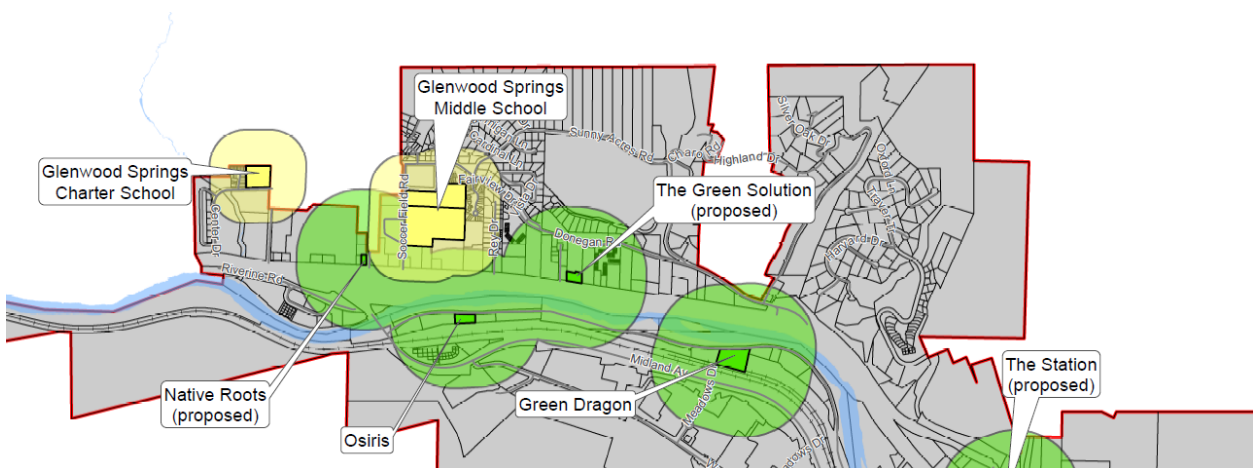
THIS EXHIBIT TAKEN FROM THE CITY OF
GLENWOOD SPRINGS ON-LINE GIS SITE.



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

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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



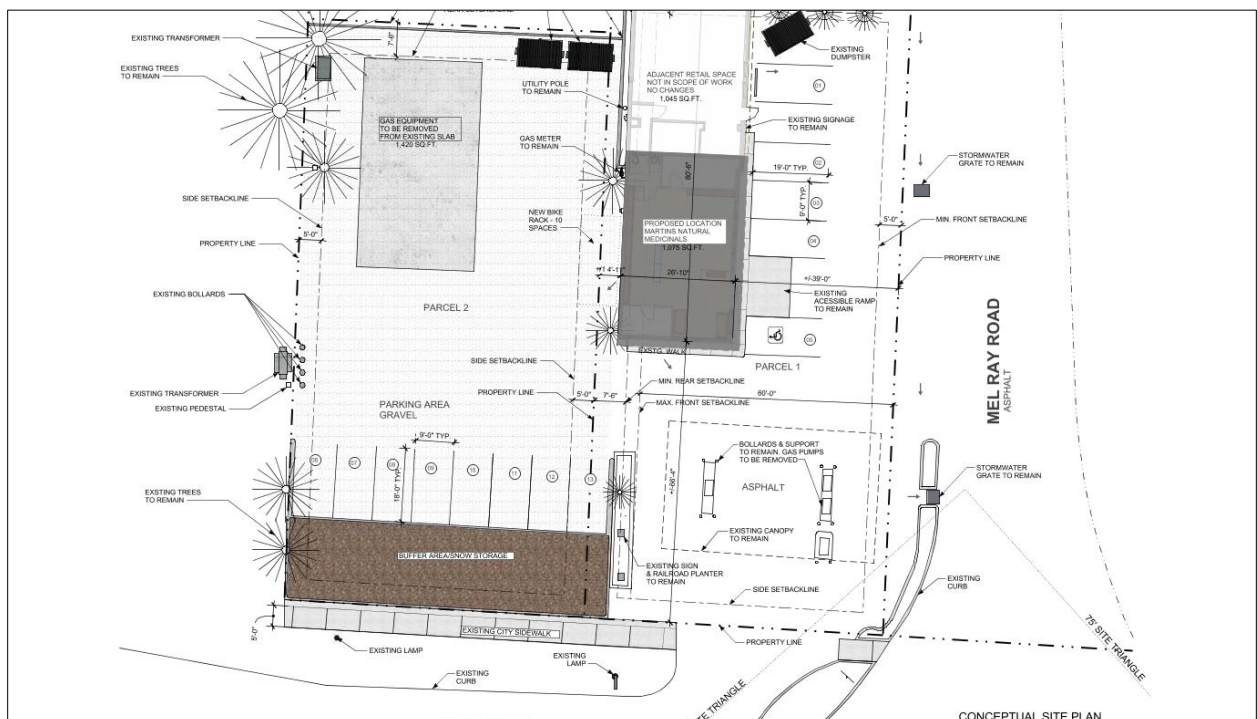
Figure 2 –Project Site



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.

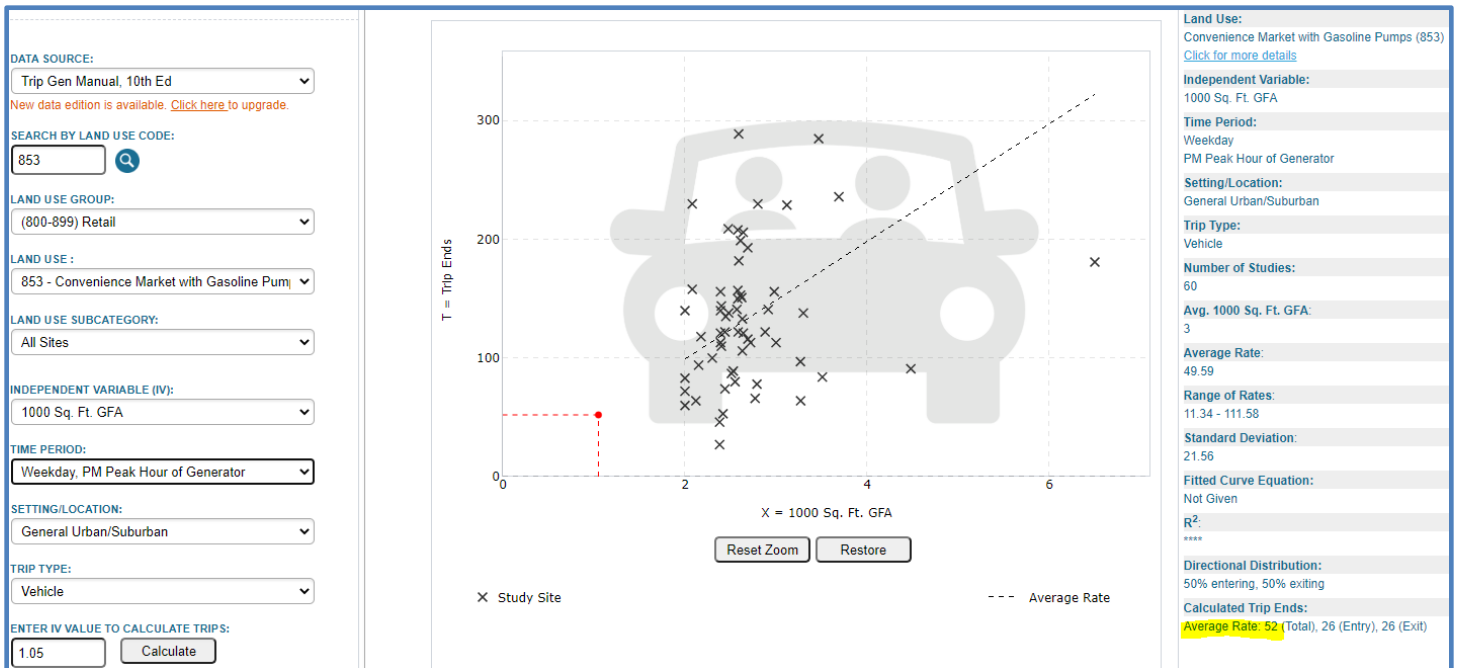
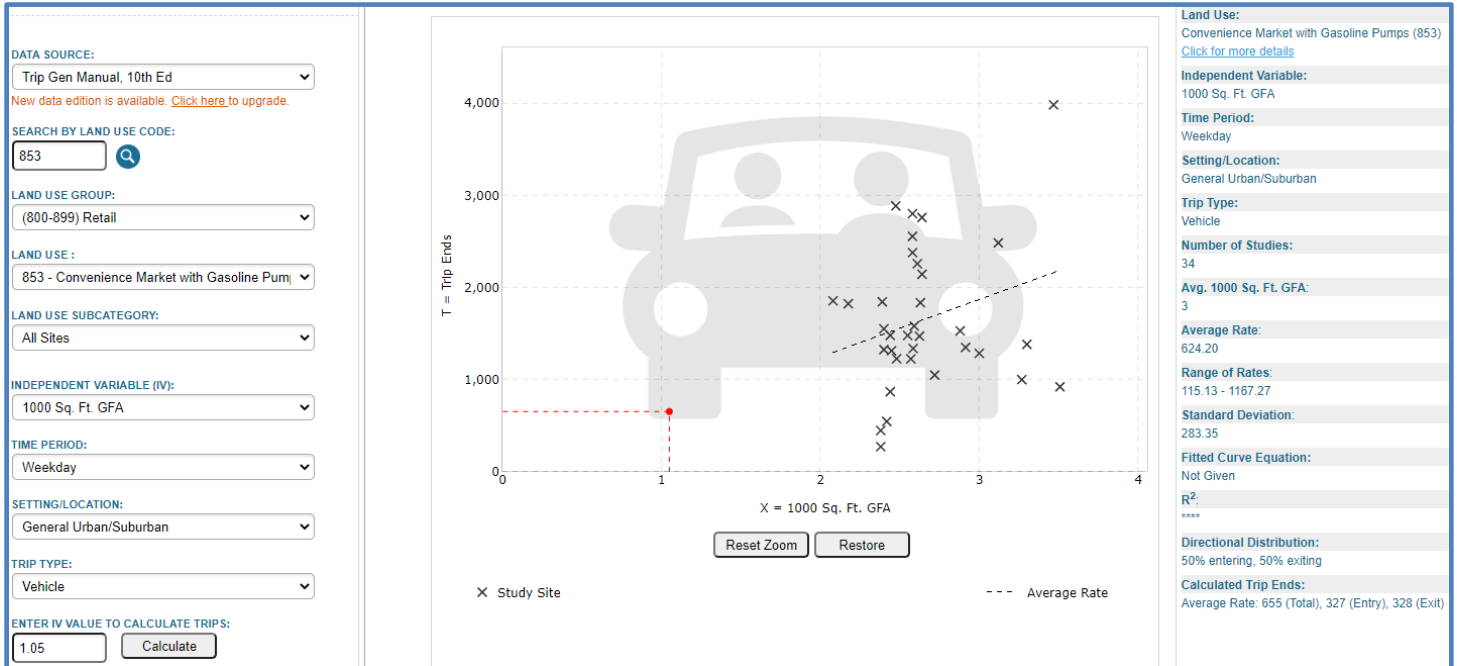
Additional Data

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

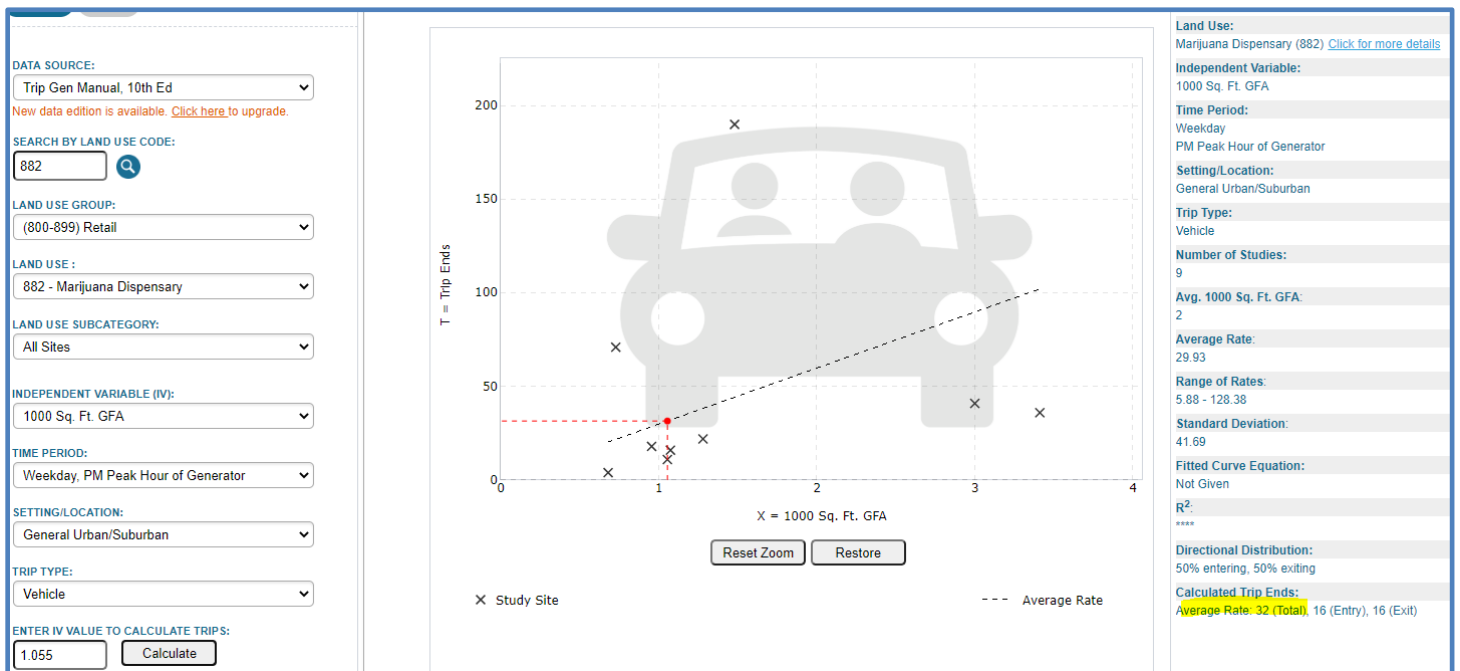
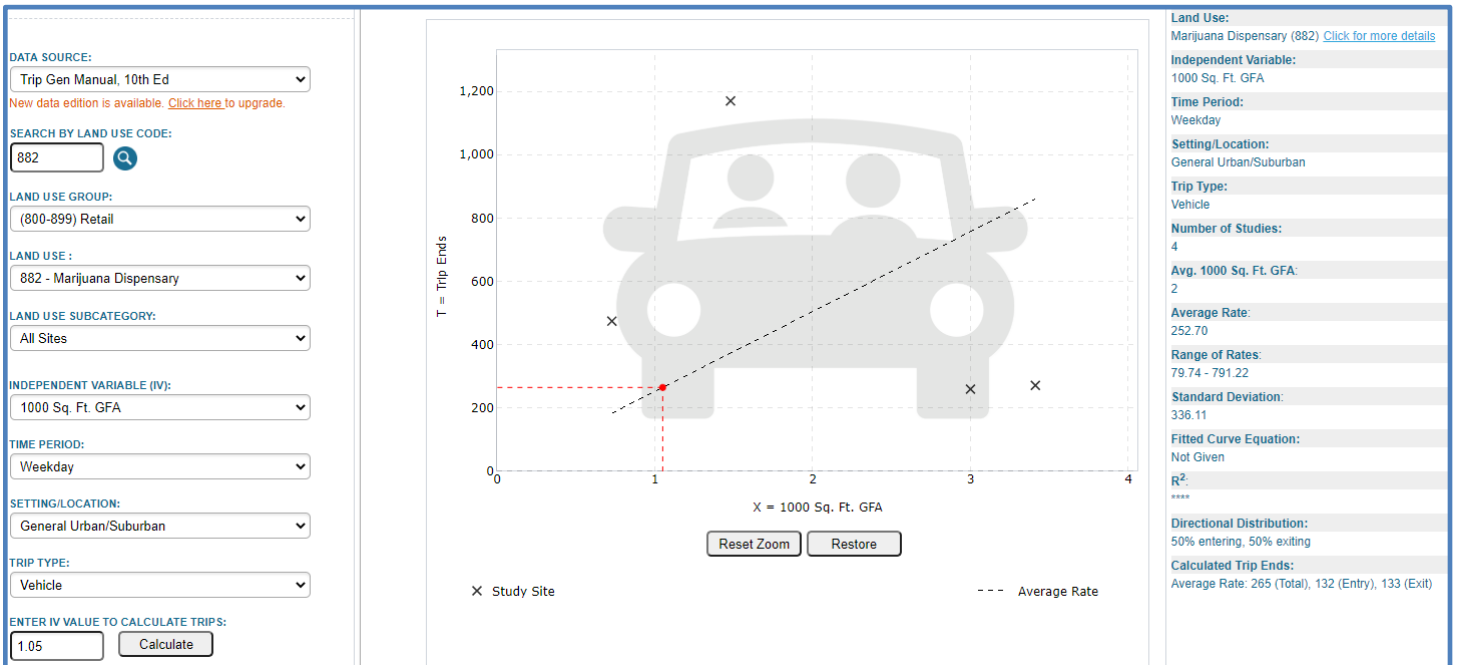
ITE Trip Generation Data LUC 853 Convenience Market with Gasoline Pumps



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

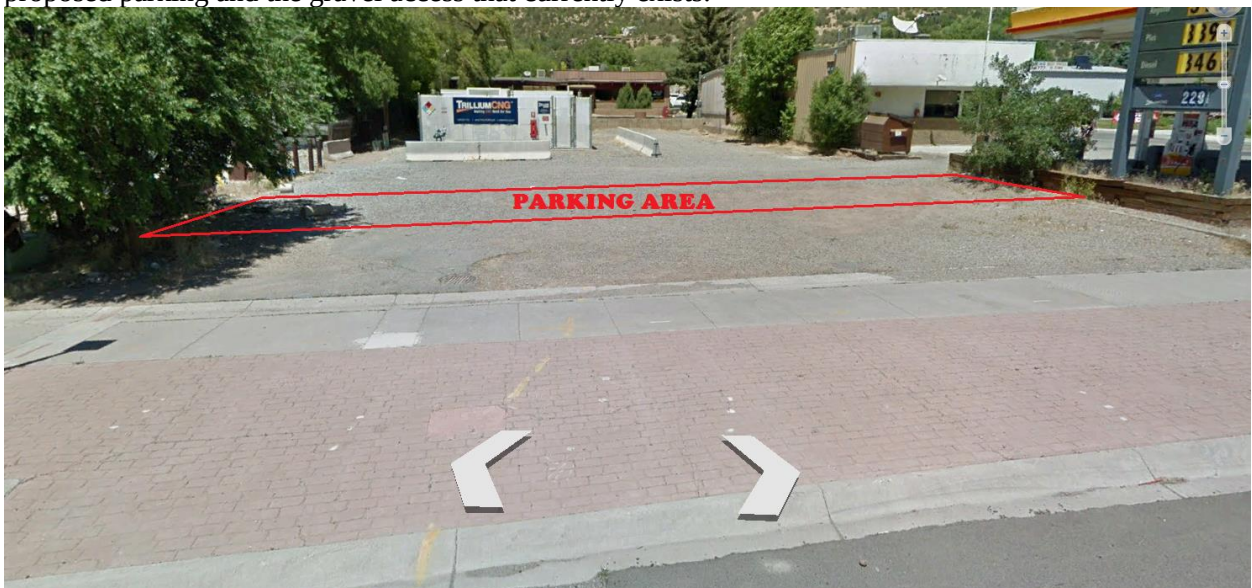
The existing business is served by West Glenwood Sanitation and the applicant does not intend to modify the service.

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.

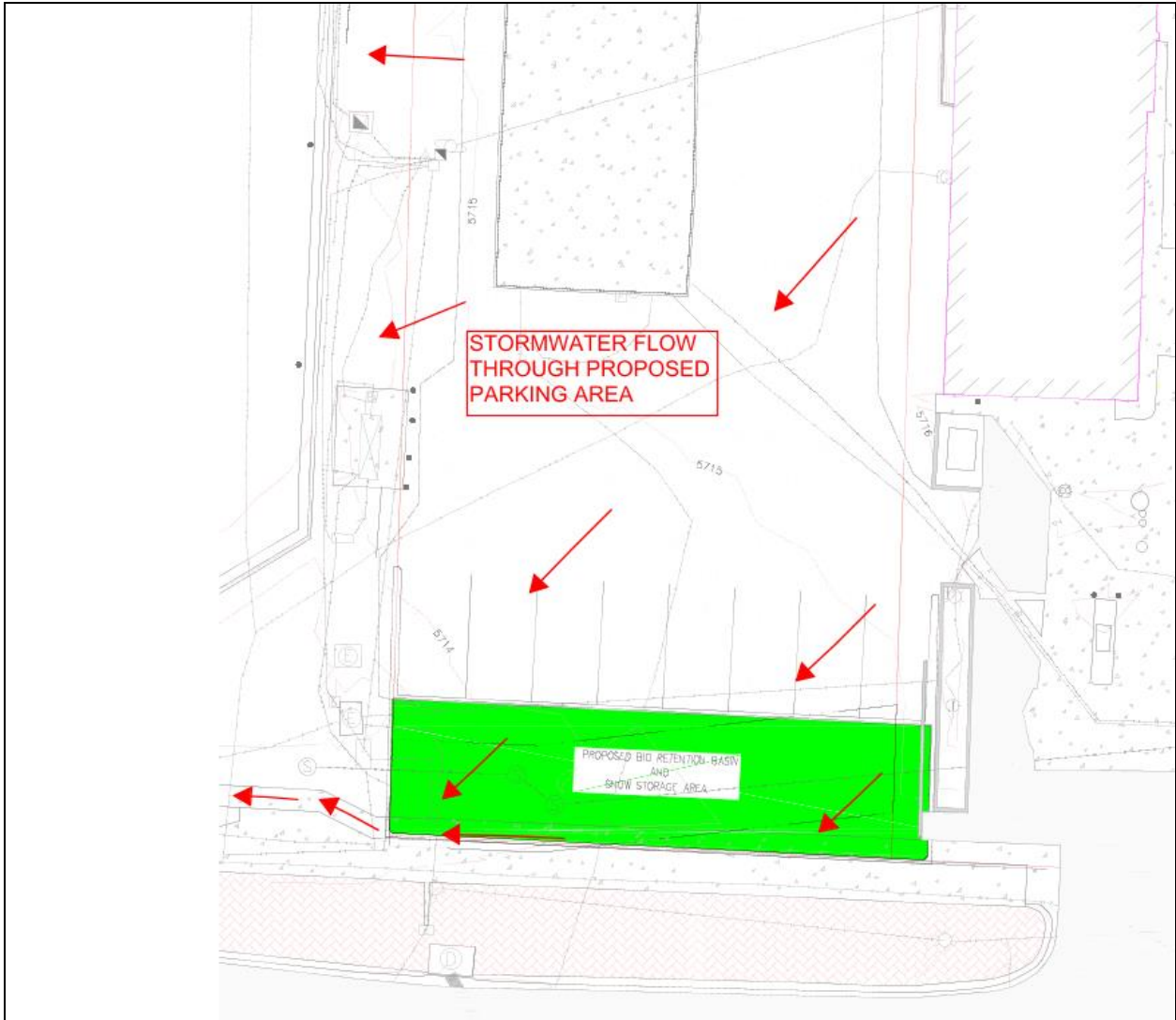
VII. Storm Water Drainage

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.



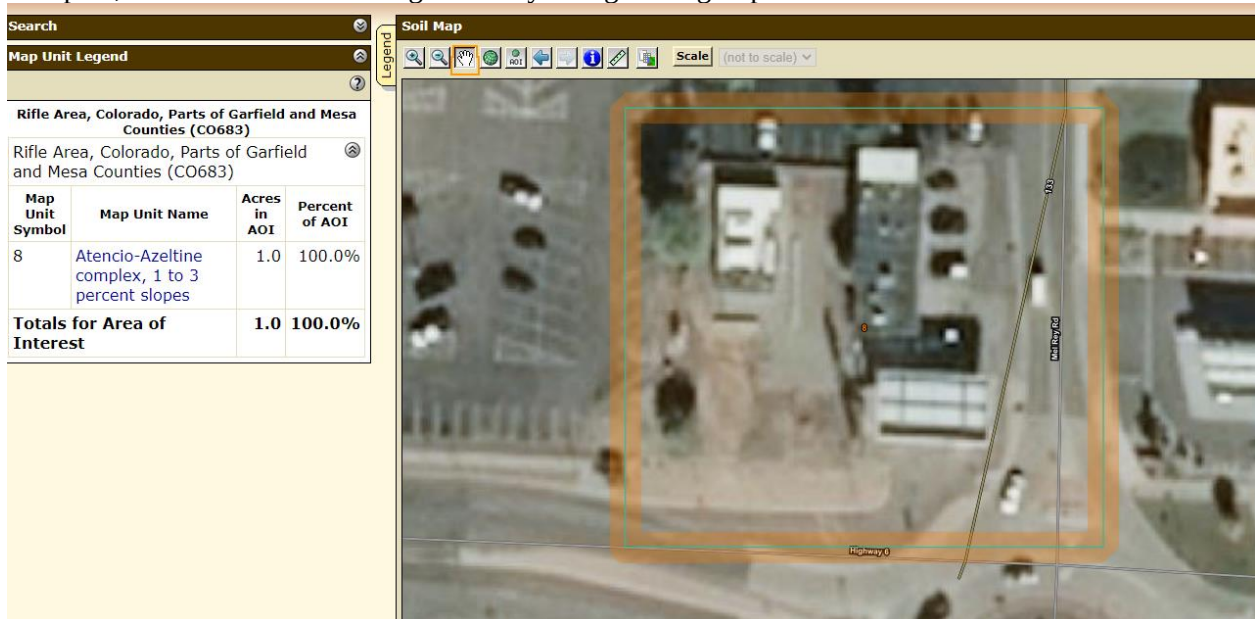
The area between the sidewalk and the parking area will be landscaped to provide a water quality zone from stormwater to flow through before reaching the valley pan adjacent to the sidewalk that carries the stormwater to an inlet offsite. Since the proposed special use permit is essentially only adding 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:

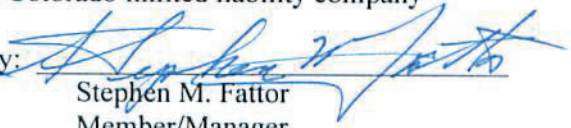
Peter Fornell
625 S. West End #4
Aspen CO 81611
(970) 379-3434
p.fornell@comcast.net

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.

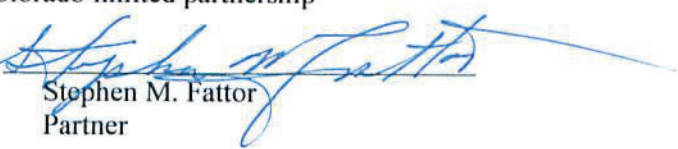
M & C FATTOR LLC
A Colorado limited liability company

By:


Stephen M. Fattor
Member/Manager

FATTOR FAMILY LIMITED PARTNERSHIP
A Colorado limited partnership

By:

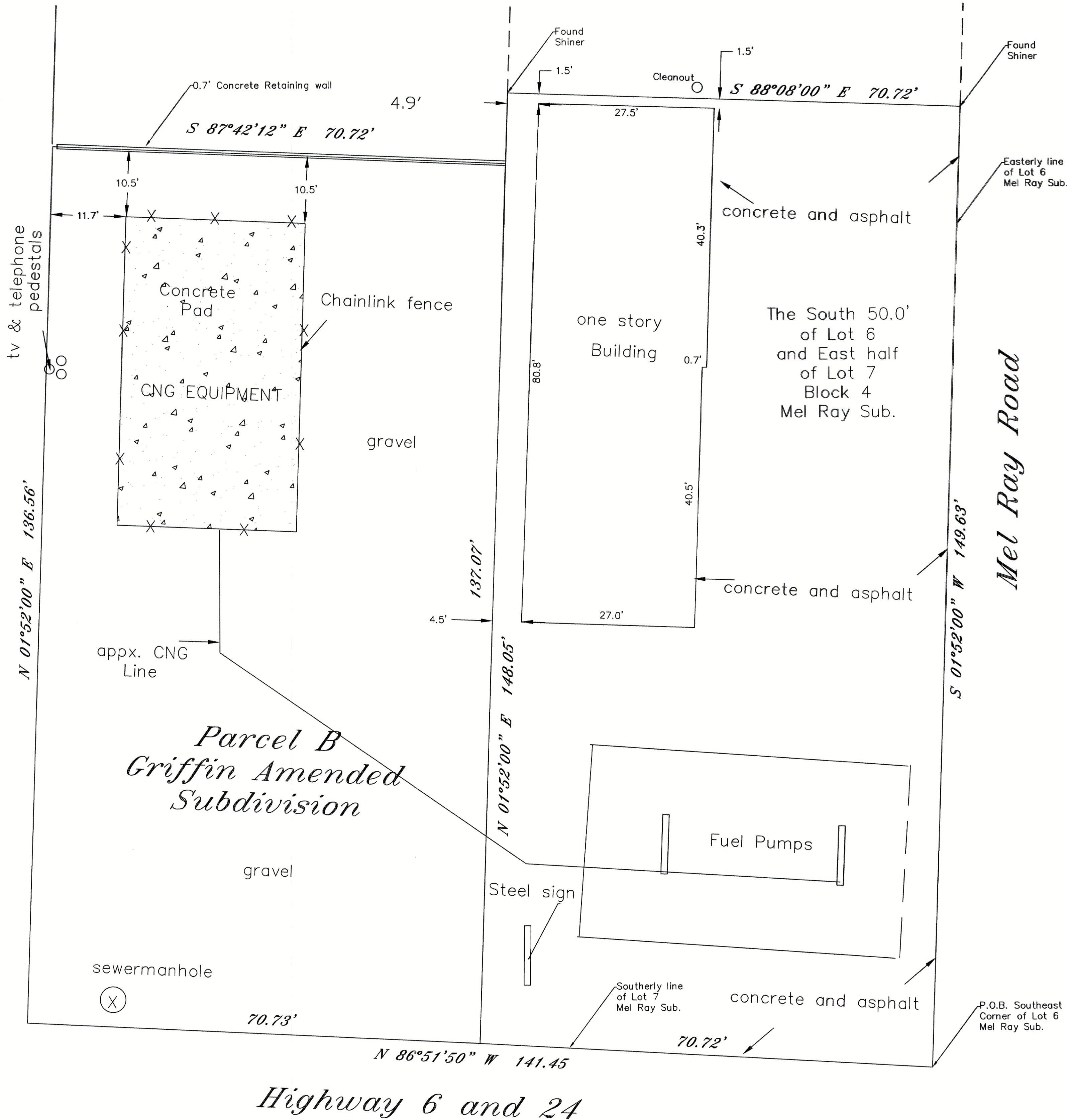

Stephen M. Fattor
Partner

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)

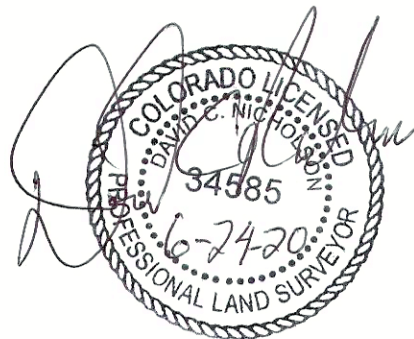
IMPROVEMENT LOCATION CERTIFICATE

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 Ooton informed Commission members of upcoming items.

9. Adjournment

Meeting was adjourned at 9:22 PM.

DRAFT



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item:	Parks and Recreation Commission Recommendation on Proposed 106 Acre Park
Action Requested:	Provide Direction to Staff on Parks and Recreation Commission Recommendation on proposed 106 Acre Park.
Department:	City Administration
Presented By:	Debra Figueroa, City Manager
Background Info:	On October 1, 2020 the Aspen Valley Land Trust (AVLT) presented a proposal to City Council for a 106 acre park behind Walmart. AVLT was working with community members, a private landowner, and Garfield County to clean up the 106 acre area and create a park for either City or County ownership. The parcel is in unincorporated Garfield County, but is close to City of Glenwood Springs. As part of the project, AVLT was seeking grant funds from GOCO and wanted a letter of support from City Council. City Council approved the letter of support and directed staff to seek the advice of the Parks and Recreation Commission on the project and the idea of the City taking ownership of the parcel. At the next Parks and Recreation Commission meeting on October 13, the following motion was approved unanimously following a robust conversation: "The City and County move forward to jointly clean up the current mess on the property but the City go back to the County and insist that the County takes its responsibility seriously about law enforcement and public safety and that the County be primarily responsible for property within its jurisdiction. Additionally, the Commission encourages the City and County to create a multiagency task force to study this property and come up with long term solutions". The City has dedicated \$15,000 to clean up this property and will provide this funding when it is requested. In addition, staff is currently coordinating a fire risk reduction effort with the Bureau of Land Management and the Sheriff's Office. Debbie Wilde will assist with this effort under her current contract with the City and staff will invite Garfield County Administration into the conversation.
Issues:	Further direction from City Council is needed to direct staff to continue and or change the direction of the fire reduction strategy meetings with the BLM and the County. Staff is still discussing the proposal with the AVLT and would like further direction from City Council to determine its interest in these conversations.
Staff Recommendation:	Staff recommends pursuing the multiagency task force as recommended by the Parks and Recreation Commission and supporting the AVLT through its efforts to clean up and preserve the 106 acre parcel.



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item:	Resolution 2020-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado Adopting an Amended Development Review Fee Schedule
Action Requested:	Approval of Resolution 2020-36, adopting an updated development review fee schedule.
Department:	Economic and Community Development
Presented By:	Jennifer Ooton, Assistant City Manager
Background Info:	Early in 2020, the Finance Department asked that the Planning Division review the development fee schedule. Staff reviewed Glenwood Springs' fee schedule with other area jurisdictions including Basalt, Vail, Eagle and Town of Snowmass Village. Staff found Glenwood Springs' fees to be generally in line with the neighboring communities. The attached fee schedule shows in red those fees that staff recommends adding for Glenwood Springs: a fee for an alternative compliance application; address change or assignment for mixed-use, non-residential and multi-family residential projects with more than 8 units; disconnections from the city and administrative reviews for commercial site plans between 2,000 and 9,999 SF of gross floor area.
Issues:	N/A
Staff Recommendation:	Approval of Resolution 2020-36; A Resolution of the City Council of the City of Glenwood Springs, Colorado Adopting an Updated Development Review Fee Schedule

RESOLUTION 2020 - 36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ADOPTING AN UPDATED DEVELOPMENT REVIEW FEE SCHEDULE.

WHEREAS, Section 070.060.030(d)(3)(a) of the City's Municipal Code authorizes City Council to establish a development review fee schedule by resolution and review the schedule on an annual basis; and

WHEREAS, through Resolution 2018-29, City Council adopted a Development Review Schedule that went into effect August 2, 2018; and

WHEREAS, through Resolution 2019-14, City Council amended the Development Review Schedule to add application fees related to vacation rentals; and

WHEREAS, through Resolution 2020-4, City Council set fees in lieu of sidewalks pursuant to Section 070.040.070 of the Code which fees are reflected in the Development Review Schedule; and

WHEREAS, in order to better recapture the cost of City services in processing development applications within the City of Glenwood Springs, City Council wishes to amend the Development Review Fee Schedule to add fees for certain types of applications not currently included in Schedule, including fees for disconnection; administrative review of certain commercial site plans; and address change and address assignments for mixed-use, non-residential, and residential multi-unit developments with more than 8 units.

**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 amended Development Review Fee Schedule as set forth on **Exhibit A** attached hereto and incorporated herein.

INTRODUCED, READ, AND PASSED THIS 5TH DAY OF NOVEMBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



Resolution 2020-36 - Amending the Development Review Fee Schedule

Type of Application	Fee
Ordinance Amendments	
Rezoning	\$700.00
Rezoning to PUD	\$2,300.00
PUD Plan Amendment	1/2 the application fee
Annexation	
Annexation Enclave	\$2,040.00
Annexation Non-Enclave	\$2,750.00
Disconnection	\$500.00
Development Permits	
Site/Architectural Plan	
Administrative review commercial site plans (greater than 2,000 SF gross floor area)	\$400.00
Administrative (4-8 Residential Units)	\$700.00
Minor	\$1,150.00
Major	\$3,200.00
Amendment	1/2 the application fee
Master Plan	\$700.00
Construction Plans	\$200.00
Location and Extent	\$0.00
Special Use Permit	\$800.00
Amendment to a Special Use Permit	1/2 the application fee
ROW Encroachment	
Administrative Review	\$150.00
City Council Review	\$800.00
Street Vendor	\$100.00
Floodplain Development Permit	\$50.00
Subdivision Procedures	
Minor Subdivision	\$1,330.00
Lot Boundary Adjustment	\$440.00
Preliminary Plat	\$2,040.00
Final Plat	\$530.00
Condominiumization	\$530.00
Vacation of ROW	\$800.00
Flexibility & Relief Procedures	
Variance	\$530.00

Administrative Adjustment/Alternative Compliance	\$220.00
Appeal	\$100.00
Other Misc. Fees	
Parking in Lieu Fee	\$8,000/stall
Zoning/Land Use Capability Letter	\$115/hour
Backyard Chicken Permit	\$35.00
Vacation Rentals**	
	Short Term Rental \$500 Initial/ \$300 Renewal
	Accessory Tourist Rental \$300 Initial/ \$150 Renewal
Sidewalk Fee in Lieu*	
	\$71/lineal foot 8' w in commercial and mixed use districts
	\$40/lineal foot 5'W in residential districts
Off Premises Sign	\$350.00
Home Occupation Permit	\$35.00
Address change and address assignment for mixed-use, non-residential, and residential multi-unit developments more than 8 units	\$25.00
Sign Permit Fee	\$100.00
	Temporary & portable signs \$0.00
	Face change application \$0.00
	Master Sign Permit \$0.00
Outdoor Seating	\$75.00
Legal Review	\$250/hour for legal review time in excess of two hours.

* Resolution 2020-4 - A Resolution of the City Council of the City of Glenwood Springs, Colorado, Setting Fees in lieu of Sidewalks Pursuant to Section 070.040.070 of the Glenwood Springs Municipal Code

** Resolution 2019-14 Amending the City's Development Review Fee Schedule and Vacation Rental Permit



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Ordinance No 24, Series of 2020; An Ordinance of the City Council of the City of Glenwood Springs, Colorado Creating the Community Broadband Network Enterprise (FIRST READING)

Action Requested: Approve Ordinance to create the Broadband Enterprise Fund

Department: Finance

Presented By: Yvette Gustad, Finance Director

Background Info: In 2020 we funded our Broadband project using revenues from the Electric Enterprise Fund to secure the debt. In 2021 Broadband will operate as its own Enterprise Fund, this Ordinance formally creates the fund and adds it to our budget.

Issues: NA

Staff Recommendation: Staff supports approval

ORDINANCE NO. 24

Series of 2020

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, CREATING THE COMMUNITY BROADBAND NETWORK ENTERPRISE.

WHEREAS, the City of Glenwood Springs (the “City”) is a duly organized and existing home rule municipality of the State of Colorado, created and operating pursuant to Article XX of the Constitution of the State of Colorado and the home rule charter of the City (the “Charter”); and

WHEREAS, Section 9.10 of the Charter provides that Council may, by ordinance, create enterprise funds to provide for moneys to be held for special purposes such as City-owned utilities and other purposes as the Council may determine; and

WHEREAS, the City currently provides internet and telephone services to local businesses and some residents through the Community Broadband Network (CBN) and is in the process of expanding the reach of CBN’s existing fiber system across the City so that CBN can service 100% of the City’s residences and commercial premises by the end of 2021; and

WHEREAS, City Council desires to establish the Community Broadband Network as an enterprise of the City (the “Enterprise”) pursuant to Section 9.10 of the Charter and grant the Enterprise authority to acquire, construct, provide, fund and contract for the buildout and operations of the broadband system, facilities and services within the Community Broadband Network Service Area and take such other action as may be necessary for the proper administration of the Community Broadband Network.

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

Section 1. The recitals made above are hereby incorporated as the findings of City Council.

Section 2. Establishment of the Enterprise. City Council hereby establishes the Enterprise as an agency of the City and formally designates it as the Community Broadband Network Enterprise. It shall be the purpose of the Enterprise to acquire, construct, provide, fund and contract for the buildout and operations of the broadband system, facilities and services in the Community Broadband Network Service Area, using revenues and income generated by and earned or acquired in connection with broadband activities and held and managed in the Enterprise fund. All broadband activities of the City shall be performed by the Enterprise.

Section 3. Powers and Duties. The Enterprise shall perform all duties and responsibilities necessary to effectuate the purposes of the Enterprise set forth herein.

Section 4. Governing Body. The City Council shall serve as the governing body of the Enterprise. Whenever City Council is in session exercising its legal authority relating to any Enterprise matter, the governing body shall also be deemed to be in session. It shall not be

necessary for the governing body to meet separately from any meeting of City Council, nor shall it be necessary for the governing body to specifically announce or acknowledge that actions taken thereby are taken by the governing body of the Enterprise.

Section 5. **Ratification and Approval of Prior Actions.** All actions previously taken by City staff and members of City Council, not inconsistent with the provisions of this Ordinance, relating to the operation or creation of the Enterprise, are hereby ratified, approved and confirmed.

INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS 5TH DAY OF NOVEMBER 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Jonathan Godes, Mayor

Catherine Fletcher, City Clerk

INTRODUCED, READ ON SECOND READING, AND ORDERED PUBLISHED BY
TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE OF SECOND
PUBLICATION THIS _____ DAY OF _____ 2020.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Consideration of a Planning and Zoning Commission appointment to fill a vacant seat.

Action Requested: Approve appointment of Ben West to fill a vacant seat on the Planning and Zoning Commission for a term to expire February, 2022.

Department: Economic and Community Development

Presented By: Gretchen Ricehill, Assistant Director of Economic and Community Development

Background Info: Ben West currently serves as an alternate on the Planning and Zoning Commission. This appointment as a regular member will fill the seat vacated by Ingrid Wussow who was appointed to City Council October 27th.

Ben West was appointed to the Planning and Zoning Commission (alternate) in February, 2020 and has participated in many land use hearings as a regular voting member. Attached is the application that he submitted at the time of his original appointment.

Issues: None.

Staff Recommendation: Appoint Ben West to fill a vacant seat on the Planning and Zoning Commission for a term to expire February 2022.

**City of Glenwood Springs**

Office of the City Clerk

101 West 8th Street

Glenwood Springs, CO 81601

Fax: 970-945-5023

Email: Catherine.mythen@cogs.us

PLANNING AND ZONING COMMISSION**APPLICATION**

(for Powers and Duties, see page 3)

Section 1 – Name and AddressName Ben WestHome Address 1319 Walz Ave Glenwood Springs CO 81601Mailing Address 1319 Walz Ave Glenwood Springs CO 81601**Section 2 – Contact Information**Home 9707731313Work 9707731313Fax 9707731313Mobile 9707731313Email benwestrealtor@gmail.com**Section 3 - Occupation**Occupation Real Estate Broker**Section 4 – Personal and Professional Interests****1. Why are you interested in serving on the Planning and Zoning Commission?**

I have worked in heavy civil construction for almost 15 years and have recently shifted gears to real estate. I am a real estate owner in our community with both a primary residence and rental homes and would like to both understand and be involved in the formation and implementation of the Glenwood Springs Master Plan and the management, modifications and

2. What do you view as your role if selected as a member of the Planning and Zoning Commission?

I am a young member of the community and intent to stay in Glenwood Springs. I would like to help develop and make decisions about the City's Master Plan for our health and success and intentional long term development.

I would like to help make educated development decisions in our town as projects arise. I believe I can add value through my understanding of the code and help make informed

3. What experience have you had in the land use approval process?

I have managed multiple projects developing properties that included subdividing parcels and construction of new residences, requests for special use permits involving community interaction and decision making and as a result have gone through land use approval process in different communities along the way.



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

PLANNING AND ZONING COMMISSION APPLICATION

(for Powers and Duties, see page 3)

Section 4 – Personal and Professional Interests (Continued)

4. Do you have any particular areas of interest or a particular perspective relating to land use development in Glenwood Springs?

I want to make sure we make smart financial decisions as we develop our master plan, I believe I can help develop the plan with my construction and development background to make our community a great place to live.

5. Can you describe an experience making a decision that made people unhappy?

Last year I worked for Gould Construction and managed the reconstruction to the entrance of Aspen, known as the Castle Creek Bridge and Hallam Street Improvements. The project involved managing a challenging workload in a very short schedule while ensuring the timely commuter traffic entering and exiting Aspen and stakeholder comments. We did not always

6. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion?

I am a committed member of the Glenwood Springs Community and want to promote the City's goals, policies, and plans and I would be honored to represent them.

7. The Planning and Zoning Commission members generally attend two meetings a month and can have extensive packet materials to review in preparation for the meetings. Do you have any existing time commitments that will hamper your ability to serve?

I have a full time job and family but will take my commitment to our City very seriously. I also have a very large bandwidth for workload and believe I can manage a high level of workload.

8. Are you aware of and understand the quasi-judicial function of the Planning and Zoning Commission?

Yes

9. What experience do you have working with people on a board, commission or committee?

I don't have much experience working on a board, commission, or committee but am sure I can learn how they work and be a helpful participant and member.

Thank you for your interest and time commitment in serving your community

Please complete and submit this application online or
mail to: City Clerk, 101 West 8th Street, Glenwood Springs, CO 81601;
fax to: 970-945-5023;
email: catherine.mythen@cogs.us



City of Glenwood Springs

Office of the City Clerk
101 West 8th Street
Glenwood Springs, CO 81601
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**PLANNING AND ZONING COMMISSION
APPLICATION**

(for Powers and Duties, see page 3)

POWERS AND DUTIES OF THE PLANNING AND ZONING COMMISSION

(as defined in Title 020 of the Glenwood Springs Municipal Code)

Composition of the Planning and Zoning Commission:

- a. Seven (7) citizens who are residents of the City.

Powers and Duties:

(f) Powers and Duties of Planning and Zoning Commission. The powers and duties of the Planning and Zoning Commission shall be:

- (1) To develop and recommend a master plan subject to the approval of the City Council and its environ in accordance with the provisions of this Code and the laws of the State.
- (2) To recommend to the City Council boundaries of zone districts and regulations to be enforced therein, in accordance with the provisions of this Code and the laws of the State.
- (3) To review proposals relating to subdivision, development and use of land and make decisions or recommendations on such proposals, in accordance with the procedures and provisions set forth in this Code.
- (4) To hear and decide appeals wherein there is a question of interpretation of the zone district map, the master plan or related documents and similar questions as they may arise in the administration of this Code.
- (5) The Planning and Zoning Commission shall have the duty and power to act on appeals with regard to matters arising from enforcement of provisions of Title 070 of this Code, including:
 - a. Review of administrative decisions. To hear and decide appeals where it is alleged there is error in any action, including any order, interpretation, requirement, decision or determination made by an administrative official of the city in the enforcement of Title 070 of this Code.
 - b. Variances. To hear and decide requests for variances from the zoning provisions and sign regulation provisions where there are unique, unnecessary and unreasonable hardships in the way of carrying out the strict letter of said provisions; and to hear and decide requests for variances to allow deviations from restrictions upon the construction and placement of buildings and other structures on site. Examples of such variances include, but are not limited to, modifications of minimum area requirements, building coverage and setback restrictions. Variances from permitted and special review uses in zone district text shall not be considered.
- (6) To perform such other functions as required by the provisions of Title 070.



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: South Bridge Update

Action Requested: NA

Department: Engineering

Presented By:

Background Info: Staff will provide an update on South Bridge design and costs. The presentation will be provided at the meeting.

Issues: NA

Staff Recommendation: NA

SOUTH BRIDGE



60% Design Update and Funding Support Request

South Bridge is a safety project



Coal Seam Fire 2002



Sunrise Court Fire – 8/2019



Oak Meadows Fire 2018
and 2020



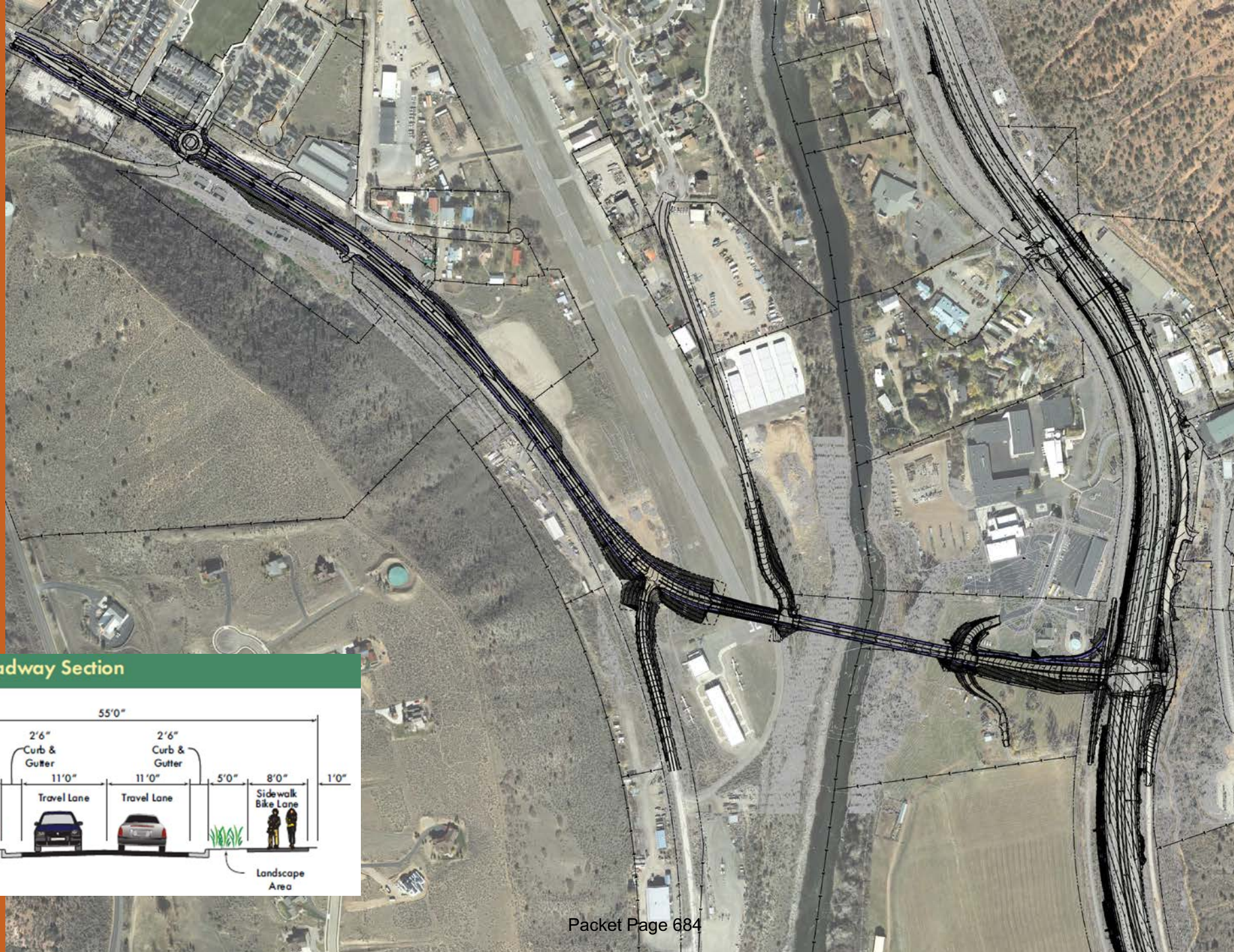
Grizzly Creek Fire 2020



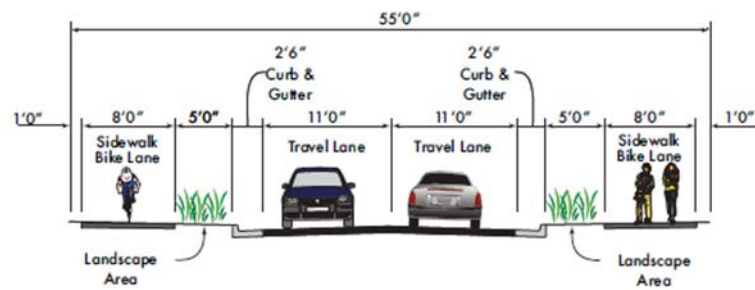
MM 11 -South Canyon
Fire 2020

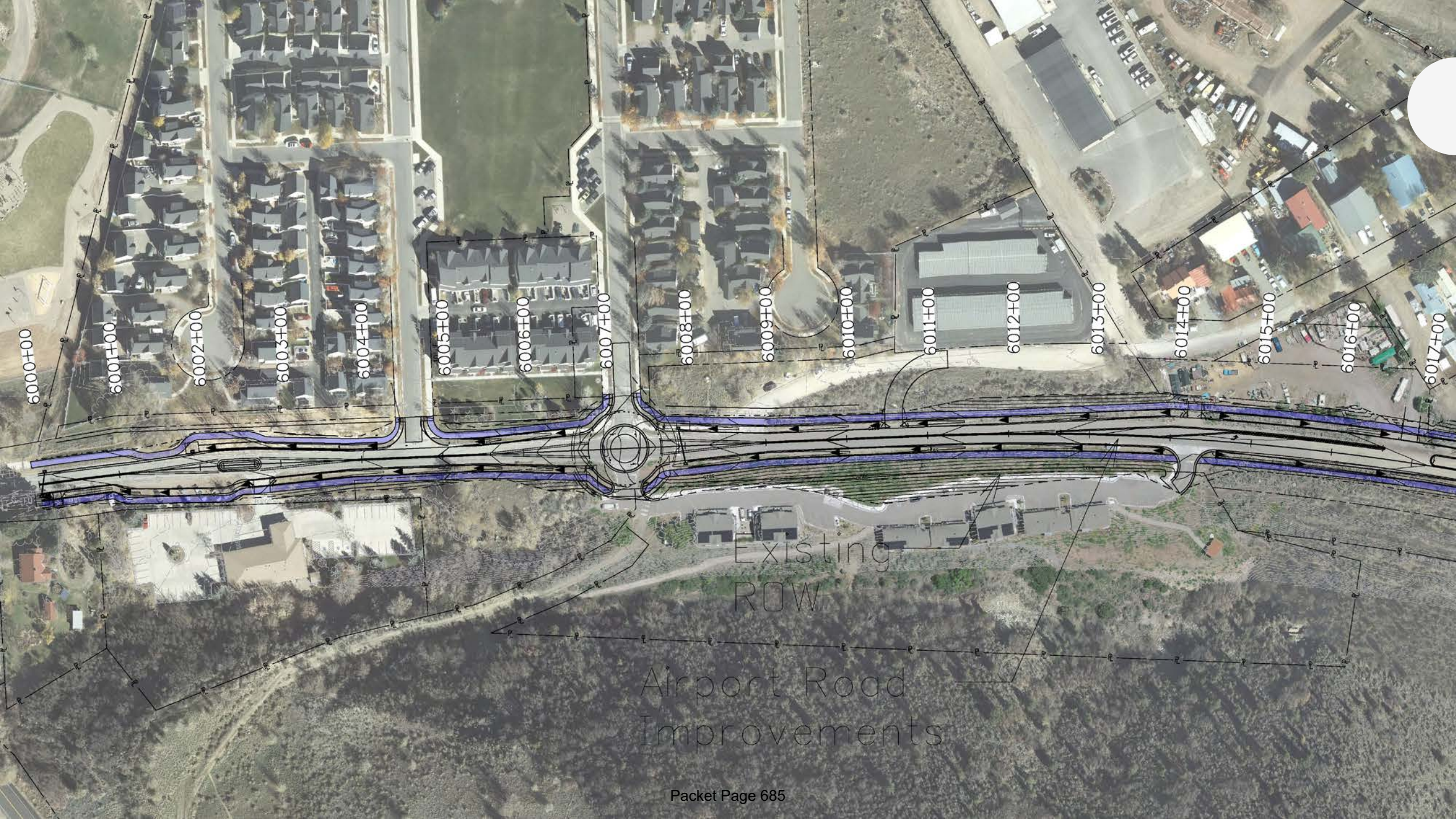


Red Canyon Fire 2020



Airport Road Roadway Section





Existing
ROW

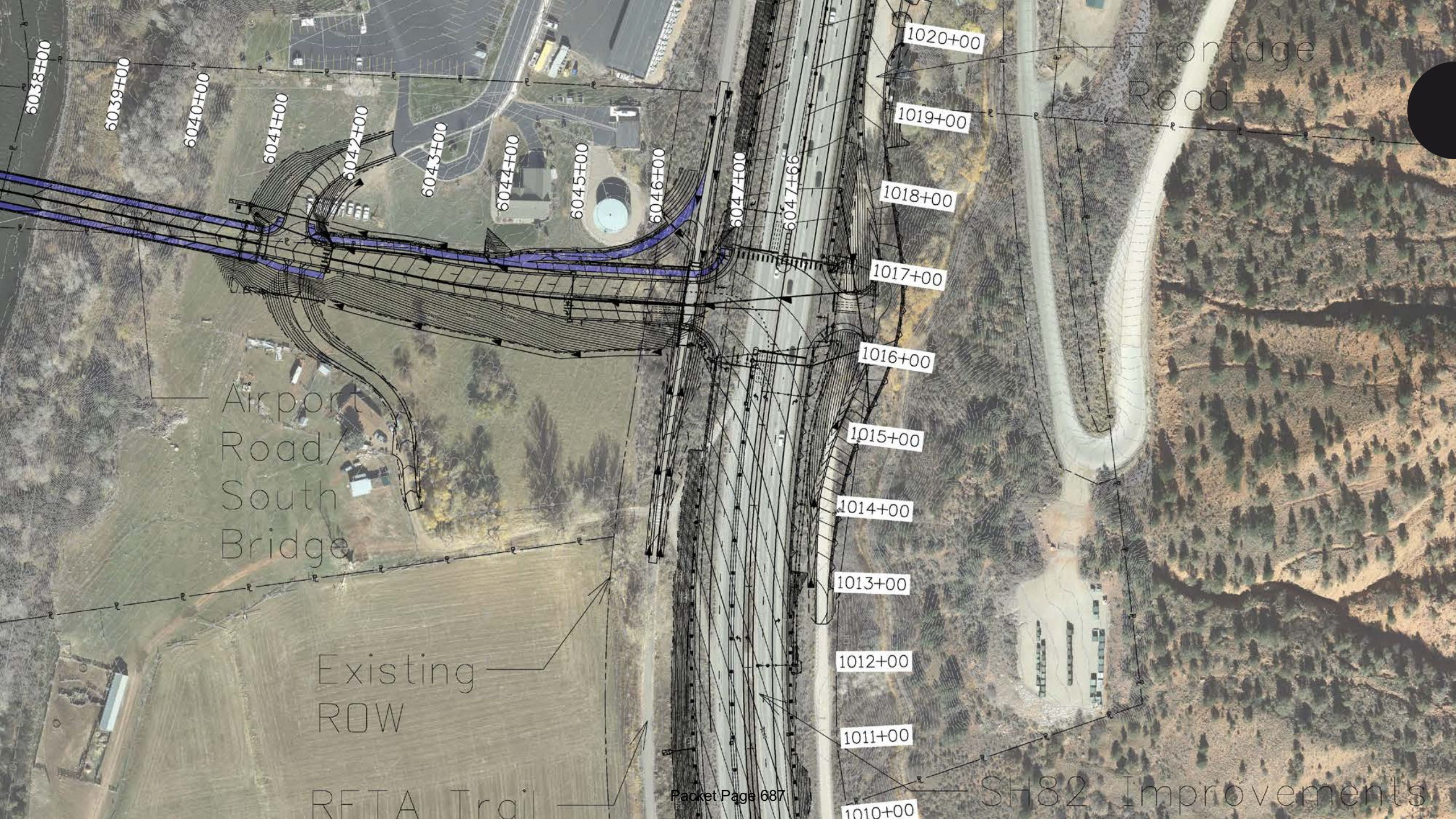
Airport Road Improvements



Airport Center
Rd (CR-116)

Existing
ROW

Airport Road
Improvements



Frontage
Road

Airport
Road/
South
Bridge

Existing
ROW

RFTA Trail



RAFT Trail

SH82 Improvements

Existing
ROW

1043+00

1042+00

1041+00

1040+00

1039+00

1038+00

1037+00

1036+00

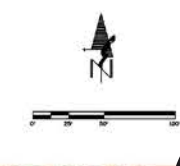
1035+00

1034+00

1033+00









6038+00

6039+00

6040+00

6041+00

6042+00

6043+00

6044+00

6045+00

6046+00

6047+00

6047+66

1020+00

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1018+00

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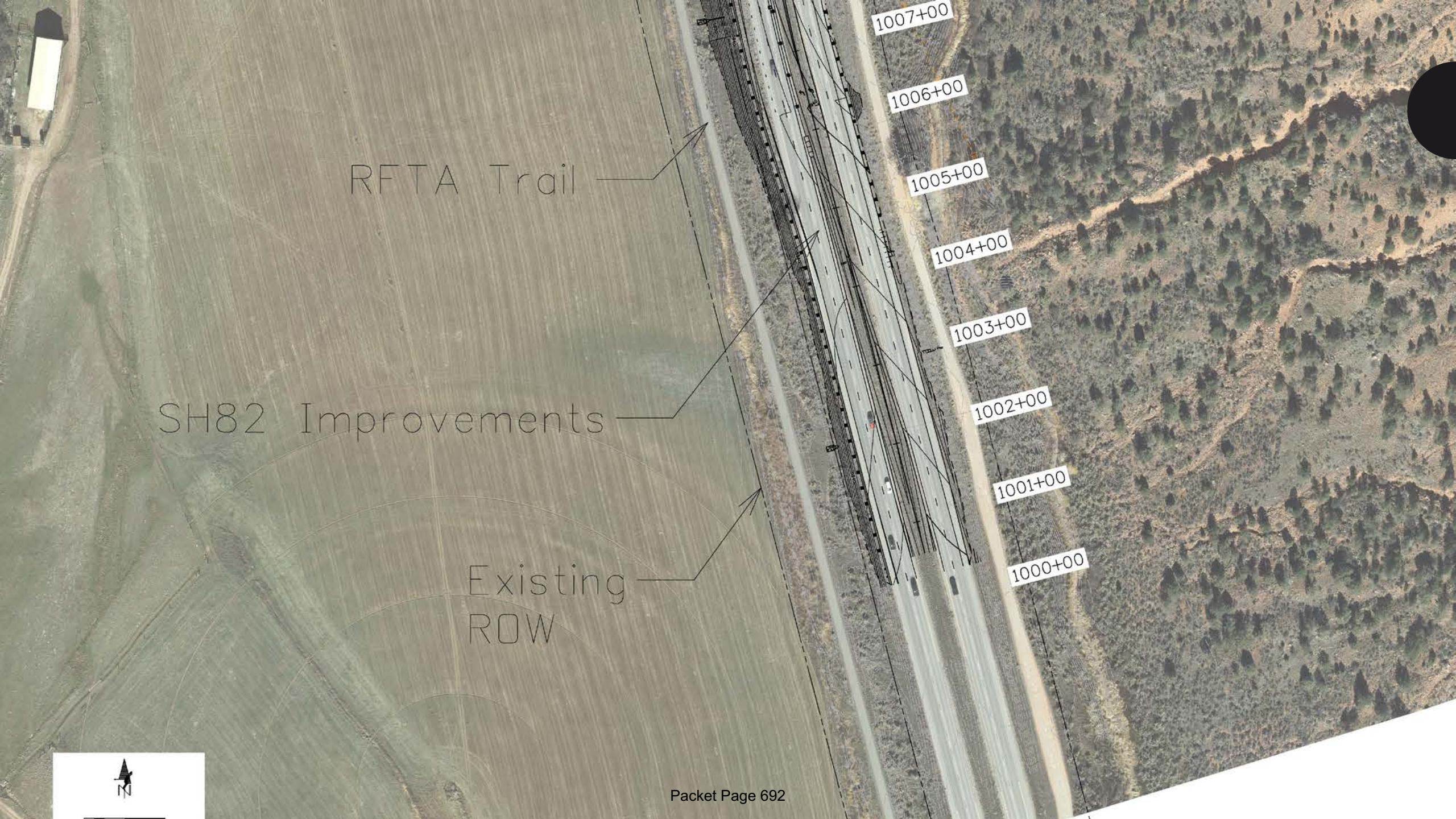
1010+00

Frontage Road

Airport Road/
South Bridge

Existing
ROW

RFTA Trail



RFTA Trail

SH82 Improvements

Existing
ROW

1007+00

1006+00

1005+00

1004+00

1003+00

1002+00

1001+00

1000+00



Project status and current estimate

NEPA EA process is complete on 10/28. Finding of no significant impact has been signed

60% design is complete. Reviewing with CDOT on November 19th.

Proceeding to final design with anticipated completion June 2021.

Current total estimate including ROW acquisition and construction management is 54.9 million

60% Estimate element break down (Including right of way and construction management):

- *Airport Road, CR 163 and Airport Center Road Improvements: 11.8 M*
- *Holy Cross/Lazy H/11 Ranch Crossing: 5.5 M*
- *SH 82 and CR154 Intersection : 17.1 M*
- *Airport Cut and Cover Tunnel : 5.2 M*
- *Roaring Fork River Bridge : 15.3 M*

Current Funding Sources:

- City of Glenwood Springs A&I Sales Tax Measure : 20M
- RFTA Destination 2040 Property Tax Measure: 4M

Grant Applications and Funding Requests:

- 2020 FEMA Building Resistant Infrastructure and Communities Grant (BRIC) - Request for 29M
- Colorado Department of Transportation
- Garfield County- Letter of Support for the BRIC application and Request for Funding Support



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: Face Covering Public Health Order

Action Requested: Approval of extending the outdoor Face Covering Mandate in Downtown

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
November 5, 2020

Agenda Item: CARES Act Funding

Action Requested: Provide direction on the use of the remaining CARES dollars.

Department: City Administration

Presented By: Debra Figueroa, City Manager

Background Info: The State of Colorado has allocated up to \$275 million in Coronavirus Relief Funds (CVRF) for counties and local governments from its federal allocation of funds under the CARES Act. The Colorado Department of Local Affairs (DOLA) will distribute these funds. Garfield County and its municipalities will receive \$5,152,459 in these funds for COVID-19 related expenses.

The County and its municipalities agreed to allocate the CARES Act funds based on the percentage of the County population residing in its cities and towns, as well as in the unincorporated portions of the County. Under this scenario, the City of Glenwood Springs received \$863,500 in funding.

These funds can only be spent on Eligible CARES Act expenses as determined by the U.S. Treasury. This guidance is included as Attachment A.

The CARES Act provides that payments may only be used to cover costs that:

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or local government; and
3. Were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

The City cannot use these funds for lost revenue due to COVID-19. However, additional guidance (included as Attachment B) does allow more flexibility in responding to COVID -19. Expenses must be used for actions taken to respond to the public health emergency. These expenses include items such as:

1. Addressing medical or public health needs, such as Personal Protection Equipment (PPE); sanitation supplies and emergency transport;
2. Expenses of actions to facilitate compliance with COVID-19 related public health measure such as expenses for food delivery, costs to facilitate telework for employees, paid and family medical leave for public employees, and expenses for homeless assistance.
3. Providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures such as the Get Glenwood Going Grant.
4. Providing economic support for those suffering from employment interruptions due to Covid-19.

To date, the City has spent \$624,320 in reimbursable expenses to COVID-19 including \$290,944 on grants to help businesses which includes the funding spent by the DDA, \$180,000 provided to the Aspen Community Foundation, \$20,000 on food assistance through Lift Up, and \$133,376 for general PPE, business needs, and homeless assistance.

City Council directed staff to balance community needs with that of the City and this was done with the first 2/3 of the funding. Attachment C details how the \$180,000 provided to the Aspen Community Foundation will be spent.

Due to the rise in COVID-19 cases and potential further restrictions on businesses, staff is recommending that the remaining funds be split between business grants and public assistance. Attachment D is a spreadsheet that includes expenses, but also provides additional ideas for how the remaining funds can be spent.

Issues:

If City Council determines that additional business grants are appropriate, staff will work with the Chamber to distribute them citywide. Any additional funding that Council deems will be spent well on community support, staff recommends working with the Aspen Community Foundation.

Currently the City is only down 9.5% in sales tax revenue for 2020. While the next two months will probably see declines as well, right now businesses and our residents are more impacted.

Staff Recommendation:

Staff recommends dividing the remaining funds between business grants and community support.

Coronavirus Relief Fund
Guidance for State, Territorial, Local, and Tribal Governments
Updated June 30, 2020¹

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.²

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the

¹ This version updates the guidance provided under “Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020”.

² See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID-19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period, but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient’s usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient’s control.

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
 6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Nonexclusive examples of ineligible expenditures³

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.⁴
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

³ In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

⁴ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of July 8, 2020**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

¹ The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

May a State impose restrictions on transfers of funds to local governments?

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?

No. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

May recipients use Fund payments to provide loans?

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

May funds be used to satisfy non-federal matching requirements under the Stafford Act?

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

Are Fund payments to State, territorial, local, and tribal governments considered grants?

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Are Fund payments subject to other requirements of the Uniform Guidance?

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?

Yes. The CFDA number assigned to the Fund is 21.019.

If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-

specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.

COVID-19 Regional Response Partnership

Aspen Community Foundation is pleased to be considered a philanthropic partner with the City of Glenwood Springs to provide humanitarian aid in response to the COVID-19 pandemic. To achieve our mutual goals of ensuring people have access to rental, mortgage and food assistance, ACF is proposing that the City of Glenwood Springs contribute the dollars it has allocated from the CARES Act funding for financial support to ACF's COVID-19 Regional Response Fund. From there, ACF will disburse funding to nonprofit organizations who serve the Glenwood Springs community.

ACF Role:

ACF will disburse funding to an identified group of nonprofit organizations prior to December of 2020. ACF will manage all disbursements to and reporting from each supported organization and provide regular reports to the City of Glenwood Springs.

Nonprofit Role:

Nonprofits will be expected to distribute all funding by December 31, 2020 utilizing best practices of case management, food distribution and economic assistance.

The following is a list of organizations and amounts recommended for distribution:

ORGANIZATION	AMOUNT	PURPOSE
LIFT-UP	\$ 40,000	Food
Alpine Legal Services	\$ 20,000	Legal Aid
Catholic Charities	\$ 24,000	Economic Assistance
Family Resource Center, Roaring Fork Schools	\$ 24,000	Economic Assistance
La Medichi	\$ 24,000	Economic Assistance
Landlord Tenant Relief Fund	\$ 24,000	Economic Assistance
Valley Settlement	\$ 24,000	Economic Assistance

The City of Glenwood Springs approves these allocations as recommended.

Steve Boyd
Digitally signed by Steve Boyd
DN: cn=Steve Boyd, o, ou,
email=steve.boyd@cogs.us, c=US
Date: 2020.10.19 11:11:08 -06'00'

Signature

Steve Boyd

Name (please print)

COO

Title

10-19-2020

Date

FOOD DISTRIBUTION

LIFT-UP

Based in Rifle, serving Aspen to Parachute

Overview: LIFT-UP has food pantries in Parachute, Rifle, New Castle, Glenwood Springs, Carbondale, Basalt and Aspen. These pantries distribute thousands of bags of groceries each year.

LEGAL AID

ALPINE LEGAL SERVICES

Based in Glenwood Springs, serving Aspen to Parachute

Overview: Alpine Legal Services provides free civil legal consultation and services from Aspen to Parachute in English and Spanish. Utilizing their staff and volunteer attorneys, Alpine Legal provides legal representation in critical situations often involving domestic violence, child safety, family law, senior issues, restraining orders, housing disputes, custody disputes, employer/employee conflicts, victim rights and consumer law.

ECONOMIC ASSISTANCE

LANDLORD TENANT RELIEF FUND, MOUNTAIN VOICES PROJECT

Based in Glenwood Springs, serving Aspen to Parachute

Overview: Mountain Voices Project leaders have created a region-wide and stakeholder-driven plan to respond to financial needs around rent assistance for housing. Central to this plan is the formation of a Landlord-Tenant Recovery Fund (LTR Fund) that pays $\frac{1}{3}$ of a tenant's past due rent and future rents to landlords who volunteer to work to keep their tenants in their housing.

CATHOLIC CHARITIES, WESTERN SLOPE

Based in Glenwood Springs, serving Pitkin, Eagle and Garfield counties

Overview: Catholic Charities' Western Slope office provides safety net services for vulnerable individuals and families including financial assistance to prevent eviction, pay utility bills or access food. The organization is the primary source of assistance for those who are unable to obtain government assistance.

FAMILY RESOURCE CENTER, ROARING FORK SCHOOL DISTRICT

Based in and serving Basalt, Carbondale and Glenwood Springs schools

Overview: The Family Resource Center of the Roaring Fork School District is a resource hub, designed to be a one-stop shop for families seeking services, connection to and help with navigating resources, and prevention education, information and support.

LA MEDICHI, A PROJECT OF MANAUS

Based in Carbondale, serving Basalt to Parachute

Overview: La Medichi is a savings and credit club designed to financially support people who do not have access to traditional financial institutions.

COVID-19 Regional Response Partnership

VALLEY SETTLEMENT

Based in Carbondale, serving Basalt to Glenwood Springs

Overview: Valley Settlement helps low-income Latino immigrants settle in and connect to the community. Its primary goals are to increase school readiness and elementary school achievement, and family economic stability.

Aspen Community Foundation agrees to accept \$180,000 from the City of Glenwood Springs and distribute those funds to nonprofits who serve Glenwood Springs with food and economic assistance and legal aid by December 31, 2020. ACF reserves the right to amend this recipient list and allocation amounts as needs change. An interim report will be completed by November 15, 2020 and a final report will be completed by January 30, 2021.



Tamara Tormohlen, Executive Director
Aspen Community Foundation

Date

CARES Reimbursement Update

31-Oct-20

	Grant Award		\$863,500	
Draw 1	PPE, Lift Up, Facilitation, Downtown Mask Enforcement	\$57,485		Reimbursed
Draw 2	Business Grants from FAB, General Fund, DDA	\$290,944		Reimbursed
Draw 3	Aspen Community Foundation	\$180,000		Submitted
Draw 4	PPE, Listening Sessions, facilitation,	<u>\$95,891</u>		Submitted
	Total Submitted to Date		<u>\$624,320</u>	
	Remaining Funds Available		\$239,180	
	Winter Dining Capacity Increase	\$50,000		
	Listening Sessions - Broadnet	\$11,183		
	Business Grants	\$100,000		
	Additional Community Assistance	<u>\$77,997</u>		
	Amount Remaining		\$0	