



AGENDA
CITY OF GLENWOOD SPRINGS
SPECIAL CITY COUNCIL MEETING
JANUARY 27, 2022
ZOOM
5:00 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.

ATTENTION: To ensure your written comments are included in the City Council packet, public comments must be received by 4 p.m. on the day before City Council meetings. Comments may be submitted to ryan.muse@coqs.us. Written comments may be submitted after this deadline and will be shared via email to City Council but are not guaranteed to make it into the meeting packet. Submit comments at any time directly to City Council via email at citycouncil@coqs.us.

ZOOM INSTRUCTIONS

1. You are invited to a Zoom webinar.
When: Jan 27, 2022 05:00 PM Mountain Time (US and Canada)
Topic: 2022/1/27 Special Council Meeting

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83567417186>
Or One tap mobile :
US: +13462487799,,83567417186# or +16699006833,,83567417186#
Or Telephone:
Dial(for higher quality, dial a number based on your current location):
US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592
Webinar ID: 835 6741 7186
International numbers available: <https://us02web.zoom.us/j/kQea8jk5p>

SPECIAL CITY COUNCIL MEETING

- 5:00
2. Roll Call
 3. Pledge of Allegiance

ACTIONS AND/OR PRESENTATIONS

- | | | |
|------|--|--------------------------|
| 4. | Boards and Commissions | Discussion and/or Action |
| 5:00 | A. Victim Assistance and Law Enforcement Board | Discussion and/or Action |
| 5:15 | B. Historic Preservation Commission | Discussion and/or Action |
| 5:30 | C. Financial Advisory Board | Discussion and/or Action |
| 5:45 | D. Arts and Culture Board | Discussion and/or Action |
| 6:00 | E. River Commission | Discussion and/or Action |
| 6:15 | F. Planning and Zoning Commission | Discussion and/or Action |
| 6:30 | G. Tourism Management Board | Discussion and/or Action |
| 6:45 | H. Downtown District Authority | Discussion and/or Action |
| 7:00 | I. Housing Commission | Discussion and/or Action |
| 7:15 | J. Parks and Recreation Commission | Discussion and/or Action |
| 7:30 | K. Transportation Commission | Discussion and/or Action |
| 7:45 | L. Airport Commission | Discussion and/or Action |

8:00	5. Protocol for Board and Commission Members Addressing Council	Discussion and/or Action
8:30	6. Council Vacancy	Discussion and/or Action
8:45	7. Council Comment	Information/Discussion
9:00	8. Adjournment	



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Boards and Commissions

Action Requested: Boards and Commissions Discussion

Department: City Administration

Strategic Goals: Preserve and Improve Infrastructure
Provide Efficient and Responsive City Government
Protect and Preserve our Quality of Life
Generate Sustainable Economic Development

Background Info: The boards and commissions were asked to submit written responses to questions about their focus for 2022 (including any budgetary requests), how often they need to meet to achieve their goals, and if they believe their focus should change. Written responses are attached. They were also asked to choose one representative to participate in discussion with City Council for this special meeting. Below is the list of the board and commission representatives.

Representatives for the Boards and Commissions

- Victim Assistance and Law Enforcement Board - Avis Laurita or Mark Fishbein
- Historic Preservation Commission - Haley Carmer
- Financial Advisory Board - Will be decided during the January 26th Financial Advisory Board Regular Meeting
- Arts and Culture Board - Stefanie Davis
- River Commission - Ashley Moffatt
- Planning and Zoning Commission - Will be decided during the January 25th Planning and Zoning Commission Regular Meeting
- Tourism Management Board - Patrick Drake
- Downtown District Authority - Christian Henny
- Housing Commission - Sumner Schachter
- Parks and Recreation Commission - Laura Speck
- Transportation Commission - Ralph Trapani
- Airport Commission - Alan Arnold

Issues: N/A

Staff Recommendation: N/A

Victim Assistance and Law Enforcement Board

City Council

Boards and Commissions Special Meeting

January 27, 2022

5:00 PM

Please find our responses to City Council's questions below.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

The focus should continue to be reimbursement to victims and witnesses of a compensable crime, grants to local non-profit agencies (River Bridge Regional Center and Advocate Safehouse Project) and requests from law enforcement.

b. How often they have to meet to accomplish their goals?

The VALE Board should continue to meet on a monthly basis if there are new applications or business to review.

c. Do they think that their focus should change at all?

There are no suggestions that the focus should change.

Historic Preservation Commission

City Council Boards and Commissions Special Meeting January 27, 2022 5:00 PM

Please find our responses to City Council's questions regarding the Historic Preservation Commission below. We hope our answers will aid the discussion. We look forward to chatting with you soon.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

Historic Preservation Commission recently approved their 2022 Work Plan which includes the following goals:

- Pursue grant funding and opportunities to funding for an RFQ and application for a Hot Springs National Historic District.
- Print and distribute a Local Landmarks Booklet which document all locally landmarked structures and properties in the city.
- Be involved with planning processes and management of any cultural and historic resources in South Canyon.

b. How often they have to meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.

Historic Preservation Commissions finds that a monthly meeting allows the Commission to review its list of actions items and projects with time spent outside of meetings working with City Staff to accomplish its objectives.

c. Do they think that their focus should change at all?

The Commission would like to continue their current focus as well as being more involved with different City endeavors where historic and cultural resources are impacted, such as South Canyon.

City of Glenwood Springs Special (City Council) Meeting on January 27th
about Boards and Commissions.

Written response from the **Arts and Culture Board**

A written response to the narrowed down questions below will need to be prepared for submission to the Council packet on or before January 20th. The written response can be emailed directly to Sara Weigel (sara.weigel@cogs.us).

- a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

Focus for this year:

- Implementation of the Public Art Plan: The ACB will begin implementing this plan, which was produced and completed with public input, AND GENEROUS FUNDING BY YOU, THE CITY COUNCIL.

The city's new public art plan provides a framework for how to make decisions about public art—its maintenance, placement and acquisition--as well as public (meaning accessible to the public) arts programming. It allows the city to acknowledge the value of art in society, in Glenwood Springs and in the lives of young people.

The Public Art Plan counteracts a 'randomness' or lack of focus with regard to art/culture and arts programming. ***So much care and forethought*** is given to the life and lifestyle of this community through the Council, with the DDA, Parks and Rec, and Economic Development. To have art, history and culture be an afterthought or marginalized undercuts those efforts.

- Topek Art Exhibition: The ACB is mounting a juried art show, commissioning local artists to paint the topeks downtown. This will draw visitors and residents downtown, highlight local artists, and use existing structures to exhibit public art (i.e., NO commitment to a huge mural on a public wall, no huge expense). The Arts and Culture Board wants to present this outdoor exhibit this summer—but planning must be conducted intensely now.

This show physically connects the downtown area, the north landing, the newly refurbished Center for the Arts and the Glenwood Springs Arts Council's space on 6th St.

Budget request: \$5,000. For the Topek Art Show.

- Stewardship of Art and Culture: Through the expertise, volunteer efforts and our own personal civic pride and networks—our goal is to coordinate and bring attention to the artistic and historical assets in Glenwood. Most obviously, the rehabilitation and rebirth of the Glenwood Springs Hydroelectric Plant building is quite newsworthy and important. It symbolizes the re-adaptive use of an historic structure, and will come alive again with offerings for visitors, local artists, families and children through exhibits/instruction/activity.

We seek also to support City-sponsored events through advertising, brochure or poster printing, and perhaps prize money for art exhibits or competitions that may occur during the year. These are unforeseen expenses at the moment, but many creative ideas are quickly dashed due to a lack of awareness or small resources. Creativity takes a little money! This would be to support students, artists, musicians that may be called upon to enhance city-wide events.

Budget request: \$2,500

- b. How often they have to meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.

We prefer to meet monthly, to keep pace with our ambitious goals, and to be accessible to the public during periods of activity (i.e., events and programs in the works or being executed). We do see an overlap in our mission with DDA and Parks and Rec occasionally; we are more than amenable to combine meetings with those commissions when necessary, at least two times per year.

- c. Do they think that their focus should change at all?

We are still relatively new; our board is 4 years old. We are very focused in honoring our current mission and fulfilling our powers and duties, *as defined in Title 020 of the Glenwood Springs Municipal Code.*



**City Council
Boards and Commissions Special Meeting
January 27, 2022
5:00 PM**

Please find our responses to City Council's questions regarding the River Commission below. We hope our answers will aid the discussion. We look forward to chatting with you soon.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

The River Commission dedicates meeting time at the end and beginning of each year discussing our goals and setting related action items. These goals/action items are a function of the Commission's powers and duties as outlined in Section 020.020.030 of the *Glenwood Springs Municipal Code*. The attached spreadsheet provides insight into our 2022 action items and items to monitor for future years. Our 2022 areas of focus include but are not limited to: public outreach and education related to water resources and riparian ecosystems; completion of the Three Mile Confluence Restoration Project; the monitoring of various City projects related to South Canyon, confluence area redevelopment, and stormwater mapping; the mapping and stabilization of river access points; riparian restoration plantings; and RiverFEST.

Budgetary allocations certainly aid the Commission in completing our annual action items. However, we have also had great success in soliciting our own donations and grant funding over the last five year or so years. The River Commission multiplies funds allocated by Council for better, bigger projects and events. The annual contribution to our RiverFEST cleanup and celebration (historically \$2,000, \$4,000 in 2022) does not usually cover the full cost of the event. We rely on the solicitation of donations by Commissioners to make up the balance and any residual funds are used to offset the costs of our annual riparian plantings (two of which are planned for 2022, Three Mile Confluence and Two Rivers Parks). Ultimately, additional funds help the River Commission better fulfill our action items related to riparian plantings (more plants!), educational outreach (additional materials/events), and increased riparian public space signage.

In 2021, City Manager Debra Figueroa provided \$35,000 from her discretionary fund as a cash match for a grant application for the Three Mile Confluence Restoration Project. In return, the Commission was able to leverage an additional \$180,000 in Colorado Water Conservation Board

grant funding for the project. In 2022, City Council allocated an additional \$150,000 towards construction and the Commission submitted a subsequent grant request for additional funding (total project funding \$556,750) that will allow the City to complete almost the entirety of the project scope (grant decision expected in March).

The River Commission will continue to investigate larger actions similar to the Three Mile Creek Confluence project. Hopefully, our approach is working and we will continue to garner City Council financial support in future budgets.

b. How often they have to meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.

The River Commission needs to continue meeting monthly to review our ambitious list of action items and projects. Commissioners often spend time working with City staff outside of the monthly meetings.

c. Do they think that their focus should change at all?

The Commission is satisfied with our current focus.

In partnership,



Ashley Moffatt, P.E. Chairman



Scott Schreiber, P.E. Vice Chairman

RIVER COMMISSION Power and Duties	KEY ISSUES	Prior Years and Potential Future Priorities & Goals to Maintain an/or Monitor	2021 ACTION ITEMS
To investigate, study, and report to the City Council any and all matters concerning the use, enjoyment, conservation of the rivers and streams in the City and its environs and the open space adjacent thereto including water quality issues, the protection of valuable riparian ecosystems, and water rights matters.	Education	* Consider creating a River Warrior volunteer program. * At Council's request hold an annual work session to review actions taken by the Commission regarding the foregoing functions and discuss future plans.	*Hold at least two public education/public outreach presentations related to the Commission's Key Issues (potential topics listed below). In conjunction, submit a letter to the editor related to the presentation topic. -404 Clean Water Act, Canyon Creek, Mitchell Creek, Xeriscaping *Work with Middle Colorado Watershed Council on signage effort and coordinating with Three Mile Creek Confluence *Better utilize River Commission website to promote education efforts
	Water Quality	* Review and provide recommendations on stormwater management for major development projects. * Identify additional locations for "drain to creeks" painting at inlets. * Monitor 303d listings. * Monitor City's MS4 discussions. * Monitor City's effort to reconnect south Glenwood raw water supply	*Monitor and stormwater improvement project *Support Middle Colorado Watershed Council dashboard effort *Maintain involvement in Grizzly Creek Fire Recovery Task Force and Glenwood Canyon Restoration Alliance
	Riparian Ecosystem	* Help coordinate distribution of the Riparian Planting Guide. * Monitor demand, supply and management of City's water resources (i.e. water rates, drought management, recreational in-channel diversions, storage, non-potable supply)	*Distribute Riparian Planting Guide to local landscapers and make available to at local retailers and on City social media outlets. *Monitor City's water supply/resiliency. Review opportunities to study flows of smaller tributaries.
	Water Rights - Supply	*Encourage Council funding of an inventory of existing riparian habitat and mapping of the ordinary high water mark	
To advise the City Council on public access to and use of rivers and streams in the City and the adjacent environs and maintain and update a map related thereto as necessary.	Boat Ramps	* Work with CPW, Council & Staff to develop an improved permitting/tracking system for commercial rafting and angling operators at Two River Park. * Work with CPW, Council & Staff to develop a boat ramp in the City and continue to evaluate commercial river access.	*Promote and investigate opportunities for a new boat ramp in the City
	Access	* Work with Parks & Rec Staff to determine which river access points are suitable for various recreational uses (fishing, dog play, etc.). Provide recommendation on appropriate development of bike parking, vehicle parking, signage, and paths.	*Improve/stabilize historic river access paths on City owned parcels (just upstream of the Red Mountain Passage, 12th Street dog park, pavilion)
	Mapping	*Develop an adopt a river section program * Work with Chamber to update river access map, as necessary.	*Further discuss program ideas *Contact Chamber, Parks and Recreation Department, and local fishing retailers
To advise the City Council on the use of municipally owned property adjacent to the rivers and City construction projects in the rivers or adjacent open space.	City Parks & Open Space	* Monitor restoration associated with the Two Rivers Shoreline Project * Implement and provide guidance on construction of Three Mile Creek Confluence project	*Monitor grant applications *Monitor Three Mile Confluence Restoration construction
	Confluence Area	* Monitor planning efforts for the redevelopment of the Confluence Area.	* Ensure River Commission involvement in discussions City project related to the redevelopment of the Confluence Area, South Canyon, South Bridge, and other projects in riparian areas.
	Fall Planting	* Monitor health of past riparian plantings.	* Organize two annual riparian planting days on a City owned property (Two Rivers Park (in cooperation with Middle Colorado Watershed Council and Three Mile Creek Confluence)).
To promote celebrate riverfront cleanup efforts and public awareness of non-point source water pollution.	RiverFest		* Organize annual RiverFest clean-up and community event.
To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in the acquisition and improvement of the rivers and adjacent open space, and to otherwise advise the City Council on budgetary needs related to preservation of open space and river improvement.			

Planning and Zoning Commission

City Council

Boards and Commissions Special Meeting

January 27, 2022

5:00 PM

Please find our responses to City Council's questions regarding the Planning and Zoning Commission below. We hope our answers will aid the discussion. We look forward to chatting with you soon.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

The Planning and Zoning Commission's focus for 2022 will be the Comprehensive Plan Update. The Planning and Zoning Commissioners will all be meeting monthly as part of the Comprehensive Plan Steering Committee in addition to regular Planning and Zoning Meetings.

In addition, Commissioners have identified the continued review and update of the Development Code to be a priority. As part of this task, Commissioners explained the need to review Code requirements in the face of an updated Comprehensive Plan to ensure compatibility. One aspect of this may also include reviewing allowed uses within certain zones to make sure they are in line with the future vision.

There is also a desire to coordinate with other boards and commissions to facilitate ongoing efforts for workforce and attainable housing. Planning and Zoning Commissioners are motivated to assist with removing barriers to affordable housing development that are within their ability.

For the past year, Planning and Zoning Commission has restarted additional work sessions to address emerging development trends that appear while reviewing land use applications. That has included topics such as downtown design standards and drought resistant landscaping updates. Commissioners desire to continue to investigate these larger actions and make informed recommendations to City Council on implementation through code changes.

b. How often they have to meet to accomplish their goals?

The Planning and Zoning Commission meeting schedule occurs monthly to accommodate Land Use Application review. Monthly meetings are necessary to accommodate efficient processing of those applications.

c. Do they think that their focus should change at all?

- (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](#).
- (7) To service as the Building Board of Appeals.

Chairman

Vice Chairman



Glenwood Springs Tourism Management Board

Vision: Be the preferred regional tourism destination.

Mission: To promote regional activities, attractions, and events to increase tourism spending in Glenwood Springs. (Mission will be updated in February).

1. Focus for the Tourism Management Board for 2022:
 - a. Continue oversight of Visit Glenwood Springs (tourism department) contracted marketing services.
 - b. Encourage continued Spanish translated advertising and content.
 - c. Assist staff in relaying "value of tourism" to both council and residents
 - d. Continue marketing efforts to bolster shoulder seasons for more annually balanced visitation
 - e. Build on current efforts for summer drive market (day-trippers)
 - f. Ongoing move to western markets while still primarily focusing on front range
2. How often does the board need to meet accomplish goals? The Tourism Management Board has chosen to meet quarterly, with scheduled meetings in February, May, August, and November. Tourism staff (Lisa Langer & Heidi Pankow) will provide written monthly reports and special meetings may be called if/when needed.
3. Does the tourism board foresee a change in focus? The Tourism Management Board is an advisory body. The focus will remain consistent in terms of oversight of the marketing plan and budget of Visit Glenwood Springs (tourism contractor). Efforts are underway to update the mission of the board to communicate sustainable tourism efforts and encouragement of high-value visitation to maintain balance of the local community, while continuing to build on the economic impact and value of tourism to Glenwood Springs.

Current Board Members:

Krissy Clary, Chair, Colorado Ranch House – Restaurant (Terming out Feb. 2022)
Nancy Heard, Vice Chair, Glenwood Caverns Adventure Park – Tourism (Terming out Feb. 2022)
Scott Dyer, Treasurer, Best Western Antlers – Lodging (Terming out Feb. 2022)
Suzanne Emery, Iron Mountain Hot Springs – Tourism
Taylor Thulson, The Hotel Colorado – Lodging
Patrick Drake – Citizen/Resident
Sharon Brady – Citizen/Resident (Applied for 2nd Term)
Heather Montross-Cowan – Citizen/Resident
Mike Mercatoris – GSCRA Board Representative
Charlie Willman, City Council Representative – Paula Stepp, Alternate City Council Rep.

To: Glenwood Springs City Council

From: Christian Henny, Board Chair
Jillian Sutherland, Executive Director

Date: January 18, 2022

Re: January 27th Special Meeting on Boards and Commissions

Please see below the Downtown Development Authority's (DDA's) responses to the questions to be discussed at the Special Meeting on January 27th.

1. *What would they like to be their focus for the next year? If this includes a budgetary request, please include.*

The DDA Board is moving forward with the Council-approved 2022 budget. Since the pandemic onset, the Board has been fiscally conservative to ensure solvency. Thankfully, revenues have exceeded expectations and as such, the DDA has some reserve funds that can be invested in special projects. The Board will be entering into a strategic planning process in the first quarter of 2022 to identify priority projects to spend reserve balances and will come to Council to communicate those priorities once determined. Currently, the Board has already identified the following priorities for 2022:

- Completion of Phase 1 of the 6th Street project
- Progressing the Cooper Alley improvements
- Beginning to explore streetscape improvements for Cooper Street

2. *How often do they have to meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.*

The DDA Board meets the third Tuesday of each month and occasionally calls special meetings for specific issues, such as the Strategic Planning process we are undergoing in the first quarter of 2022.

3. *Do they think that their focus should change at all?*

The DDA has recently clarified its focus by undergoing an update to the DDA's Plan of Development. The focus is clear and the Board does not feel it needs to be changed.

Housing Commission

City Council Boards and Commissions Special Meeting January 27, 2022 5:00 PM

The Housing Commission, consisting of Sumner Schachter, Bobbi Hodge, Ellen Dole, Sean Nesbitt, Erin Morelli, and Matt Spidell met on at its regular monthly meeting on January 13 and discussed the questions below. Our City Council liaisons are Shelly Kaup and Paula Stepp. Our primary Staff liaison is Watkins Fulk-Gray, with support also from Hannah Klausman, Jenn Ooton, and Debra Figueroa. We hope our answers will aid the discussion and we look forward to chatting with Council soon.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

The Housing Commission would like to continue their focus on studying the current housing conditions in Glenwood Springs, pushing forward with the proposed housing development project on City-owned properties, and preparing for any future changes to the mobile home communities that are inside City limits. The Commission does not have any budgetary requests, but has occasionally sought grants from entities such as the Department of Local Affairs and the Colorado Housing and Finance Authority. If any matching funds are required for future grants, the Housing Commission will bring forward a request.

b. How often do they have to meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.

The Housing Commission meets monthly, and believes it would be counterproductive for it to meet less often. At its monthly meetings, Housing Commission sometimes identifies tasks and projects that Staff follow up on before the next meeting. Other projects, such as the development for housing on City-owned properties, are longer-term projects that Staff work on and provide updates to Housing Commission at their monthly meetings.

c. Do they think that their focus should change at all?

The Commission is satisfied with our current focus, but would appreciate input and direction from City Council about what housing issues to focus on.

Parks and Recreation Commission

City Council Boards and Commissions Special Meeting January 27, 2022 5:00 PM

Please find our responses to City Council's questions regarding the Parks and Recreation Commission below.

a. What would they like to be their focus for the next year? If this includes a budgetary request, please include.

b. How often they have to meet to accomplish their goals?

In general, we are all happy with the time scheduled for our meetings. Once a month, on the first Wednesday of the month for two hours works just fine with us.

c. Do they think that their focus should change at all?

We would like to see a bit more communication with City Council in decisions being made and how our input is valued. I personally have really enjoyed having Ingrid and Charlie's presence at the last few meetings.

When we are asked to appear in front of council, we would like to see any verbal recommendations not be limited to only three minutes. We are not just a member of the public, but also chosen representatives of our community giving a collective voice to our concerns and suggestions.

We would also like the council to be allowed to ask "us" as commissioners any questions during deliberations on an item we are concerned about. Opening up a dialogue to really better understand the direction in which these various agendas are going will help give us a better idea of what we should be spending our time discussing.

Laura Speck

Chair of Parks and Recreation Commission



City of Glenwood Springs Transportation Commission

Boards and Commissions Structural-Update Process

Topics for Consideration and Responses to City Council Survey

January 4, 2022

For relay to City Council by January 20 (in anticipation of January 27 council / commissions special meeting)

- Priority topics for 2022 are transportation demand management and comprehensive review of city's long-range transportation plan (including ranking of large and small capital projects); also see Transportation Commission internal mission statement
- Transportation commission should continue to meet monthly (in addition to possible meetings by topical subcommittees)
- Documented statements of purpose for transportation commission (city charter, internal commission mission statement) should replace the term "investigate" with more collaborative term (*e.g.* explore, assess, research)
- Transportation commission should help facilitate citizen engagement on transportation issues and proposals
- Mechanics and protocols for submitting commission recommendations should be clarified

Draft Visioning Statement

The Transportation Commission strives to ensure its priorities at all times align with the Strategic Vision and Transportation Plan of the City of Glenwood Springs.

Relevant to transportation priorities, the City's Strategic Vision and goals include:

- Maintaining Glenwood Springs' small-town character;
- Developing, constructing, repairing and maintaining high quality infrastructure;
- Improving the city's transportation system to meet growing needs for circulation, access, safety and transit;
- Ensuring accessibility to recreation facilities and amenities;
- Opposing any threats to livability and the environment of our community; and
- Supporting local businesses to enhance economic success.

The City's Transportation Plan's strategic vision is to create a multi-modal transportation system that efficiently moves people and goods, enhances the quality of life, promotes economic vitality, and preserves the historic community character that is Glenwood Springs.

The Transportation Commission prioritizes its efforts, and evaluates development / transportation proposals submitted to it for comment, according to each's capacity to further the following priorities:

- 1) Developing and maintaining a robust, integrated, user friendly transportation system for all modes of travel, serving the entire municipality of Glenwood Springs.
- 2) Reducing the impacts of commuter traffic on the resident individuals, businesses, and cultural identity of Glenwood Springs.
- 3) Annually updating a proactive, equitable schedule for the repair, reconstruction, maintenance, signing and striping of existing streets.
- 4) Fostering and encouraging the use of emerging alternative mobility options including, but not limited to: cycling, e-bikes, electric vehicles, scooters, on-demand transit, ride-sharing, and efficient non-redundant bus & public transit options.
- 5) Encouraging the City's leadership in regional planning coordination efforts significant to the Roaring Fork and Grand Valley corridors.

Airport Commission

EXPECTATIONS AND RESPONSIBILITIES OF THE AIRPORT COMMISSION

Per the City Code:

Powers and Duties of Airport Board. The powers and duties of the Airport Board shall be to investigate, study and report to the City Council all matters concerning the airport facilities of the City and other matters concerning the subject of aviation which may be pertinent to the City as shall be requested of the Airport Board by the City Council; and such Board may investigate, study and report to the City Council on such other matters concerning the Municipal Airport as the Board may deem for the best interests of the City.

Questions:

- a. What would The Airport Board like to be their focus for the next year? If this includes a budgetary request, please include.
- b. How often should the Board meet to accomplish their goals? Ex: Monthly vs. quarterly meetings.
- c. Does the Airport Board think that their focus should change at all?

Historically, the Airport Board (Commission) has served in an advisory capacity to the Airport Manager (Directly) and to the City Manager and City Council (Indirectly). It has served as the link between not only the airport user community and the city management, but also between the surrounding residential community and the airport operations. As the airport is an Enterprise Fund, the Board has historically looked at the monthly income/expenses, and has also worked with the Airport Manager in identifying capital improvements needed and potential grant sources available for funding. The board has been involved in the activities surrounding the airport, and has been actively involved in new initiatives, so that these initiatives can be promoted to the user community. A key consideration has been to ensure that the airport operates in the black. This has limited some of things the Board would like to undertake due to the lack of funding. The Board and the airport user group were the driving force behind the initiation of the Airport Expo, and provided the funding and the staffing, up until this year.

- a) The focus for next year should be on the development of an airport master plan that is supportable by the surrounding residential community and the Airport User community. While some growth is desirable and inevitable, this growth must be compatible with and supported by the broader community. The airport

is already the shortest one in the state, and is constrained by growth and topography both to the north and to the south. An Airport Layout Plan could be beneficial in further identifying the reasonable level of growth the area could support. The development of a new FBO and the identification of land available for private hangar construction should be of critical importance.

- b) The Board should continue to meet monthly, to maintain currency with the issues, with the staff, and to provide open communication to the community.
- c) The Board should continue their focus on operating and maintaining a small, local general aviation airport that supports local users, continues to support local businesses, and is available and desirable for visitors, be they tourists or business people.
- d) The Board should continue to assess the capital needs of the airport and work to implement a plan within the revenues generated by the airport.



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Victim Assistance and Law Enforcement Board

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Historic Preservation Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Financial Advisory Board

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Arts and Culture Board

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: River Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Planning and Zoning Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Tourism Management Board

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Downtown District Authority

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Housing Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Parks and Recreation Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Transportation Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Airport Commission

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Protocol for Board and Commission Members Addressing Council

Action Requested: Discuss how long Board and Commission members can provide public comment at regular and special council meetings.

Department: City Clerk

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: City Council asked that this item be discussed at this special Council meeting.

Issues:

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Council Vacancy

Action Requested:

Department: City Administration

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
January 27, 2022

Agenda Item: Council Comment

Action Requested:

Department: City Clerk

Strategic Goals:

Background Info:

Issues:

Staff Recommendation: