



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 5, 2022
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.

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@cogs.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@cogs.us.

MORNING WORK SESSION (Possibility to go past 10:30)

You are invited to a Zoom webinar.

When: May 5, 2022 08:30 AM Mountain Time (US and Canada)

Topic: 2022/05/05 Regular Council Work Session - AM

Please click the link below to join the

webinar: <https://us02web.zoom.us/j/82594128465?pwd=NytGQngrenY4WlptMlArYmpocm0rQT09> Passcode: 521214

Or One tap mobile : US: +12532158782,,82594128465# or +13462487799,,82594128465#

Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099

Webinar ID: 825 9412 8465

International numbers available: <https://us02web.zoom.us/j/82594128465?pwd=NytGQngrenY4WlptMlArYmpocm0rQT09>

- | | | |
|------|---|------------------------|
| 8:30 | 1. Affordable Housing Ad Hoc Committee Report to City Council | Information/Discussion |
| | 2. Agenda Review | Information/Discussion |

WORK SESSION

- | | | |
|------|---|------------------------|
| 4:00 | 3. Arts and Culture Board Joint Work Session | Information/Discussion |
| 4:30 | 4. Parks and Recreation Commission - South Canyon RFQ | Information/Discussion |

ZOOM INSTRUCTIONS

You are invited to a Zoom webinar.

When: May 5, 2022 06:15 PM Mountain Time (US and Canada)

Topic: 2022/05/05 Regular Council Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86043506288>

Or One tap mobile : US: +13462487799,,86043506288# or +16699006833,,86043506288#

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: 860 4350 6288

International numbers available: <https://us02web.zoom.us/j/86043506288>

REGULAR SESSION

- | | | |
|------|--|--------------------------|
| 6:15 | 5. Roll Call | |
| | 6. Pledge of Allegiance | |
| | 7. Agenda Changes & Conflicts | |
| 6:20 | 8. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes) | |
| 6:30 | 9. Council Comments | |
| 6:40 | 10. Consent Agenda | Discussion and/or Action |

- A. April 21, 2022 City Council Minutes
- B. Ordinance 2022-15; Impact Fees - Second Reading
- C. Resolution 2022-20 Declaring Glenwood Springs a GoEV City and Pledging to Electrify the Transportation Sector
- D. RFP 2022-06 Lift Station 11,000 Award
- E. RFP 2022-08 Crack Seal Award

11. Proclamation for Sandy DeCrow Presentation

ACTIONS AND/OR PRESENTATIONS

6:45	12. Historic Preservation Commission Appointment	Discussion and/or Action
6:50	13. The Buddy Program Presentation	Discussion and/or Action
7:05	14. Results for RFP 2022-01 Habitat Affordable Housing Project	Discussion and/or Action
7:35	15. Electric Rate Increase Proforma	Discussion and/or Action
8:35	16. Fee Waiver for Downtown Market	Discussion and/or Action
	17. Report from City Administration	
	A. City Manager	
	B. City Attorney	
	C. Correspondence Incoming/Outgoing	

9:10 18. Executive Session - Council Chambers Security

An Executive Session pursuant to CRS 24-6-402(4) (d) regarding 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;

9:55 19. Adjournment



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item: Affordable Housing Ad Hoc Committee Report to City Council

Action Requested: To determine next steps to create an affordable housing program.

Department: Economic and Community Development

Presented By: Debra Figueroa, Hannah Klausman, Watkins Fulk-Gray

Strategic Goals: Generate Sustainable Economic Development
Preserve and Improve Infrastructure

Background Info: At the September 2, 2021 meeting, City Council approved the formation of an Ad-Hoc Committee to review and recommend policies for an Accommodations Tax Increase and Attraction Tax. The committee organization was tasked to the Housing Commission with Staff support.

At the October 21, 2021 City Council approved the following motion:

Councilor Stepp moved, seconded by Councilor Kaup, to approve this new committee selection including a restaurant industry representative and change the second sentence of the priorities to the main purpose of such taxes will be to provide a dedicated source of funding for increasing inventory and availability of affordable and working housing.

The initial composition of the Ad Hoc Committee was not successful, so staff contracted with Clark Anderson, The Executive Director of Community Builders, to facilitate an Hoc Committee to advise City Council. The composition of the committee was not mandated by Council and was expanded to be the most inclusive committee to date for the City of Glenwood Spring. The committee members are listed below:

Maria Judith Alvarez, Mountain Voices
Eric Brotherson, Human Resources Manager, Glenwood Caverns
Ellen Dole, Glenwood Springs Housing Commission
Kathryn Grosscup, Colorado Housing and Finance Authority
Dr. Norma Guzmán, Dean of the School of Business, Colorado Mountain College
Christian Henny, President, Hotel Colorado
Carolyn Meadowcroft, Director of Homeowner Services & Community Outreach, Habitat for Humanity Roaring Fork
Kenia Pinela, Family, Friends, and Neighbors and Peer Support; Valley Settlement
Maria Tarajano Rodman, Executive Director, Valley Settlement
Sumner Schachter, Glenwood Springs Housing Commission, Imagine Glenwood
Hilda Solano, Mountain Voices
Matt Spidell, owner, Jimmy John's
Bud Tymczyszyn, Conservation Easement Specialist, Aspen Valley Land Trust
Clark Anderson, Community Builders

Seven meetings were held in English and Spanish from late January with the final meeting occurring on April 19, 2022. The findings and recommendations from the Ad Hoc Committee are attached to this agenda item. A presentation will be added to the public packet when it is ready. The report has also been translated into Spanish.

Staff would like to thank all the members of the committee and Community Builders for all the work

that was put into this effort.

Issues: City Council must determine next steps to keep this process moving forward.

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: Staff recommends that City Council provide guidance on next steps if City Council wants to move forward with an affordable housing program.

Glenwood Springs Ad Hoc Advisory Committee

A Report on Opportunities for Creating and Using Local Funding to Expand Affordable Housing in Glenwood Springs

Committee Purpose and Composition

In January, the City of Glenwood Springs convened an Ad Hoc Housing Committee to explore how a dedicated source of local funding could be used to create and preserve affordable / workforce housing in the City of Glenwood Springs.

The group was designed to bring together a mix of interests, expertise and voices within the community. Recognizing that different participants would come with different levels of expertise in housing, the committee spent many of its initial sessions learning about fundamentals of affordable housing and then turned to sessions focused on exploring potential uses, sources and levels of funding and how these applied in Glenwood Springs.

Maria Judith Alvarez, Mountain Voices

Eric Brotherson, Human Resources Manager, Glenwood Caverns

Ellen Dole, Glenwood Springs Housing Commission

Kathryn Grosscup, Colorado Housing and Finance Authority

Dr. Norma Guzmán, Dean of the School of Business, Colorado Mountain College

Christian Henny, President, Hotel Colorado

Carolyn Meadowcroft, Director of Homeowner Services & Community Outreach, Habitat for Humanity Roaring Fork

Kenia Pinela, Family, Friends, and Neighbors and Peer Support; Valley Settlement

Maria Tarajano Rodman, Executive Director, Valley Settlement

Sumner Schachter, Glenwood Springs Housing Commission, Imagine Glenwood

Hilda Solano, Mountain Voices

Matt Spidell, owner, Jimmy John's

Bud Tymczyszyn, Conservation Easement Specialist, Aspen Valley Land Trust

Clark Anderson, Community Builders

The Structure of this Report

We have organized our findings and recommendations into the following sections.

- Why this Matters and the Need for Action
- Section 1: Desired Outcomes
- Section 2: Uses and Sources of Funding & Program Design Implementation Principles
- Section 3: Understanding the Issue
- Section 4: Additional Information and Resources

Why this Matters

Homes are fundamental to strong, livable communities and healthy local economies. While Glenwood Springs has certainly changed over the years, we've always been a real town with a real community of people who live, work and raise families here. A diverse mix of real people and families - our neighbors and coworkers - make up the fundamental character of this community. In that diversity - of age, race, incomes, ethnicity, and more - we gain strength, resilience and the authenticity that many other communities have already lost.

Yet today, too many of the people who make up our community - people who work here, have grown up here, wish to raise a family or be able to grow old here - cannot afford to own or rent a home in Glenwood Springs. It means a growing number of people and families, from those working in lower-wage jobs to those making well above average income levels, are struggling to make ends meet, commuting farther every day, or leaving for other places.

As communities become less affordable, the impacts are far-reaching, both for the individuals and families and the larger community and economy. Local businesses struggle to attract and retain talent. More of our workforce commutes from other communities, increasing traffic congestion and vehicle emissions. People experience decreased economic mobility, less time with family, and diminished health and educational advancement. They spend more on fuel and child care as they work more and commute farther to get by. Over time, communities like ours are hollowed out, losing their character, vitality and authenticity as fewer locals can make ends meet.

For Glenwood Springs, these challenges are becoming our reality and they won't get better without action. That's why we committed our time and energy to this committee.

The Need for Meaningful Action

The challenges above will not get better on their own. A proactive response is needed. We believe meaningful action that will result in real impact - more affordable units - is needed. While we do not prescribe the specific source or level of funding, we have provided a menu of options with clear strengths and weaknesses. We agree that, while not a silver bullet, a dedicated source of funding to invest in creating and preserving affordable housing in Glenwood Springs is a necessary part of a larger strategy.

We also agree that time is of the essence. Without action, the widening gap between housing costs and what people can afford will persist and get worse. We are already behind, but with a proactive strategy that includes dedicated local funds, we can realize meaningful improvements that will make our community more livable today, and into the future.

We implore you to take action. We outline several opportunities for the sources and uses of local housing funds. The choice of *how* to proceed is up to you, yet the need to proceed is clear. We ask that you identify the path that has the greatest potential for success and impact, and move forward with a ballot question for this fall. We cannot afford to wait.

Section 1. Desired Outcomes of a Local Housing Fund

Desired Outcomes. We believe that local housing funds should advance the following outcomes for the benefit of our community and economy.

Support our workforce. Invest in people working in Glenwood to support our workforce and local businesses.

Support local businesses and a more resilient local economy. Expand housing choices, opportunities and affordability to ensure local businesses can hire and retain employees needed to sustain a healthy local economy.

Provide opportunity and stability for families. Invest in housing opportunities that ensure Glenwood Springs remains a place where working families can afford to live and contribute, and our youth have the stability to succeed.

A multigenerational community affordable for youth and our seniors. Create a multigenerational community where youth can thrive and seniors can age in place.

Enable more equitable housing opportunities. Invest in a more equitable housing market, both through the housing opportunities it produces, and an inclusive approach to the design and implementation of the program.

Create and preserve a range of housing affordable opportunities. Invest in a spectrum of affordable housing options (from deeply affordable rentals to entry level homeownership) across a variety of development opportunities (from rehabs or preservation to new development) to meet the varied needs of our community.

Create a long-term benefit and resource. Make proactive investments now to build a market of truly affordable housing options for current and future generations and the capacity to respond to the housing challenge over the long term.

Create sufficient resources and capacity for real impact. Create sufficient funding and capacity to meaningfully impact housing affordability in our community through: strategic acquisition, public-private partnerships, targeted incentive programs.

Expand affordability across multiple income levels. Target a wide range of income levels, from very-low income households (20-40% AMI) to up to 140% of AMI.

Expand opportunities for affordable home ownership. Our community lacks affordable ownership opportunities (and ownership opportunities in general), which limits the ability for families to create generational wealth and security.

Section 2. Assessing Sources & Uses of Funding for Glenwood Springs

With a shared understanding of why local funding is important, we shifted to asking where those funds could come from and how they would be used. The summary information outlined below is supported by two comparison tables (the Uses Table and the Sources Table) to provide a digestible menu of options that are easy to compare.

Sources of Funding

City Council's discussions in the fall of 2021, which led to the formation of this committee, centered on Lodging Tax and/or an Attractions Tax. We also evaluated Property Tax, Sales Tax, and an Excise Tax on Short Term Rentals. Of these, Sales, Attractions and Lodging emerged as viable options that could generate sufficient funding to realize a meaningful impact. Important considerations for each follow.

Attractions or Admissions Tax. Currently, sales tax is not collected on proceeds paid for the sale of services or admission to activities. Numerous Colorado municipalities charge an Admissions tax on a variety of activities including motion pictures, plays, concerts, performing arts, sporting events, recreation services, and admission to any place or event open to the public. The average tax rate collected on admissions in Colorado examples found by staff is 4.4%. It is estimated that if the City implemented a 3.7% tax on attractions to match its current sales tax rate, the tax would raise \$2.5 million per year.

Sales Tax. Glenwood Springs sales tax is 8.6%, which includes the following taxes imposed by other entities: State of Colorado 2.9%, Garfield County 1.0%, Roaring Fork Transportation Authority (RFTA) 1.0%, and City of Glenwood Springs 3.7%. While Glenwood Springs does not have the highest sales tax rate, there are few municipalities with significantly higher rates than Glenwood's. It is estimated that an additional 1% of sales tax would raise an additional \$6.1 million. Several committee members opposed a sales tax option because it is regressive and thus disproportionately impacts lower-income earners. Others noted that it likely offers the most funding potential.

Lodging Tax. In addition to the 8.6% sales tax listed above, lodging is taxed 2.5%, for a total of 11.1% tax. Compared to its sales tax rate, Glenwood Springs's lodging tax is not as high relative to other cities that we researched. Of the cities the group researched, the median lodging tax was 4%. An additional 1% of tax is estimated to raise \$540,000. Committee members noted that on its own, a lodging tax, even a 2% increase, appears to have the least funding potential.

Uses of Funding

The committee examined a variety of ways that local funds can be used to create and preserve affordable housing, as well as ways local funds can be used to assist homeowners and renters that are priced out of the market. The descriptions below provide additional background on the priority uses identified in the Uses Table.

Property Acquisition. Property acquisition includes several related strategies that focus on acquiring land, buildings, or even deed restrictions on existing units, in order to create or preserve affordable housing.

Land banking allows communities to take a lead role in shaping what gets built on a priority site, as well as the financial feasibility of that project. This is particularly valuable in affordable housing. A local government can strategically acquire properties, creating a pipeline of future affordable housing projects, and then meaningfully lower development costs (taking the land all or partially out of the project costs) to make an affordable housing project feasible.

While land banking is used for *future* development, this use of funds also applies to strategic acquisition of *existing* buildings and development, such as: hotel conversions, preservation of mobile home parks and other existing affordable housing. These approaches, often referred to as a *Shared Equity Model*, place a deed restriction on the property to ensure long-term affordability for future generations.

Local funds can be paired with a *Community Land Trust (CLT)* approach, which achieves permanently affordable housing by separating ownership of land and houses. CLTs maintain ownership of the land while the homeowner owns the house and any improvements to it. CLTs are a good choice when land is both expensive and scarce, and homeownership is the primary need for your community.

Local Opportunities or Examples

Preservation of local mobile home parks is another example of a local opportunity. A growing number of communities are using local funds to acquire mobile home parks and create affordable home ownership for existing residents; by creating a cooperative nonprofit to own the land and affordably lease spaces to mobile homeowners.

Similarly, hotel conversions - where a community acquires a hotel and converts it to affordable rental units - is growing in popularity and offers an example of how local funds could be used in Glenwood Springs.

Public Private Partnerships. Public private partnerships (sometimes called P3s) include a variety of strategies where a public entity - typically a local government - works with private or nonprofit developers to build a project. P3s might include loans, incentives, direct subsidy in a specific project, putting land or infrastructure into a project, assisting with debt financing, or a variety of other tactics. In each case, the basic motivation - at least for affordable housing - is to bridge the gap between what is affordable to people and what the market can feasibly build and to ensure long-term commitment to the outcome.

Most often, these are larger projects - 30 or more units at a minimum. However, smaller scale partnerships with local developers or investors are an increasingly popular way to incentivize production of affordable homes. For example, incentivizing affordable ADUs, is a

smaller scale of a partnership that could be applied to create a mix of affordable housing for target incomes.

Local Opportunities or Examples

There are many examples of P3's in the area, including:

- [Basalt Vista](#), led by Habitat for Humanity of the Roaring Fork Valley
- [Miller Ranch](#), an affordable neighborhood in Edwards led by Eagle County
- [Smith Ranch](#), an affordable workforce housing neighborhood in Silverthorne

Many examples exist in Summit County, which created dedicated local housing funds years ago and has used those resources to leverage other resources and invest in numerous projects, creating hundreds of affordable for-sale and rental housing units spanning a wide range of income needs within Summit County.

Locally, Glenwood Springs could use funding to engage in P3s either on properties they own, such as the former Vogelaar Park property, or through creative partnerships designed to provide gap financing that makes it possible to create or expand affordability in other local development projects.

Down Payment Assistance and Buy-Down Programs. Assisting people who need housing is a valuable strategy. Importantly, local funds can be used to expand and leverage other sources of funding intended to assist people trying to attain housing. It can also be part of increasingly popular "buy-down" programs that offer financial incentives for the creation of long-term affordable housing.

Down Payment Assistance: Down payment assistance is often provided through no or low interest loans intended to help eligible buyers attain homeownership. These programs provide assistance to people in need, while also ensuring that the resources invested are replenished through repayment to ensure ongoing, long-term benefit.

Local Opportunities or Examples

Eagle County established a downpayment assistance program in 1998. It provides assistance to locals trying to buy a home and offers multiple options for payback:

1. Pay-off Early (interest free if paid off in full in first 2 years)
2. At Sale of Property
3. Refinance
4. End of Loan Term

For options 2, 3 and 4, interest is based on a *Shared Appreciation Model*: if the value of the home increases, you owe interest on the change in value; if the value decreases, you owe no interest and only repay the principal amount borrowed.

Programs designed to house locals and / or Buy-Down Programs provide monetary incentives in exchange for placing a deed restriction on a property.

Local Opportunities or Examples

Nearby Buy-Down and Incentive programs provide useful examples.

- The *Good Deeds* program in Eagle County will contribute 5% or 15% of an eligible buyer's purchase price in return for recording either a Resident Occupied or Price Capped Deed Restriction against the property.
- Summit County's Buy Down Program allows the County to purchase a favorably priced market rate unit and place a deed restriction on the property, requiring the unit's occupant to work full time in Summit County and to resell the unit at a discounted price. Properties must be located within local neighborhoods rather than resort neighborhoods and align with the County's housing priorities.
- Similarly, *Housing Helps* in Summit County will pay owners, buyers, and sellers to put a deed restriction on homes that are currently unrestricted. Recipients may use funds for down payment, home repairs, special assessments, or any other purpose. In return, the recipients are required to execute a deed restriction that will ensure the property is used for local housing.
- Other nearby programs include Avon, Vail, Gunnison, Crested Butte

Program Capacity. Finally, organizational and human resource capacity is needed to lead and manage these programs and projects. Funding for program capacity supports key services and activities for carrying out this work. This includes city staff, but may also include support from existing entities that are able to provide needed support or services.

Program Design and Implementation Principles

In support of the information above, the principles below provide high-level direction on the design and implementation of a housing program that would carry out the work identified by this committee. While the specific details of implementation are beyond our scope, we hope these principles can inform decisions that would shape the program and its activities.

Create a technical committee to guide implementation. Engage an inclusive technical working group with diverse expertise in housing - from deed restrictions to finance to the needs of end-users - to determine details of program implementation.

Create accountability and flexibility. Create a system to monitor and evaluate results based on clear targets, while also providing flexibility in the strategies, projects or programs that are used to realize those goals.

Establish parameters to target support to our community and workforce. Create eligibility parameters that prioritize investment in our workforce and community. Build on existing programs such as the city's existing fee-waiver program.

Create systems and capacity for monitoring and enforcement. Ensure systems are created to enable ongoing monitoring and enforcement so that the community knows that resources are being appropriately used to advance local housing goals.

Make Strategic Investments that leverage resources. Prioritize investments that leverage additional resources and result in long-term community assets.

Proactive approach with an eye for long-term results. While we need immediate action, we also need to recognize that we will not "solve" this problem overnight - it is a challenge we will continually need to manage over time. Use funding to proactively begin shaping a more balanced housing market that can sustain our community over the long-term.

Section 3. Understanding the Issue: Affordable Housing and the Role of Local Funding in Glenwood Springs

Defining Affordability: What is the standard?

The standard for an "affordable" home is based on a ratio of housing cost to income levels, with Area Median Income (or AMI) as the standard benchmark. This reflects the reality that "affordable" varies according to the potential income levels of an area,

Housing is "affordable" if it costs no more than 30% of household income, leaving sufficient income to afford other needs (education, health care, food, transportation, savings).

Households that spend over 30% of their income on housing are considered *cost burdened*, and those spending over 50% of are *severely cost burdened*.

In 2017, 41% of Glenwood Springs households were cost burdened, which was the highest percentage of cost burdened households in communities of the greater Roaring Fork Valley. That level of overspending was estimated to cost nearly \$10,000,000 in lost revenue per year that Glenwood Springs residents could otherwise save or put back into the economy.

Affordability in Glenwood Springs

The area median income, or 100% AMI, for Glenwood Springs in 2021 was \$70,700 for a family of two, or \$88,300 for a family of four. These figures for 2022 have risen to \$75,400 for a family of two or \$94,200 for a family of four.

A family of four living at 100% AMI is considered housing cost burdened if they pay more than \$2,208 per month on housing costs. They are severely housing cost burdened if they pay more than \$3,679 per month. (Using 2022 figures, cost burdened equates to spending more than \$2,355 per month, and severely cost burdened more than \$3,925.)

Using the benchmarks above, an affordable home for a family of four earning 100% of AMI in 2021 would be \$297,609. At the same time, the average sale price for a single-family home in Glenwood Springs in 2021 was \$768,949, and an average condo \$401,500.

These average sales prices were respectively 23% and 22% increases over 2020 prices.

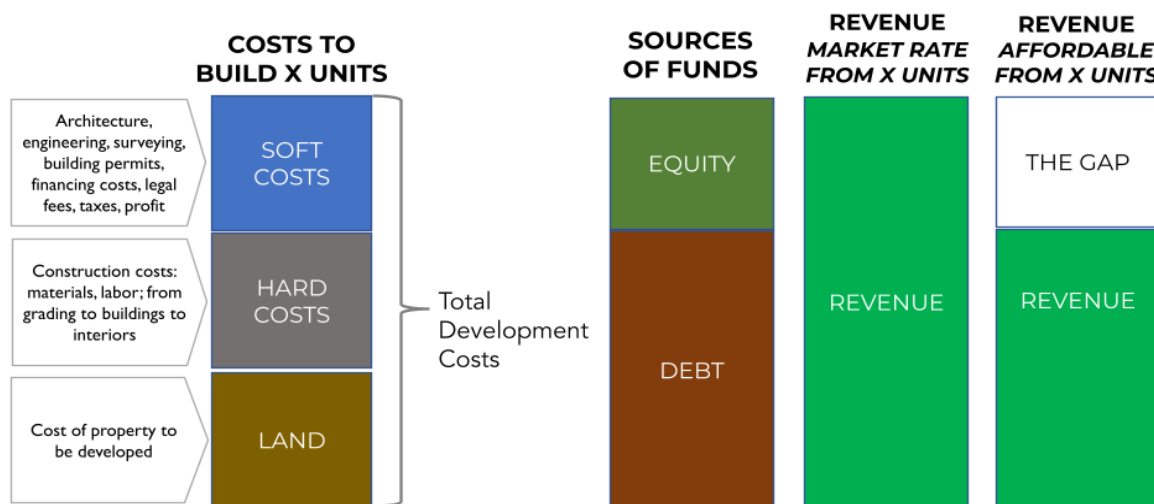
Typical market rate rents for a 2BR apartment range from \$2,065 for rentals of existing housing stock advertised to the public, to between \$2,313 and \$2,700 at one specific new apartment building in the City. At this large new apartment building, advertised rents would be considered affordable for households making between \$93,520 and \$108,000. This translates to two-person families at 132% to 153% AMI.

The housing affordability challenges in our community impact a wide range of households. Our regional housing needs assessment identified significant shortfalls across nearly every income level from very low income all the way to over 160% of AMI. In our community, this includes: a city police officer (100% AMI), a marketing and communications specialist at CMC (~70-75% AMI), an established Teacher (80% AMI), a registered nurse at Valley View (~120% AMI), a Senior Systems Administrator at Holy Cross Energy (~160% AMI), a dental assistant (50-60% AMI). These are people and jobs we need for a healthy community and economy.

What does it cost to build an affordable home?

The costs of building housing, whether it is affordable or priced at the middle or higher end of the market, are similar. And those basic costs, whether for a single family home or a 60-unit apartment building, can be broken into three categories:

Soft Costs include everything but construction or the land itself. Architecture, engineering, surveying, building permits, financing costs, legal fees and taxes are all examples of soft cost. **Hard Costs** are directly related to the physical construction of a project, including material and labor for all phases of construction from site grading to final carpet installation. **Land Costs** are the direct costs of the property to be developed.



Total Development Costs and Affordability: Understanding the Gap

A fundamental challenge in building affordable housing is the gap between: (1) what it costs to actually build housing and (2) what most people can actually afford. In order to finance a project, developers must be able to cover the costs of development and also realize sufficient profit to offset the risk undertaken. That becomes more difficult in places where the cost of property and development are high and resulting rental and for-sale costs are not affordable. The resulting "gap" needs to be filled to be able to finance development of affordable housing and create a rent or sales price that does not create excessive cost-burden within our community.

Filling the Gap and the Role of Local Funding

Communities use local funds to improve affordability in a growing variety of ways, from land or property acquisition, to incentives for deed restrictions, to leveraging grant dollars, to down payment assistance, or direct subsidy. In nearly all cases, the basic intent is to address the gap between what is affordable and what the market delivers.

Due to its flexibility, local funding is a valuable - and in some areas, increasingly essential - tool for the meaningful and consistent production of affordable housing. It can be used to attract, supplement, or leverage state and federal sources and can be tailored to meet local needs. It can also create affordable housing opportunities outside of what can be accomplished with restrictive and competitive funding sources.

Section 4: Additional Information and Resources

This section provides a summary of relevant data and includes tables and related resources.

Impacts on Children and Families

- Abundant research shows a clear correlation between housing affordability and children's health. Families that dedicate too much income to housing have insufficient funds to meet other needs, like healthy food, health insurance and health care.¹
- Poor housing quality is the most consistent and strongest predictor of emotional and behavioral problems in low-income children and youth.^{2, 3}
- Adolescents living in poor-quality housing have lower math and reading scores in standardized achievement tests, even after adjusting for other factors.⁴
- Families with long commutes (due to lack of housing near jobs) spend more income on transportation, leaving less for other necessities like food, healthcare, childcare, savings.
- Parents with long commutes have less time with their children, experience higher child care costs, and have a harder time engaging in school and classroom activities.

Impacts on Businesses and the Economy

- Unaffordable housing is *the* most significant economic challenge facing Glenwood Springs and Garfield County.
- A wide range of businesses across all sectors report that high housing costs have become a major impediment to hiring and retaining staff.
- A survey of local businesses completed for the 2019 Regional Housing Study found that a significant majority of businesses (nearly 80%) indicated that the lack of affordable housing was a major problem, with 28% calling it *the* most critical problem in the area and 48% identifying it as *one of the most* critical problems in the area.
- 66% of businesses indicated that lack of housing employees can afford was their primary challenge attracting and retaining employees, while another 31% identified long commutes - due to lack of housing near jobs - as the primary barrier.
- The impacts disproportionately impact the Latinx community. Although over 30% of our population identifies as Hispanic, only about 8% own housing in Glenwood.

Environment and Climate Impacts

- Transportation is one of the most significant contributors to GHG emissions in our region.
- Vehicle miles traveled (VMT) in our region are increasing due to the imbalance between jobs and housing, which forces more people to commute longer distances. The distance people commute has increased markedly in recent years (ACS Estimates).
- In light of these realities, it is clear that the lack of affordable housing is one of the most significant contributors to regional GHG emissions.

¹ Lipman, Barbara J. 2005. *Something's Gotta Give: Working Families & the Cost of Housing*. Washington, D.C.: Center for Housing Policy

² Lynch, D. (2013). *Poor Quality Housing Tied to Children's Emotional & Behavioral Problems*, 1–4. MacArthur Foundation Brief

³ Cunningham, M. & MacDonald, G. May 2012. "Housing as a Platform for Improving Education Outcomes among Low-Income Children." Washington, DC: The Urban Institute.

⁴ Rumberger, Russell June 2015 "Student Mobility: Causes, Consequences, Solutions" National Education Policy Ctr, Boulder, CO

Comité Ad Hoc de Vivienda de la Ciudad de Glenwood Springs

Un informe sobre las oportunidades para crear y usar fondos locales para ampliar viviendas asequibles en Glenwood Springs

Propósito y composición del comité

En enero, la ciudad de Glenwood Springs convocó un comité de vivienda ad hoc para explorar cómo se podría usar una fuente dedicada de financiamiento local para crear y preservar viviendas asequibles para trabajadores en la ciudad de Glenwood Springs.

El grupo fue diseñado para juntar una mezcla de intereses, experiencia y voces dentro de la comunidad. Reconociendo que diferentes participantes vendrían con diferentes niveles de experiencia en vivienda, el comité pasó muchas de sus sesiones iniciales aprendiendo sobre los fundamentos de la vivienda asequible y luego pasó a sesiones enfocadas en explorar usos potenciales, fuentes y niveles de financiación y cómo se aplican en Glenwood.

Maria Judith Alvarez, Mountain Voices

Eric Brotherson, Human Resources Manager, Glenwood Caverns

Ellen Dole, Glenwood Springs Housing Commission

Kathryn Grosscup, Colorado Housing and Finance Authority

Dr. Norma Guzmán, Dean of the School of Business, Colorado Mountain College

Christian Henny, Presidente, Hotel Colorado

Carolyn Meadowcroft, Director of Homeowner Services & Community Outreach, Habitat for Humanity Roaring Fork

Kenia Pinela, Family, Friends, and Neighbors and Peer Support; Valley Settlement

Maria Tarajano Rodman, Executive Director, Valley Settlement

Sumner Schachter, Glenwood Springs Housing Commission, Imagine Glenwood

Hilda Solano, Mountain Voices

Matt Spidell, owner, Jimmy John's

Bud Tymczyszyn, Conservation Easement Specialist, Aspen Valley Land Trust

Clark Anderson, Community Builders

La estructura de este informe

Hemos organizado nuestros hallazgos y recomendaciones en las siguientes secciones.

- Por qué esto es importante y la necesidad de actuar
- Sección 1: Comprensión del problema
- Sección 2: Resultados deseados y principios de implementación
- Sección 3: Evaluación de usos y fuentes de financiamiento
- Sección 4: Información y recursos adicionales

Por qué vivienda asequible

La vivienda es fundamental para comunidades fuertes y habitables y economías locales sanas. Si bien Glenwood Springs ciertamente ha cambiado a lo largo de los años, siempre hemos sido una ciudad real con una comunidad real de personas que viven, trabajan y crían familias aquí. Es esa mezcla diversa de personas y familias reales, nuestros vecinos y compañeros de trabajo, lo que constituye el carácter fundamental de esta comunidad.

Sin embargo, hoy en día, muchas de las personas que componen nuestra comunidad (personas que trabajan aquí, han crecido aquí, desean formar una familia o pueden envejecer aquí) no pueden comprar o alquilar una casa en Glenwood Springs. Significa que un número cada vez mayor de personas y familias, desde aquellos que trabajan en puestos con salarios más bajos hasta aquellos que ganan niveles de ingresos muy por encima del promedio, luchan para llegar a fin de mes, viajan más lejos cada día o se van a otros lugares.

Cuando las comunidades se vuelven menos asequibles, los impactos son de gran alcance, tanto para los individuos y las familias como para la comunidad y la economía en general. Las empresas locales luchan por atraer y retener talento. Una mayor parte de nuestra fuerza laboral viaja desde otras comunidades, lo que aumenta la congestión del tráfico y las emisiones de los vehículos. Las personas experimentan una menor movilidad económica, menos tiempo con la familia y una disminución de la salud y el avance educativo. Gastan más en combustible y cuidado de niños, ya que trabajan más y viajan más lejos para sobrevivir. Con el tiempo, las comunidades como la nuestra se vacían y pierden su carácter, vitalidad y autenticidad.

Para Glenwood Springs, estos desafíos se están convirtiendo en nuestra realidad y no mejorarán sin acción. Es por eso que dedicamos nuestro tiempo y energía a este comité.

La necesidad de una acción significativa

Los desafíos anteriores no mejorarán por sí solos. Se necesita una respuesta proactiva. Creemos que se necesita una acción significativa que resulte en un impacto real, se necesitan unidades más accesibles. Si bien no prescribe la fuente específica o el nivel de financiamiento, hemos proporcionado un menú de opciones con claras fortalezas y debilidades. Estamos de acuerdo en que, si bien no es una bala de plata, una fuente dedicada de financiamiento para invertir en la creación y preservación de viviendas accesibles en Glenwood Springs es una parte necesaria de una estrategia más amplia.

También estamos de acuerdo en que el tiempo es esencial. Sin acción, la brecha cada vez mayor entre los costos de la vivienda y lo que la gente puede pagar persistirá y empeorará. Ya estamos atrasados, pero con una estrategia proactiva que incluye fondos locales dedicados, podemos realizar mejoras significativas que harán que nuestra comunidad sea más habitable hoy y en el futuro.

Le imploramos que actúe. Describimos varias oportunidades para las fuentes y usos de los fondos locales de vivienda. La elección de cómo proceder depende de usted, sin embargo, la necesidad de proceder es clara. Le pedimos que identifique el camino que tiene el mayor potencial de éxito e impacto, y que avance con una pregunta de votación para este otoño. No podemos darnos el lujo de esperar.

Sección 1. Resultados Deseados y Principios de Implementación

Resultados Deseados Si se crea, un programa de vivienda local debería utilizarse para conseguir los siguientes resultados:

Apoyar nuestra mano de obra. Invertir en la gente trabajando en Glenwood para apoyar nuestra mano de obra y nuestros negocios locales.

Apoyar los negocios locales y una economía local más resistente. Ampliar las opciones de vivienda, las oportunidades, y la asequibilidad para asegurar que los negocios locales puedan contratar y mantener los empleados necesarios para mantener una economía local saludable.

Proporcionar oportunidades y estabilidad a las familias trabajadoras. Invertir en oportunidades de vivienda que garanticen que Glenwood Springs siga siendo un lugar donde las familias trabajadoras puedan permitirse vivir y contribuir, y que sus hijos tengan las mejores oportunidades para triunfar.

Crear una comunidad que es asequible para jóvenes y personas de mayor edad. Crear una comunidad multigeneracional donde los jóvenes pueden prosperar y las personas de mayor edad pueden vivir en sus propias casas.

Permitir oportunidades de vivienda más equitativas. Invertir en un mercado de la vivienda más equitativo, tanto a través de las oportunidades de vivienda que produce, como de un enfoque inclusivo para el diseño y la implementación del programa.

Crear y preservar una gama de oportunidades de vivienda accesible. Invierta en un espectro de opciones de vivienda accesible (desde alquileres profundamente accesibles hasta propiedad de vivienda de nivel de entrada) a través de una variedad de oportunidades de desarrollo (desde rehabilitación o preservación hasta nuevos desarrollos) para satisfacer las diversas necesidades de nuestra comunidad.

Crear un beneficio y un recurso a largo plazo. Haga inversiones proactivas ahora para construir un mercado de opciones de vivienda verdaderamente accesibles para las generaciones actuales y futuras y la capacidad de responder al desafío de la vivienda a largo plazo.

Crear recursos suficientes para lograr un impacto significativo. Crear suficientes recursos y capacidad para impactar significativamente la asequibilidad de vivienda en nuestra comunidad por medidas como financiación suficiente para la adquisición estratégica, asociaciones público-privadas y programas de incentivos específicos.

Ampliar la asequibilidad en múltiples niveles de ingresos. Beneficiar un segmento de ingresos amplio, desde los hogares con ingresos muy bajos (20-40% del AMI- Ingreso Medio del Área) hasta los que ganan el 140% del AMI.

Ampliar las oportunidades de propiedad de vivienda asequible. Nuestra comunidad carece de oportunidades de propiedad asequible (y de oportunidades de propiedad en general), lo que limita la capacidad de las familias para crear riqueza y seguridad generacional.

Sección 2. Usos y fuente de financiación: opciones estratégicas para Glenwood Springs

Con un entendimiento compartido de por qué la financiación local es una herramienta importante para ampliar las viviendas asequibles en una comunidad, pasamos a preguntarnos de dónde podrían provenir los fondos y cómo se utilizarían. Creamos dos tablas de resumen (la Tabla de usos y la Tabla de fuentes) para proporcionar un menú digerible de opciones que permitiera comparar fácilmente las diferentes opciones. Esas tablas se proporcionan en las siguientes páginas y están respaldadas por antecedentes e información adicional a continuación.

Las fuentes de financiamiento

Las discusiones del concejal de Glenwood Springs en el otoño de 2021, las cuales provocaban la creación de este comité, tenía como base el aumento de impuestos de alojamiento y/o un impuesto sobre atracciones. Además, evaluamos el impuesto a la propiedad, el impuesto a las ventas y un impuesto sobre los alquileres a corto plazo. De estos, ventas, atracciones y alojamiento surgieron como las opciones más viables que podrían generar suficientes fondos para lograr un impacto significativo. Esos tres se resumen en nuestras tablas de comparación.

Atracciones o Impuesto de Admisiones. Actualmente, el impuesto sobre las ventas no se recauda sobre los ingresos pagados por la venta de servicios o la admisión a actividades. Numerosos municipios de Colorado cobran un impuesto de admisión en una variedad de actividades que incluyen películas, obras de teatro, conciertos, artes escénicas, eventos deportivos, servicios de recreación y admisión a cualquier lugar o evento abierto al público. Otros lugares también se refieren a esto como un "impuesto de entretenimiento". La tasa promedio recaudada en los ejemplos de admisiones en Colorado encontrados por el personal es del 4.4%. Se estima que si la Ciudad implementará un impuesto del 3.7% sobre las atracciones para que coincida con su tasa actual de impuesto a las ventas, el impuesto recaudaría \$2.5 millones por año.

Impuesto sobre las ventas. El impuesto sobre las ventas de Glenwood Springs es del 8.6%, que incluye los siguientes impuestos por otras entidades: Estado de Colorado 2.9%, Condado de Garfield 1.0%, Autoridad de transportación Roaring Fork (RFTA) 1.0% y Ciudad de Glenwood Springs 3.7%. Si bien Glenwood Springs no tiene la tasa de impuesto a las ventas más alta, hay pocos municipios con tasas significativamente más altas que las de Glenwood. Se estima que un 1% adicional del impuesto sobre las ventas recaudaría \$6.1 millones adicionales. Algunos miembros del Comité creen que, debido a los impactos regresivos de los impuestos sobre las ventas, no se debe considerar un aumento del impuesto a las ventas de la Ciudad en este momento.

Impuesto de hospedaje. Además del impuesto sobre las ventas del 8.6% mencionado anteriormente, el alojamiento está gravado con un impuesto del 2.5%, para un total de 11.1% de impuestos. En comparación con su tasa de impuesto a las ventas, el impuesto de alojamiento de Glenwood Springs no es tan alto en relación con otras ciudades que el personal ha investigado. De las ciudades que el personal investigó, el impuesto medio de alojamiento fue del 4%. Se estima que un 1% adicional de impuestos recaudaría \$540,000.

Los usos de los fondos

El comité examinó una variedad de formas en que los fondos locales pueden usarse para crear y preservar viviendas asequibles, así como formas en que los fondos locales pueden usarse para ayudar a los propietarios e inquilinos que tienen precios fuera del mercado. Las descripciones a continuación brindan antecedentes adicionales sobre los usos prioritarios identificados en la Tabla de usos.

Adquisición de propiedades. La adquisición de propiedades incluye varias estrategias relacionadas que se enfocan en la adquisición de terrenos, edificios o incluso restricciones de escritura en unidades existentes, para crear o preservar viviendas asequibles.

La banca de tierras permite a las comunidades asumir un papel de liderazgo en la configuración de lo que se construye en un sitio prioritario, así como la viabilidad financiera de ese proyecto. Esto es particularmente valioso en viviendas asequibles. Un gobierno local puede adquirir propiedades estratégicamente, creando una cartera de futuros proyectos de vivienda asequible, y luego reducir significativamente los costos de desarrollo (quitando la tierra total o parcialmente de los costos del proyecto) para hacer factible un proyecto de vivienda asequible.

Si bien la reserva de terrenos se utiliza en el *futuro*, este uso de fondos también se aplica a la adquisición estratégica de edificios y desarrollos *existentes*, tales como: conversiones de hoteles, conservación de parques de casas móviles y otras viviendas asequibles existentes. Estos enfoques, a menudo denominados como *Modelo de equidad compartida*, imponen una restricción en la escritura de la propiedad para garantizar la asequibilidad a largo plazo para las generaciones futuras.

Este uso de los fondos puede combinarse con un *Fideicomiso de Tierras Comunitarias* (*Community Land Trust, CLT* por sus siglas en inglés), que logra viviendas asequibles de forma permanente al separar la propiedad de la tierra y las casas. Los CLT mantienen el terreno mientras el propietario es dueño de la casa. Los CLT son una buena opción cuando la tierra es costosa y escasa, y la propiedad de la vivienda es la principal necesidad de su comunidad.

Oportunidades o ejemplos locales. La preservación de los parques locales de casas móviles es otro ejemplo de una oportunidad local. Un número creciente de comunidades está utilizando fondos locales para adquirir parques de casas móviles y crear viviendas asequibles para los residentes existentes, a menudo a través de un modelo de Fideicomiso de Tierras Comunitarias.

De manera similar, las conversiones de hoteles, donde una comunidad adquiere un hotel y lo convierte en unidades de alquiler asequibles, están creciendo en popularidad y ofrecen un ejemplo de cómo se podrían usar los fondos locales en Glenwood Springs.

Asociaciones Público-Privadas. Las asociaciones público-privadas (a veces llamadas P3 por sus siglas en inglés) incluyen una variedad de estrategias en las que una entidad pública, generalmente un gobierno local, trabaja con desarrolladores privados o sin fines de lucro para construir un proyecto. Los P3 pueden incluir préstamos, incentivos, subsidios directos en un proyecto específico, colocar terrenos o infraestructura en un proyecto, ayudar con el financiamiento de la deuda o una variedad de otras tácticas. En cada caso, la motivación básica, al menos para viviendas asequibles, es cerrar la brecha entre lo que es asequible para las personas y lo que el mercado puede construir de manera factible.

La mayoría de las veces, estos son proyectos más grandes: 30 o más unidades como mínimo. Sin embargo, las asociaciones a menor escala con desarrolladores o inversionistas locales son una forma cada vez más popular de incentivar la producción de viviendas asequibles. Por ejemplo, incentivar las ADU asequibles es una asociación de menor escala que podría aplicarse para crear una combinación de viviendas asequibles para los ingresos objetivo.

Oportunidades o ejemplos locales

Hay muchos ejemplos de P3 en el área, que incluyen:

- [Basalt Vista](#), dirigido por Habitat for Humanity of the Roaring Fork Valley
- [Miller Ranch](#), un proyecto asequible en Edwards dirigido por el condado de Eagle
- [Smith Ranch](#), un proyecto asequible en Silverthorne

Quizás los mejores ejemplos están en el condado de Summit, donde la existencia de fondos locales dedicados a la vivienda se ha utilizado para invertir en numerosos proyectos en las comunidades del condado de Summit, creando cientos de unidades de vivienda asequibles para la venta y alquiler que abarcan una amplia gama de necesidades de ingresos.

A nivel local, Glenwood Springs podría utilizar fondos para participar en P3 ya sea en propiedades de su propiedad, como la antigua propiedad de Vogelaar Park, o a través de asociaciones creativas diseñadas para proporcionar financiamiento de déficit que haga posible crear o ampliar la asequibilidad en otros proyectos de desarrollo.

Programas de asistencia para el pago inicial y de reducción. Ayudar a las personas que realmente necesitan una vivienda, por ejemplo, a través de la asistencia para el pago inicial, es una estrategia valiosa, pero debe garantizar que las inversiones que hacemos en la asequibilidad permanezcan en la comunidad.

Asistencia para el pago inicial: La asistencia para el pago inicial a menudo se brinda a través de préstamos sin intereses o con intereses bajos destinados a ayudar a los compradores elegibles a obtener la propiedad de la vivienda. Estos programas brindan asistencia directamente a las personas que la necesitan, al tiempo que garantizan que los recursos invertidos se repongan mediante el reembolso para garantizar un beneficio continuo a largo plazo.

Oportunidades o ejemplos locales

El programa del condado de Eagle, establecido en 1998, brinda asistencia a los locales que intentan comprar una casa y ofrece múltiples opciones de reembolso:

1. Cancelación anticipada (sin intereses o cancelada en su totalidad en los primeros 2 años)
2. La venta de la propiedad
3. Refinanciamiento
4. Fin del plazo del préstamo

Para las opciones 2, 3 y 4, el interés se basa en un *modelo de apreciación compartida*, lo que significa que si el valor de la vivienda aumenta, debe intereses sobre el cambio en el valor. Y, si el valor disminuye, no debe intereses y solo paga el monto del capital prestado.

Los programas de compra ofrecen incentivos monetarios a cambio de imponer una restricción en la escritura de una propiedad.

Oportunidades o ejemplos locales

Dos programas Buy-Down cercanos brindan ejemplos útiles.

- El *Good Deeds* en el condado de Eagle contribuirá con el 5 % o el 15 % del precio de compra de un comprador elegible a cambio de registrar una Restricción de escritura de propiedad de residente ocupado o de precio tope contra la propiedad.
- El programa de compra en el Condado de Summit permite al Condado comprar unidades a precio de mercado e imponer una restricción en la escritura, requiriendo que el residente de la unidad trabaje a tiempo completo en el Condado, y cuando vende la propiedad, que la venda a precio rebajado.
- De manera similar, *Housing Helps* en el condado de Summit pagará a los propietarios, compradores y vendedores para que establezcan una restricción de escritura en las viviendas que actualmente no tienen restricciones. Los beneficiarios pueden usar los fondos para el pago inicial, reparaciones en el hogar, evaluaciones especiales o cualquier otro propósito. A cambio, los beneficiarios deben ejecutar una restricción de escritura que garantice que la propiedad se utilice para viviendas locales.
- Otros programas cercanos incluyen Avon, Vail, Gunnison, Crested Butte

Capacidad del programa. Finalmente, se necesita capacidad organizativa y de recursos humanos para liderar y administrar estos programas y proyectos. El financiamiento para la capacidad del programa apoya servicios y actividades clave para llevar a cabo este trabajo. Esto incluye al personal de la ciudad, pero también puede incluir el apoyo de entidades existentes que pueden proporcionar el apoyo o los servicios necesarios.

Principios de Diseño y Ejecución del Programa

Los principios que se exponen a continuación proporcionan una orientación de alto nivel sobre el diseño y la aplicación de un programa de vivienda que llevaría a cabo el trabajo identificado por este comité. Aunque los detalles específicos de la implementación están fuera de nuestro alcance, esperamos que estos principios puedan informar las decisiones que darían forma al programa y sus actividades.

Crear un comité técnico para guiar la implementación. Involucrar a un grupo de trabajo técnico con experiencia diversa en vivienda, desde restricciones de escritura hasta financiamiento y las necesidades de los usuarios finales, para determinar los detalles de la implementación del programa.

Crear responsabilidad y flexibilidad. Cree un sistema para monitorear y evaluar los resultados con base en objetivos claros, al mismo tiempo que proporciona flexibilidad en las estrategias, proyectos o programas que se utilizan para alcanzar esos objetivos.

Establecer parámetros para orientar el apoyo a nuestra comunidad y fuerza laboral.

Crear parámetros de elegibilidad que prioricen la inversión en nuestra fuerza laboral y comunidad. Aprovechar los programas existentes, como el programa de exención de tarifas existente de la ciudad.

Establecer parámetros para dirigir el apoyo a nuestra comunidad y a la mano de obra.

Aunque la vivienda es un reto regional, el programa debe crear parámetros de elegibilidad que den prioridad a la inversión en nuestra fuerza de trabajo y nuestra comunidad. El programa puede basarse en los programas existentes que identifican dichos parámetros, como el programa de exención de tasas de la ciudad.

Crear sistemas y capacidad para el seguimiento y la aplicación. Asegúrese de que se creen sistemas para permitir el monitoreo y la aplicación continuos para que la comunidad sepa que los recursos se están utilizando de manera adecuada para avanzar en las metas locales de vivienda.

Sección 3. Comprender el problema: Vivienda asequible y el papel de la financiación local en Glenwood Springs

Definición de asequibilidad: ¿Cuál es el estándar?

El estándar para una vivienda "asequible" se basa en una relación entre el costo de la vivienda y los niveles de ingresos, con el ingreso medio del área (o AMI, por sus siglas en inglés) como punto de referencia estándar. Esto refleja la realidad de que "asequible" varía según los niveles de ingresos potenciales de un área.

La vivienda es "asequible" si no cuesta más del 30 % de los ingresos del hogar, dejando ingresos suficientes para cubrir otras necesidades (educación, atención médica, alimentos), transporte, ahorro).

Se considera que los hogares que gastan más del 30% de sus ingresos en vivienda tienen una *carga de costos*, y aquellos que gastan más del 50% tienen *una carga de costos severa*.

En 2017, el 41 % de los hogares de Glenwood Springs tenían una carga de costos, que era el porcentaje más alto de hogares cargados de costos en las comunidades del Roaring Fork Valley. Se estimó que ese nivel de gastos excesivos costó casi \$10,000,000 en ingresos perdidos por año que los residentes de Glenwood Springs podrían ahorrar o reinvertir en la economía.

Asequibilidad en Glenwood Springs

El ingreso medio del área, o 100% AMI, para Glenwood Springs en 2021 fue de \$70,700 para una familia de dos, o \$88,300 para una familia de cuatro.

Se considera que una familia de cuatro miembros que vive al 100 % del AMI tiene una carga de costos de vivienda si paga más de \$2,208 por mes en costos de vivienda. Tienen carga severa si pagan más de \$3,679 por mes.

Utilizando los puntos de referencia anteriores, una vivienda asequible para una familia de cuatro que gana el 100% del AMI costaría \$297,609. Al mismo tiempo, el precio de venta promedio de una casa unifamiliar en Glenwood Springs en 2021 fue de \$768,949 y un condominio promedio de \$401,500.

Estos precios de venta promedio fueron, respectivamente, aumentos del 23 % y 22 % con respecto a los precios de 2020.

Los alquileres a precio de mercado típicos para un apartamento de 2 habitaciones van desde \$2,065 para alquileres de viviendas existentes anunciadas al público, hasta entre \$2,313 y \$2,700 en un nuevo edificio de apartamentos específico en la Ciudad. En este edificio grande de apartamentos nuevos, los alquileres anunciados se considerarían asequibles para los hogares que ganan entre \$93,520 y \$108,000. Esto se traduce en familias de dos personas con un ingreso relacionado al 132 % al 153 % del AMI.

Los desafíos de asequibilidad de vivienda en nuestra comunidad impactan a una gran variedad de familias. El estudio de necesidades regionales de vivienda identificaron brechas a través de casi cada nivel de ingreso, desde ingresos muy bajos hasta las familias que

tienen el 160% de AMI. En nuestra comunidad, gama incluye: policías de la Ciudad, una enfermera registrada en Valley View (~120% AMI), un senior systems administrator en Holy Cross Energy (~160% AMI), y un asistente higiénico (50-60% AMI). Estas son gente y trabajos que necesitamos para una comunidad y economía sana.

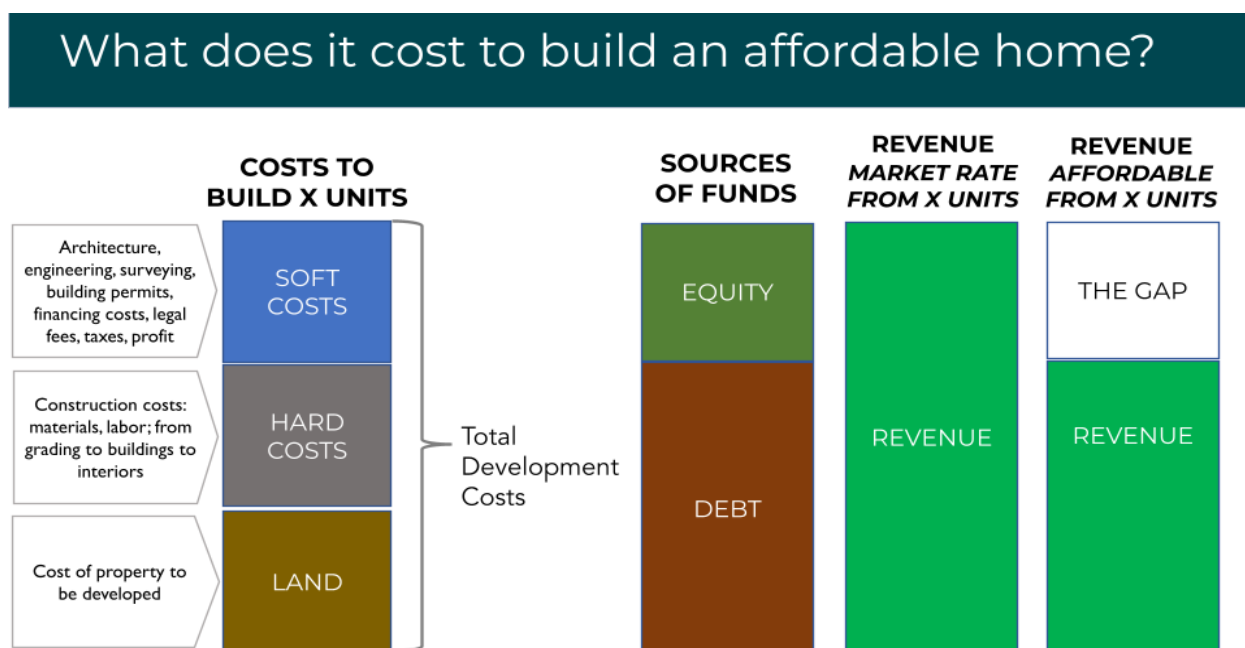
¿Cuánto cuesta construir una casa asequible?

Los costos de construir viviendas, sean asequibles o con un precio medio o alto del mercado, son similares. Y esos costos básicos, si para un hogar unifamiliar o un edificio de apartamentos de 60 unidades, se pueden dividir en tres categorías:

Los costos indirectos incluyen todo menos la construcción o el terreno en sí. La arquitectura, la ingeniería, la agrimensura, los permisos de construcción, los costos financieros, los honorarios legales y los impuestos son ejemplos de costos indirectos.

Costos directos están directamente relacionados con la construcción física de un proyecto, incluidos los materiales y la mano de obra para todas las fases de la construcción, desde la nivelación del sitio hasta la instalación final de la alfombra.

Los Costos de la Tierra son los costos directos de la propiedad a desarrollar.



Costos totales de desarrollo y asequibilidad: comprensión de la brecha

Un desafío fundamental en la construcción de viviendas asequibles es la brecha entre: (1) lo que realmente cuesta construir viviendas y (2) lo que la mayoría de la gente realmente puede pagar. Para financiar un proyecto, los desarrolladores deben poder cubrir los costos de desarrollo y también obtener ganancias suficientes para obtener los fondos (deuda y capital) necesarios para construir el proyecto. Eso se vuelve más difícil en lugares donde los costos de propiedad y de desarrollo son altos. La "brecha" resultante debe llenarse para poder financiar el desarrollo de viviendas asequibles.

Llenar la brecha y el papel de la financiación local

Las comunidades utilizan fondos locales para mejorar la asequibilidad en una variedad cada vez mayor de formas, desde la adquisición de terrenos o propiedades, hasta incentivos para restricciones de escritura, apalancamiento de dólares de subvenciones, asistencia para el pago inicial o subsidio directo. En casi todos los casos, la intención básica es abordar la brecha entre lo que es asequible y lo que el mercado puede ofrecer.

Debido a su flexibilidad, una fuente confiable de financiamiento local es una herramienta importante, y en algunas áreas, cada vez más esencial, para la producción significativa y consistente de viviendas asequibles. Se puede utilizar para atraer, complementar o reemplazar fuentes estatales y federales y se puede adaptar para satisfacer las necesidades locales. También puede crear viviendas fuera de lo que se puede lograr con otras fuentes de financiación más limitadas. La mayoría de los esfuerzos de vivienda asequible no llegarán muy lejos sin algún nivel de financiación local.

Sección 4: Información y recursos adicionales

Comprensión de los impactos en nuestras comunidades, economía y medio ambiente

Impactos en los niños y las familias

- Numerosas investigaciones muestran una clara correlación entre la asequibilidad de la vivienda y la salud de los niños. Las familias que dedican demasiados ingresos a la vivienda no tienen fondos suficientes para satisfacer otras necesidades, como alimentación saludable, seguro médico y atención médica.¹
- La mala calidad de la vivienda es el predictor más consistente y fuerte de problemas emocionales y de comportamiento en niños y jóvenes de bajos ingresos.^{2, 3}
- Los adolescentes que viven en viviendas de mala calidad tienen puntajes más bajos en matemáticas y lectura en las pruebas de rendimiento estandarizadas, incluso después de ajustar otros factores.⁴
- Las familias con viajes largos al trabajo (debido a la falta de viviendas cerca de los trabajos) gastan más ingresos en transporte, dejando menos para otras necesidades como alimentos, atención médica, cuidado de niños y ahorros.
- Los padres con viajes largos al trabajo pasan menos tiempo con sus hijos, experimentan costos de cuidado infantil más altos y les resulta más difícil participar en las actividades escolares y del salón de clases.

Impactos en las empresas y la economía

- La vivienda no asequible es el reto económico más significativo en Glenwood Springs y el Condado de Garfield.
- Una amplia gama de empresas de todos los sectores informan que los altos costos de la vivienda se han convertido en un impedimento importante para contratar y retener personal.
- Una encuesta de empresas locales completada para el Estudio Regional de Vivienda de 2019 encontró que una mayoría significativa de las empresas (casi el 80 %) indicó que la falta de viviendas asequibles era un problema importante, con un 28 % calificándolo como *el* problema más crítico en el área y 48 % identificándolo como *uno de los* problemas más críticos de la zona.

¹ Lipman, Barbara J. 2005. Algo tiene que ceder: las familias trabajadoras y el costo de la vivienda. Washington, DC: Centro de Políticas de Vivienda

² Lynch, D. (2013). Vivienda de mala calidad vinculada a problemas emocionales y de conducta de los niños, 1–4. Resumen de la Fundación MacArthur

³ Cunningham, M. & MacDonald, G. Mayo de 2012. “La vivienda como plataforma para mejorar los resultados educativos entre los niños de bajos ingresos”. Washington, DC: Instituto Urbano.

⁴ Rumberger, Russell Junio de 2015 “Movilidad estudiantil: causas, consecuencias, soluciones” Política Nacional de Educación Ctr, Boulder, CO

- El 66 % de las empresas indicó que la falta de viviendas que los empleados puedan pagar era su principal desafío para atraer y retener empleados, mientras que otro 31 % identificó los largos viajes al trabajo, debido a la falta de viviendas cerca de los trabajos, como la principal barrera.
- Los impactos impactan desproporcionadamente a la comunidad latina. Aunque más del 30% de nuestra población se identifica como hispana, solo alrededor del 8% posee, y no renta, vivienda en Glenwood.

Impactos ambientales y climáticos

- Debido a nuestros largos patrones de viaje, la falta de viviendas asequibles contribuye significativamente a las emisiones regionales de GEI. La transportación constituye una de las fuentes más significativas de GEI en nuestra región.
- Las distancias recorridas (VMT, por sus siglas en inglés) en nuestra región están aumentando debido al desbalance entre la ubicación de los sitios de trabajo y de vivienda. Esto causa más gente recorrer distancias más largas. Las distancias que la gente viaja diariamente ha aumentado bastante en los últimos años (según ACS).
- Debido a estos factores, es claro que la falta de vivienda asequible es una de las fuentes más significativas a las GEI regionales.

Comparing Sources of Funding

Source	Funding Potential	Pros / Strengths	Cons / Challenges
Attractions / Admissions Tax Current: none	\$2.5 million estimated if the city implemented a 3.7% tax to match current sales tax	More funding potential than lodging (@ 3.7%) Fairness. Currently no tax on the sale of attractions. Would bring attractions in line with other businesses that pay sales tax	This source requires clarity around what specific types of goods or services are being taxed. Clearly define what an "attraction" is or what an "admissions" tax would cover.
Lodging Tax Current: 2.5%	Currently \$1.3M generated by 2.5%. Equals \$540K per each 1% percent of tax.	Now on low end - room to add without being out of range of peer communities Doesn't directly impact cost of living Exists - no new overhead to administer	Would-be tourists can "shop around" Puts onus of housing issue on lodging industry Asks tourists to pay for our problems. May generate less than an attractions tax
Sales Tax Current: 3.7%	\$6.1M with an additional 1% sales tax	Spreads the burden to upvalley residents and others from around the region Touches visitors as well as locals Raises more money than other options Could pair with a non-regressive tax source	Regressive. Increases cost of living for all, but impact is larger for people living on the margins because it takes a higher % of income from lower-income households. Optics of going from zero funding to potentially a lot could be challenging May impede economic growth

Uses of Funds: What would a local housing fund be spent on?

USES	STRATEGIC INTENT	EST RANGE OF COST / YEAR	Value	NOTES/QUESTIONS
PROPERTY ACQUISITION - Acquisition of land, properties, buildings to create / preserve affordable housing. Includes land banking, rehabs, mobile home parks, motel conversion, etc.	Acquire properties to create or preserve affordable housing. Can include land banking, preservation of existing AH, rehabs, mobile home parks, and other opportunities.	\$3M - \$3.5M	High	Combines different opportunities: land banking, buildings, units, mobile home parks, etc. Could also include a Community Land Trust approach.
PUBLIC PRIVATE PARTNERSHIPS - Infrastructure, loans, incentives (ADUs to large projects), cash subsidy or other gap financing.	Ability to partner with private sector developers to create or preserve affordable housing by making investments that help fill the financing gap for building AH.	\$2M - \$2.5M	High	Any strategy where city partners w private entities to create / incentivize units; could apply to larger development to smaller partnerships/projects. Could be integrated or connected to a Community Land Trust model.
DOWN PAYMENT ASSISTANCE + BUY-DOWN PROGRAMS - Down Payment assistance - Buy Downs and Incentives - Education & support to use/navigate programs	Make investments to help people into homes while adding to the supply of workforce housing. Place deed restrictions on free market homes through buy-downs or incentives. Help people navigate the system.	\$500K - \$1M	Good leveraging value	Investments in this area should result in addition of affordable units to the local pool. Could include RLF or other tools to assist with Down Payment, but in exchange for RO.
PROGRAM CAPACITY - Invest in the capacity to lead and manage these programs	Create capacity needed to successfully develop and manage programs and projects.	\$250K - \$500K	Critical need	May be possible to leverage capacities of existing entities for some needs.
TOTAL		\$5.75M - \$7.5M		

Comparación de fuentes de financiamiento

Fuente	Potencial de financiación	Pros / Fortalezas	Contras / Desafíos
Impuesto de Atracciones Actual: ninguno	Se estiman \$ 2.5 millones si la ciudad implementara un impuesto del 3.7% para igualar el impuesto a las ventas actual	Más potencial de financiamiento que el de alojamiento (@ 3.7%) Equidad. Actualmente no hay impuesto sobre la venta de atracciones. Pondría las atracciones en igualdad con otras empresas que pagan impuestos sobre las ventas	Puede ser difícil de entender para los votantes
Impuesto de Hospedaje Corriente: 2.5%	Actualmente \$1.3M generados por 2.5%. Equivale a \$ 540K por cada 1% por ciento de impuestos.	Ahora en el extremo inferior: espacio para agregar sin estar fuera del alcance de las comunidades vecinas No afecta directamente el costo de vida Existe: no hay nuevos gastos generales que administrar	Los posibles turistas pueden "comparar precios" Atribuye la responsabilidad del problema de la vivienda a la industria del alojamiento Pedirles a los turistas que paguen por nuestros problemas. Puede generar menos que un impuesto a las atracciones
Impuesto sobre las ventas Corriente: 3.7%	\$6.1M con un impuesto adicional sobre las ventas del 1%	Distribuye la carga a los residentes de valle arriba y otros de toda la región Toca tanto a los visitantes como a los lugareños Recauda más dinero Podría emparejarse con una fuente impositiva no regresiva	Regresivo. Impactos en el costo de vida para las personas que viven en los márgenes La óptica de pasar de cero fondos a potencialmente mucho podría ser un desafío Puede obstaculizar el crecimiento económico

Usos de los fondos: ¿En qué se gastaría un fondo de vivienda local?

USOS	INTENCIÓN ESTRATÉGICA	EST RANGO DE COSTO / AÑO	Prioridad / Necesidad	NOTAS/PREGUNTAS
ADQUISICIÓN DE INMUEBLES - Terreno, rehabilitación, parques de casas móviles, conversión de moteles.	Adquirir propiedades para crear o preservar viviendas asequibles. Puede incluir banca de tierras, preservación de AH existentes, rehabilitación, parques de casas móviles y otras oportunidades.	\$3M - \$3.5M	Alto.	Combina diferentes oportunidades: banca de terrenos, edificios, unidades, parques de casas móviles, etc.
ASOCIACIONES PÚBLICO-PRIVADAS - Infraestructura, préstamos, incentivos (ADU para grandes proyectos), subsidios en efectivo u otro financiamiento de brechas.	Capacidad de asociarse con desarrolladores del sector privado para crear o preservar viviendas asequibles mediante la realización de inversiones que ayuden a llenar la brecha de financiamiento para la construcción de AH.	\$2M - \$2.5M	Alto	Cualquier estrategia en la que la ciudad se asocie con entidades privadas para crear / incentivar unidades; podría aplicarse a un desarrollo más amplio a asociaciones/proyectos más pequeños.
ASISTENCIA PARA INQUILINOS + COMPRADORES DE VIVIENDA - Asistencia para el pago inicial - Buy Downs e incentivos - Educación y apoyo para usar/navegar programas	Hacer inversiones para ayudar a las personas a tener un hogar mientras aumenta la oferta de viviendas para la fuerza laboral. Poner restricciones de escritura en casas de mercado libre a través de recompras o incentivos. Ayude a las personas a navegar por el sistema.	\$500 mil	Buena valor de apalancamiento	Las inversiones en esta área deberían resultar en la adición de unidades asequibles al grupo local. Podría incluir RLF u otras herramientas para ayudar con el pago inicial, pero a cambio de RO.
CAPACIDAD DEL PROGRAMA Invertir en la capacidad de liderar y gestionar estos programas	Crear la capacidad necesaria para desarrollar y gestionar con éxito programas y proyectos.	\$250K - \$500K	Necesidad crítica.	Puede ser posible aprovechar las capacidades de las entidades existentes para algunas necesidades.
TOTAL		\$5.75M - \$7M		

Work Session/Agenda Planning through April of 2023

City Council Meeting	Work Session Item	Agenda Item
May 5, 2022 (Starts at 8:30 AM)	Ad Hoc Committee for Affordable Housing Recommendation (Morning Session) Arts and Culture Board South Canyon RFP/Parks and Rec	Direction on Housing Commission/RFQ Results for Affordable Housing Project Electric Rates
May 19, 2022	Planning and Zoning Commission Long Term Cemetery Planning Downtown Design Standards and Retail Uses	
June 2, 2022 (Starts at 8:30 AM)	Airport Board (Morning) Historic Preservation Commission Financial Advisory Board Vehicular traffic optimization	
June 16, 2022	Water Use Reduction Solutions/Incentives (morning session) Parks and Rec Board and Commission	BRT/local bus optimization (MOVE STUDY) Decision
July 7, 2022 (Starts at 8:30 AM)	North Landing (Morning) Transportation Commission BRT/local bus optimization (MOVE STUDY) (45 Minutes)	
July 21, 2022	RICD Project Riverfront Park Area Downtown Development Authority River Commission	

August 4, 2022 (Starts at 8:30 AM)	Budget Only	
August 18, 2022	Budget Only	
September 1, 2022 (Starts at 8:30 AM)	Budget Only	
September 15, 2022	Budget Only	
October 6, 2022 (Starts at 8:30 AM)		Budget Hearing
October 20, 2022	Climate Plan Discussion	Budget Approval
November 3, 2022 (Starts at 8:30 AM)		
November 17, 2022		
December 1, 2022 (Starts at 8:30 AM)	Housing Commission	
December 15, 2022		
January 5, 2023 (Starts at 8:30 AM)	Planning Commission	Comp Plan Adoption
January 19, 2023		
February 2, 2023 (Starts at 8:30 AM)	Arts and Culture Board	
February 16, 2023		
March 2, 2023 (Starts at 8:30 AM)		
March 16, 2023	Financial Advisory Board	

Items to Schedule:

BRT- Adoption of Both Preferred Alternatives or a Single Alternative

Traffic Report and Recommendations * Includes recommendation to go to North - South couplet on 8th and 9th

Glenwood Springs Association of Realtors (Housing)

Work session on land fill expansion

Council Compensation

Dog Leash Enforcement

Lone Pine Property

Encampment Cleanup/Solutions

Transient Impacts to

downtown/solutions

Special Events

Art Center/Performing Arts Center

Fire Mitigation Strategies

Cardiff Schoolhouse Future

BRT/Local Bus Optimization (MOVE Study)

Sayre Park Future Phases

RFTA Construction Fill opportunities- Drive-In Theater, Outdoor Amphitheater, Sledding Hill

Dog Park



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Arts and Culture Board Joint Work Session
Action Requested:	Arts and Culture Board Joint Work Session
Department:	City Administration
Presented By:	Brian Smith
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	Annual joint work session between the City Council and the Arts and Culture Board. Topics the Board would like to cover: a. Recap: Completion of Art Plan b. Active: Topeks Call for Artists, creating plan for mural conservation c. Future: North Landing collaboration, incorporation of art into 6th Street, and vision for a potential art district in the area of 6th Street and pursuing the Colorado Creative District designation, Bethel performances, mention art plan and funding mechanism and what plans the board has for funds, grant submission for congressional HUD funds for Art Center restoration.
Issues:	None.
Fiscal Impact:	None.
Legal Review:	None.
Staff Recommendation:	N/A



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Parks and Recreation Commission - South Canyon RFQ
Action Requested:	Parks and Recreation Commission - South Canyon RFQ
Department:	Parks & Recreation
Presented By:	Brian Smith
Strategic Goals:	Protect and Preserve our Quality of Life Generate Sustainable Economic Development Ensure Public Safety
Background Info:	On January 20th, 2022, the Council reviewed the findings in the summary of the public process for South Canyon. This public outreach was conducted by Parks & Recreation with Hughes Collaboration collecting data and feedback through focus interviews with key stakeholder groups, a well attended openhouse listening session, and a public survey that received over 800 responses. Council directed staff to prepare a Request of Qualifications (RFQ) for a planner to assist with the creation of an South Canyon Area Management Plan. The Parks and Recreation Commission and staff have been working on a draft of the RFQ and will review it with Council during the work session to receive any further guidance for the scope of the plan. A rough draft of the RFQ is attached, dates are TBD placeholders. However, the P&R Commission will be making further edits during their regular meeting on May 4th and an updated version will be provided to the Council at the work session.
Issues:	NA
Fiscal Impact:	The very broad range of scope for this management plan with several unique considerations regarding historic sites, the archery range, gun range, hot springs, the landfill, camping issues, wildlife protection, wildfire issues, and trails. This unique combination of planning considerations makes forecasting proposal bids difficult in the current economic climate. The City has appropriated \$63,000 for improvement planning around the "Lone Pine" property generally located south of the 14th Street pedestrian bridge. With RFTA's current planning efforts along the Rio Grande corridor, staff recommends Council reappropriate the \$63,000 to fund the South Canyon Management Plan.
Legal Review:	NA
Staff Recommendation:	Staff and the P&R Commission defer to Council for guidance and feedback on the South Canyon RFQ scope and funding.

Request for Qualifications
Master Planner for South Canyon Area
#BD 2022-0__
for the
City of Glenwood Springs

March 22, 2022



Proposal Deadline: August 22, 2022, 2:00 p.m. Local Time

For additional information contact:

Brian Smith, Parks & Recreation Director
City of Glenwood Springs
(970-384-6315)

Request for Master Planner Qualifications

City of Glenwood Springs



Introduction

PURPOSE:

The purpose of this Request for Qualifications (RFQ) is to find a qualified, visionary planning partner to participate in the City of Glenwood Springs' efforts to plan recreation improvements of approximately 3,000 acres of land located at the Confluence of the Colorado River and South Creek Canyon Creek (as depicted in the map below). It is the purpose of this RFQ to identify a master planning partner with whom the City could enter into a collaborative public/private partnership to develop creative and innovative approaches to this property. Redevelopment of the Canyon Area is envisioned by Council to be informed through a Management Plan to improve connection by the Colorado Governor's future LOVA Trail, celebrate the area's natural surroundings and historic heritage, and create improvements to the canyon's existing recreation amenities that is compatible with the surrounding residential, landfill, and wildlife environment.

Located west of Glenwood Springs, South Canyon is an area of City-owned land with approximately 3,000 acres of designated parkland. This public land encompasses the City landfill, a shooting range, and unmanaged open space. South Canyon is the site of a set of undeveloped hot springs pools (a.k.a. the "Hippy Hot Springs") where locals venture despite potential health risks. The City also has concerns about illegal camping and potential fire hazards in the canyon.

Request for Master Planner Qualifications

City of Glenwood Springs

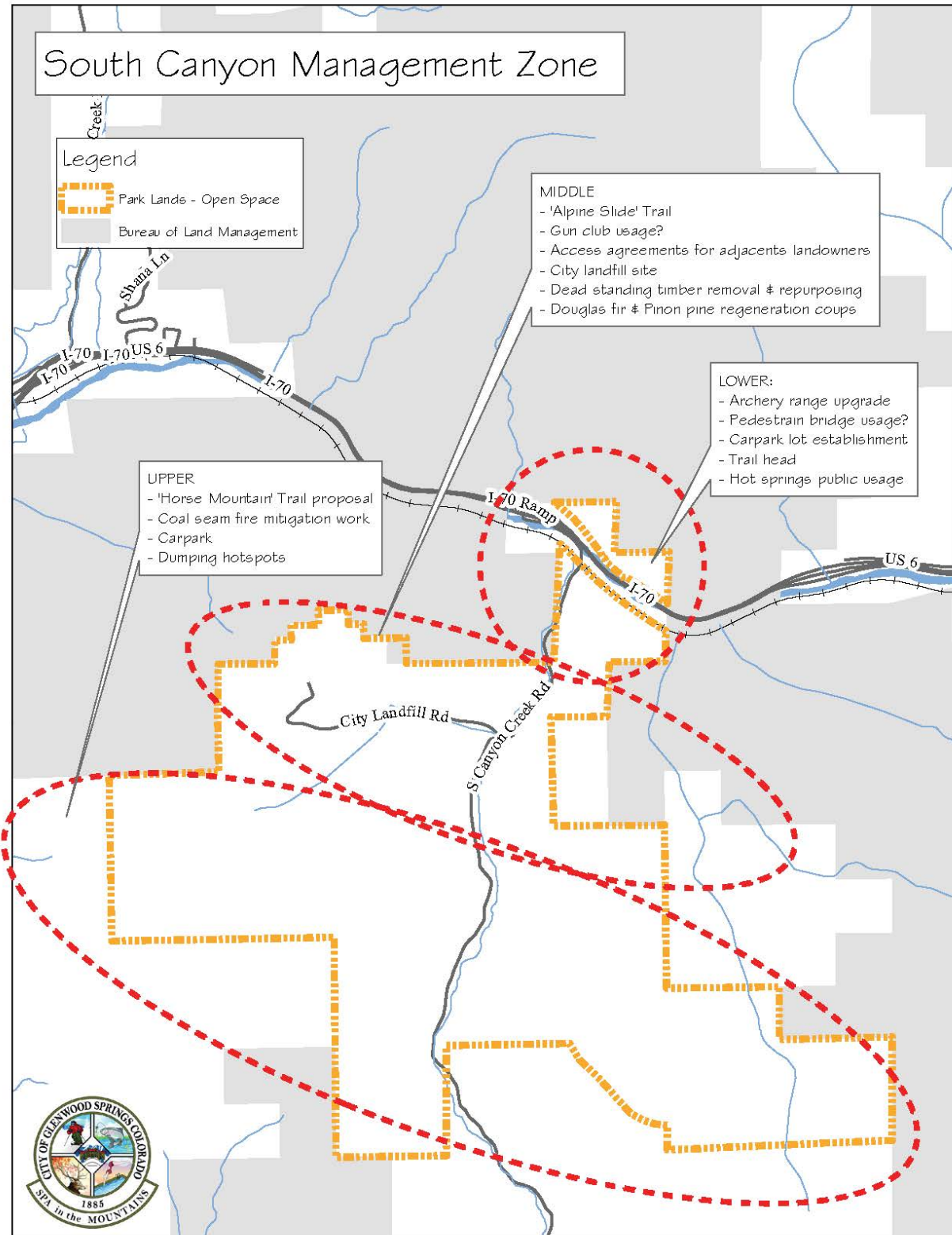
Recent interest from developers in transforming the undeveloped hot springs into a tourist destination, as well the construction of the new trails and potential for establishing campgrounds in the area, has generated concerns from a variety of stakeholders regarding impacts on nearby residents and the health of the ecosystem in the canyon, which is vulnerable to illegal dumping, human impacts, and fire risk.

Future management planning is intended to address the misuse of canyon, outlines potential approaches for enhancing public access and enjoyment of the area, and provides a framework for protection of the ecosystem and habitat that will bring awareness to this unique public amenity.

This plan will also build on past efforts to inventory the historical and biological resources in South Canyon, including an intensive archaeological survey in 2003 with the US Forest Service to assess the historic significance and condition of the historic coal mining sites and a recently completed historical assessment.

Request for Master Planner Qualifications

City of Glenwood Springs



OVERVIEW:

Request for Master Planner Qualifications

City of Glenwood Springs

Glenwood Springs, population 9,614, is the seat of Garfield County and its largest municipality. Best known as a historic destination for vacationers with diverse natural amenities, most particularly hot springs, Glenwood Springs threads together the Roaring Fork Valley and a series of smaller towns up and down the Colorado and Roaring Fork Rivers. Glenwood Springs' center is its downtown commercial district, which offers a diverse mix of entertainment and cultural venues, and retail, government, higher education, and professional offices that serve residents and visitors alike. The City of Glenwood Springs is geographically constrained with few areas to create new parks or increase recreational amenities. This makes South Canyon a prime piece of property for the City, which, with the right master planner, can create a destination development with river access that can increase the educational awareness of South Canyon's history, provide new hiking paths, designated camping, mountain biking trails, sports shooting, archery, opportunities with the undeveloped hot springs, and provide protected space for wildlife habitat.

Today, in addition to the hot springs, the City's proximity to many natural resources attracts outdoor enthusiasts including anglers, hikers, bicyclists and whitewater rafters. Tourism is one of the City's most important business segments. Overnight visitors accounted for \$1.06 million in City accommodation tax revenue in 2017 and \$42.6 million in lodging business volume. From June 2015 to July 2016, the City saw 1.3 million visitors – visiting from other parts of the United States and abroad (including the United Kingdom, Canada, Germany, Australia, Netherlands, France, and Japan).

The City is conveniently located at the intersection of Interstate 70 and Highway 82 – with close proximity to Aspen, Vail and Grand Junction – and serves as a regional center for shopping, health care and other amenities. The City's top super sectors for employment in spring 2017 were leisure and hospitality (21.4 percent), government (21.3 percent), education and health services (20.3 percent) and retail trade (15.6 percent).

Improvements to the South Canyon Area has the potential to attract diverse recreational users and lodging options, close to the City's main shopping district.

Glenwood Springs has several historic buildings and sites, some of which are in South Canyon. The Hydroelectric Plant (Community Art Center), Hot Springs Pool, and Hotel Colorado – which help define the character and materials that are used in the historic area. Both were built by Walter Devereux and his brothers in 1888. The 125-year-old hotel served as lodging for many famous historic visitors throughout history, including Presidents Theodore Roosevelt, Benjamin Harrison and William H. Taft, and actor Tom Mix.

Copies of the City's Comprehensive Plan, Parks & Recreation Master Plan, Design Standards, Master Trails Plan, South Canyon Historical Assessment, and other applicable plans, policies, and documents are available on the City of Glenwood Springs website. <http://www.cogs.us>.

Objectives

Request for Master Planner Qualifications

City of Glenwood Springs

Provide recommendations for improving and protecting the canyon's ecosystem while enhancing public access to recreation and historical resources in the area. The plan will build on recent studies and public outreach to evaluate a variety of proposed upgrades to existing trails and sites, as well as the possibility of developing new recreational opportunities in the area, including campsites and bike trails.

1. PLAN TYPE:

The City of Glenwood Springs seeks to support the development of a South Canyon Area Parks Plan to address the need for comprehensive studies and planning to protect and improve the ecosystem of this undermanaged and underutilized area while improving public access to existing and planned recreational and historical amenities.

Located west of Glenwood Springs, the South Canyon is a vast area of City-owned land with approximately 3,000 acres of designated parkland. This public land encompasses the City landfill, a shooting range, and vast area of unmanaged open space. South Canyon is the site of a set of undeveloped hot springs pools (a.k.a. the "Hippy Hot Springs") where locals venture despite insufficient filtration flow and unhealthy fecal form bacteria levels. The City also has concerns about illegal camping in the canyon. Recent interest from developers in transforming the undeveloped hot springs into a tourist destination, as well the construction of the new trails and potential for establishing camp grounds in the area, has generated concerns from a variety of stakeholders regarding impacts on nearby residents and the health of the ecosystem in the canyon, which is vulnerable to illegal dumping, human impacts, and fire risk.

The South Canyon Area Parks Plan project will bring together stakeholders from across the community, including residents, developers, outdoor adventure groups, environmental groups, and public agencies to undertake a planning process that will seek to address these challenges and find solutions acceptable to all parties. The key deliverable will be an improvement plan that addresses the misuse happening in the canyon, outlines potential approaches for enhancing public access and enjoyment of the area, and provides a framework for protection of the ecosystem and habitat that will bring awareness to this unique public amenity. This plan will build past efforts to inventory the historical and biological resources in South Canyon, including an intensive archaeological survey in 2003 with the US Forest Service to assess the historic significance and condition of the historic coal mining sites and a recently completed historical assessment.

The outcome of the project will be a plan that informs new management and recreation practices with understanding of the area's natural and cultural assets and the risks and benefits of developing new recreational opportunities. The plan will help to move forward on a clear path of action that will balance needs for preservation and protection with the advantages of enhanced public access to this unique public amenity. Potential recreation will include new mountain bike

Request for Master Planner Qualifications

City of Glenwood Springs

trails that highlight the canyon's historic, 19th Century coal mining sites; a safe designated camp ground that will reduce illegal camping and mitigate associated wildfire risks, and a clean, developed hot springs destination.

2. PLANNING PROCESS:

(1) Convene Stakeholders – The Parks & Recreation Department will convene a South Canyon Area Parks Plan project team with representation from local officials, community members, outdoor adventure groups, landowners, developers, and environmental groups.

(2) Review Previous Plans & Studies – The project team will then undertake a comprehensive review of existing conditions and gather data from surveys, assessments, and planning efforts, including the History and Summary of South Canyon Coal Mine Historic Site prepared by Mountain States Historical, the South Canyon Trails Plan prepared by Kay-Lin Enterprises for Roaring Fork Mountain Bike Association, and development proposals.

(3) Conduct Resource Inventory – The project team will inventory existing assets in the South Canyon area, identifying and categorizing the land presently used by the public but without guarantee of remaining public; areas experts have identified as having historic or biological value worthy of preservation (animal and vegetative habitat, the streambelt corridor, traprock ridges, historic mining sites); areas unsuitable for development due to slope, wetland status, fire risk, flooding, or shallow soils; areas that might be preserved by regulation; cultural resources such as scenic vistas and community gathering places (Hippy Hot Springs); and areas used for outdoor recreation (gun range, bike trails).

(4) Assess Community Needs & Preferences – The project team will review stakeholder input to date, including the memorandum raising concerns of Garfield County and Glenwood Springs residents and minutes from public meetings. The project team will secure additional public input through scheduled workshops, public meetings, surveys, and stakeholder interviews, as well as digital engagement through social media and websites. Initial public outreach will ensure public understanding of and involvement in the planning process.

(5) Confirm Objectives – The project team will establish a set of objectives for the plan, such as creating a blueprint for preservation, maintenance, and development of parkland that balances preservation/environmental protection with enhanced public access/recreational opportunities.

(6) Seek Expertise – The project team will solicit assistance from public agencies with knowledge about land planning, resource protection, and historic preservation, such as the CO Department of Natural Resources, Colorado Parks & Wildlife, and History CO. The project team will procure a

Request for Master Planner Qualifications

City of Glenwood Springs

consultant to provide professional help with specific areas of identified need within the planning process.

(7) Plan Development – The South Canyon Area Parks Plan will identify assets that need to be maintained, provide recommendations regarding proposed development, and outline action steps for how the plan will be accomplished.

Deliverable: The South Canyon Area Parks Plan will describe and rank-order priorities for addressing protection, maintenance, and/or proposed upgrades to: natural areas; ecology and watershed health; the bike trail system; the gun range; the archery range; historical sites; the hot springs; the landfill; camping areas; mine reclamation and coal seam fires, and emergency action plans and evacuation routes. The plan will include a matrix that describes the proposed programs/projects, location, cost estimates, funding strategies and potential sources of funding, the timeline for implementation, and best practices for partnering, using volunteers to promote stewardship, adopting “green” environmental practices, outreaching to vulnerable populations, and instituting performance measurement programs.

3. NEEDS/CHALLENGES:

The City’s current lack of proactive management of the South Canyon area has (ironically) resulted in a great deal of preventable work for the Parks Department, as “pirate trails” creep into private property and sensitive wildlife habitat; roadside dumping along Route 134 is degrading the health of the stream causing a polluted tributary into the Colorado River; illegal shooting from the Glenwood Springs Gun Club threatens the safety of visitors and leaves a lot of debris; vandals have damaged unmarked historical sites in the Canyon; and the primitive hot springs have been plagued by trash, broken glass, and human waste that has generated bacterial levels so high that a Bio Hazard sign had to be posted to warn the public of the unsafe conditions.

There is general consensus among stakeholders across the community that action must be taken to manage these hazards; however, some stakeholders differ with regard to their conceptions for future use of the parkland in terms of what types of recreational amenities or private development might be beneficial or potentially hazardous to the area. This planning process will be designed to find solutions that best serve a variety of stakeholders who may have diverging interests they seek to protect. Making informed decisions regarding the future of the Canyon will require expert input on biological, historical, and recreational assets beyond the capacity of the Parks Department. Expert input will enable the Parks Department to move forward confidently with new plans.

The partners and stakeholders that will be engaged in the planning process, include concerned Garfield County and Glenwood Springs residents (represented by the South Canyon Group

Request for Master Planner Qualifications

City of Glenwood Springs

Coalition), adventure groups (such as the Roaring Fork Mountain Bike Association), the City (which bears the cost of management), developers (including Steve Beckley, who owns Glenwood Caverns Adventure Park and Iron Mountain Hot Springs), and public agencies (including DNR and CPW). Representation from these stakeholder groups will participate in the project team, provide data and assessments available to them, encourage participation in public input sessions, and provide expertise and knowledge for relevant aspects of the planning process. The plan will outline specific roles for each stakeholder.

The project will address the following challenging questions about South Canyon that have been set forth by the stakeholders listed above:

- How can we improve the safety and health of the primitive hotsprings for continued public use?
- How can we prevent pollution and illegal dumping? How much would prevention efforts cost?
- How do we maximize public benefit from the South Canyon parkland? What types of recreational amenities is there demand for?
- How might trail development impact the canyon's historic and biologic resources?
- How might new private development of recreational opportunities such as an archery range or commercial hot springs impact the canyon's historic and biologic resources?
- How do we minimize impacts of recreational development in the canyon?
- How should areas of the canyon that have historic and biological be protected?
- How can the water quality of the creek be improve in the long-term?
- What wildlife exists in the canyon that may depend on canyon habitat to survive? How do we protect wildlife habitat in the parkland?
- How will new uses impact needs for parking?
- Who will maintain new trails and amenities in the canyon? How will maintenance be funded?
- How will residents of the area be affected by planned development? Will there be traffic impacts?

4. IMPLEMENTATION:

The final plan will serve as a blueprint for implementation, clearly outlining the roles, responsibilities, and actions necessary to achieve the defined objectives, as well as a strategy to secure funding for implementation by leveraging state and County-level grant resources will local funds. The Glenwood Springs Parks & Recreation Department will advance the plan for adoption by the City Council, initiating a final, well-advertised public hearing for feedback and comment. Cost estimates and policy considerations developed within the plan will inform budgeting for maintenance and capital expenditures, as well as policy changes and approvals that may be necessary to implement the vision for South Canyon. Following adoption of the plan, the project

Request for Master Planner Qualifications

City of Glenwood Springs

team will host a series of informational meetings about plan implementation that will ensure continued public support and momentum. The team will also generate briefing materials to distribute to potential funders to build support.

The partnerships established for the planning project with Garfield County, the Roaring Fork Mountain Bike Association, landowners, developers, and public agencies, will be sustained to ensure timely implementation. The project team will establish a standing task force of members critical to the implementation of the plan to carry forward the work outlined within it. These partners may also provide matching funds on future grant applications for implementation.

The plan will instate well-thought-out management practices for this vast area of public land that was previously neglected, which will have significant impacts for ending the misuse that threatens the canyon and for enhancing protections for the historical and biological resources therein. Not only will this generate health, safety, and economic benefits for local residents, but it will also generate benefits for wildlife and water quality that extend far beyond the City boundary.

The project will protect wildlife through addressing pollution and guiding smart development; promote public safety through cleaning up toxic waste and mitigating fire risk; connect people to the outdoors by enhancing recreational opportunities on bike trail and at the hot springs; and inspire exploration of unique public lands that previously lacked sufficient infrastructure for access.

Current Conditions and Regulatory Framework

The City of Glenwood Springs, CO, seeks to develop an area plan for the approximately 3,000 acres of designated parkland in the South Canyon area, west of downtown Glenwood Springs. The plan will provide recommendations for improving and protecting the canyon's ecosystem while enhancing public access to recreation and historical resources in the area. The plan will build upon recent studies and public outreach to address a variety of proposed upgrades to existing trails and sites, as well as the development of new recreational opportunities in the area, including camp sites and bike trails.

Historic South Canyon:

- South Canyon was a turnkey mining operation that produced nearly one million tons of high-grade coal from 1902 until 1951. As can be imagined, the operation was a sprawling industrial complex extending along almost one-quarter of South Canyon's length.

Request for Master Planner Qualifications

City of Glenwood Springs

-
- Past efforts to inventory the historical and biological resources in South Canyon, include an intensive archaeological survey in 2003 with the US Forest Service to assess the historic significance and condition of the historic coal mining sites and a 2018 historical assessment.

Archery Range:

- 1.5-acre site open for free to the public year-round from dawn to dusk. No crossbows.
- The range features five different targets, placed at 10-50 yards.
- Archery range improvements completed in 2020 with grant funding from Colorado Parks & Wildlife include a new shelter, additional targets and improvements to the existing targets.

Gun Range:

- Public access and membership to the gun range is currently administered by the Glenwood Springs Gun Club, a volunteer non-profit organization, who leases this area from the City.
- Hunting is not allowed on Glenwood Springs park land in South Canyon including areas leased by the Gun Club.
- The City communicates with the gun club during fire season and enacts restrictions or safety closures when needed.
- The gun range is used by regional law enforcement agencies for training exercises.

South Canyon Hot Springs Pools:

- Primitive hot springs plagued by public safety issues, illegal activities, trash, broken glass, human waste, and high bacterial levels.
- Has received media attention and remains active as an unofficial tourist destination.
- Access to and around the pools is via unmanaged pirate trails
- Unmanaged condition of the pools has resulted in a great deal of preventable work for the City Parks Department to mitigate unsafe conditions.

Camping in South Canyon:

- Camping is not permitted in the South Canyon area.
- The City is concerned about the impact of illegal camping including fire risk and litter.
- One method for reducing risk from illegal camping would be to formalize and manage a dedicated area for tent and/or RV camping.

South Canyon Trails:

Request for Master Planner Qualifications

City of Glenwood Springs

-
- The South Canyon Trail System has 8.3 miles/13.3 km of single track ranging in difficulty (3 trails).
 - Hiking is only allowed on non-downhill specific trails. Trails are marked and listed with direction of permitted travel. Downhill riders should yield to climbing traffic.
 - The City, in conjunction with the Roaring Fork Mountain Bike Association (RFMBA), worked on the South Canyon Trails Plan, which aims to improve and/or construct 29,850 linear feet of trails for biking, hiking and running use.

Landfill:

- The South Canyon Landfill is owned and operated by the City of Glenwood Springs and has served the waste management needs of our community for over 60 years.
- The landfill operates as an enterprise fund, meaning it is wholly supported by user fees.
- The site provides a variety of services to the public including trash disposal, liquid waste disposal, commercial composting, aggregate recycling, metal recycling, and car battery recycling.
- The South Canyon Landfill operates a commercial composting facility and sells STA certified compost.

Wildlife:

- South Canyon contains natural areas that provide important habitat for a number of plants and wildlife
- The Colorado Natural Heritage Program completed a bio-diversity study in 2020 with current information on the distribution of plants, animals, and plant communities at the South Canyon property. This data informs conservation management and species conservation.

Wildfire:

- South Canyon has two active underground coal mine fires (aka: coal seam fires).
- Colorado Division of Reclamation Mining and Safety monitors the activity of the coal seam fires and works to mitigate risk.

Submittal Requirements

- Submit electronic or hard copy to this Request for Qualifications to the City of Glenwood Springs, Procurement Department, on or before 2:00 p.m. (local time), June __, 2022 (note: this is not a postmarked date). Submittals shall be limited to 35 total pages (one-sided). **Responses may also be submitted electronically to bidresponse@cogs.us no later than the required time and date. Include**

Request for Master Planner Qualifications

City of Glenwood Springs

#BD2022-0__ in the subject line of the email. The official time of receipt will be determined by the time stamp on the email received. Proposers are encouraged to submit early to avoid any confusion on timing.

- Cover letter detailing interest in the project; relevant qualifications of the team's composition and contact information; information about the team's development capacity and experience, including information about working collaboratively with a City on a development project and any relevant experience working on a transit-oriented development; and information about the team's desire to secure and develop the property. Please identify the team's key personnel including names and resumes or curriculum vitae.
- References. Please provide a minimum of three references and relevant examples of master development projects in the past 10 years. Examples should include information about the use mix within those projects, project cost, financing sources used and investment in public amenities. For submittals including more than a single development firm, please also include a minimum of three references for each firm.
- High Level Conceptual Site Plan. Provide a conceptual site plan showing the location of buildings and internal circulation. This site plan should include initial concepts. The City is not requesting that prospective developers fully design the project as part of the submittal.
- Any additional information that will demonstrate the team's qualifications and ability to successfully complete a project of this scope.

PRE-PROPOSAL MEETING IS RECOMMENDED: A pre-proposal meeting will be held on July 8, 2022 at 1:00 p.m. in City Council Chambers, 101 W. 8th Street, Glenwood Springs, Colorado to discuss the requirements of this Request for Qualifications. A representative of the vendor is **strongly** encouraged to attend this meeting in order to become familiar with the Scope of Work. Following this pre-proposal meeting you will be allowed to inspect the site to assist in the formulation of your response.

SELECTION PROCESS: The project advisory group will review and evaluate submittals based upon the firm's demonstrated ability to meet the purpose and requirements of this Request for Qualifications. Specific evaluation criteria include but are not limited to:

1. Overall quality of the submission;
2. Project development and financing;
3. Experience and availability of the firm(s) and key personnel assigned to the project and performance on similar master planning projects;
4. Quality, clarity, creativity, and understanding of the detailed scope of work outlined by consultant that clearly and specifically illustrates the tasks that will be completed and accomplished to reach and develop the final work product;
5. Results of reference checks and past performance for other clients.

The criteria are not listed in any particular order of importance. From the responses received, the City will rank the responses, and may decide to schedule oral interviews with the top two or three ranked firms. After completing the interviews, the City will select a firm, then negotiate and finalize the specific work plan with the selected firm.

Request for Master Planner Qualifications

City of Glenwood Springs

This Request for Qualification may be canceled by the City of Glenwood Springs, and any submittal may be rejected in whole or in part for good cause when it is in the best interests of the City of Glenwood Springs.

TIMEFRAME:

RFQ Advertisement Issued	June 22, 2022
Pre-Proposal Meeting	July 8, 2022 at 1:00 p.m.
Questions Due	August 1, 2022 (5:00 PM)
Submittals Due	August 22, 2022 (2:00 PM)
Project Advisory Group Review	September 7, 2022 (estimated)
Contract Negotiations/Award	September 21, 2022 (estimated)

The City will require the selected bidder to sign a separate, formal agreement that incorporates the provisions of this RFQ and other material terms governing the parties' agreement. The City will initiate negotiations with the selected bidder to attempt to arrive at a mutually acceptable agreement. If the City is unable to reach a mutually acceptable agreement with the first selected bidder, the City will terminate negotiations with such bidder and commence negotiations with the next selected bidder until a contract is agreed upon, subject to the City's right to reject all submittals.

SUBMITTAL INFORMATION: Mail or deliver responses in a sealed package to:

**City of Glenwood Springs
Procurement Department, First Floor
101 W. 8th Street
Glenwood Springs, CO 81601**

with the following information clearly delineated on the outside of the package:

- **Name of the Firm**
- **BD# 2022-0__**
- **Master Planner for South Canyon Area**
- **Due date: August 22 , 2022 (2:00 P.M.)**

Bids may also be submitted electronically to bidresponse@cogs.us no later than the required time and date. Include the Bid title and #BD2022-013 in the subject line of the email. If email responses are not sent to the email address listed above, they will be considered as non-responsive and will not be accepted.

Submittals received after the time and date specified, whether delivered or mailed, will not be considered and will be returned to the submitting party unopened. It is the sole responsibility of each respondent to ensure that their submittals arrive at the office of the Procurement Department prior to the time and date specified.

QUESTIONS: Questions which arise during the RFQ preparation period regarding issues around this RFQ, purchasing and/or award should be directed by email bidresponse@cogs.us. The vendor submitting the question shall be responsible for ensuring that the question is received by the Procurement Department no later than August 1, 2022.

Request for Master Planner Qualifications

City of Glenwood Springs

INSURANCE REQUIREMENTS: The Contractor shall purchase and maintain at its own expense, insurance which is at least as broad, and with limits at least as great as outlined below:

General Liability

Policy form:	Occurrence:
Policy Aggregate	\$ 2,000,000
Products/completed operations aggregate	\$ 2,000,000
Each occurrence limit	\$ 1,000,000
Personal & advertising injury limit	\$ 1,000,000
Products/completed operations	
Defense in excess of limits	
Per location / per job aggregate limit	
Blanket contractual	
Independent contractors	
Primary & non-contributory	
Show Waiver of Subrogation in favor of the City All locations / operations (if not, show city job/location specifically)	
Name the City as "Additional Insured"	

Automobile Liability:

Combined single limit:	\$ 1,000,000
Any auto (or Hired & Non-owned, if you own no vehicles)	
Show Waiver of Subrogation in favor of the City	
Primary & non-contributory	
Auto pollution liability (IF you carry any hazardous cargo)	
(If the Vendor is providing repairs to City vehicles on the Vendor's property, the Vendor shall possess Garage Liability Insurance, covering premises, auto and completed operations)	
Name the City as "Additional Insured"	

Workers' Compensation:

Workers Compensation benefits: per Colorado Statute	
Employers liability – limit per accident	\$ 100,000
Employers liability – limit per disease	\$ 100,000
Employers liability – disease aggregate	\$ 500,000
All owners/officers who will be on City property or job site must be covered	
Show Waiver of Subrogation in favor of the City	
Coverage must apply to workers in Colorado	

Professional Liability Insurance with an endorsement for work under this Contract, and coverage of no less than ONE MILLION (\$1,000,000) per claim, and ONE MILLION (\$1,000,000) aggregate.

INDEMNIFICATION: The successful Vendor shall indemnify and hold the City harmless from any and all claims, liabilities, losses and causes of action which may arise out of the fulfillment of the Vendor's contractual obligations as outlined in this Solicitation. The Vendor or its insurer(s) shall pay all claims

Request for Master Planner Qualifications

City of Glenwood Springs

and losses of any nature whatever in connection therewith, and shall defend all suits, in the name of the City when applicable, and shall pay all costs and judgments which may issue thereon.

RESPONDENT DUE DILIGENCE: Each respondent shall judge for themselves as to all conditions and circumstances having relationships to the RFQ, and become informed about the unique challenges of working in the City of Glenwood Springs. Failure on the part of any respondent to make such examination and become informed shall not constitute ground for declaration of not understanding the conditions with respect to making its RFQ.

SUBMITTAL OWNERSHIP:

A. All materials submitted with regard to this solicitation become the property of the City and will only be returned at the City's option. The City shall have the right to use all ideas or adaptations of the ideas contained in Qualifications received, subject to the confidential or proprietary limitations contained herein. Disqualification of any document does not restrict or eliminate this right.

B. Following the award of a contract, responses to this solicitation may be subject to release as public information unless the response requests otherwise and specific parts of the response can be shown to be exempt from public information. Respondents are advised to consult with their legal counsel regarding disclosure issues and take the appropriate precautions to safeguard trade secrets or any other proprietary information. The City of Glenwood Springs assumes no obligation or responsibility for asserting legal arguments on behalf of potential Respondents.

C. This is not a public bid opening, therefore, the City of Glenwood Springs will not release any information except for a list of vendors who submitted qualifications. The City of Glenwood Springs will confirm receipt of your RFQ if requested.

CONFIDENTIAL OR PROPRIETARY INFORMATION: All submittals in response to this Request for Qualifications become public record and therefore become subject to public inspection. Any confidential information contained in your submittals must be clearly identified as such or it will not be treated as confidential or proprietary by the City and then only to the extent allowable by law in the Open Records Act. Unrestricted disclosure of proprietary or confidential information by the respondent places it in the public domain. Proprietary or confidential information is defined by the City to be any information that is not generally known to competitors and which may provide a competitive advantage. Submittals in their entirety cannot be specified confidential or proprietary.

AMENDMENTS: In the event that it becomes necessary to revise any part of this RFQ, or if additional information is necessary to enable the respondent to make an adequate interpretation of this RFQ, a supplement to the RFQ will be provided to each potential Respondent who has obtained the RFQ. Amendments to this RFQ may be issued at any time prior to the time set for receipt of proposals. Respondents are required to acknowledge receipt of any amendments by submitting a signed copy of each amendment issued. Signed copies must be submitted as part of the signed RFQ submittal.

MODIFICATION OR WITHDRAWAL OF OFFERS:

Request for Master Planner Qualifications

City of Glenwood Springs

A. Modifications to Offers. Offers may only be modified in the form of a written notice on company letterhead and must be received prior to the time and date set for the Offers to be opened. Each modification submitted to the City's Procurement Department must have the company's name and return address and the applicable Solicitation number and title clearly marked on the face of the envelope. If more than one modification is submitted, the modification bearing the latest date of receipt by the City's Procurement Department will be considered the valid modification.

B. Withdrawal of Offers. Offers may be withdrawn prior to the deadline for submission of the Request for Qualifications such requests must be made in writing on company letterhead.

RFQ PREPARATION COST: Expenses incurred by prospective respondents in preparation, submission, and presentation of this RFQ are the responsibility of the respondents and cannot be charged to the City.

PROJECT MANAGER: Brian Smith will be the Project Manager.



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item: April 21, 2022 City Council Minutes

Action Requested: April 21, 2022 City Council Meeting Minutes

Department: City Clerk

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
APRIL 21, 2022
6:15 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

REGULAR SESSION

Item 5. :06 Roll Call

Present: Mayor Godes, Mayor Pro-Tem Willman, Councilor Kaup, Councilor Dehm, Councilor Wussow, Councilor Stepp, and Councilor Hershey. Also present were Debra Figueroa, City Manager; Steve Boyd, Chief Operating Officer, Jenn Ooton, Asst. City Manager, Ryan Muse, City Clerk and Karl Hanlon, City Attorney.

Item 6. :06 Pledge of Allegiance

Mayor Godes led the Pledge of Allegiance.

Item 7. :07 Agenda Changes or Conflicts

No comments were made.

Item 8. :07 Citizens Appearing Before Council

Citizen comments were made.

Comments were made by Mayor Pro-Tem Willman.

Item 9. :10 Council Comments

Comments were made Mayor Pro-Tem Willman, City Manager Debra Figueroa, Mayor Godes, Councilor Kaup, Councilor Stepp, City Attorney Karl Hanlon, Councilor Wussow, Councilor Hershey, and Councilor Dehm.

Item 10. :26 Consent Agenda

:14 Councilor Kaup moved, seconded by Mayor Pro-Tem Willman, to approve the Consent Agenda.

Ayes: Willman, Kaup, Godes, Dehm, Stepp, Wussow

Nays: Hershey

Motion passed 6-1

Item 11. :26 Proclamation for Wildfire Awareness Month

Mayor Godes presented.

Comments were made by Fire Chief Gary Tillotson

Item 12. :29 Transportation Commission Appointment

Comments were made by Councilor Wussow.

:20 Councilor Wussow moved, seconded by Mayor Godes, to appoint Ray Alexander to a regular seat on the Transportation Commission with a term expiring March 2024.

Motion passed unanimously.

Item 13. :30 Aspen Hope Center

Executive Director of the Aspen Hope Center Michelle Meuthing, presented.

Comments were made by Councilor Hershey, Executive Director of the Aspen Hope Center Michelle Meuthing, Councilor Wussow, Councilor Stepp, and Mayor Godes.

Item 14. :44 Colorado Public Interest Research Group presentation on the Go Electric Vehicle program

Advocate with the Colorado Public Interest Research Group (CoPIRG) Alexandria Simon, presented.

Comments were made by Councilor Hershey, Advocate with the Colorado Public Interest Research Group (CoPIRG) Alexandria Simon, Councilor Kaup, Mayor Pro-Tem Willman, City Manager Debra Figueroa, Mayor Godes, and Councilor Wussow.

Item 15. :57 Ordinance 2022-15; Impact Fees

Assistant City Manager Jenn Ooten, presented.

1:02 Mayor Godes opened public comment.

No comments were made.

1:02 Mayor Godes closed public comment.

1:02 Mayor Pro-Tem Willman moved, seconded by Councilor Hershey, to approve Ordinance 2022-15 and adopt the findings in the staff report.

Motion passed unanimously.

Item 16. 1:03 Report from Administration

City Manager

Comments were made by City Manager Debra Figueroa, Councilor Kaup, City attorney Karl Hanlon, and Councilor Hershey.

1:05 Mayor Godes moved, seconded by Councilor Wussow, to work with regional partners, CDOT, the state and federal government, and all the congressional delegations, to advance any and all discussions for alternative transportation routes in the event of extreme weather conditions.

Comments were made by Councilor Hershey, Mayor Godes, and Councilor Wussow.

Motion passed unanimously.

Comments were made by Councilor Hershey and Councilor Wussow.

City Attorney

No comments were made.

Correspondence Incoming/Outgoing

No comments were made.

Item 17. 1:09 Adjournment

1:09 Councilor Dehm moved, seconded by Councilor Hershey, to adjourn.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item: Ordinance 2022-15; Impact Fees - Second Reading

Action Requested: Approval of Ordinance 2022-15

Department: Economic and Community Development

Presented By: Jenn Ooton

Strategic Goals: Provide Efficient and Responsive City Government
Ensure Public Safety

Background Info: In researching a question about fire impact fees for a member of the Rural Fire Protection Board, staff realized that the formula for the fire fees was inadvertently left out of the land use code redraft. Staff believes that this is a scrivener's error, however, staff felt that this should come back through the process for a code amendment after so much time had lapsed. Fire fees are one of several system improvement fees that are charged to new and renovated developments to cover the cost of connecting to or receiving services from City Utilities and emergency services.

Changes to Title 070 of the Municipal Code require a public hearing at the Planning and Zoning Commission and Council, so that is why this technical code amendment is coming back through the process. The Comprehensive Plan states that providing efficient public utilities and services is essential to quality of life, livability and to cost-effective growth. According to Ordinance 21-2016, "City Council authorized a study of the industry standard rational nexus of classifications for the payment of fire and emergency services impact fees and reviewed the recommendations in the Fire\EMS System Impact Fee Report dated March 3, 2016 and the information provided on the July 7, 2016 City Council agenda, and determined a policy change was necessary." This item restores the formula that was adopted through that ordinance back into the code.

The Ordinance and Resolutions from 2016 are included as attachments to this report, in addition to the new Ordinance authorizing the amendment. For actions involving amendments to the Land Use, Code, the Planning and Zoning Commission is a recommending body to City Council. All Municipal Code amendments are completed by ordinance, which requires two hearings before City Council. A Code amendment is a legislative decision by the City Council.

Prior to recommending approval or approving a proposed Code amendment, the Planning Commission and City Council shall consider whether and to what extent the proposed amendment:

- i. Is consistent with the Comprehensive Plan and other City policies;
- ii. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
- iii. Is necessary to address a demonstrated community need;
- iv. Is necessary to respond to substantial changes in conditions and/or policy; and
- v. Is consistent with the general purpose and intent of this Code.

In researching this item, staff found that there was a discrepancy in the manner that the fees for Assessor Dwelling Units (ADU) have been being charged. The signed copy of the ordinance from 2016 sets the fee for an ADU at .65 of the fee that would be equivalent to a single-family residential unit (EQR). However, the spreadsheet that calculates the fees that has been in use since 2016, calculates .25 EQR for an ADU. Staff was unable to determine what happened at the time.

The Planning Commission at its March meeting discussed whether their recommendation should be with the formula as it appears that it was originally adopted or the way that the fees have been

assessed since 2016, at the lower rate. The Commission also discussed the need to revisit all of the fees because of additional needs for the Fire Department and inflation.

The Planning Commission voted 6-0 to recommend approval of the Fire Impact Fee with a recommendation that the fire impact fee for Assessor Dwelling Units remain at 0.25 EQRs.

This is a technical fix to the land use code, which staff believes is consistent with the Comprehensive Plan and other policies. While fire impact fees are not specifically mentioned within the Comprehensive Plan, maintaining fire service is important to the goal to "Preserve the small town character while maintaining the livability of Glenwood Springs and increasing the vibrancy and commercial success of the Downtown."

As is mentioned elsewhere in this report, this item is intended to ensure that the code reflects the formula that was adopted in 2016. This is similar to other locations within the Municipal Code, which establish a measurement for equivalent to a single-family residential unit for different types of uses.

Issues:	Planning Commission identified the need to update system improvement fees regularly to account for additional needs within the system and address changes within the economy.
Fiscal Impact:	This restores a formula within the Municipal Code to reflect current practice. There would be no fiscal impact.
Legal Review:	Staff worked with Karp Neu Hanlon on the drafting of the ordinance.
Staff Recommendation:	Staff Recommends approval of Ordinance 2022-15 with the following suggested findings that the code amendment: i. Is consistent with the Comprehensive Plan and other City policies; ii. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code; iii. Is necessary to address a demonstrated community need; iv. Is necessary to respond to substantial changes in conditions and/or policy; and v. Is consistent with the general purpose and intent of this code.

ORDINANCE NO. 15

Series of 2022

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING SECTION 070.040.030 OF THE GLENWOOD SPRINGS MUNICIPAL CODE REGARDING CLASSIFICATIONS FOR THE PAYMENT OF FIRE AND EMERGENCY SERVICES IMPACT FEES.

WHEREAS, Subsection 070.040.030(g)(5) of the Glenwood Springs Municipal Code establishes the calculation of emergency services impact fees; and

WHEREAS, City Council authorized a study of the industry standard rational nexus of classifications for the payment of fire and emergency services impact fees and reviewed the recommendations in the Fire\EMS System Impact Fee Report dated March 3, 2016 and the information provided on the July 7, 2016 City Council agenda, and determined a policy change was necessary; and

WHEREAS, the City Council previously amended Section 070.030.150 of the code via Ordinance No. 16, Series 2016, and that revision to implement a classification schedule and EQR definition was inadvertently left out of the land use code redraft in 2018; and

WHEREAS, at its regular March 22, 2022, meeting, the Planning Commission recommended adoption of the proposed fee and text amendment contained herein; and

WHEREAS, the Glenwood Springs Home Rule Charter requires that an ordinance be enacted to effectuate this amendment; and

WHEREAS, the Glenwood Springs City Council finds that it is necessary and proper to amend the Municipal Code as set forth herein.

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

Section 1. The recitals above are hereby adopted as findings.

Section 2. Section 070.040.030 of the City Code is hereby amended in part as provided for on the attached **Exhibit A**.

Section 3. Any ordinances or resolutions or parts thereof, which are in conflict with this ordinance, are hereby repealed to the extent of such conflict only.

INTRODUCED, READ ON FIRST READING, PASSED, AND ORDERED
PUBLISHED BY TITLE ONLY THIS _____ DAY OF _____ 2022.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Ryan Muse, City Clerk

INTRODUCED, READ ON SECOND READING, PASSED, AND ORDERED
PUBLISHED BY TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE
OF SECOND PUBLICATION THIS _____ DAY OF _____ 2022.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A

New language double underlined.

070.040.030 – Site Development and Improvement Standards.

(g) Dedications and Impact Fees.

- (5) Fire and emergency services impact fee. 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.

e. Calculation of emergency services impact fee and credit for improvements.

1. The emergency services impact fee shall be calculated as follows, and the amount of the fee shall be set by City Council resolution. One (1) EQR is the equivalent of one single family residential unit.

i. RESIDENTIAL CLASSIFICATIONS

<u>Single-Family Residential Units:</u>	
<u>Single family homes, three (3) bedrooms</u>	<u>1.00 EQR</u>
<u>Each additional bedroom</u>	<u>0.15 EQR</u>
<u>Secondary Residential Units:</u>	
<u>Accessory dwelling unit: guesthouse, accessory dwelling unit, separate apartment attached to single-family residential unit, and other separate residential units associated. Up to two (2) bedrooms, one (1) bathroom, one (1) kitchen</u>	<u>0.25 EQR</u>
<u>Multi-Family Residential Units: duplexes, apartments, townhouses and similar facilities in the same complex, and small cabins in courts, not associated with motels</u>	
<u>Studio apartment or buffet or condo with one (1) kitchen no greater than 1,500 sq ft</u>	<u>0.65 EQR</u>
<u>Up to two (2) bedrooms with 1.5 bath and one (1) kitchen no greater than 1,500 sq ft</u>	<u>0.75 EQR</u>
<u>Three (3) bedrooms with up to two (2) baths and one(1) kitchen, no greater than 2,000 sq ft</u>	<u>1.00 EQR</u>

ii. COMMERCIAL CLASSIFICATIONS

<u>General Office:</u>	
<u>Medical, retail, warehouse, industrial buildings, theaters, grocery stores, churches, athletic clubs and any other commercial classification (per 1,000 sq ft)</u>	<u>0.30 EQR</u>

<u>Special Review</u>	
<u>Any commercial or industrial use that may have special FIRE/EMS needs or that may have hazardous materials may undergo a special review.</u>	

RESOLUTION 2016-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, SETTING THE FIRE AND EMERGENCY SERVICE IMPACT FEE FOR THE PERIOD BEGINNING SEPTEMBER 1, 2016 AND ENDING JANUARY 31, 2018, AND PROVIDING FOR THE ANNUAL ADJUSTMENT OF EMERGENCY SERVICE, WATER, AND WASTEWATER FEES.

WHEREAS, Subsection 070.030.150(e)(6) of the Glenwood Springs Municipal Code establishes the calculation of fire and emergency services impact fees; and

WHEREAS, City Council authorized a study of the industry standard rational nexus of classifications for the payment of fire and emergency services impact fees and determined a policy change was necessary; and

WHEREAS, the City Council desires to set the fire and emergency service impact fees to better reflect actual costs to the City in providing these services to new developments in the City; and

WHEREAS, the City Council further desires to establish annual adjustments of service and system impact fees based on the prior years' average inflation.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, RESOLVES THAT:

1. The foregoing recitals are hereby incorporated as if set forth in full.
2. The emergency services impact fee established in Section 070.030.150(6) shall be \$1,290.00 for one (1) equivalent residential unit ("EQR") during the period beginning September 1, 2016 and ending January 31, 2018.
3. Unless otherwise adjusted by the resolution of the Glenwood Springs City Council, the emergency services impact fee set herein shall, beginning in 2018, be adjusted annually based on the prior years' average inflation as established by the United States Bureau of Labor Statistics Consumer Price Index for Denver-Boulder-Greeley, to be effective February 1 of each year.
4. Unless otherwise adjusted by the resolution of the Glenwood Springs City Council, the water and wastewater system improvement fees set in Resolution 2016-13 shall, beginning in 2018, be adjusted annually based on the prior years' average inflation as established

by the United States Bureau of Labor Statistics Consumer Price Index for Denver-Boulder-Greeley, to be effective February 1 of each year.

INTRODUCED, READ, AND PASSED THIS 4TH DAY OF AUGUST, 2016.

CITY OF GLENWOOD SPRINGS, COLORADO

Michael Gamba, Mayor

ATTEST:

Catherine Mythen Fletcher, City Clerk

ORDINANCE NO. 21

Series of 2016

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING SECTION 070.030.150 OF THE GLENWOOD SPRINGS MUNICIPAL CODE REGARDING CLASSIFICATIONS FOR THE PAYMENT OF FIRE AND EMERGENCY SERVICES IMPACT FEES.

WHEREAS, Subsection 070.030.150(e)(6) of the Glenwood Springs Municipal Code establishes the calculation of emergency services impact fees; and

WHEREAS, City Council authorized a study of the industry standard rational nexus of classifications for the payment of fire and emergency services impact fees and reviewed the recommendations in the Fire\EMS System Impact Fee Report dated March 3, 2016 and the information provided on the July 7, 2016 City Council agenda, and determined a policy change was necessary; and

WHEREAS, the City Council desires to amend Section 070.030.150 by implementing a classification schedule and EQR definition; and

WHEREAS, the Glenwood Springs Home Rule Charter requires that an ordinance be enacted to effectuate this amendment.

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

Section 1. The recitals above are hereby adopted as findings.

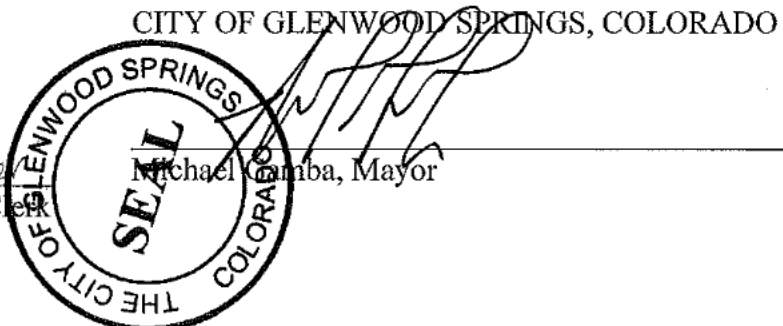
Section 2. Section 070.030.150 of the City Code is hereby amended in part as provided for on the attached **Exhibit A**.

Section 3. Any ordinances or resolutions or parts thereof, which are in conflict with this ordinance, are hereby repealed to the extent of such conflict only.

INTRODUCED, READ ON FIRST READING, PASSED, AND ORDERED
PUBLISHED BY TITLE ONLY THIS 21st DAY OF July, 2016.

ATTEST:

Catherine Mythen Fletcher
Catherine Mythen Fletcher, City Clerk



INTRODUCED, READ ON SECOND READING, PASSED, AND ORDERED
PUBLISHED BY TITLE ONLY TO BE EFFECTIVE TEN DAYS FOLLOWING THE DATE
OF SECOND PUBLICATION THIS 4th DAY OF August, 2016.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Catherine Mythen Fletcher
Catherine Mythen Fletcher, City Clerk



Michael Gamba
Michael Gamba, Mayor

EXHIBIT A

New language in bold.

~~Strike-through language is deleted~~

070.030.150 - Dedications.

...

- (e) *Fire and emergency services impact fee.* 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.

...

(6) *Calculation of emergency services impact fee and credit for improvements.*

a. The emergency services impact fee shall be calculated as follows: **based on the EQR classifications provided in this Section 070.030.150 and adjusted annually on February 1, based on the prior years' average inflation as established by the United States Bureau of Labor Statistics Consumer Price Index for Denver-Boulder-Greeley, unless otherwise altered by resolution of the City Council.**

1. RESIDENTIAL CLASSIFICATIONS

A. Single-Family Residential Units:

Single family homes, three (3) bedrooms	1.00 EQR
Each additional bedroom	0.15 EQR

B. Secondary Residential Units:

Accessory dwelling unit: guesthouse, accessory dwelling unit, 0.65 EQR
separate apartment attached to single-family residential unit,
and other separate residential units associated. Up to two (2)
bedrooms, one(1) bathroom, one (1) kitchen

C. Multi-Family Residential Units: duplexes, apartments, townhouses, and similar facilities in the same complex, and small cabins in courts not associated with motels.

- | | |
|---|----------|
| a. Studio apartment or buffet or condo with one (1) kitchen,
no greater than 1,500 sq ft | 0.65 EQR |
| b. Up to two (2) bedrooms with 1.5 bath and one (1) kitchen,
no greater than 1,500 sq ft | 0.75 EQR |
| c. Three (3) bedrooms with up to two (2) baths and one(1)
kitchen, no greater than 2,000 sq ft | 1.00 EQR |

2. COMMERCIAL CLASSIFICATIONS

A. General Office, medial, retail, warehouse, industrial buildings, theaters, grocery stores, churches, athletic clubs and any other commercial classification (per 1,000 sq ft) **0.30 EQR**

B. Special Review

Any commercial or industrial use that may have special FIRE/EMS needs or that may have hazardous materials may undergo a special review.

Residential:	\$1,720.43 per residential unit
Commereial:	\$1,720.43 per 1,900 square feet of commercial space



Planning and Zoning Commission Report

Date: March 9, 2022
To: Planning and Zoning Commission
From: Jenn Ooton, Assistant City Manager
Subject: Planning Item 02-22

REQUEST	Consideration of code changes to Title 070
APPLICANT	City of Glenwood Springs
OWNER	
ZONE	
LOCATION:	
SURROUNDING LAND USES	
LOT SIZE	

ACTION ITEMS

Action 1:

Consideration of code text amendments to Municipal Code Section 070.040.030(g)(5)e.1

Staff recommends approval with suggested findings on page 2

Background & Project Description

In researching a question about fire impact fees for a member of the Rural Fire Protection Board, staff realized that the formula for the fire fees was inadvertently left out of the land use code redraft. Staff believes that this is a scrivener's error, however, staff felt that this should come back through the process for a code amendment after so much time had lapsed. It also will be the language that was adopted in 2016 for the formulas.

Fire fees are one of several system improvement fees that are charged to new and renovated developments to cover the cost of connecting to or receiving services from City Utilities and emergency services.

Changes to Title 070 of the Municipal Code require a public hearing at the Planning and Zoning Commission and Council, so that is why this technical code amendment is coming back through the process. The Comprehensive Plan states that providing efficient public utilities and services is essential to quality of life, livability and to cost-effective growth.

According to Ordinance 21-2016, "City Council authorized a study of the industry standard rational nexus of classifications for the payment of fire and emergency services impact fees and reviewed the recommendations in the Fire\EMS System Impact Fee Report dated March 3, 2016 and the information provided on the July 7, 2016 City Council agenda, and determined a policy change was necessary." This item restores the formula that was adopted through that ordinance back into the code. The Ordinance

and Resolutions from 2016 are included as attachments to this report, in addition to the new Ordinance authorizing the amendment.

For actions involving amendments to the Land Use, Code, the Planning and Zoning Commission is a recommending body to City Council. All Municipal Code amendments are completed by ordinance, which requires two hearings before City Council.

A Code amendment is a legislative decision by the City Council. Prior to recommending approval or approving a proposed Code amendment, the Planning Commission and City Council shall consider whether and to what extent the proposed amendment:

- i. Is consistent with the Comprehensive Plan and other City policies;
- ii. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
- iii. necessary to address a demonstrated community need;
- iv. Is necessary to respond to substantial changes in conditions and/or policy; and
- v. Is consistent with the general purpose and intent of this Code.

This is a technical fix to the land use code, which staff believes is consistent with the Comprehensive Plan and other policies. While fire impact fees are not specifically mentioned within the Comprehensive Plan, maintaining fire service is important to the goal to "Preserve the small town character while maintaining the livability of Glenwood Springs and increasing the vibrancy and commercial success of the Downtown."

As is mentioned elsewhere in this report, this item is intended to ensure that the code reflects the formula that was adopted in 2016. This is similar to other locations within the Municipal Code, which establish a measurement for equivalent to a single-family residential unit for different types of uses.

Staff Recommendation and Suggested Findings

Staff recommends approval of the proposed text amendments with the following suggested findings:

- i. Is consistent with the Comprehensive Plan and other City policies;
- ii. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
- iii. necessary to address a demonstrated community need;
- iv. Is necessary to respond to substantial changes in conditions and/or policy; and
- v. Is consistent with the general purpose and intent of this code.



AGENDA
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
MARCH 22, 2022
Council Chambers, First Floor
101 W. 8TH STREET
6:00 PM

1 Roll Call

Present: Commissioners Wissing, Connerton, Shaver, Waller, White, and Cipperly.

Staff Present: Asst. City Manager Jenn Ooton, Asst. Director Hannah Klausman, Senior Long Range Planner Trent Hyatt, Asst City Attorney Richard Petersen Kremer. Parks Superintendent Dan Roper.

2 Receipt of the Minutes

- A. February 22, 2022 Planning and Zoning Commission Meeting Draft Minutes
Commissioner xxx motioned to approve the minutes. Commissioner xxx seconded. Unanimously approved.

3 Comments from citizens appearing for items not on the agenda

No public comments.

4 Continued Items

- A. Planning File 02-02, Part 2 Fire Impact Fee

Asst. City Manager Jenn Ooton presented the code amendments fixing the Fire impact fees in the municipal code.

Commissioner White asked if this had possibly been reduced as part of the Accessory Dwelling Unit code changes. Staff confirmed that it was not and the .25 number predated those changes.

Commissioner Connerton asked about the reasoning why the numbers possibly got written in error. Commissioner Waller asked about the process timeline and confirming that Planning and Zoning Commission was a recommending body and that City Council had final authority.

Commissioner Cipperly asked after the cost difference represented in the slide. Staff made a correction as the number had been cut off. The fire fee change to 0.65 EQRs would be \$893 and not the \$825 misrepresented in the slide.

Commissioner Waller asked how often the fee structure is looked at and adjusted. Staff explained that fees have an annual fee increase that water and wastewater has been receiving. Fire fees have also just been updated with the increase after a delay in the implementation.

Commissioner White motions to approve the Fire Impact Fee with a recommendation that the fire impact fee remain at 0.25 EQRs. Commissioner Cipperly seconded the motion.

Discussion:

Commissioner Waller asked if Planning and Zoning Commission should make a recommendation on what the number should be or perhaps the frequency with reviewing the fees.

Staff explained that either way would be fine and that staff would relay the recommendation or at minimum the

discussion to City Council.

Commissioner Waller explained that she is more comfortable with the 0.65 number.

Motion passes unanimously with a vote of 6-0.

5 New Items

A. Planning File 53-20 City of Glenwood Springs Parks and Recreation Department World Headquarters Location and Extent Review

Long Range Senior Planner Trent Hyatt presented the Parks Department application materials and criteria for a Location and Extent application.

Commissioner Questions to Staff:

Commissioner Waller asked about the second condition regarding the language “to the best of the applicants financial ability” and if there were some aspects that staff would recommend for suggested changes over others. Staff explained that the Parks Department is open to suggestions and working with staff for enhanced design elements within reason such as:

- Color of the building
- Adding windows to improve the aesthetic

Noted that the applicant is improving on all of the aspects of the current conditions.

Staff reminded that Planning and Zoning could recommend changes while keeping in mind the associated costs towards a building that was utilized out of emergency need after the MOC building was no longer habitable.

Commissioner White asked that if the process was not a location and extent review and a normal planning application, would it need variances?

Staff explained that yes, since the application is a Location and Extent it would not follow the normal variance procedure for areas of code that are not met.

Commissioner Cipperly asked about the color of the building listed as light grey and if that meets the code standard. Staff explained that it was still perceived to be too light of a color.

Parks Superintendent Dan Roper explained that they would like the entire building to match in color and is open to suggestions on color. He further explained that Parks is happy to prioritize where funding is spent for design aspects, but it may mean phased implementation of some aspects such as paving parking. The department is working with Public Works to make sure there is stormwater compliance for improvements in nearby street infrastructure and that is a priority.

Chair Shaver commended the landscape showcase of drought resilience that is proposed. Further asked about the lack of sidewalk. Asked Mr. Roper about a possible flagstone path through the landscape area to connect a future sidewalk connection.

Commissioner Cipperly asked about not providing a sidewalk and if the current landscaping count would be reduced below code requirements when a sidewalk went in.

Mr. Roper explained that the landscaping counted in the application is only that on the lot itself and not the front to-be sidewalk area.

Chair Shaver opened the application for Public Comment.
No public comment.

Mr. Roper responded that it would definitely, be a possibility and something that Parks would support.

Commissioner Cipperly motioned to approve Planning item 53-20 Parks and Recreation Department Location and Extent Review. Commissioner Wissing seconded the motion.

Motion passes unanimously with a vote of 6-0.

B. Planning File 07-22 Code Amendments to 070.040 Development Standards in regard to Landscaping

Asst. Director of Community Development Hannah Klausman presented the proposed code amendments to Title 070 as they relate to drought resiliency and water efficient landscaping. Ms. Klausman gave a comparison with 3 other municipalities as well as a model code from Northwest Colorado Council of Governments report. The code amendments include:

Soil Amendment and Mulch Requirement.

Hydro zoning for plants and corresponding irrigation zones.

Turf Grass limitations and a prohibition of high water use turf grass unless exempted via a waiver for high-use recreation areas that meet the definition of "Functional Turf."

Irrigation system requirements including the requirement for soil moisture sensing device, drip or sub-surface system used in all non-turf grass areas, and any area less than six feet in width that is also surrounded by impervious surfaces.

6 Commissioner Comments

All commissioners praise staff on their excellent presentations.

7 Director Comments

Director Jenn Oton mentions the comprehensive plan various meetings.

Assistant Director of Economic Development Hannah Klausman explains that the packets for the P&Z meetings are typically emailed. If they do not get a staff email with the packet for the meeting, Ms. Klausman asks commissioners to please check online, where the packet is available to everyone.

8 Adjournment

Meetings adjourns at 9:38 pm



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Resolution 2022-20 Declaring Glenwood Springs a GoEV City and Pledging to Electrify the Transportation Sector
Action Requested:	Approve Resolution 2022-20 declaring Glenwood Springs a GoEV City and pledging to electrify the transportation sector
Department:	City Administration
Presented By:	Debra Figueroa
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	City Council heard a presentation at the April 21st City Council meeting on becoming a GoEV City and requested this resolution be placed on the agenda for consideration.
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	Staff recommends that City Council approves Resolution 2022-20 declaring Glenwood Springs a GoEV City and pledging to electrify the transportation sector.

RESOLUTION 2022-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, DECLARING GLENWOOD SPRINGS A GoEV CITY AND PLEDGING TO ELECTRIFY THE TRANSPORTATION SECTOR.

WHEREAS, the petroleum-fueled transportation sector is now one of the largest sources of greenhouse gas emissions in the nation and is a contributing factor to air pollution and climate change, threatening the health of our community and the sustainability of our planet; and;

WHEREAS, the transportation sector needs support to move toward adoption of clean energy technology, including electric vehicles (EVs), that reduces our dependence on foreign fuels and supports a healthy environment and economy. The term “electric vehicles” includes Battery Electric Vehicles, Plug-in Hybrid Electric Vehicles, Hydrogen Fuel Cell Vehicles; and

WHEREAS, electrification of cars, trucks, buses and supporting the availability of electric bicycles where travelers would otherwise use a gas-powered vehicle is needed to achieve deep reductions in carbon pollution, and the benefits grow over time as utilities transition to higher levels of renewable energy; and

WHEREAS, Glenwood Springs is dedicated to leading the use of clean energy, through its goals that promote energy conservation and alternative transportation options, having achieved 100% renewable energy for electricity in 2019, and including targets to achieve 20% fossil fuel-free transportation sector by 2030, 100% fossil fuel-free transportation sector by 2050 and reduce greenhouse gas emissions in alignment with the Paris Accord and electrifying the transportation sector is a necessary component for the City to meet these goals; and

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

The Glenwood Springs City Council pledges to develop policies and strategies to meet the following transportation electrification objectives:

Section 1. Improve transportation and social equity and extend the benefits of transportation electrification to low-income households and communities disproportionately affected by the harmful effects of air pollution.

Section 2. Create a municipal fleet electrification plan by 2023 to include a phased approach to meet 100% of the City’s fleet for electrification by 2030 and adopt an “EV First” philosophy for new vehicles with electrifying other vehicles as expeditiously as practicable. The City will develop a decision-making matrix to include the total cost of vehicle ownership, including fuel and maintenance costs, and the social cost of carbon in its vehicle procurement calculations. A citywide electrification master plan including regulations and incentives shall be created by 2024.

Section 3. Transition to medium and heavy duty zero emission vehicles and off-road equipment as these vehicles become available in Colorado if they can fully support the needs of

the departments operations and departmental budgets can accommodate both vehicle acquisition and the associated charging infrastructure.

Section 4. Support the electric vehicle charging station infrastructure needed to accommodate the transition to electric vehicles considering the availability and sustainability of resources, council priorities and budget constraints.

Section 5. Work with the Roaring Fork School District to develop a roadmap to zero-emissions electrification of all new transit and school buses by 2025.

Section 6. Advocate for having the Roaring Fork Transportation Authority transition all bus routes within the city to zero-emission by 2030.

Section 7. Work with other municipal partners and with shared fleets such as taxis, rideshare, and carshare companies to transition these shared fleet vehicles to full electric fleets by 2030.

Section 8. Work with the community on programs, policies, incentives and regulatory approaches to transition 20% of all vehicles within the city to zero emissions by 2030, and 100% of all vehicles by 2050.

Section 9. Develop partnerships with micro-mobility companies to promote the use of fossil fuel-free alternative transportation options such as electric bikes and bicycles.

INTRODUCED, READ, AND PASSED THIS 5TH DAY OF MAY 2022.

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Ryan Muse, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	RFP 2022-06 Lift Station 11,000 Award
Action Requested:	Approval of RFP 2022-06 Lift Station 11,000 Award to SGM.
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs Wastewater Department has been in discussion with the proposed developments at Glenwood Meadows pertaining to the lift station that services the development. The original lift station has reached its maximum capacity and any new development to be added to the area will require this upgrade. The City put out an RFP to design a new custom lift station adjacent to the existing lift station. At the mandatory pre-bid meeting, SGM was the only design team to attend, which was acceptable to the staff due to their experience in this area. Staff budgeted \$75,000 in the 2022 budget for the design and permitting, SGM's proposal was higher by \$11,226 that the wastewater budget can absorb. The station will be built in 2023 once BLD and Lofts Phase IV come online. We expect the build-out to be around \$950,000 and to receive half that amount from the developers.
Issues:	None at this time.
Fiscal Impact:	The project was budgeted for 2022.
Legal Review:	Legal will be involved in the consultant agreement if approved.
Staff Recommendation:	Staff is Recommending Approval of RFP 2022-06 Lift Station 11,000 Award to SGM per the attached Proposal.



Proposal

Sewage Lift Station 11,000
Glenwood Meadows
2202 - 06P

April 15, 2022



April 15, 2022

Ryan Muse
City Clerk
City of Glenwood Springs
101 W. 8th Street
Glenwood Springs, CO 81601

RE: Professional Services for Sewage Lift Station 11,000-Glenwood Meadows (2022-06P)

Dear Mr. Muse:

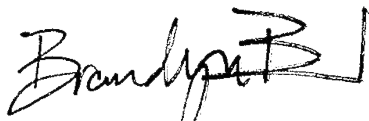
SGM is pleased to offer professional services for a new Glenwood Meadows sewage lift station. We understand that this is an important capital improvement project for future development within Glenwood Meadows and the surrounding area. This project must be successful by all measures. For this reason, the SGM team will be led by senior engineers and we will assign all the resources necessary to make this project successful. We are staking our reputation on it.

SGM has tremendous resources located right here in Glenwood Springs. This is our home. We do not have to coordinate with other offices or rely on personnel outside of our control. We offer complete civil, process, survey, structural, and electrical engineering services in-house, and have been serving western Colorado since 1986. Our longevity in Glenwood Springs has afforded us a wealth of local knowledge about the people, the culture, the infrastructure, and City operations. This knowledge alone is valuable but when combined with SGM's quality and commitment, SGM clearly stands out from the competition.

The attached proposal outlines our strategy to successfully manage and deliver this project for the City. We are confident that SGM will meet and exceed your expectations and our proposal offers just a small glimpse of SGM's capabilities. If you have any questions after reviewing our proposal, please feel free to contact me at (970) 945-1004 or brandynb@sgm-inc.com.

We stipulate that the enclosed price proposal will be valid for at least 90 days from the date of bid opening. *We acknowledge and accept all Addendums.*

Sincerely,
SGM



Brandyn Bair, PE - Project Manager
Principal, Wastewater Team Leader

Table of Contents

Qualifications	1
Firm Background	1
Project Team	2
Subconsultant.....	5
Technical Expertise	6
Project Approach and Schedule	9
Project Background	9
Scope of Work.....	9
Challenges/Problems/Creative Solutions.....	10
Tentative Project Schedule.....	11
Professional Services Fees.....	13
Acord Certificate of Insurance	15



Qualifications

SGM prides itself in providing innovative, practical solutions to make our clients successful. We accomplish this by assigning senior engineers as team leaders and keeping all team members intricately involved for the duration of the project, from concept through construction. This ensures continuity and allows SGM to get results quickly, capitalize on the creativity and experience of all individuals on the team, and greatly improves the overall project quality– all of which translates into increased value, and ultimately lower total project cost, for our clients. SGM also fosters an open communication structure that allows our designers and clients to interact “at-will,” which streamlines information sharing and gives the client multiple points of contact should it become necessary.

Our commitment is to continually earn the trust of the City of Glenwood Springs. We will do this by working with honesty, integrity and providing exceptional service, and demonstrating our value to the City of Glenwood Springs.

Firm Background

SGM, a multidisciplinary engineering, surveying, and consulting firm, was founded in 1986. For over 35 years, SGM employees have lived and raised families in the Western Slope communities they have helped build. SGM’s services are delivered with unparalleled authenticity, pride, and attention to quality and detail. As a result of SGM’s **commitment to quality service and long-term client relationships**, SGM has grown to over 125 employees – the largest full-service engineering, consulting, and surveying firm in Western Colorado. In addition to our headquarters in Glenwood Springs, SGM has offices in Gunnison, Durango, Grand Junction, Salida, Aspen, and Meeker to provide local and timely service to our clients.

As we’ve grown, we have become more diversified – SGM has expertise in the following areas:

- ⊗ *Municipal Wastewater Treatment and Conveyance*
- ⊗ *Municipal Water Supply, Treatment, Conveyance, and Storage*
- ⊗ *Civil Engineering*
- ⊗ *Land Surveying including Drone Data Acquisition and Imagery*
- ⊗ *Construction Inspection and Administration*
- ⊗ *Water Resources Engineering and Planning including Hydrology and Hydraulics*
- ⊗ *Environmental Consulting*
- ⊗ *Floodplain Management*
- ⊗ *Municipal Stormwater and Drainage*
- ⊗ *Municipal Public Works including Streets, Trails, Parks, Highways, and Bridges*
- ⊗ *Structural and Architectural Engineering*
- ⊗ *Transportation and Traffic (PTOE on staff)*
- ⊗ *Mechanical, Electrical, and Plumbing Engineering and Commissioning*
- ⊗ *GIS Mapping*



Project Team

SGM is very proud of the fact that we have been responsible for design and construction oversight of over \$150M in treatment projects with change orders averaging less than 2%. The proposed design team presented below is directly responsible for these successes. This team specializes in wastewater and municipal civil infrastructure and, more importantly, knows how to work cohesively. The organizational chart below shows the reporting structure we will have for this project. *Biosketches are below, with full resumes available upon request.*



Project Manager



Brandyn Bair, PE, CWP

Professional Experience: 19 years / 19 years with SGM

Professional License: CO PE 42640

Telephone: 970.384.9024 / **Location:** [Glenwood Springs](#)

Education
BS Civil
Engineering
Colorado School
of Mines, 2003

Certifications
Colorado Class
D Wastewater
Operator

Brandyn will serve as the **Project Manager**. Brandyn has 19 years of experience in the design and construction of water and wastewater treatment facilities, water/wastewater pump stations, water storage tanks, water and sewer line, road reconstruction, and drainage projects. Brandyn's experience includes design engineering support, permitting, and funding for the Snowmass Water & Sanitation District, City of Glenwood Springs, Town of Silt, Spring Valley, City of Salida, and Town of New Castle wastewater treatment facility upgrades. Brandyn also serves as the Town Engineer and/or District Engineer for the Roaring Fork Water and Sanitation District, Spring Valley Sanitation District, and Durango West Metro District No. 2.

Principal-in-Charge & QA/QC Manager



Chad Paulson, PE, CWP

Professional Experience: 30 years / 22 years with SGM

Professional License: CO PE 33326

Telephone: 970.384.9036 / **Location:** [Glenwood Springs](#)

Chad will serve as the **Principal-in-Charge** and **QA/QC Manager**, ensuring overall quality control and client satisfaction for the project. He will provide senior oversight, review, and quality assurance for all project work. Chad is the leader of SGM's Public Services Sector, which encompasses the Wastewater team. He has extensive experience in all phases of water and wastewater treatment design, project management, and construction engineering, including multiple WWTP designs, system master plans, and funding efforts. Chad also completed the design, construction, and startup for the Snowmass WWTF, Rifle Regional WWRF, Salida WWTF Expansion, and the Town of New Castle WWTF, as well as the final design and construction of the Glenwood Springs Regional WWTF.

Education
BS Civil
Engineering,
Colorado State
University, 1992

Registrations
CO Class D
Wastewater
Operator

Lead Process Design Engineer



Scott Forrester, PE

Professional Experience: 9 years / 3 years with SGM

Professional License: CO PE 50652

Telephone: 970.384.9040 / **Location:** [Glenwood Springs](#)

Scott will serve as the **Lead Process Design Engineer**. He brings nine years of experience providing engineering design and management services for cities and municipalities in Colorado and New Jersey. Working predominantly on water and wastewater projects, he is well versed in municipal engineering including, but not limited to: formulation of design drawings and specifications, code and standards reviews, bidding and awarding of contracts, client and contractor management, construction observation and management, and budget administration. Scott is an expert in ArcGIS, having used the program for multiple hydraulic models, pipeline alignments, as well as tracking and mapping public utility inventories and infrastructure.

Education
MS Biological
Systems
Engineering,
Virginia Tech,
2012

Process Design Engineer



Erin Loughlin, PE

Professional Experience: 8 years / 6 years with SGM

Professional License: CO PE: 55163

Telephone: 970.384.9066 / **Location:** [Glenwood Springs](#)

Erin will serve as a **Process Design Engineer**. She brings eight years of experience in detailed design of water/wastewater pumping and treatment facilities, including permitting, developing construction cost estimates, and construction administration and observation. Her project experience includes design and construction administration/observation services of activated sludge wastewater treatment facilities on the Western Slope to meet nitrogen and phosphorus limits, sewerage lift station analysis and design, and biosolids management analysis. Additional project

Education
BS Environmental
Engineering;
Cornell
University, 2014

experience includes water/sewer line system improvements and storage tank vent and overflow analysis. Erin joined SGM in 2016, and she has worked on wastewater facility improvements for larger municipal clients on the Western Slope as well as with smaller HOAs on public water system improvements.

Structural Engineer



John Partch, PE

Professional Experience: 31 years / 10 years with SGM

Professional License: CO PE 033878

Telephone: 970.384.9035 / **Location:** [Glenwood Springs](#)

John will serve as the **Lead Structural Engineer**. He has extensive experience in the structural design and construction of commercial buildings, industrial structures, treatment facilities and basins, bridges, and retaining walls. His hands-on construction experience gives him a unique understanding of design for constructability. John has experience throughout the West and is familiar with the analysis of wind and seismic requirements. He is skilled in the design of wood, steel, concrete, and masonry structures.

Education
BS Civil
Engineering
University of
Colorado,
Boulder 1992

Structural Design Engineer



Mindy Nastal, PE

Professional Experience: 19 years / 19 years with SGM

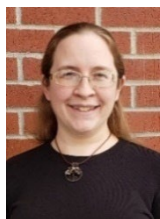
Professional License: CO PE 0042204

Telephone: 970.384.9053 / **Location:** [Glenwood Springs](#)

Mindy will serve the role of **Structural Design Engineer**. Mindy has worked for SGM since 2003 and has experience in structures using wood, steel, and concrete providing details as required for permit and construction. Her project experience ranges from high-end custom residences to municipal structures. In addition to new building design, Mindy also has experience in project bid and construction phases, and structural observations for repairs and renovations.

Education
BS Architectural
Engineering,
University of
Colorado, 2001

Electrical Team Lead & Lighting Engineer



Amber Haymes, PE, LC

Professional Experience: 11 years / 3 years with SGM

Professional License: CO PE: 0051258

Telephone: 970.384.9086 / **Location:** [Grand Junction](#)

Amber will serve as the **Electrical Team Lead & Lighting Designer**. Amber is a Professional Electrical Engineer and a Certified Lighting Designer. She has 11 years of design experience including educational, municipal, educational, health care, and parks and trails. Amber holds a degree in lighting engineering from one of the leading academic programs in the nation. She is adept at understanding project-specific lighting requirements and applying cutting-edge calculation tools and fixture technology to develop solutions that are goal-focused and within budget. She is a member of the International Dark-Sky Association and has helped numerous facilities achieve excellent nighttime visibility while avoiding negative impacts on neighbors and the environment.

Education
BS Architectural
Engineering
(lighting
emphasis), CU
Boulder, 2004

Electrical Engineer

**Paul Belcher, PE****Experience:** 9 years / <1 year with SGM**Professional License:** WV PE: 24566**Contact:** 970.384.9044 / **Location:** Glenwood Springs

Education
BS Electrical
Engineering,
Florida State
University, 2012

Paul will serve as the **Electrical Design Engineer**. He is a Professional Electrical Engineer in West Virginia and is applying for a Colorado license. He has nine years of electrical engineering experience, including municipal buildings, industrial projects, power studies, and PLC control systems. Paul holds a programmer's certificate from Rockwell Automation and spent many years working with industrial control equipment. He brings experience with government practices and design standards, industrial power, control system design and troubleshooting, power studies, arc flash assessments, and building design. Paul is experienced in both plan/spec and design/build arrangements and well-versed in multiple design tools for drafting and photometric analysis. Paul joined SGM in 2022.

Survey

**Shawn Binion, PLS****Professional Experience:** 22 years / 5 years with SGM**Professional License:** CO PLS 38200**Contact:** 970.384.9033 / **Location:** Glenwood Springs

Education
BS Recreation and
Parks
Administration,
Business
Administration
Minor, Illinois State
University, 1994

Shawn is a licensed, professional land **surveyor** with over 20 years of experience. Shawn's projects include all forms of land surveying: geodetic, cadastral, 3D imaging, ALTA/NSPS land title surveys, construction and GPS surveying, detailed mapping, detailed 3D surfaces, DTM's, and 3D Modeling, coordinate systems, transformations, and projections. Shawn also is proficient in 3D scanning experience: detailed as-built surveys, 3D surface modeling and analysis, structural monitoring, 3D modeling, roadway and airport as-built applications, and tunnel surveys to include two Illegal U.S. border tunnels in conjunction with the United States Army Corps of Engineers (USACE), and the United States Customs and Border Protection (USCBP).

Subconsultant

Geotech

Kumar & Associates, Inc. (K+A) will provide professional and technical services in the areas of geotechnical engineering, engineering geology, and materials testing for this project. The firm was established in 1989 and has a current staff of more than 150 professional engineers and geologists, environmental scientists, engineering technicians, and support personnel. K+A has offices in Denver (HQ), Summit County, Fort Collins, Parker, and Glenwood Springs, Colorado.



Technical Expertise

Over the last 35 years, SGM has worked on the wastewater facilities of almost every municipal client we have. Though our resume is replete with representative projects, we have selected a handful of projects, located on the Relevant Wastewater Project Experience Table on the following page, to highlight to the City as demonstration of our relevant, recent experience. We welcome you to contact any of the references listed to hear for yourself the level of professionalism we bring to each and every wastewater project.

SGM's Relevant Wastewater Experience

Regional Wastewater Treatment Facility GLENWOOD SPRINGS, CO	Tree Farm Lift Stations, Phases 1 and 2 BASALT, CO	Dakota Ranch Lift Station BASALT, CO	Kobe Pump Station and Pipeline DEBEQUE, CO	Regional Wastewater Reclamation Facility RIFLE, CO
				
SGM provided the project management and lead design responsibilities for a \$28.5 million capital improvement project to relocate the Rotating Biological Contactor wastewater treatment facility constructed in 1978/79 from central Glenwood Springs to a new parcel near West Glenwood along I-70 and the Colorado River. The project included feasibility studies, treatment evaluations and site selection for the construction of a new Lift Station, Force Main, headworks, biological treatment process, clarifiers, RAS/WAS pumping facilities, covered aerobic digesters (block CMU with twin tee roof), UV disinfection, biosolids dewatering and disposal facilities. Advanced odor control was incorporated at all facilities. Tasks performed by SGM included: • Permitting, design and construction management of a new 8,000 GPM (11.7 MGD) Lift Station • Design and construction management of the WWTF Access Road (4,000 LF) and dual 16-inch RJ C900 PVC force mains (14,000 LF) • Permitting, design and construction management of the new 2.34 MGD Oxidation Ditch WWTF for BNR of nitrogen • Facility master planned for 3.9 MGD and phosphorus reduction • SRF funded • Correspondence with State regulators to maintain eligibility for grant and loan funding, and to maintain compliance with all state and federal regulations Owner: City of Glenwood Springs Contact: Matt Langhorst, Public Works Dir, 970.384.6438, matt.langhorst@cogs.us	SGM provided the engineering services for the design of two sanitary lift stations for the Tree Farm Development. Each station serves a dedicated portion of the development's contributors and will be owned and operated by Mid Valley Metropolitan District upon commissioning. SGM worked within the site and utility constraints – which were designed by the developer's engineer – to design the District at-grade lift stations to serve the flows of this development while also providing a station that meets the District's desire for improved maintenance and access of equipment. SGM provided the following services: • Hydraulic analysis of the lift station given contributing EQRs, site construction limitations, and Mid Valley Metropolitan District force main and WWTF receiving capacities • Construction cost estimation • County and State permitting • Construction documents (drawings and project manual) for developer's contractor • Submittal review and RFI response; site inspection and commissioning of lift station as District's engineer Owner: Mid Valley Metropolitan District Contact: Bill Reynolds, Manager, 970.927.4077, breynolds@sopris.net	SGM provided engineering and surveying for the replacement of the Mid Valley Metropolitan District Dakota Ranch Lift Station. The new, at-grade lift station replaced the below-grade lift station that had been in operation for over 20 years and replaced outdated equipment and eliminated the need for a confined space entry for routine maintenance, all while allowing remaining flows to be conveyed to the Mid Valley Metropolitan District WWTF. SGM provided the following services: • Site location and hydraulic assessment to determine appropriate conditions to serve an at-grade lift station while maintaining reasonable pump cycling times • Hydraulic analysis of the lift station given updated full buildout conditions • Construction cost estimation • County and State permitting • Coordination with utilities for required gas line extension Owner: Mid Valley Metropolitan District Contact: Bill Reynolds, Manager, 970.927.4077, breynolds@sopris.net	SGM provided the engineering, surveying and project management for the design and construction of a raw water pump station and transmission pipeline to serve non-potable water for the Colorado River Water Conservation District for irrigation and industrial uses. The project consisted of 22,000 LF of 24" steel and fusible PVC pipe travelling through private and public easements from the Colorado River near DeBeque. The pump station includes an inlet structure previously constructed in 1987 with retractable passive screens; three 300 HP pump and motors and screen air blast and pipeline pigging system. Water is pumped from the Colorado River ranging from 2 cfs to 20 cfs and discharges to a 23 AF reservoir with adjacent terminal fill station for loading water trucks. The tasks performed included: • Alignment surveying and analysis through environmentally sensitive areas • Pipeline materials analysis, including steel, HDPE, PVC, and DIP • Design of the 24" C905 DR25 fusible PVC pipeline, including hydraulics, transients pressure and embedment conditions • Vertical turbine design and pump station layout for operation and maintenance • Power analysis (low voltage vs. medium voltage equipment) • 23 AF reservoir Owner: Colorado River Water Conservation District Contact: Jason Turner, Senior Counsel, 970.945.8522, jturner@crwcd.org	SGM provided the engineering, surveying and operational expertise for the relocation, consolidation and upgrade of the existing wastewater treatment lagoon systems. The project included feasibility studies, treatment evaluations and site selection alternatives for the construction of a new 27-inch gravity interceptor, headworks with influent lift station, septage receiving facilities, biological treatment process (Siemens Orbal™ Oxidation Ditch), clarifiers, aerobic digesters, Cannibal™ Solids Reduction Process, UV disinfection, Biosolids dewatering and disposal. Advanced odor control was incorporated at all facilities. Tasks SGM provided included: • Permitting, design and construction management of a new 2.0 MGD WWTF for BNR of nitrogen • Influent Lift Station designed for 6,950 GPM (10 MGD). • 1300 LF of 30-inch HDPE gravity/pressure outfall pipe • Interim connection of two existing wastewater treatment lagoon systems and associated pumping stations and force mains to balance flows between the two systems during construction of the new facility • Design and construction management of a 24-inch, 1,000-foot directional bore of the Colorado River and I-70, to send influent from the South Lagoon plant to the new facility including 2200 LF of HDPE force main Owner: City of Rifle Contact: Robert Burns, Utility Manager, 970.665.6595, rburns@rifleco.org

Project Approach and Schedule

Project Background

The Glenwood Meadows Lift Station (a.k.a. Station 11,000) is a major sewer lift station serving the entire Glenwood Meadows service area, including the community center and the RFTA Operations Building. Consequently, this station must be extremely reliable, serviceable, and accessible. Maintaining continuous service during construction will be paramount.

Station 11,000 was built in 2001 and still operates well; however, it has reached the end of its expected service life and the City wants to be proactive with its replacement. The current lift station also wasn't designed to handle the now projected peak flow of 700 gpm. The station has a unique location of being squeezed between Midland Avenue and the commercial spaces of Glenwood Meadows and is adjacent to a frequently used pedestrian path. These conditions combine to make it highly visible - essential for service, but there is a very low tolerance to odors. As requested, SGM will tailor the design for Station 11,00 to be similar to the recently completed Lift Stations 14,000 (Two Rivers) and 16,000 (Iron Mountain).

Scope of Work

The RFP has defined the following project tasks:

- Find a suitable nearby location for a replacement lift station. Preparations must be made so this location can be easily accessed by the City Vector truck and maintenance crews
- A seamless transition from an existing collection manhole to the replacement lift station
- Ensure continuous ability to pump wastewater load during the transition
- Analysis and plans for tying new lift station discharge into existing force main
- Evaluate and design wet-well and pump capacity based on existing flow and potential new development, approximate peak of 700 gpm
 - Ability to connect the new pump station without disrupting flow
- Conformance to Regulation 22
- Design a foundation for a prefabricated station or permanent structure
- Evaluate the location and placement of enclosure/building
- Capacity analysis of incoming 8" gravity lines to sufficiently convey proposed peak flow of 700 gpm
- Verify capacity of 12" effluent pipe that force main feeds into can convey the current and future proposed flows
- Evaluate location and placement of diesel engine generator
- Change of Site Application with CDPHE in conformance with Regulation 22
- Preliminary and Final Construction Drawings at 30%, 90%, and final bid set. Final plans to include:
 - Title page with the design engineer's stamp, general notes, project location, abbreviations and acronyms
 - Original stamped field survey with utility information and all right of way and property lines
 - All piping, valves, and wet wells for the lift station and tie in

- All mechanical details necessary for construction
- A plan describing the means and methods necessary to connect the new pump station without disrupting flow
- Structural plans for the foundation and support of the enclosure
- Grading and drainage plans
- Revegetation plans
- Plans for existing structure removal and abandonment of existing lines that will no longer be in use
- Preliminary and Final Construction Specifications at 30% and 90%
- Construction Cost Estimate, initial and final

SGM has placed these individual tasks into project phases that align with our design process.

1. **Preliminary Design.** During this phase, SGM will perform a topographic improvement survey, have a geotechnical investigation conducted, and we will gather operational data from staff. Our engineers will analyze the data collected and prepare a Basis of Design memo that outlines the new location, station capacity, pump specification, wet well configuration, equalization storage requirements, electrical and control parameters (VFD's), and foundation structural recommendation for the permanent structure lift station. This will be roughly the 30% design and a construction cost estimate will be provided for City review.
2. **CDPHE permitting.** Work at the lift station will require permitting per CDPHE Regulation 22, through a Site Application Amendment and a Basis of Design Report (BDR). CDPHE has changed the submittal process for lift stations, allowing the BDR and Design Review (Final Plans and Specifications) to be submitted together. The current review time at CDPHE is approximately 3-4 months.
3. **Public Process.** We've assumed some level of public review will be required for this new lift station. The extent of the City's planning and public review processes have not been defined but we assume that, at minimum, the City's Planning Department will require notification with preliminary improvement information. We will provide additional support at a negotiated fee once the entirety of the public process has been established by the City.
4. **Final Design.** Construction drawings and specifications will be developed based on the approved Basis of Design. Design review packages will be submitted to the City for review at roughly 30% and 95% design milestones to ensure that we encapsulate all City comments and requirements. Final construction documents will be based on industry-standard EJCDC documents and will include specific information on construction sequencing and tie-in procedures. The City will be responsible for the bidding process. The construction cost estimate will be updated and included with the final design package submittal.

SGM will perform all civil, survey, structural, electrical, and mechanical engineering work in our Glenwood Springs office. Geotechnical work will be subcontracted to Kumar.

Challenges/Problems/Creative Solutions

Preliminary project challenges and discussion points noted are:

- The existing lift station must remain in service. We agree with the City's preference to remove the diesel-powered backup pump and build the new lift station in its place occupying the area

to the south of the existing station and providing a backup power generator. This allows easy connection to the existing wet well and force main.

- Given the proximity to Midland Avenue and Glenwood Meadows shopping area, are there additional aesthetic, odor, or operational considerations? Odor control measures must be addressed in the submittal package to CPDHE.
- What will the public process be? Presumably City Council will want to review the location and potential aesthetic impacts of the proposed relocation site. Will they impose additional mitigation requirements, such as for building materials or additional landscaping.
- This will be a relatively deep excavation (~12 feet). The City has expressed interest in standardizing their submersible lift stations. SGM will use lift station 14,000 and 16,000 as the basis of design for pumps and VFDs.

The basic tenets of the concept are: keep the existing station online until absolutely ready to cutover; be able to keep the existing station operable until the “new” has been proven - which means keeping the ability to go back to the existing station; provide means for permanent cutover; and keep station shutdown times very short (and constrained to late at night) to minimize disruptions to residents and the numerous hotels.

The companion narrative for construction sequencing and station startup is as follows:

1. Remove existing diesel-powered backup pump and facility
2. Build a new lift station and equalization storage south of the existing lift station
3. Build a new discharge force main
4. Cut in new wye in the existing force main and tie into the new discharge
5. Clean water test new lift station
6. Core into existing lift station wetwell and allow sewage to the new station and prove operation
7. Upon successful proving of the station, remove old pumps, and above grade infrastructure.

This will likely require a new precast lid to seal the existing wetwell.

An essential component of this project is pump specification. It will be important to review current service information and forecast future service conditions to ensure proper operation with minimal operational impacts – grease, odors, and sewage backups. At lift stations 14,000 and 16,000, the City selected Wilo and Weir submersible pumps. SGM is familiar with these units and understands why the City prefers them and supports the City’s efforts to standardize their equipment.

Another critical component is wetwell design. Proper design must cover adequate peak-hour equalization storage, self-cleaning, redundancy/bypass for maintenance, odor minimization, and grease control. It is our understanding that staff prefers a baffled-style configuration similar to their newer lift station designs wherein one cell can be taken offline for maintenance. This design allows grease/grit to be trapped in one cell for easy removal by the Vactor truck.

Tentative Project Schedule

The RFP states the City anticipates a design schedule of 3-6 months. SGM will work toward the City’s stated preference for lift station construction in the summer/fall of 2023. Based on CDPHE review times, this implies the design needs to be complete by the end of 2022. We believe the schedule presented below is reasonable and we will strive to meet it. It has been our experience, however, that many outside factors end up influencing the schedule. Efforts will be made to adjust and keep the schedule on track as best we can.

Since project start dates have not yet been defined the schedule has been generalized to months.

- | | |
|---------|---|
| Month 1 | Project Award; kickoff meeting; schedule survey; schedule Geotech, begin the basis of design memo |
| Month 2 | Submit basis of design memo to City, start Site Application Amendment and Preliminary Design |
| Month 3 | Submit Site Application to CDPHE and Submit 30% Design Package to City for Review |
| Month 4 | Start Basis of Design Report (BDR) |
| Month 5 | Submit 90% Design Package to City for Review |
| Month 6 | Submit 100% Design Package to City and CDPHE for final approval. |

Bidding would take place in March/April 2023 after CDPHE approval. Equipment lead times will need to closely monitored to ensure summer/fall construction season is achievable.

Professional Services Fees

SGM will perform all civil, survey, structural, and electrical engineering work from our Glenwood Springs office. Geotechnical work will be subcontracted to Kumar. Depending on the complexity of the control system, SGM may elect to hire a reputable controls engineer to ensure smooth integration though no outside effort is anticipated at this time.

We work on a time and materials basis. We bill monthly for services rendered over the previous period. Our fee estimate for the professional services outlined in this document is **\$86,226**. Please note that efforts for individual tasks may vary, but the total value will be adhered to unless significant scope change is authorized by the City.

Our fee proposal is limited to the design and permitting tasks herein outlined. Any additional services requested will be performed at a negotiated price. Examples of services not requested nor required to complete design of this project as outlined by the City include CDPHE fees, bidding services, landscape architecture, odor control systems, construction services, and startup services.

Proposal for Sewage Lift Station 11,000 - Glenwood Meadows City of Glenwood Springs ENGINEERING/SURVEYING & DESIGN Professional Services Estimate 12-Apr-22		
TASK #	TASK & DESCRIPTION	TOTAL COST BY TASK
1.00	PRELIMINARY DESIGN	
1.01	Survey w/ private locates	\$5,952
1.02	Geotechnical Investigation	\$4,584
1.03	Evaluate Lift Station siting	\$462
1.04	Gather and analyze flow data from City	\$3,056
1.05	Prepare Process Layout and Details	\$1,680
1.06	Prepare Site Plan, Piping and Grading plans, Easements	\$5,064
1.07	Prepare Opinion of Probable Construction Cost	\$1,580
1.08	Basis of Design memo	\$3,342
1.09	Prepare Mechanical HVAC plans	\$2,505
1.10	Prepare Structural recommendation (foundation and slab)	\$2,184
1.11	Prepare Electrical Plans (Power & Controls)	\$3,640
1.12	Project Execution	\$3,104
1.13	Internal meetings	\$1,120
1.14	Client meetings	\$1,214
TOTAL MH		250
TOTAL COST PER POSITION		\$39,587
2.00	CDPHE PERMITTING	
2.01	Site Application	\$5,568
2.02	CDPHE Coordination	\$140
2.03	APEN Permitting	\$420
TOTAL MH		43
TOTAL COST PER POSITION		\$6,128
3.00	PUBLIC PROCESS	
3.01	Meetings with client at Planning Dept.	\$516
3.02	prepare support documents	\$280
TOTAL MH		5
TOTAL COST PER POSITION		\$796
4.00	FINAL DESIGN	
4.01	Final Process Layout and Details	\$3,906
4.02	Final Site Plan, Grading, Drainage & Erosion Control plans	\$6,738
4.03	Final Opinion of Probable Construction Cost	\$838
4.04	Final Mechanical HVAC Plans	\$2,505
4.05	Final Structural Plans (foundation and slab)	\$7,940
4.06	Final Electrical Plans (Power & Controls)	\$5,460
4.07	Project Manual (Specifications, Bid Schedule & Front Documents)	\$5,850
4.08	QA/QC	\$1,046
4.09	Project Execution	\$2,716
4.10	Internal meetings	\$1,402
4.11	Client meetings	\$1,214
TOTAL MH		254
TOTAL COST PER POSITION		\$39,715
TOTAL MANHOURS		552
TOTAL MANHOUR COST BY POSITION		\$86,226
REIMBURSIBLES (mileage, printing, postage, etc.)		
PROJECT TOTAL		\$86,226

Acord Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

SGMINC0-01

SARAHT

DATE (MM/DD/YYYY)
1/3/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountain West Insurance - Glenwood 201 Centennial St 4th Floor Glenwood Springs, CO 81601	CONTACT NAME: Sarah Forsberg Tripp PHONE (A/C, No, Ext): (303) 690-9685 FAX (A/C, No): (303) 762-1733 E-MAIL ADDRESS: sarahf@mtnwst.com
INSURED Schmueser Gordon Meyer, Inc dba SGM, Inc. 118 West 6th Street, Suite 200 Glenwood Springs, CO 81601	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Company of America 25674 INSURER B: Pinnacol Assurance 41190 INSURER C: USAIG INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 1

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR ☒ \$14M Per Proj Agg Ca GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PROJECT ☐ LOC OTHER:			6809H736866	5/1/2021	5/1/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COM/POP AGG \$ 4,000,000
A	☒ AUTOMOBILE LIABILITY ANY AUTO ☐ SCHEDULED AUTOS OWNED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY HIRED AUTOS ONLY			BA7R216206	5/1/2021	5/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB DED ☒ RETENTION \$ 10,000			CUP7525X138	5/1/2021	5/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	4182378	5/1/2021	5/1/2022	☒ PER STATUTE ☒ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Prof Liability			107197700	12/31/2021	12/31/2022	Per Claim/Aggregate \$ 2,000,000
C	Drone Liability			SIHL1F765	5/1/2021	5/1/2022	Per Occurrence \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

INSURED'S COPY
FOR INFORMATION ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD



We provide innovative, practical solutions to make our clients successful while ensuring the health, safety and welfare of our neighbors.
We develop and maintain lasting client relationships and are committed to our local communities.

GLENWOOD SPRINGS
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004

**MEMORANDUM OF UNDERSTANDING
REGARDING RESIDENTIAL DEVELOPMENT WITHIN RH DISTRICT OF
GLENWOOD MEADOWS**

The following Memorandum of Understanding ("MOU" or "Agreement") sets forth the terms and conditions upon which the City of Glenwood Springs, Colorado, a Colorado municipal corporation (the "City") and Glenwood Meadows, LLC, a Colorado limited liability company ("GM") agree to resolve certain infrastructure issues related to future development in Glenwood Meadows as related to future development on lots retained by GM.

RECITALS

WHEREAS, GM originally annexed approximately three hundred and forty-five (345) acres of real property within the City of Glenwood Springs, which Property is commonly known as "Glenwood Meadows" pursuant to that certain Ordinance No. 17, Series of 2002, and Ordinance No. 18, Series of 2002; and

WHEREAS, on September 18, 2002, the City and Owner entered into an Annexation and Development Agreement to set forth their agreements in writing concerning the terms and conditions of annexation of the Property to the City, the zoning of the Property under the City's Municipal Code and the adopted and incorporated Zoning and Development Plan, as well as the other conditions of the development of the Property, which Annexation and Development Agreement was recorded in the records of the Garfield County Clerk and Recorder on December 6, 2002 as Reception No. 616083 (the "Original ADA"); and

WHEREAS, the City and Owner have since entered into: (i) the First Amendment to the Original ADA, which First Amendment was recorded May 6, 2004, as Reception No. 651648, and (ii) the Second Amendment to the Original ADA, which Second Amendment was recorded July 26, 2004 as Reception No. 656670, and (iii) the Third Amendment to the Original ADA, which Third Amendment was recorded December 2, 2010 as Reception No. 795138, and (iv) the Amended and Restated Third Amendment to the Original ADA, which Amended and Restated Third Amendment was recorded August 16, 2011 as Reception No. 806719; (v) the Fourth Amendment to the Original ADA, recorded April 10, 2015 as Reception No. 861345; (the Original ADA, together with all subsequent, recorded amendments thereto is hereafter referenced to as the "ADA"); and

WHEREAS, the City and Owner entered into a Memorandum of Understanding dated July 16, 2013; and

WHEREAS, Glenwood Meadows, LLC is the present owner of certain vacant, undeveloped lots within Glenwood Meadows: (i) Lots 12 and 13 of GM #2 Plat; (ii) Lot 10C of GM #3 Plat; (iii) Lot 11C-B of GM #6 Plat; and (vi) Lot 11C-C of GM #6 Plat (collectively, "GM Retained Lots"); and

WHEREAS, BLD Group, LLC is under contract to purchase portions of Lot 11C-B and 11C-C of GM #6 Plat and has submitted a Major Architectural Review and Minor Subdivision Application with the City of Glenwood Springs on December 29, 2020 and January 26, 2021 respectively (the "Applications"); and

WHEREAS; on March 1, 2021 the City's Assistant City Manager issued a letter to BLD and GM ("Interpretation Letter") that the City is unable to process the Applications because it would exceed the residential unit limits established for the Glenwood Meadows Development based on the City's interpretation of the ADA, as amended; and

WHEREAS, BLD and GM dispute such interpretation, but have agreed to enter into this MOU to resolve the difference of opinion and to expedite the processing of the Applications.

AGREEMENT

1. Contribution Towards Lift Station Upgrades. In the event BLD's Applications are approved for at least 300 multi-family units and BLD or its successor is issued a building permit pursuant to such approvals, GM will, in addition to City standard system improvement fees including Sewer System Improvement fees, make a payment of \$475,000 to the City at the time of issuance of a building permit which funds shall be used directly for the necessary upgrade of the Midland Sewer lift station to an estimated capacity sufficient to serve all future development within all of Glenwood Meadows. The parties agree that this contribution represents 50% of the estimated costs to upgrade the lift station to such capacity and that the City will fund the balance of the actual costs required and commits to completion of the necessary lift station upgrades and any other necessary sewer system work prior to BLD's request for a certificate of occupancy. In the event the costs required to upgrade the lift station are less than \$950,000, the City shall promptly reimburse GM's pro rata for its excess contribution. In the event such costs exceed \$950,000, GM shall not be required to contribute any additional funds.

2. Cost Reimbursement. GM shall be entitled to cost recovery from any future impact or other fees paid by any future development within Glenwood Meadows, including on the GM Retained Lots, at a rate of \$814 per EQR which amount shall increase annually with CPI. The City shall make payment to GM at the time a building permit is issued for such development. This obligation shall expire 20 years after the GM payment.

3. Traffic Impact Fee. In the event BLD's application and/or other residential development is approved on GM's Lot 12 of GM #2, Plat Lot 11C-B and/or Lot 11C-C of GM #6 Plat and a building permit is issued for the same, GM will fund an equitable share attributable to 415 additional residential units pursuant to the City's 2021 Glenwood Meadows area traffic study of improving Glenwood Meadows' Midland Avenue intersections, not to exceed \$500.00 per fully permitted residential unit. Such funding will occur at the later of issuance of a building permit or at time the City contracts for design of such intersection improvements.

4. Interpretation of ADA. The City agrees that, upon the execution of this Agreement, its interpretation of the ADA is that the ADA remains in full force and effect, including but not limited to Section I. A. of the Fourth Amendment to the Original ADA, recorded April 10, 2015 as Reception No. 861345 and therefore 415 additional residential units,

of which 300 may be commercial apartments, are permitted within the RH zoned Lot 12 of GM #2 and Lot 11C-B and Lot 11C-C of GM #6 Plat and these 415 residential units, of which 300 may be commercial apartments, are independent of residential development completed or permitted on other lots and zone districts within Glenwood Meadows, the capacity of which is defined by the zoning of such lots. City agrees that this interpretation shall be binding upon the City for future applications within the GM Retained Lots.

5. Withdrawal of Interpretation. Concurrent with execution of this MOU, the City formally withdraws the Interpretation Letter and shall continue to or begin formally processing the Applications, and any other heretofore submitted Glenwood Meadows development applications, pursuant to the City's standard development review process. GM and BLD shall request a continuance of their appeal of the Interpretation Letter and the Planning and Zoning Commission Appeal hearing scheduled for May 10, 2021. Upon ratification of this Agreement by City Council, GM and BLD shall formally withdraw their appeal and cancel the agenda item. The parties understand that the City cannot guarantee approval of the Applications or other pending development applications, but rather such applications shall be subject to the approval of City Council according to the criteria set forth in the Glenwood Springs Land Use Code.

6. Contingency. The Paragraph 1 Contribution and Paragraph 2 Cost Reimbursement of this Agreement is contingent upon approval of the Applications for at least 300 multi-family units. In the event the Applications are withdrawn, denied, or approved but the Final Plat is never recorded, or approved but such approvals expire, and no building permit and corresponding payment is made, then Paragraph 1 Contribution and Paragraph 2 Cost Reimbursement provision of this Agreement shall be null and void and terminate automatically. In the event any building permits for any other residential units are issued for all or portions of RH zoned Lot 12 of GM #2 and Lot 11C-B and Lot 11C-C of GM #6 Plat, such residential units shall, in addition to City standard Sewer System Improvement fees, fund Lift Station improvements at a rate \$814 per EQR, which amount shall increase annually with CPI.

7. No Further Exactions. Consistent with Paragraph 3(a) of the ADA, The City shall not charge any future impact fee, surcharge, special permit fees, special taxes or assessments, development fees or tap fees, or any other item against the GM Retained Lots unless the same is exacted uniformly and non-discriminatorily throughout the City, except as otherwise set forth in this MOU.

8. Recordation of Final Agreement. The terms of this Agreement shall be memorialized in a written agreement between GM, or its successor owners, recorded against all of the GM Retained Lots within the RH zone - Lot 12 of GM #2, Lot 11C-B and Lot 11C-C of GM #6 Plat. Such recordation shall occur at the time a Subdivision Improvements or Development Agreement is recorded.

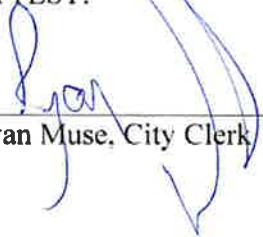
9. Ratification. This MOU shall be presented for ratification by the City Council on the next meeting following execution. In the event this MOU is not ratified by the City Council by May 21, 2021, this Agreement shall be null and void.

Executed this 6th day of May 2021.

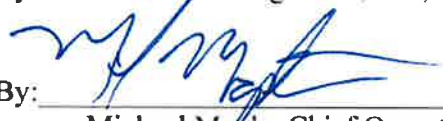
CITY OF GLENWOOD SPRINGS, COLORADO

By: 
Debra Figueroa, City Manager

ATTEST:


Ryan Muse, City Clerk

GLENWOOD MEADOWS, LLC,
a Colorado limited liability company
By: Dunrene Management, Inc., Manager

By: 
Michael Maple, Chief Operating Officer



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	RFP 2022-08 Crack Seal Award
Action Requested:	Approval of RFP 2022-08 Crack Seal Award to Valley Pavement Maintenance
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs completes roadway maintenance each year in the form of mills and overlays, chip seals and crack sealing. This year's crack sealing projects include the sealing of many of the new streets in town where the curb and gutter joints need to be sealed, Midland Avenue/Donegan/Devereux Roads reflective cracking, and portions of Wulfsohn Road. Valley Paving is qualified and was the low bidder. The Street Tax Fund has budgeted \$60,000 this year for crack sealing. The low bid came in at \$107,900 due to substantial price increases since the budget was submitted. Staff has anticipated this proposal would come in over the original budget. Since crack-sealing is important for street longevity we have arranged to absorb the overage by performing some asphalt investigation and roadside mowing in-house to keep the overall Street Tax Fund under budget.
Issues:	None at this time.
Fiscal Impact:	2022 Budget Adjustments.
Legal Review:	None at this time.
Staff Recommendation:	Staff is Recommending Approval of RFP 2022-08 Crack Seal Award to Valley Pavement Maintenance

VALLEY PAVEMENT MAINTENANCE, LLC
3186 Mesa Ave
Grand Junction, Colorado 81504



Website: www.valleypavement.com
Email: Josh@valleypavement.com

Asphalt Repair and Maintenance
CONTRACT

Proposal submitted to: _____ Date: 4/12/2022
Name: City of Glenwood Springs Contact: Matthew Langhorst Phone: -
Address: 101 W 8th St Glenwood Springs CO 81601 Email: matthew.langhorst@cogs.us Cell # 970-379-9847

VALLEY PAVEMENT MAINTENANCE agrees to furnish all materials for the work specified below on premises located:

Job Name and Address: Glenwood CS 101 W 8th St Glenwood Springs, CO 81601

VALLEY PAVEMENT MAINTENANCE Representative: Josh Blythe Cell ph. 720-341-7637 Email: Josh@valleypavement.com

We hereby submit specifications and estimates for: Proposal # 22-059

ITEM #	Description	Quantity/ Unit	Unit Price	Total
1	CRACK SEALING Clean all cracks 1/4" or wider with compressed air Crack Seal specified pounds of cracks with hot pour rubberized crack sealer. Transition crack seal (concrete to asphalt) joints will be sealed unless otherwise stated. Crack Seal will not be placed against vertical curb unless directed by the customer. Crack Seal will not be applied to heavily saturated oil spots SETTLING OF CRACK SEAL MATERIAL MAY OCCUR, BUT DOES NOT AFFECT PERFORMANCE. THIS SERVICE IS NOT A LEVELING COURSE FOR CRACKS ALLIGATORING AREAS WILL NOT BE CRACK SEALED. PRICING SUBJECT TO CHANGE IF PROJECT SCOPE CHANGES	26,000 LBS	\$4.15	\$107,900.00
Total (Labor and Materials)			\$107,900.00	
Payment is due upon completion of work.				

CUSTOMER RESPONSIBILITY:

- | | |
|--|--|
| * Irrigation Shut Off 24 hours prior to work & 36 hours after completion | * Tenant Notification |
| * Towing of Vehicles and fees related | * Scheduling of Deliveries, Mail, and Trash Removal |
| * Security for Vandalism | * Staying off of work area until cones/tape is removed |
| * Relocation of Dumpsters | |
| * Customer is responsible for any exclusions listed on quote if required or unless otherwise noted | |

SPECIFICALLY EXCLUDED FROM THIS QUOTATION ARE THE FOLLOWING:

- | | |
|--|-----------------------------------|
| * Engineering, Bonds, Inspections, Testing | * Surveying and grade staking |
| * Weather Protection | * Tenant Notification |
| * Towing of Vehicles | * Utility Adjustments |
| * Dewatering | * Erosion control implementation. |
| * Storm water management plan or implementation. | * Security for Vandalism |
| * Prime coat | * Epoxy Traffic paint |
| * Curb Painting | |
| * Patching Warranty | |

Submitted by:

By: Josh Blythe
Josh Blythe, VALLEY PAVEMENT MAINTENANCE, LLC
E-mail: Josh@valleypavement.com

Accepted by:

Authorized Party, CUSTOMER/PURCHASER

(Date)

By signing Page 1 of this contract, I also acknowledge that I have reviewed and understand the additional Terms and Conditions contained on Page 2 of this contract.

Page 1 of 2

VALLEY PAVEMENT MAINTENANCE, LLC
3186 Mesa Ave
Grand Junction, Colorado 81504



Website: www.valleypavement.com
Email: Josh@valleypavement.com

Asphalt Repair and Maintenance
CONTRACT TERMS AND CONDITIONS

VALLEY PAVEMENT MAINTENANCE, LLC hereinafter referred to as 'VPM' or 'Contractor'

Effective: 1/1/2022

Customer/Purchaser or Owner hereinafter referred to as 'Customer'

1. This Contract including the terms and conditions that follow, supersedes any prior understanding or Agreement between the parties.
2. Any representation not specified in this Contract is waived. No representative of the Contractor, VALLEY PAVEMENT MAINTENANCE, LLC (VPM), has the authority to modify this agreement in any form.
3. Any modifications or amendments to this Contract shall be in writing and signed by both an authorized Agent of VPM and the CUSTOMER.
4. VPM provides a one (1) year warranty on workmanship and materials on all items contained in this Contract (excluding patching), unless noted otherwise in this Agreement.
5. VPM cannot guarantee drainage on existing, or proposed, areas with a slope of less than 2%.
6. The parties agree that in the event of breach of warranty, the liability of VPM shall be limited to the costs of replacing the defective work.
7. VPM will have no liability for any damage to the structure, or its contents, floors, carpets, concrete or walkways resulting from tracking of materials (sealcoat, crack seal, asphalt, tar or concrete) if caused by others not related to, or by, employees of VPM.
8. VPM is not liable or responsible in any way for unforeseen conditions including but not limited to wrongly marked utilities or abandoned utilities, unstable subgrade, vegetation, or frost in the subgrade. VPM will notify CUSTOMER immediately if unforeseen conditions are encountered and provide recommendations for resolution.
9. VPM is not responsible for damage caused by; vandalism, de-icing agents, scarring or marking of completed work unless such damage is directly caused by VPM employees/equipment.
10. VPM is not liable for normal wear and tear nor bodily injury from normal wear and tear of product/work.
11. All warranties are void if the Contract is not paid in full and on-time.
12. If payment under this Contract is not made when due, VPM may suspend any or all work on the job. Billing will reflect actual quantities placed/installed.
13. Any failure to make payment under this Contract is subject to a lien claim to be enforced upon the property according to current lien laws.
14. VPM shall not be liable for delays or damages resulting from causes beyond VPM control, including: acts of God, severe weather, public disturbances, materials/ supply shortages and/or delays, subcontractor or labor shortages.
15. CUSTOMER is responsible for making notification to concerned parties, such as; tenants, renters, residents, etc. of schedule of the work to assure work area is available for work to be completed per Contract.
16. If any provisions of this agreement are modified by statute or declared invalid the remaining provisions shall remain in effect to the greatest extent possible.
17. The CUSTOMER and VPM agree that this Contract will be governed by the laws of the state of Colorado, irrespective of any conflict of legal provisions, and that venue for any dispute or litigation shall be only in Mesa County, Colorado.
18. VPM will maintain current worker's compensation insurance for its employees and comprehensive coverage insurance policies.
19. In the event the amount of this Contract is not paid in full at 31 days from completion the account shall be in default, unless other specific arrangements are agreed upon with an VPM officer.
20. The CUSTOMER agrees to hold VPM harmless from any costs or expenses incurred in the collection of payment on this account including, but not limited to, collection fees, attorney's fees, court costs, etc. CUSTOMER further agrees the defaulted account, and any part thereof, shall bear interest at 1.5% per or 18% per annum, on all unpaid balances.
21. This Contract shall become binding when signed by VPM representative and CUSTOMER.
22. Email or Text Message authorization or electronic signature by the CUSTOMER is accepted as binding by VPM.
23. CUSTOMER, by entering into a contract with VPM, agrees to allow VPM personnel and equipment to access its property including pre-job, job execution, post-job inspections/warranty work/work disputes, through and including until final payment is made to VPM.
24. Proposal and prices quoted are guaranteed for 30 days. Signed contracts: After 30 days VPM reserves the right to adjust pricing.
25. The Contractor and Customer/Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes: 1. damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and 2. damages incurred by the Contractor for principal office expenses including personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work. This mutual waiver is applicable without limitation, to all consequential damages due to either party's termination.

Additional Notes

- * All services are weather permitting.
- * This work is priced for weekdays only-unless otherwise noted on quote. If weekend or night work is required, call for price adjustment.
- * Vehicles, scheduling of deliveries and trash removal trucks are required to be removed from work area to accommodate work, and allow for proper cure time for the product installed in the work area.
- * If VPM must truck over existing asphalt and/or concrete to complete the work VPM shall not be held liable or responsible for damage to existing lot or pavement/concrete due to required trucking.
- * VPM cannot guarantee pavement surface treatments or traffic paint adherence between October 1st and April 1st, any year, if surface temperatures are not within manufacturer product specifications.



PROCLAMATION

Honoring Sandy Nieslanik-DeCrow

WHEREAS, Sandy Nieslanik-DeCrow is retiring on May 26, 2022 after 31 years of service with Roaring Fork School District, serving 17 years at Glenwood Springs High School and 14 years at Glenwood Springs Middle School; and

WHEREAS, Ms. DeCrow graduated from Glenwood Springs High School, then earned her undergraduate degree from Western Colorado University before returning to her hometown to begin her teaching career with the Roaring Fork School District; and

WHEREAS, Ms. DeCrow has served the youth of Glenwood Springs in many ways including as a school leader at Glenwood Springs Middle School, as a Physical Education and Health teacher at Glenwood Springs High School, and as coach for numerous Volleyball, Basketball, and Soccer seasons

AND WHEREAS, the dedicated service of Ms. DeCrow has made significant positive impact on Glenwood Springs through her exceptional leadership and guidance for the students and families of our city.

THEREFORE BE IT RESOLVED, I, Jonathan Godes, Mayor of Glenwood Springs in the State of Colorado, do hereby recognize and congratulate Sandy DeCrow on her retirement and thank her for her long-standing commitment to serving our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glenwood Springs, Colorado to be affixed, this 5th day of May, in the year 2022.

Jonathan Godes, Mayor
City of Glenwood Springs



City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item: Historic Preservation Commission Appointment

Action Requested: Historic Preservation Commission Appointment

Department: City Administration

Presented By: Sara Weigel

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: **Councilor Hershey Recommendation**
Appoint Katherine Proctor to a regular seat on the Historic Preservation Commission with a term expiring April 2025.

Composition of the Historic Preservation Commission

Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.

Vacancies

Current Vacancies:

- One regular seat with a term expiring April 2025
- One regular seat with a term expiring April 2024
- One alternate seat with a term expiring April 2024

Applicant

- Katherine Proctor, a city resident, was interviewed on April 20th by Councilor Hershey. Katherine was deemed eligible for appointment.

Issues: None.

Fiscal Impact: None.

Legal Review: None.

Staff Recommendation: N/A

020.020.020 Composition of boards and commissions.

The membership of boards and commissions shall be composed of the following persons:

- (1) *Local Liquor Licensing Authority.*
 - a. The Local Liquor Licensing Authority shall consist of a Hearing Officer appointed by the City Council by resolution and may be removed with or without cause by a majority vote of the City Council.
- (2) *Airport Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (3) *Building Board of Appeals.* The Planning and Zoning Commission shall act as the Building Board of Appeals whenever such a board is required by this Code, other ordinances of the City or State or Federal law.
- (4) *Finance Advisory Board:*
 - a. Seven (7) members of which at least six (6) are City residents. One (1) member shall be employed in the finance industry; one (1) member shall be employed by the tourism industry; and one (1) member may be a non-resident, but shall own or be employed by a business within the City.
- (5) *Parks and Recreation Commission.*
 - a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. Reserved.
 - d. One (1) youth (under the age of eighteen [18] at appointment) who shall serve a one-year term from June 1 to May 31 of the following year.
- (6) *Planning and Zoning Commission.*
 - a. Seven (7) citizens who are residents of the City.
- (7) *River Commission.*
 - a. Seven (7) citizens, with one (1) alternate, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (8) *Victim's and Witnesses Assistance and Law Enforcement Board.*
 - a. Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
 - b. Reserved.
 - c. The Chief of Police as an advisory member, but a nonvoting member of the Board.
- (9) *Transportation Commission.*

-
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (10) Reserved.
- (11) *Glenwood Springs Housing Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- Membership should reflect a broad representation of organizations and other entities which are related to housing, including but not limited to the financial community, the building and development community, the real estate industry, and organizations which support low-income residents of the community.
- (12) *Historic Preservation Commission.*
- a. Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- (13) *Tourism Promotion Board.*
- a. Two (2) representatives from the tourism related businesses located within the City;
 - b. Two (2) representatives from the lodging businesses located within the City;
 - c. One (1) representative from the restaurant or retail businesses located within the City;
 - d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
 - e. Three (3) citizens, at least two (2) who are residents of the City and that shall not have a direct or indirect financial interest in a business referenced in (a), (b) or (c) above and one (1) who is a resident that may have a financial interest in a business referenced in (a), (b) or (c) above.
- (14) *Arts and Culture Board.*
- a. Eight (8) members, at least five (5) of which are residents of the City, three (3) of which may reside outside of the City, and one (1) of which being a youth representative under the age of eighteen (18) or not having completed his or her final year of high school. Those representatives residing outside of the City must reside within the 81601 postal zip code area, own real property or a business within the City, or attend school within the City.
- (15) Council and Staff Participation on Boards and Commissions:
- a. The Mayor may appoint up to two (2) members of Council to act as a liaison between Council and a Board or Commission.
 - b. The City Manager may appoint a member of staff to assist a Board or Commission as necessary to fulfill their duties as provided for in 020.020.030.

(Code 1971 §§ 2-61, 4-75, 4-230, 15-2; 26-84 § 1; 19-89 § 1; 12-90 § 1; 54-90 § 1; 29-91 § 1; 10-93 § 1; 29-93 § 1; 7-94 § 1; 23-94 § 1; 10-95 § 1; 19-95 §§ 1, 2; 40-95 § 1; 28-97 § 1; 29-97 § 1; 1-01 § 1; 61-01 § 2; 14-03 § 1; 9-04 § 1; 20-05 § 2; 7-06 § 2; 13-06, § 2; 10-07 § 2; 6-08 § 2; 12-09 § 2; 12-10 § 2; 2-12 § 2; Ord. No. 2-2016, § 2(Exh. A), 2-4-2016; Ord. No. 16-2017, § 3, 8-17-2017; Ord. No. 2-2018, § 2, 1-18-2018; Ord. No. 6-2018, § 2, 3-1-2018; Ord. No. 21-2018, § 2, 9-20-2018; Ord. No. 2-2021, § 2(Exh. A), 4-15-2021)

Historic Preservation Commission Application

Thank you for your interest and time commitment in serving your community. Please complete all questions on this application.

Composition of the Historic Preservation Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

- Seven (7) citizens, at least six (6) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business with in the City.

Personal Information

1. Membership Qualifications *

You must qualify with one of the options below to be eligible to serve on the Transportation Commission. Please select the option that applies to you.

- ☒ Resident of Glenwood Springs within city limits
- ☐ Resident outside of Glenwood Springs city limits, but within the 81601 zip code.
- ☐ Owner of real property or a business within Glenwood Springs city limits.

2. Name *

Katherine Proctor

3. Home Address *

310 Park Drive, Glenwood Springs, CO 81601

4. Mailing Address *

310 Park Drive, Glenwood Springs, CO 81601

5. Home Phone *

970-987-0717

6. Work Phone *

970-384-6070

7. Mobile Phone *

970-987-0717

8. Email Address *

kmajorsproctor@rfschools.com

9. Occupation *

Senior Accountant

Personal and Professional Interests

10. Why are you interested in serving on the Historic Preservation Commission? *

I was a history major in college. I grew up in a historic neighborhood, where the neighborhood association put on annual historic homes tours that my family always participated in. I have a passion for historic preservation.

11. What do you view as your role if selected as a member to the Historic Preservation Commission? *

I would like to be a positive contributor to our community in learning how to facilitate and build enthusiasm for historic preservation.

12. Do you have any professional experience in one of the following disciplines: architecture, landscape architecture, architectural history, history, archaeology, planning, geography, anthropology, building trades, law, or real estate? (Note - professional experience in these fields is not a requirement for appointment to the commission.) *

Not really - I did a short internship with the Historical Commission and reviewed National Register of Historic Home applications.

13. Please list degrees received, school/college/university attended and area of study. *

Bachelor's degree (Rice Univ)- History and French, Master's degree (Univ of NM) - Professional Accounting

14. The Historic Preservation Commission generally attends one meeting a month in the evening. Do you have any existing time commitments that will hamper your ability to serve? *

No

15. What experience do you have working with people on a board, commission, or committee? *

Professional experience working on committees as a teacher

16. Please select today's date. *

12/6/2021



17. Have you served on the Historic Preservation Board before? *

☒ No

☐ Yes

Powers and Duties of the Historic Preservation Commission

(as defined in Title 020 of the Glenwood Springs Municipal Code)

(I) Powers and Duties of Historic Preservation Commission. The powers and duties of the Historic Preservation Commission shall be:

- (1) To recommend to City Council methods for the protection and preservation of the City's historic and cultural heritage, including, but not limited to, the designation of historic landmarks and districts by appropriate regulations.
- (2) To recommend to City Council methods for enhancing property values and the stabilization of historic neighborhoods.
- (3) To recommend to City Council methods for increasing economic and financial benefits, including, but not limited to, City attractions.
- (4) To provide educational opportunities to increase public appreciation of the City's unique heritage.
- (5) To do any other tasks related to the historic preservation of resources in the community of Glenwood Springs.

Appointment, Removal, Term and Vacancies of Boards and Commissions

Glenwood Springs, CO Municipal Code 020.020.040

(a) Appointment and term of members. Except as otherwise provided, all appointments to the boards and commissions shall be by the City Council for terms of three (3) years each, and each member shall serve until his/her successor is appointed and takes office; provided, however, that the initial terms of office may be shortened by the City Council so as to provide overlapping terms of office. Appointments shall expire the day before the first regular meeting of the City Council in each month according to the following schedule:

(3) April:
Historic Preservation Commission;

(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such absence and to attend and serve at the meeting. The alternate member may exercise all powers at the meeting which the absent regular member could exercise, and the alternate's powers and privileges shall terminate at the end of the meeting attended. The presiding officer may at his/her discretion select the same alternate to serve at successive meetings in the absence of any member.

(c) Limit to term of members. No board member shall serve more than two (2) successive terms on the same board or commission.

(d) Removal of members. All appointed members of a board or commission shall be subject to removal, at any time, by the City Council. In the event an appointed member of a board or commission ceases to qualify for membership, his or her appointment is immediately terminated.

(e) Vacancies. The City Council shall fill all vacancies on boards and commissions by appointment for the unexpired term.

(Code 1971 §§ 2-63, 2-64, 2-67; 6-95 § 1; 10-07 § 2; Ord. No. 9-2018 , § 2, 4-20-2018)





City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	The Buddy Program Presentation
Action Requested:	The Buddy Program is requesting the following: 1. Carbondale and Glenwood Springs leaders to help us raise funds in Glenwood Springs. 2. Funding - applied for COGS FAB grant. 3. Adult and High School mentors in Glenwood Springs- we need you soon!
Department:	City Administration
Presented By:	Debra Figueroa
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The Executive Director of The Buddy Program, Lindsay Lofaro, requested an opportunity to present to City Council. A PowerPoint presentation is attached to this agenda item.
Issues:	NA
Fiscal Impact:	None at this time. Financial Advisory Board grants are still under consideration and will be brought to Council at a future meeting.
Legal Review:	NA
Staff Recommendation:	NA



Buddy Program

Inspire. Empower. **Mentor!**

Mission: The Buddy Program empowers youth through mentoring experiences in order to achieve their full potential.

We value, celebrate and consciously cultivate diversity as we strive to achieve equity through the power of mentoring.

The Buddy Program's History and Commitment

We have been serving youth in Aspen since 1973-Celebrating 50 years in 2023!

We expanded to El Jebel and Basalt in 1994

In Carbondale we started serving youth in 2010

*We are the ONLY youth mentoring program between Eagle and Grand Junction,
Colorado along the I-70 corridor.*

*We are one of 8 programs in the State of Colorado with the GOLD BADGE for
quality programming (awarded by National Mentoring Partnership)*

*We are in the quiet phase of our 50th Anniversary Impact Campaign
to raise \$3,000,000
to expand our programs and services to youth and families for a 4 year runway
in Glenwood Springs*

What We Do: 4 Programs



Community-based Mentoring:

Youth are matched with an adult Big Buddy and participate in activities of their choice on their schedule.

2021 served: 157 youth/2019 served: 158 youth



School-based Mentoring:

Youth are matched with an adult Big Buddy and participate in activities of their choice on the school campus weekly

2021 served: 5 youth/2019 served: 16



Peer-to-Peer Mentoring:

Youth are matched with a high school Big Buddy and meet weekly at the school in a supervised setting by Buddy Program staff. Staff provide support and activities for matches throughout the year.

2020-2021 served: 24 Big Buddies, 25 Little Buddies
2018-2019 served: 50 high school Big Buddies & 50 Little Buddies



LEAD (Leadership through Exploration, Action and Discovery) Group Mentoring:

LEAD programs are designed to help teens in grades 6-12 develop a sense of community engagement and life skills. Buddy Program staff works in the 3 high schools and 4 middle schools to provide programming and runs two camps in the summer for teens.

2021 served: 107 youth/2019 served: 199

Program Numbers

- We typically serve:
 - 400-450 youth a year
 - 135+ adult Big Buddies
 - Buddies stay together on average 3.5-4 years, National Average is 1.9 years
- More than mentoring
 - Each family and youth has a Case Manager at the Buddy Program to help them navigate their Buddy Program relationship and any other needs that arise for the family
 - We award extracurricular scholarships to youth 2x a year to stay busy/active, partnerships with SDC and Outward Bound
 - We have counseling funding available to youth and families who need it
 - We provide 25-30 free activities/opportunities to Buddy Pairs throughout the year
 - All of our programming is provided for free to youth in the community



Mentoring Works: Impact

National studies show that when participating in mentoring programs, children are:

- 46% less likely to begin using alcohol,
- 52% less likely to skip school
- more confident in their schoolwork performance which increases their opportunities for a higher education
- children are able to get along better with their families, thus increasing the overall health of their family dynamics (Tierney, JP, Grossman, JB, and Resch, NL (1995) Making a Difference: An Impact Study of Big Brothers Big Sisters. Philadelphia: Public/Private Ventures).

A recent survey of young adults shows of those who had a mentor while in school:

- 48% now regularly volunteer in their community
- 67% more likely to engage in productive and beneficial activities while in school
- 76% of young people who had mentors report setting higher educational goals and are more likely to attend college (Civic Enterprises in association with Hart Research Associates. "The Mentoring Effect: Young People's Perspective on the Outcomes and Availability of Mentoring").

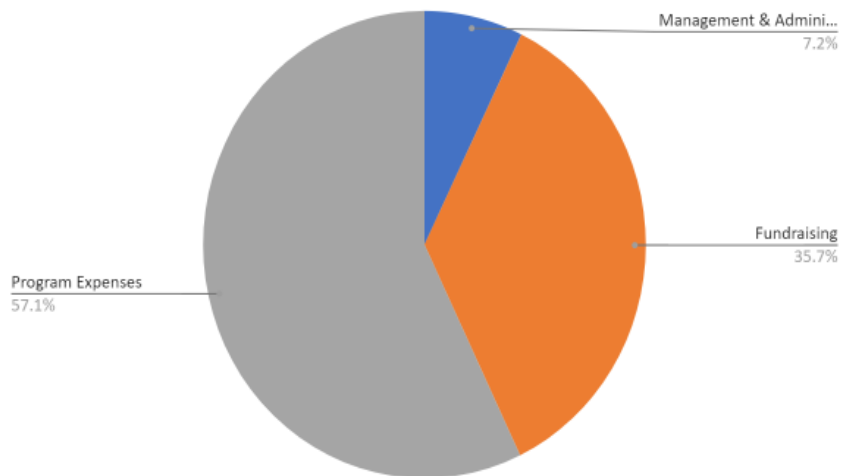
The Buddy Program looks at the following areas for growth in the youth we serve:

- Social Acceptance
- Healthy Risk Attitudes
- Grades
- Scholastic Competence
- Educational Expectations
- Truancy
- Parental Trust
- Special Adult Relationships

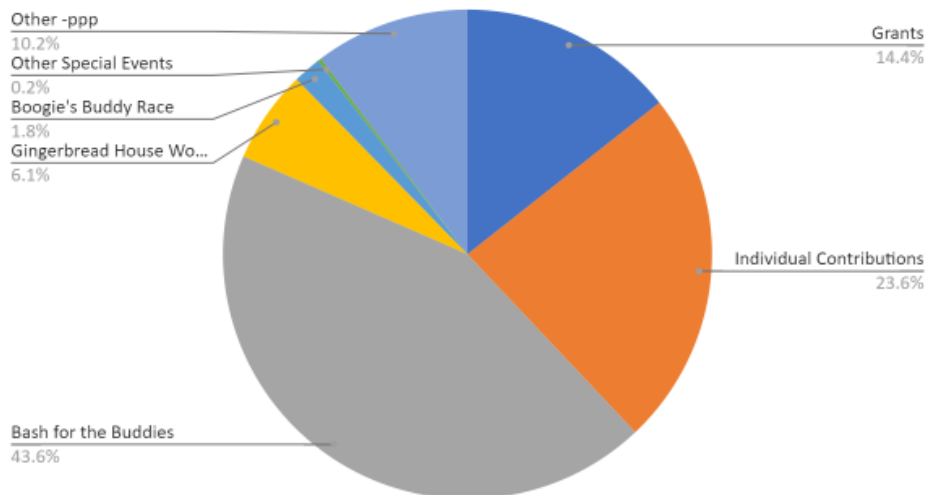
- 100% of youth who completed one year of programming in our Community Program improved in at least one domain
- 95% of youth improved in more than one domain
- 84% improved in three or more domains

Financials

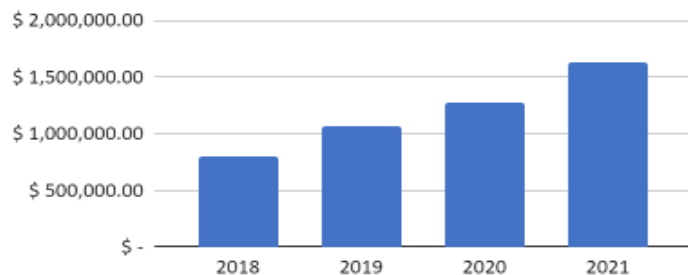
Organization Expenses



Revenue



Reserve Fund Balance (as of December 31 of...



Reserve Fund Balance (as of December 31 of each year)

Cost for Expansion

\$687,500 a year x 4 years= \$2,750,000

\$250,000 to run the campaign

Total Cost= \$3,000,000, to date we have raised \$1,256,100, Want to raise \$2,000,000 before work begins

Allows for maintaining current programs while growing programming. Cost includes:

Establishment of satellite office in Glenwood Springs, and 6 new positions (currently we have 15 staff+6 staff):

- Case Manager for Community, School-based, Peer-to-Peer Programs
- Program Coordinator for Community, School-based, Peer-to-Peer Programs
- Program Director, LEAD (Leadership through Exploration, Action and Discovery) Program
- Program Coordinator, LEAD Program
- Development Coordinator
- Marketing Coordinator

Community, School-based and Peer-to-Peer Program expansion includes funding for (currently we serve approximately 300 youth annually and 135+ adult Big Buddies +80 youth and 35 mentors):

- Activities for Buddy Pairs
- Volunteer recruitment, screening and training
- Counseling and extracurricular activity scholarships for youth
- Program evaluation

LEAD Program expansion includes funding for (currently we serve approximately 150 youth annually + 62 youth):

- Backcountry trips (multi and single day)
- Transportation (van purchase) for LEAD program
- Add 2 summer camps for high school (Moab) and middle school youth (Roaring Fork Valley)
- Add 1 new high school and 2 middle schools in Glenwood Springs
- Continue high school and middle school programs in Rifle

We are seeking

- Carbondale and Glenwood Springs leaders to help us raise funds in Glenwood Springs
- Funding- applied for COGS FAB grant
- Adult and High School mentors in Glenwood Springs- we need you soon!

THANK YOU





City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Results for RFP 2022-01 Habitat Affordable Housing Project
Action Requested:	Consideration of two action items: 1. City Property Request for Proposals Bid from Habitat for Humanity for property located at 8th and Midland Avenue, parcel number 218509300002. 2. Consideration of City Property Request for Proposals Bid from Habitat for Humanity for property located on Airport Road across from the Cardiff Glen Neighborhood, parcel number 218527200003
Department:	Economic and Community Development
Presented By:	Hannah Klausman
Strategic Goals:	Provide Efficient and Responsive City Government Protect and Preserve our Quality of Life Generate Sustainable Economic Development
Background Info:	In August of 2020, the community development department conducted a land analysis of all city-owned parcels within Glenwood Springs to determine feasibility for residential development at the direction of Council. A worksession with the housing commission, staff and City Council was held on August 20, 2020 to review the results and recommendations of the analysis. Two properties were identified as feasible for housing development opportunities one at the corner of 8th and Midland intersection, and the other, referred to as the Iddings Property, located in South Glenwood close to the airport. City Council directed the Housing Commission to conduct introductory conversations on the possibilities of Public-Private partnerships for affordable housing development with area non-profit organizations, businesses, and developers. The Housing Commission compiled the results of these conversations and recommended to Council that partnership opportunities existed and that the City should issue a request for proposals on both properties. On June 1, 2021, City Council approved moving forward with a draft Request for Proposal (RFP) from the Housing Commission and \$10,000 funding for pre-development activities. The Housing Commission attended several affordable housing training seminars and applied for additional Technical Assistance grant funding to complete the RFP. While the technical assistance grant was unsuccessful, the Housing Commission and staff continued to refine the proposal. The final Request for Proposals was issued on January 22, 2022, with a response deadline of March 22, 2022. The City received one response to the RFP from Habitat for Humanity Roaring Fork for both properties. Habitat's proposal includes 14 three-bedroom Townhomes on the Iddings property on Airport Road, and a combination of 6 one-bedrooms and 2 two-bedrooms condominium units at the 8th and Midland property. Habitat estimates a sale price of \$325,000 for the townhomes, and \$250,000 for the condominiums. These estimates are based on projects completed in Basalt and planned for Rifle. The sale prices are intended for those earning 80% of area median income. For a family of four, that would be an income of \$75,360 according to recently released 2022 rent and income numbers from Colorado Housing and Finance Authority and the Department of Housing and Urban Development. Staff has also included an attachment with a brief overview of area median incomes by household size and correlating affordable home purchase prices to provide comparison information for the proposal as well as the entire Rent and Income Limit table from Colorado Housing and Finance Authority for 2022, which was released on April 18,

2022.

Habitat also includes in their narrative the public engagement process they undertake for projects. In Rifle this recently included a public design charrette, engaging community members and potential future tenants, on the scope of the project and design elements. The public engagement piece is used to build community awareness and participation leading to greater support.

On April 4, 2022, the Project Advisory Committee, as appointed by City Council, conducted an interview with Habitat for Humanity. The RFP, Habitat Proposal Response, and interview presentation are all included as attachments to this report. The project advisory committee has also included their recommendation based on submitted documents and the interview process.

Staff has included the questions and answers from the interview, as documented by staff, as an attachment to this report.

Issues:

Habitat for Humanity has included preliminary requests for local support for the project in terms of fee waivers and in kind support in order to achieve the proposed housing units priced to eighty percent (80%) of area median income. This funding ensures deeper affordability by lessening the gap between the cost to build the units and the affordable home sale price.

The Project Advisory Committee is recommending all fee waivers be granted the project as it meets City Council's stated desired For-Sale product at a heavily reduced sale price from market value. Habitat's proposal indicates a 3 bedroom Townhome product sale price of \$325,000. By comparison, 3 bedroom Townhome listings for Glenwood Springs at time of staff report started at \$638,000 up to \$829,000.

Process and Review Thresholds

The action items tonight are for approval to move forward with Habitat for Humanity as an affordable housing development partner. If City Council chooses to approve the bid, Habitat for Humanity Roaring Fork and the City of Glenwood Springs would execute an agreement with the stipulations for reduced cost of land sales and deed restrictions for residential units. Subsequent land use applications for development of the parcels will follow Municipal Code Standards in Title 070 Development Code and the required public notice and approvals indicated in the review thresholds below.

- Administrative Site and Architectural Plan Review applies to projects up to 8 units and is approved at the staff level.
- Minor Site and Architectural Plan Review applies to projects between 9 and 24 units and is approved at the Planning and Zoning Commission level.
- The City would own the property during the entitlement process and can be a co-applicant on a Location and Extent application. The Location and Extent process is for projects proposed by a public or quasi-public entity and are reviewed in relation to the applicable policies and goals of the Comprehensive Plan.

Each parcel would be considered a separate land use application.

Timing on Properties

Habitat's proposal includes developing both properties. Gail Schwartz, President of Habitat for Humanity Roaring Fork has included a letter to Council explaining the preference for simultaneous property development that is attached to this report.

Deed Restrictions

Habitat for Humanity works with their development partners on the specifics of the deed restrictions to be utilized. Examples include school district units in the Basalt Vista project that have school district employment requirements, or Pitkin County employment requirements. City Council may wish to look at the geographic preference standards utilized in City of Glenwood Springs Inclusionary Zoning

requirements as well as the Voluntary deed restriction program. Those stipulations include a priority for applicants employed in the municipal boundary of Glenwood Springs, followed by the 81601 zip code, and finally by a 30 mile distance from City boundaries. Habitat has indicated their traditional preference that continued employment within a geographic area, or continued income monitoring, not be included as a stipulation, however has indicated an ability to review partner preferences. Deed Restriction stipulations do not need to be finalized at this time and can be an ongoing discussion with Habitat for Humanity if approved as a development partner.

Fiscal Impact:

The Habitat for Humanity proposal includes suggestions for fee waivers for both affordable housing projects. Staff did an introductory review of estimated fees for a project of this nature and included those estimates below. Fee waivers are not a requirement to move forward with Habitat for Humanity as a development partner, and can be reviewed by Council at a later date.

1. Building permit costs

Building permit costs are estimated based on valuations provided for project costs by Habitat and assumes that no use tax would be charged to Habitat of Humanity by virtue of its nonprofit status. These numbers would be reviewed and finalized at the time of building permit submittal.

- 8th/Midland property, \$19,129.69 estimated building permit fees
- Iddings property, \$38,620.31 estimated building permit fees
- Total of \$57,750 in building permit fees.

2. System improvement fees

Based on 14 three-bedroom units at the Iddings property, 6 one-bedrooms and 2 two-bedrooms at 8th and Midland the following system improvement fees are estimated.

- \$201,216.19 for water/sewer fees
- \$90,746.86 in parkland dedication fees, if using fee-in-lieu instead of dedicating land
- \$37,069.56 in school dedication fees
- \$27,500 in fire impact fees
- Total estimated System Improvement Fees of \$356,532.61

Combined Total Estimated Fees of \$414,282.

City Fee Waiver Program for Voluntary Deed Restriction

The Voluntary Deed Restriction program began in 2018 as a method to incentivize attainable rental housing development. The program involves the City waiving all system improvement fees in exchange for property owners accepting a maximum rent price at 100% area median income averaged over the restricted units for a voluntary period of 30 years. The system improvement fees include water, sewer, parkland, school, and fire system improvement fees.

For comparison purposes, the proposed Habitat projects offer deeper affordability at 80% area median income, and deed restrictions in perpetuity as opposed to the limited duration of the voluntary program. Therefore, it is Staff's and the Project Advisory Committee's strong recommendation that the Habitat projects, at a minimum, be afforded these system improvement fee waivers which are estimated above at \$356,532.

Staff will pursue opportunities for possible grant funding to reimburse the fee amounts waived for these projects.

Legal Review:

Habitat's proposal includes the City selling the two parcels to Habitat for Humanity for \$1 in exchange for deed restrictions that at a minimum include price appreciation caps in perpetuity. The City of

Glenwood Springs is able to sell both parcels without further public review as they have not been previously used for a public purpose.

The City would operate as co-applicant with Habitat for Location and Extent development permit process, with intent to sell the land at time of entitlement. This would preclude the City from ownership or management of the projects post sale and convey all responsibilities and ownership rights to Habitat for Humanity Roaring Fork.

Staff Recommendation: The Project Advisory Committee recommends moving forward with Habitat for Humanity as a developer for both properties with the stipulations for land sale indicated in the proposal as well as fee waivers and other in kind support where possible.

Action Item 1. Request for Proposals at 8th and Midland Avenue, parcel number 218509300002.

Staff recommends awarding the RFP to Habitat for Humanity and directing the City Attorney to finalize an agreement for the development as proposed. These units support City Council's high priority strategy of "Creation of Diverse and Inclusionary Housing".

Action Item 2. Request for Proposals on Airport Road, parcel number 218527200003

Staff recommends awarding the RFP to Habitat for Humanity and directing the City Attorney to finalize an agreement for the development as proposed. These units support City Council's high priority strategy of "Creation of Diverse and Inclusionary Housing".



**Request for Proposals 2022-01P
City Owned Property Affordable Housing Project
Glenwood Springs, CO**

Buyer:
City of Glenwood Procurement Department
101 West 8th St / Glenwood Springs, CO 81601 / ryan.muse@cogs.us



RFP 2022-01P City Owned Property Affordable Housing Project

INTRODUCTION

This request for qualifications (RFP) is designed to identify a qualified development entity partner to design, construct, finance, manage development of the property, market each home/property for sale to low-income homebuyer(s), sell the home(s)/property(ies) to qualified low-income homebuyer(s), coordinate the transfer of property(ies) to buyer(s)s, and other associated tasks that ensure the successful completion of the City of Glenwood Springs affordable housing goals. The expected outcome of this project is the highest best use of the property for affordable housing.

The City uses the Rocky Mountain E-Purchasing System (“BidNet”) to post solicitations and any supporting or additional information, including Addenda, Bid Sheets and aware information. Proposals must be submitted prior to close on BidNet. The City cannot accept a response that did not come through the right channel and time. All documents and information are available at www.bidnetdirect.com/cityofglenwoodsprings. If you require additional information regarding BidNet you may call Vendor Support at 800-835-4603 anytime Monday through Friday from 6:00AM to 6:00PM Mountain Time.

TIMELINE

TIMELINE	DATE	TIME
Optional Pre-Proposal Meeting	FEBRUARY 24, 2022	2:00 p.m.
Questions and Clarifications Due	MARCH 3, 2022	2:00 p.m.
Answer Addendum Posted to Bidnet	MARCH 8, 2022	4:00 p.m.
Request for Proposal (RFP) Due http://www.bidnetdirect.com/cityofglenwoodsprings	MARCH 22, 2022	2:00 p.m.
Short List of Candidates Announced	MARCH 29, 2022	4:00 p.m.
Short List of Candidates Interviewed	APRIL 4-6, 2022	TBD
Review by City Council	APRIL OR MAY 2022	
Notice to Proceed	MAY 20, 2022	4:00 p.m.

There will be a pre-proposal meeting on February 24, 2022 at 2:00 P.M. on Zoom, https://us02web.zoom.us/webinar/register/WN_42eJukzGTmGJJ0-4zqFgmQ. Please register in advance. Consultants are not required to attend; however this meeting will provide time for consultants to ask any questions pertaining to this project.

Any selected developer will follow the land use application timelines as set by Community Development. This will include public hearings before Planning and Zoning Commission and City Council depending on project size as stipulated in [Section 070.060 Administration and Procedures](#) of the Development Code. In addition, Residential projects over 24 units are required to conduct a neighborhood meeting prior to application submittal.



RFP 2022-01P City Owned Property Affordable Housing Project

INSTRUCTIONS TO SUBMITTERS

The City of Glenwood Springs endeavors to provide a uniform distribution of information to vendors and conduct a fair selection process. We ask that you please follow these instructions carefully. Any submittal that does not meet the requirements set forth in this document and any addenda will not be considered by the Selection Committee.

Questions regarding this RFP should be submitted to bidresponse@cogs.us. All such addenda issued by The City of Glenwood Springs prior to the time that proposals are received shall be considered part of the RFP. It shall be the Bidder's responsibility to view all documents posted at BidNet.

Once you've uploaded your response to BidNet per the instructions in this document the RFP will be governed by the established timeline. The City of Glenwood cannot see who or how many responses have been submitted to BidNet prior to the closing date so we are unable to confirm receipt. However, you may assume your upload was successful if BidNet accepts the document.

The City of Glenwood Springs makes no guarantee that an award will be made as a result of this RFP and reserves the right to accept or reject any or all proposals, waive any formalities or technical inconsistencies, or delete any item/requirements from this RFP or resulting contract when deemed to be in the City's best interest. Failure to comply with the requirements contained in this RFP will result in the rejection of your proposal.

Bidder recognizes and understands that any costs incurred by the Bidder from submitting a response to this RFP are the responsibility of the bidder.

Proposals shall be submitted in a single PDF file. Please submit as much as you need to and as little as possible. Please list responses under headings and numerical and alphabetical sections sequentially, as follows:

1. Introduction and Organization Information:
 - a. Title of this RFP.
 - b. Name and mailing address of principal organization making this proposal.
 - c. Form of the organization: Non-profit, For-profit, Corporation or LLC, Partnership, or Sole Proprietor.
 - d. Incorporated or registered in (state).
 - e. Website address.
 - f. Names and contact information of the principal(s) of the business: Owner, president, CEO, partners, general partner or sole proprietor.
 - g. Contact person, including email and phone number.



RFP 2022-01P City Owned Property Affordable Housing Project

2. Signature Requirements:

- a. Proposals submitted on behalf of a Partnership shall be signed in the organization name by a partner or the Attorney-In-Fact. If signed by the Attorney-In-Fact, there shall be attached to the proposal a Power-Of-Attorney evidencing authority to sign proposals, dated the same date as the proposal and executed by all partners of the organization.
- b. Proposals which are submitted on behalf of a corporation shall have the correct corporate name thereon and the actual signature of the authorized officer of the corporation written (not typed) below the corporate name. The title of the office held by the person signing for the corporation shall appear below the signature of the officer.
- c. Proposals which are submitted by an individual doing business under a developer name (“dba”) shall be signed in the name of the individual doing business under the proper organization name and style.

3. Developer Qualifications

Describe the developer and provide a statement of the organization's qualifications to perform requested affordable housing financing, planning, construction, development, and management services. Please address how your firm meets the selection criteria.

4. Team Qualifications:

Please include resumes of key principals and individuals who will be overseeing or involved with the Project.

5. Project Experience:

- a. Please describe your team’s experience with mixed-income urban development, affordable housing, and any experience in Colorado specifically. Speak to experience in the Roaring Fork Valley, if relevant.
- b. Please describe your team’s experience in affordable housing development and ownership using Low Income Housing Tax Credits (LIHTC) and other funding sources applicable to the Project.
- c. The City is committed to a policy of non-discrimination and prefers to work with a developer that has a track record and commitment to the use of Locally-Owned Small Businesses (LOSB’s) and Minority/Woman Business Enterprises (M/WBE). Please provide any relevant experience and/or plans to address this business preference.
- d. Please address financial commitment and available equity, including willingness to invest own funds in the project and describe financial capacity to guarantee a multi-million-dollar housing development.
- e. Please describe your firm’s approach to community engagement and outreach. Please include specific examples.



RFP 2022-01P City Owned Property Affordable Housing Project

- f. Please describe your firm's approach to and experience with working with a local nonprofit agency or mission driven organizations. In addition, please address the potential of providing a right of first refusal to a local nonprofit agency at year fifteen if using the LIHTC program for financing. The City has not determined whether it will hold the right of first refusal itself or assign the right to another trusted non-profit partner, but respondents should assume that the City will desire the right of first refusal.
6. Associations:
Please provide a description of any associations with other individuals or firms or any form of subcontracting that is planned for the Project.
7. References:
Provide a minimum of three references for related projects where your team has financed, planned, developed, constructed, and managed a similar project. Please include Colorado references when possible.
8. Project Plan and Schedule:
Provide a brief discussion of your team's approach to the successful implementation and long-term sustainability of the Project, including but not limited to:
 - a. Suggested development timeline.
 - b. Preliminary thoughts concerning the overall development of the site.
 - c. Preliminary project and programmatic design ideas.
 - d. Approach to ensuring best practices in operations, management, and services.
 - e. Provide preliminary thoughts regarding land price, initial sales price setting in correlations to AMI income limits and project cost, developer fee split, and other financial returns and any considerations that would impact the financial returns to the project sponsor.
9. Examples:
Please provide examples (including pictures) of other projects developed and owned by your team. Please include the unit count, types and sizes, total development cost, date of when the project was completed, and debt and equity used to finance the Project.
10. Disclosures:
Please disclose any claims, lawsuits, formal disputes for work or services previously or currently being performed. Please disclose any loss of funding NOT due to budget cuts or cuts to programs.



RFP 2022-01P City Owned Property Affordable Housing Project

11. Proposal Documents and Drawings:

- a. A written description of the proposed project.
- b. Conceptual drawings showing the location, layout, and primary elements of the proposal.
- c. Conceptual architectural plan.
- d. Proposed uses, location of uses, and densities.
- e. Tentative schedule.
- f. Price Matrix as provided.

SCOPE OF WORK

The City is seeking a housing project with desirable amenities that will help build and diversify the housing market, create employment opportunities, complement the other development activities in the area and meet both the city goals and the interests of the community.

The prospective development partner can make a proposal for either or both properties. The actual type of housing, density, site plan, and public benefit will be up to the prospective partner. The property will, however, involve some form of deed restriction to preserve affordability. Strongest consideration will be given to proposals targeted toward workforce and affordable housing, higher density, owner occupancy, home ownership and residential and construction quality. A proposed partner considering both sites could, if desired and economically feasible, propose different types of housing (workforce or senior) on each parcel.

Desired Outcomes

- The project must benefit households at 120 percent Area Median Income (AMI) or less. Projects including 60-100% AMI are identified as a priority.
- Expectation of for sale product to individuals within the identified AMI categories. This will include developer assistance with financial homeownership literacy and financing qualification.
- Long term public benefit is required at a minimum of 30 years. Projects over ten (10) units will be subject to the City's newly adopted Inclusionary Housing guidelines that requires 20% of the total units to be Resident Occupied, and 10% to be deed restricted to a maximum of 100% AMI either for rent or for sale.

Required Outcomes

The City of Glenwood Springs has indicated it will be flexible to the extent possible with the list of above parameters, especially given the competitive nature of existing housing resources and a potential need to pivot with market changes as of the current pandemic.



RFP 2022-01P City Owned Property Affordable Housing Project

Proposal Goals

We are seeking proposals from development partners that would be consistent with the following City goals and policies:

2020 Community Action Plan [Glenwood Springs Community Action Plan](#)

Goal 2: Economic Diversification: Support opportunities for business development in downtown Glenwood Springs, building on and expanding beyond the tourism economy and supporting entrepreneurship opportunities for residents.

Goal 3 – Affordable Housing: Support opportunities for housing in Glenwood Springs that is affordable and accessible for all, including seasonal and permanent residents.

City Strategic Vision 2020-25 [2020-25 Strategic Vision](#)

Goal 3, Specific strategies to protect, preserve and improve the quality of life:

- Oppose any threats to livability and environment of our community.
- Develop affordable housing with strategic partners so more people who work in the city can live in the city.

COMMUNITY BACKGROUND

Housing is a key challenge to the long-term viability of our community. A 2019 Regional Housing Study overwhelmingly indicated a housing need in the Roaring Fork Valley and, specifically for Glenwood Springs. Greater Roaring Fork Regional Housing Study 2019 . Glenwood's needs are projected to be as many as 2000 rental and homeowner units. Greatest demands are for housing to meet 120% AMI and below. However, the needs are broad and include owner occupied housing, senior housing, workforce housing and affordable & low-income housing. The city has recognized this need and made it a strategic priority and goal to increase inclusionary housing and housing types

PROPERTIES AND LAND USE DESCRIPTION

The lots for development are legally described as:

8th and Midland Property:

Section: 9 Township: 6 Range: 89 A TR IN THE NESW CONT .58 AC. EXCEPT A TR CONT .179 AC AS DESC IN BK 1759 PG 723.

Parcel Identification Number 218509300002



RFP 2022-01P City Owned Property Affordable Housing Project

Iddings Property:

Section: 27 Township: 6 Range: 89 TR IN NENW, ALSO A TR OF LAND CONT 22,505 SQFT, EXCEPT A TR OF LAND CONT 1,983 SQFT AS BOTH DESC IN BLA BK 1346 PG 676.

Parcel Identification Number 218527200003

Site and Zoning Information

Both sites are currently vacant land owned by Glenwood Springs. Land appraisals were completed for both parcels in June of 2021 and are included as Exhibit A to this document.

Subject Property: 8th and Midland

- Total site is 17,500 square feet
- Site is Zoned Residential High Density (RH)
- Maximum units allowed: 8

This site is a corner lot. City utilities including water, sewer, and electric are accessible. It is close to shopping, schools and public transportation. It is adjacent to multifamily and single-family housing and Midland Avenue, a major arterial street. Prior conceptual sketch plans and additional details are attached as Exhibit B.

Subject Property: Iddings

- Total site is 35,332 square feet
- Site is Zoned Residential High Density (RH)
- Maximum units allowed: 14

The Iddings Property is further from the city center but near an elementary school and major arterial street (Midland). The site includes a hillside towards the back of the property that abuts to open space. The property is adjacent to multifamily housing.

[Glenwood Springs Zoning Map](#)

Sites are subject to policies in the Glenwood Springs building code. [Glenwood Springs Planning Dept. and Development Code](#)

Residential High Density Zoning

Both sites are zoned Residential High Density (RH). The RH district is intended to accommodate various housing types ranging from single-family detached on small lots to multifamily dwellings. The RH district is intended to transition between established neighborhoods and more intense commercial or other nonresidential districts.



RFP 2022-01P City Owned Property Affordable Housing Project

Dimensional Standards of RH

Table 020.9: RH District		
Dimensional Standards		
Lot Standards, Minimum		
A	Lot area, single-family detached (sq ft)	4,500
	Lot area, attached dwellings sharing common wall (sq ft)	2,250 per unit
	Landscaped area (for multifamily dwellings) (%)	20
Setbacks, Minimum		
B	Front (from arterial streets) (ft)	15
	Front (from other streets) (ft)	10
C	Side (ft)	5
D	Rear (ft)	10
Building Standards, Maximum		
E	Building height (ft)	40

Residential Permitted Uses in RH

- Dwelling Multifamily
- Dwelling Townhouse
- Dwelling, Two-family
- Dwelling, Single-family detached
- Accessory Dwelling Units
- Child Day Care
- Community Garden
- Short Term Rental

SITE CONTROL OPTIONS

The City strongly prefers to create and implement a redevelopment plan with an experienced Developer who is interested in acting as the co-developer of the newly developed property ("The Project"). The City seeks help assessing appropriate financial structures and programs that would provide flexibility in uses for the Project. The City would rely on its selected development partner to help define the final site development program, identify funding gaps and potential funding sources, define timing for development, and coordinate any tax credit funding with other sources (grants, low-interest loans, etc.). The City would assist with community engagement and outreach efforts and all efforts that relate to the development of the overall site.

An ideal development partner would have experience with

- 1) the use of a variety of financing tools including affordable housing funding sources.
- 2) experience with residential development practices.



RFP 2022-01P City Owned Property Affordable Housing Project

3) racially and ethnically diverse neighborhoods and a commitment to hire minority and women-owned businesses.

The selected developer would be expected to undertake all feasibility and pre-development activities. The City prefers a land transfer with land use restrictions for affordability but is open to negotiating based on the needs of the redevelopment plan and what makes the most sense for both parties.

As a team, the Developer and the City's leadership will develop a plan that meets the financial, social, and physical needs of the City while also being financially viable for the selected developer over the long term. The value of the land is expected to be a contributing factor for affordability however the City is aware that additional outside funding sources are likely needed. A developer who has experience with these types of project funding models is ideal. Other preferred qualifications for the ideal development partner are experience in developing with Private Activity Bonds, and experience working on the Western Slope of Colorado and the Roaring Fork Valley.

The developer selected under this RFP will be asked to execute a Memorandum of Understanding with the City, which will outline the developer's predevelopment, development, and project operation activities. The MOU will also outline the City's role in connection with the proposed development, including but not limited to provision of the site, project coordination, decision-making authorities, assistance with community outreach and engagement, and assistance with local government processes and support.

SELECTION CRITERIA

In evaluating Proposals, the City shall consider the qualifications of the Submitters, whether or not the Proposals comply with the prescribed requirements and any alternates, and unit prices if requested in the Proposal forms. The City reserves the right to reject the Proposal of any firm that does not pass any such evaluation to the City's satisfaction.

The City of Glenwood Springs will award the project to the firm offering the best value. Overall price is a consideration but will not be the sole determining factor. In making this award the City will consider the following (in no particular order of importance):

- a. Overall quality of the submission.
- b. Project development and financing.
- c. Pricing and the financial impact to the City.
- d. Experience and ability of the firms and key personnel assigned to the project and performance on similar projects.
- e. Quality, clarity, creativity and understanding of the scope of work outlined that clearly and specifically illustrates the tasks that will be completed and accomplished.
- f. Results of the reference checks and past performance for other clients.



RFP 2022-01P City Owned Property Affordable Housing Project

RFP TERMS & CONDITIONS

Discussions/Negotiations

The City of Glenwood Springs reserves the right to contact any Bidder for clarification of information submitted; The City reserves the right to conduct discussions with Bidders, to accept or not accept revisions of Proposals, and to negotiate any point in the proposal or the subsequent contract at the sole discretion of the Director of Purchasing & Contracts.

Indemnification

If any litigation from any claims, disputes or other matters in question arising out of or relating to this agreement, or the breach thereof, the successful party in the litigation shall be entitled to reasonable legal expenses as part of any judgment.

Warranties, Representations and Acknowledgements of Bidder

By submitting a proposal, Bidder acknowledges and agrees that (1) this RFP is a solicitation for proposal and is not a contract or an offer to contract and (2) the submission of a proposal by Bidder in response to this RFP will not create a contract between the City of Glenwood and Bidder.

By submitting a proposal, Bidder offers and agrees to furnish to the City of Glenwood with the products and/or services described in its proposal, at the prices quoted in the proposal, and to comply with all terms, conditions, and requirements set forth in the RFP documents and contained herein.

By submitting a proposal, Bidder represents and warrants that (1) Bidder is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions, and requirements of the RFP; (2) Bidder has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFP; (3) Bidder is aware of, is fully informed about, and is in full compliance with all applicable federal, state, and local laws, rules, regulations, and ordinances; (4) Bidder understands the requirements and specifications set forth in this RFP and the terms and conditions set forth; and (5) all statements, information, and representations prepared and submitted in response to this RFP are current, complete, true, and accurate. Bidder acknowledges that the City of Glenwood will rely on such statements, information, and representations in selecting the successful Bidder. If selected by the City as the successful Bidder, Bidder will notify the City immediately of any material change in any matters with regard to which Bidder has made a statement or representation or provided information.

By submitting a proposal, Bidder agrees to be in compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

Proposal to RFP 2022-01P City Owned Property Affordable Housing Project
by:



1. Introduction and Organization Information:

a. Title of this RFP: RFP 2022-01P City Owned Property Affordable Housing Project

b. Name and mailing address of the principal organization making this proposal:

Habitat for Humanity Roaring Fork Valley
53 Calaway Ct, Glenwood Springs, CO 81601

c. Form of the organization: Non-profit

d. Incorporated or registered in (state): Colorado

e. Website address: www.HabitatRoaringFork.org

f. Names and contact information of the principal(s) of the business:

President, Gail Schwartz, GailS@HabitatRoaringFork.org, 970-309-1411
Executive Director, Kristen Wilmes, KristenW@HabitatRoaringFork.org
970-309-8179

g. Contact person, including email and phone number.

Gail Schwartz, GailS@HabitatRoaringFork.org, 970-309-1411

2. Signature Requirements:

b. Proposals which are submitted on behalf of a corporation shall have the correct corporate name thereon and the actual signature of the authorized officer of the corporation written (not typed) below the corporate name. The title of the office held by the person signing for the corporation shall appear below the signature of the officer.

3. Developer Qualifications

Describe the developer and provide a statement of the organization's qualifications to perform requested affordable housing financing, planning, construction, development, and management services. Please address how your firm meets the selection criteria.

Habitat for Humanity of the Roaring Fork Valley (hereafter Habitat) was founded in 1999 when a group of concerned residents set out to form a Habitat for Humanity Affiliate with a mission to build homes in partnership with local families in need of simple, decent, affordable ownership housing. The new organization was structured to serve the needs of the Roaring Fork and Colorado River Valleys—from Aspen to Glenwood Springs to Parachute.

Originally, Habitat built one home at a time on donated land and was entirely volunteer operated. In 2004, we started hiring staff to provide support, structure and help us better achieve our mission. While starting slowly, building one home every two years, in 2015 we began to quicken our pace of construction and built four homes per year. In 2021 we completed nine homes and continue to increase our capacity to maximize our impact.

The core of our mission is to build affordable ownership housing in the Roaring Fork and Colorado River Valleys. We have a successful track record of building homes: for each of our 22 years, we have worked closely with our Habitat families through each step of the homeownership process and have built 60 homes that provide safe, affordable housing to over 200 adults and children. Of these families 34% are Latinx and 89% are first time home buyers. Family incomes range from 60% to 100% of the area median income and average family size is 4. We also provide programming dedicated to homebuyer education and homeowner support. This work ensures that families are set up for success as they enter homeownership and are supported over the long term.

Throughout the 22 years, we have actively advocated for affordable, energy efficient housing at the local and state levels. In acknowledgement of our efforts, in June of 2021, Governor Polis and Representatives McCluskie and Roberts chose Basalt Vista to sign HB 21-1271, the Dept. of Local Affairs Innovative Affordable Housing Strategies into law which provided \$48 million to communities to promote affordable housing development.

While our Habitat for Humanity affiliate has grown and changed over time, the mission we were founded to address: the transformational power of homeownership, has not. Research shows that affordable homeownership has a multiplier effect for families and communities. The economic stability created for families in ownership housing results in fewer costly dislocations and disruptions to education, work, health and family life. Home-related expenditures as well as disposable income go back into the economy in support of local businesses and institutions. Health and education outcomes improve as reduced environmental risks in the home, improved social connections, and more funds for healthy eating options lead to improved health and lower healthcare costs, and improved educational performance for children. Finally, housing stability can be directly linked to improved community viability and civic engagement, and increased entrepreneurship in the local economy.

4. Team Qualifications:

Habitat has been a successful developer of affordable housing for over 22 years and is in the final phase of the Basalt Vista development of 27 net-zero homes. We continue to have high retention rates for our homeowners and are currently embarking on our next multi-family affordable housing development, the 20 net-zero homes at Wapiti Commons in South Rifle.

Principal staff involved are:

Gail Schwartz—President. Gail has resided on the Western Slope for over 50 years and began her career in community/resort planning. She is a former CU Regent, two term Colorado State Senator and former APCHA housing director with an over 40 year background in affordable housing policy and development. Renewable Energy, resource deployment and rural economic

development were significant portions of her legislative portfolio. Length of Service with HFH: 2 years as President and one year serving on the Board.

Kristen Wilmes—Executive Director. Kristen holds a Bachelor degree in Accounting and Business Management from Kansas State University and completed graduate work in Financial Planning and Communications. With over twenty years of leadership experience in affordable housing, she specializes in the development of home ownership opportunities for low to moderate income working families, large scale funding through grant opportunities, government funding programs and low-interest mortgage options. Length of Service: 16 years.

Jake Ezratty—Project Manager. Jake has over six years of project management experience working on large scale commercial buildings, renewable energy projects, and residential developments. Jake was instrumental in overseeing Habitat's largest development to date- Basalt Vista, consisting of 27 net-zero homes built over 3 years. Length of Service: 2 years

Carolyn Meadowcroft—Director of Homeowner Services and Community Outreach. Carolyn has expertise in the banking and mortgage industries and gained an extensive knowledge of loan products, government programs, and the home buying process. Carolyn recently joined our leadership team but has been involved for 22 years with Habitat as a volunteer and on the Board of Directors since our founding and member of the family selection committee. Length of Service: 9 months.

Jon Fox Rubin—Future Projects Advisor. Jon is a strategy consultant and social entrepreneur. Previously, Jon served as executive director of Valley Settlement, after spinning it off from MANAUS, a social justice non-profit. He also co-founded and led two advanced technology companies (Fiberforge Corporation and Hypercar, Inc.) both spin-offs of Rocky Mountain Institute. Jon served on the Town Council in Basalt from 2000–2004 and Basalt's P&Z from 1998–2000. Length of service: 3 years.

Full Resumes are available upon request.

5. Project Experience:

a. Please describe your team's experience with mixed-income urban development, affordable housing, and any experience in Colorado specifically. Speak to experience in the Roaring Fork Valley, if relevant.

The best example of our experience culminates with the 27 unit Basalt Vista Affordable Housing Community. We partnered with the Roaring Fork School District and Pitkin County to house teachers and the workforce of Pitkin County. Recently we evaluated the financial benefit to the homeowners and took average monthly mortgage costs for our homeowners in comparison to free market rental costs in Basalt and Carbondale for similar home bedroom counts. The average mortgage costs at Basalt Vista for the two bedroom homes is \$1,717; for the 3 bedroom it is \$1,805; and for four bedrooms it is \$1,932. Of the few homes available to compare to on the Basalt rental market: a two bedroom single family home would be \$3,850 a month; a three bedroom home is \$5,250; and finally, a four bedroom single family home is \$6,000. In all cases Basalt Vista's new homeowners are spending less than 50% to 75% of what comparable rental

homes would cost in the Basalt/Carbondale area. This comparison demonstrates how affordable home ownership can create financial stability for families and the Basalt community.

Another key contribution is that Habitat is committed to an all-electric net-zero energy future for the residents of Habitat homes, thereby minimizing monthly utility bills and making the housing truly affordable, particularly for older adults on fixed incomes. We will achieve higher than required energy standards with an integrated design approach that looks at the buildings from a total system perspective. This approach utilizes highly insulative building construction methodology, all-electric energy star appliances, efficient air-source HVAC systems, and photovoltaic solar electric (either on-site or purchased through an off-site low-income PV program). Habitat is proud of having proven this net-zero concept for rural affordable housing at our 27 home Basalt Vista Net Zero Affordable Housing Community and is applying these concepts at Wapiti Commons and hopes to bring them to the City of Glenwood Springs next.

b. Please describe your team's experience in affordable housing development and ownership using Low Income Housing Tax Credits (LIHTC) and other funding sources applicable to the Project.

Habitat's ability to finance affordable housing is in part due to the flourishing presence of our brick and mortar, solar powered Glenwood Springs ReStore and online ReStore. From humble origins of a 2,000 square foot rented storage unit in 2006 to a 40,500 square foot owned building in 2017, our ReStore has grown to the second largest in the state of Colorado. Today, over 72,000 customers a year shop from all over the country for new items and repurposed furniture, building materials, appliances, and other household items to make their lives better for a fraction of the cost of purchasing new. The ReStore builds homes: revenue from the ReStore now directly supports our mission by covering all of our overhead and administrative costs for the affiliate, all net revenue supports home construction and 100% of monetary donations and other funding goes directly into building affordable housing. The ReStore has been long thought of as the economic engine of our affiliate, 2020 confirmed this when we were mandated to shut our doors to the public for 10 weeks. When the Pandemic hit we swiftly made the shift to creating an online presence of our inventory at the ReStore. Our online store is our new economic engine that drives ReStore sales. We are happy to say, we have one of the most attractive, easy to shop, and well followed online stores per capita in the country. In fact, we are working with other Large ReStores to present why our online store is successful. This is remarkable with our relatively small market, but it shows that our unique inventory from generous donors is attractive and sells.

Habitat also raises money from philanthropic sources, local jurisdictions and state grants from CDOH, FHLB, and CHFA. We have been partnering with the Colorado Division of Housing (CDOH) for our past 30+ homes either through working directly with CDOH or through the partnership established with Habitat Colorado. Up to \$600,000 in funding is expected for the 20 home development in Wapiti Commons, these funds directly support the gap between the cost to build the homes and the amount our low-income families can afford to pay in their monthly mortgage payments.

Federal Home Loan Bank works with us to provide down payment assistance and closing costs for our very low-income buyers to ease the financial burden of first time homeownership with grants ranging from \$5,000-15,000.

Colorado Housing and Finance Authority (CHFA) has not provided grants for Habitat but supports our efforts and recognizes our successes by other means. Habitat believes homeowner education is vital to first time homebuyers and has utilized CHFA's education curriculum for our homebuyer classes. With the assistance of a local lender, several of Basalt Vista homeowners were able to purchase their homes utilizing CHFA's mortgage loan products and down payment assistance second mortgages. CHFA featured Habitat in their Colorado Affordable Housing Developer's Guide released in February 2022 by including Basalt Vista as a case study, showcasing how creative partnerships, collaborations, and community support can result in a successful project.

c. The City is committed to a policy of non-discrimination and prefers to work with a developer that has a track record and commitment to the use of Locally-Owned Small Businesses (LOSB's) and Minority/Woman Business Enterprises (M/WBE). Please provide any relevant experience and/or plans to address this business preference.

Habitat for Humanity is committed to supporting the local economy by using local subcontractors. Typically, all of our subcontractors are based between Rifle and Carbondale. Examples of local subcontractors we have worked with in the past are Miles Rippey Excavating (Glenwood Springs), C-Con Concrete (Rifle), Mountain Air Mechanical (Rifle), Expert Electric (Rifle), B-Tech Plumbing (Silt), Sunsense Solar (Carbondale), West Valley Insulation (Silt), and Harrison Painting (New Castle). We also support a number of M/WBE businesses, including Jorge Rodriguez Drywall based in Silt and Kit Roofing based in Gypsum. In addition, Habitat is committed to ordering cabinets through the prison training program at the facility in Crowley, CO. Habitat is open to getting pricing from any contractors that come recommended to us.

As a non-profit organization, Habitat for Humanity RFV is unable to be recognized as a Locally Owned Small Business and Minority/Woman Business Enterprise, but we would like to point out that we operate similarly to both as a general contractor that receives the majority of our revenue and support locally and is led by a strong group of professional women. While we do not have ownership interest in a non-profit structure the funding and leadership aligns almost identically to both a LOSB and M/WBE.

d. Please address financial commitment and available equity, including willingness to invest own funds in the project and describe financial capacity to guarantee a multi-million-dollar housing development.

Habitat for Humanity Roaring Fork Valley has a long history of serving our communities, a strong balance sheet and the ability to secure construction loans for completing the two developments as proposed in this bid. We have diverse revenue streams from our ReStore, philanthropy, grants, partnerships, and in-kind donations that we will utilize to build, deliver, and sell housing units to low income families. Additionally, we have strong banking relationships with all of the local banks within our service area which has allowed us to get the financing needed to construct homes, develop projects, as well as our ReStore building. Each project is

started with funds on hand from a combination of ReStore sales, private donors, and grant funding- additional financing is provided through the construction lines of credit that are established at the start of each project. As the homes are sold the proceeds from the sale are used to pay down the construction line of credit allowing for the revolving funds to continue supporting the building process.

Our low-income partner families (who customarily cannot obtain conventional financing) are able to secure financing to purchase their homes through partnerships with local third party lenders, we also have an onstaff USDA 502 Direct loan packager which allows for longer term financing (up to 38 years) with low interest rates and subsidies available, and can utilize CHFA which offers down-payment assistance in addition to financing.

e. Please describe your firm's approach to community engagement and outreach. Please include specific examples.

Example: Wapiti Commons in Rifle

Habitat used a mix of methodologies to determine our two target markets of workforce families and older adults for our developments. These included census demographic data, home sale prices and inventory data, several local and regional reports from credible institutions and direct feedback from citizens through engagement workshops. We have always been about identifying and meeting needs in our communities and due to the rising cost of housing of all types, including addressing affordable housing options for older adults in our region. While 72% of older adults living in rural areas would like to remain in their community (Home and Community Survey, AARP 2018), only 6% of older adults in Garfield County felt that there were a good variety of housing options and only 8% said they were able to find affordable quality housing (Older Adult 2020 Housing Needs Assessment). In 2021, the median sales price for multi-family housing in Rifle had gone up 31% compared to the previous year coupled with a very limited inventory of available homes. Townhouse/Condos have a market absorption rate of well under 3 months with only a handful of properties on the market at any point.

In November 2020, early in our design process for Wapiti Commons, we held several community workshops gathering feedback and input from a variety of stakeholders including older adults and workforce families. We heard from older adults about the growing need for accessible and affordable housing and we received a great deal of input on the design of the units to accommodate changing needs such as one level living, ergonomic door handles and the setup of bathrooms. It was also important to create a community feel for the whole development with the creation of some intentional shared spaces that can bring people together such as a park and community gardens. The rapid increase in housing costs, the lack of current housing options and the interest from older adults through our workshop resulted in Habitat deciding to tackle this pressing issue by providing a specific solution: to build quality affordable housing designed for older adults. From workforce families we heard desire for common open spaces and private decks, the need for storage and natural light in the units and an overall modern design approach. We have incorporated all these ideas into our design for Wapiti Commons with a shared recreation space, private decks, storage and carefully placed windows to provide natural light.

f. Please describe your firm's approach to and experience with working with a local nonprofit agency or mission driven organizations.

Habitat is a non-profit housing developer that is deeply rooted in the Roaring Fork and Colorado River Valleys. Ensuring long-term affordability for the housing is a critical feature of the proposed development. To accomplish this we establish restrictions on the occupancy and resale of the homes. The document outlining the limitations is known as a deed restriction agreement, is recorded in the county where the property is located, and is acknowledged by the homeowner at closing. Terms of the deed restriction may vary but in general it limits the sale and resale of a home to a qualified buyer who will occupy the home as their primary residence, meets certain eligibility criteria such as income limits and employment requirements, and for the older adult condo units, have age-based restrictions. The original value is set at the sales price of the home, set at an amount below the market value, and future appreciation and resale price is limited to a percentage, often 3%. The deed restriction gives Habitat for Humanity, or other jurisdictions such as a housing authority or the City of Glenwood Springs, the right of first refusal when the home is sold and in the event of a foreclosure. Habitat's deed restrictions are written to meet guidelines established by the Department of Housing, USDA, Fannie Mae, Freddie Mac, and other government agencies enabling buyers to obtain financing.

6. Associations:

Habitat for Humanity Roaring Fork Valley relies on a mix of board members, advisors, staffed labor, volunteers, and subcontractors to fulfill our mission and complete our developments.

Habitat board members, advisors and paid staff are involved in the sourcing, design and fulfillment of projects via a board appointed Subdevelopment Committee that oversees each project.

Habitat staff does all framing, siding, decking, and interior finish work including flooring, case & base, cabinet installation, shelving, and doors. When volunteers are present to support our construction, the staff oversees their work to ensure the quality is up to our standards.

Scopes of work that are typically subcontracted out are concrete, excavation, mechanical, electrical, plumbing, roofing, insulation, drywall, paint, and solar. Many of these subcontractors provide Habitat with a discounted rate in alignment with our mission.

Habitat also partners with electrical utilities such as Holy Cross Energy and Xcel Energy to optimize our developments for electrical energy upon completion and into the future. We worked with NREL on our Basalt Vista development to support their research around energy use, micro-grids, resiliency, and distributed energy resources. We also partner with energy efficiency experts from CLEER and CORE to model the energy efficiency of our net-zero designs.

Habitat is committed to quality construction, energy efficient design, and affordability and is often evaluating and employing hybrid construction and modular construction techniques. For example, Habitat is working with Simple Homes out of Denver as a vendor of panelized walls for our Wapiti Commons project. We are currently evaluating several modular manufacturers for future projects such as those contemplated in this proposal.

7. References:

Roaring Fork School District, Jeff Gatlin, 970-384-6024, jgatlin@rfschools.com
Pitkin County, Phylis Mattice, 970-920-5208, phylis.mattice@pitkincounty.com
City of Rifle, Patrick Waller, 970-665-6499, pwaller@rifleco.org
Alpine Bank, Bill White, 970-429-2114, BillWhite@alpinebank.com
Silver Mountain Properties, Bill Crowley, 970-963-4900, bill@smprop.com

8. Project Plan and Schedule:

Provide a brief discussion of your team's approach to the successful implementation and long-term sustainability of the Project, including but not limited to:

a. Suggested development timeline.

Habitat uses BuilderTrend construction software to create a project schedule and to track our progress to ensure we meet our schedule. We have developed a preliminary schedule assuming we prevail in acquiring both sites and partner with the COGS to develop both simultaneously. Below is an estimated schedule. Habitat is flexible on start dates.

Townhomes

- April–December 2022: Design, Community Engagement, Permitting
- January–May 2023: Infrastructure
- June–August 2023: Foundations
- September 2023–November 2024: Construction
- April 2024: First townhomes complete

Condos

- June 2022–February 2023: Design, Permitting & Outreach
- March–July 2023: Infrastructure
- August–September 2023: Foundation
- October 2023–September 2024: Construction
- September 2024: First condos complete

b. Preliminary thoughts concerning the overall development of the sites.

Habitat is fortunate to have a wide variety of experts on our Board of Directors and Development SubCommittee, some of which specialize in architecture and use planning. Typically, we would ask a member of our Development Committee who specializes in land use planning to provide several site plan options for review. We then seek input from the key stakeholders and work towards a final site plan that maximizes the impact of our work and maintains an appropriate density to ensure neighborhood livability.

- 1) **8th & Midland:** Eight homes in a three story condominium structure. First level designed for ADA accessibility, second and third levels reached via exterior stairwells with carport parking. Designed for pedestrian friendly, net-zero, efficient appliances, and energy

efficient building envelope, with potential to accommodate PV on the roof. Size ranges from 1 bedroom to 3 bedroom flats. Approximately 768 to 1152 livable sq/ft per unit.

- 2) Iddings:** 14 homes in seven ~1,750 sqft townhomes (with 1,200 livable and 550 sqft garages). These are conceived as three-level townhomes above a garage and could include a second story walk out if built into the hillside. These homes are designed as all-electric and net-zero with the potential to accommodate PV on the roofs. Note, this configuration may not be practical to reach the maximum allowable density on the site and we may need to consider triplex, quadplex and other configurations pending feedback from the City of Glenwood Springs and other stakeholders.

c. Preliminary project and programmatic design ideas.

Based upon previous project designs, Habitat diligently works to create an progressive design that fits in the project location. Typically, there are several rounds of design development based on feedback from partners and key stakeholders.

d. Approach to ensuring best practices in operations, management, and services.

Habitat has a professional paid staff with many years of service at Habitat and a dedicated project manager along with build site managers to ensure quality, on-time performance and oversight of volunteers, including prospective homeowners who must volunteer 250 hours (either on their home or at the ReStore if they aren't up for the physical nature of homebuilding) Habitat also uses BuilderTrend software for scheduling, project budgets, daily logs, submittals, RFIs, selections, and time cards for employees. This ensures that we are able to track every aspect of the project in one location.

e. Provide preliminary thoughts regarding land price, initial sales price setting in correlations to AMI income limits and project cost, developer fee split, and other financial returns and any considerations that would impact the financial returns to the project sponsor.

Habitat proposes buying the land from the City of Glenwood Springs for a nominal \$1 per parcel and serving as the City's development partner to provide permanently deed restricted ownership housing to low and moderate-income families and individuals who live and work in the City of Glenwood Springs. Habitat is a non-profit housing developer and doesn't seek financial returns from the project. In fact, we anticipate an investment of \$3.3 million through partnerships, grants and philanthropy to fund the gap between the sales price and the full development cost as shown in the table below.

We are targeting an average of 80% AMI (range of 60% to 100%) with an average price of \$250K for condos and \$325K for townhomes. Based on the AMI income limits for Garfield County established by USDA we anticipate using the income guidelines outlined below:

Household annual income cap at 80% AMI within Garfield County:

- 1-4 Person household up to \$70,650
- 5+ Person household up to \$93,250

Habitat + City of Glenwood Springs	Project Cost	Average Cost per Home	Average Sale Price per Home*	Funding Gap per Home
Iddings: 14 Townhomes	\$6,650,000	\$475,000	\$325,000	\$150,000
8th & Midland: 8 Condos	\$2,900,000	\$362,500	\$250,000	\$112,500

*Projected based upon Wapiti Commons Development 3/20/22

9. Examples:

Basalt Vista Affordable net zero Townhomes - 27 homes are a mix of two, three, & four bedrooms in duplexes and triplexes with garages and carports for the ADA units. A revolving line of credit was obtained from Alpine Bank for construction costs. The units are all net-zero with solar arrays on each home providing all electricity to the development. Total cost of the project is \$19M, including the value of land donated by the Roaring Fork School District and infrastructure donated by Pitkin County. The project is nearly complete and all homes will be finished by May, 2022 and is under the oversight of and HOA. Sales prices ranged from \$245,000 to \$345,000 to reach from 70% to 100% of AMI in Pitkin County. Please see the table below for a summary of the investment per unit that Habitat made to cover the funding gap.

Basalt Vista	Construction Cost	Construction Cost per Home (ave)	Sale Price per Home*	Funding Gap per Home (ave)
27 Townhomes	\$12,786,553	\$473,567	\$245,000-\$345,000	\$148,443

*Total Cost including land, infrastructure and construction = \$18,986,553

Below are a few pictures of completed homes at Basalt Vista.





Wapiti Commons—20 homes that will be a mix of

- 10 three-bedroom townhomes with garages,
- 2 three-bedroom condos with carports
- 8 one and two-bedroom condos designed for ADA accessibility with garages

These homes are designed to be net-zero and homeowners will subscribe to a community solar garden in Xcel Energy’s territory through Pivot Energy. Total projected cost is \$8,100,000 with sales prices ranging from \$185,000 to \$350,000 to reach 80% AMI in Garfield County. Subsidy per unit average is projected to be \$136,250 based upon current construction cost estimates.

Wapiti Commons	Total Cost	Total Cost per Home (ave)	Sale Price per Home*	Funding Gap per Home (ave)
10 Townhomes	\$4,300,000	\$430,000	\$285,000–\$350,000	\$112,500
10 Condos	\$3,800,000	\$380,000	\$185,000–\$255,000	\$160,000

*Total projected costs = **\$8,100,000**

Below are some renderings and site elevations of the Townhome and Condos of Wapiti Commons.





10. Disclosures:

Please disclose any claims, lawsuits, formal disputes for work or services previously or currently being performed. Please disclose any loss of funding NOT due to budget cuts or cuts to programs.

Habitat for Humanity Roaring Fork Valley has no disclosures to make.

11. Proposal Documents and Drawings:

a. A written description of the proposed project.

Habitat proposes to partner with the COGS to develop both parcels at their maximum allowable density. Habitat will purchase each parcel for \$1.00 and serve as the lead development partner to provide permanently deed-restricted ownership housing to low and moderate-income families and individuals who live and work in the City of Glenwood Springs. Habitat will seek both financial and in-kind support from the City of Glenwood Springs to ensure each development meets the needs of the community at the most affordable price. Examples of COGS support could include the waiver of tap & impact fees, in-kind support from planning, public works on landscaping, excavating, engineering and municipal utilities. If density bonuses and parking accommodations from the planning department would also be helpful. Habitat is committed to funding the cost gap, placing deed restrictions on the properties in perpetuity, selection of

families that meet income and residency , and structuring an HOA to ensure the long term affordability and viability of the homes.

Our proposed site solution by parcel is described above in section 8(b) above.

b. Conceptual drawings showing the location, layout, and primary elements of the proposal.

Habitat has not created concept drawings for the sites yet, as we'd like to engage with the COGS officials, potential neighbors and members of the community as part of the site planning process as described as outreach in our proposed schedule in section 8 above. That said, below are some of the key elements of our proposal for each site.

8th & Midland

Habitat has developed a template for a three-story condominium complex for our Wapiti Commons project in Rifle that we intend to adapt to the 8th and Midland parcel. We will likely remove the garages from the configuration to maximize density. The bottom three condos will be designed to be ADA accessible. Habitat will work with the City of Glenwood to explore creative solutions to parking, vehicle management and public transit orientation of the project..

Iddings

Habitat has developed a template for townhomes for our Wapiti Commons project in Rifle that we intend to utilize in future projects such as at the Iddings parcel. We anticipate building up to seven duplex townhomes on the site to reach the maximum allowable density of 14 units; however, we recognize that density might not be attainable with a townhome footprint and parking requirements. Thus, Habitat is open to considering other design concepts and strategies.

c. Conceptual architectural plans.

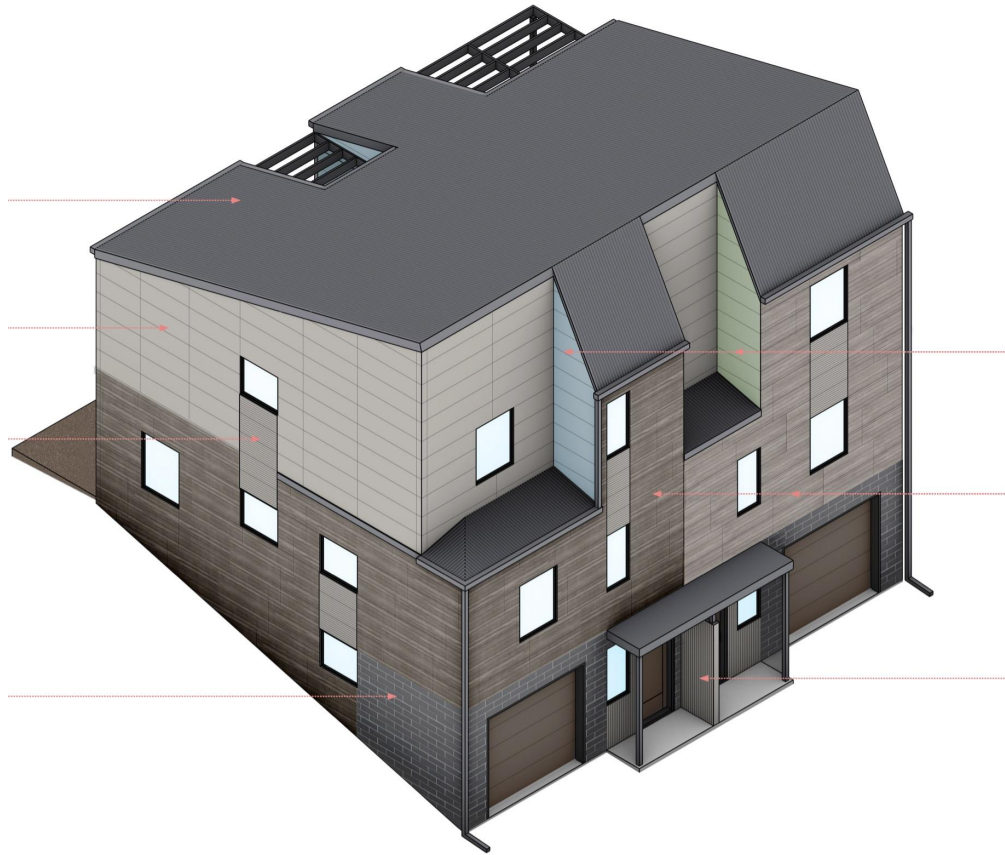
8th & Midland

Below is an example rendering of the condominium building that we would modify from its existing 6-unit configuration to an 8-unit condominium to best fit the site.



Iddings

Below is an example of a rendering of the form of townhome that we would modify to best fit the site and maximize the density of the development.



d. Proposed uses, location of uses, and densities.

At the 8th and Midland development, Habitat proposes to target smaller working families and independent older adults with attached homes in a condominium building to maximize the density on the site in accordance with the HDR zoning designation and close proximity to downtown Glenwood Springs. Habitat proposes that the Iddings development will target moderate-sized working families with a townhome configuration providing the desired density (14 units) can be realized. If this is not practical, Habitat is open to other options such as smaller condominiums, triplexes, or quadplexes to reach the potential of the zoning and serve the most families.

e. Tentative schedule.

See section 8(a) above.

f. Price Matrix as provided.

See below.

Price Matrix

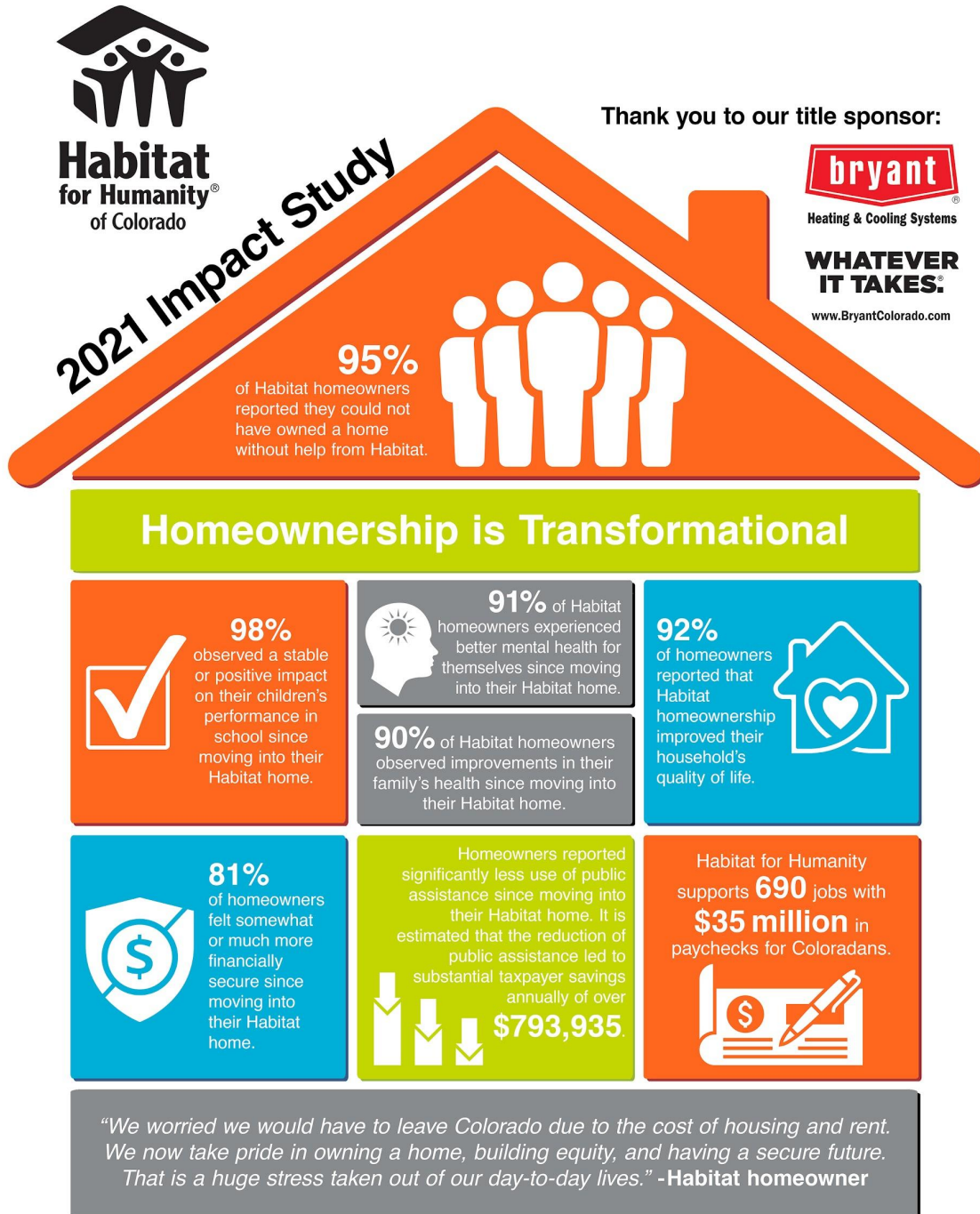
Project Name:	8th & Midland
Price: \$1	
Estimated costs for City-owned land: \$1	
Building site work: \$650,000	
Architectural fees: \$30,000	
Construction price per square foot: \$212/SF	
Landscaping / Xeriscaping: \$90,000	
Building site cleanup work following construction: (including removal of excavated dirt)	\$10,000
Realtor Fee % - Selling Agent:	\$0
Realtor Fee % - Business Agent:	\$0
Other associated costs adjustments and revenue: • City waives development fees • Water, sewer, electrical, fiber connection fee waiver • Partner on grant applications • Workforce housing available in exchange for monetary contribution • Donations	

Price Matrix

Project Name:	Iddings
Price: \$1	
Estimated costs for City-owned land: \$1	
Building site work: \$950,000	
Architectural fees: \$40,000	
Construction price per square foot: \$231/SF	
Landscaping / Xeriscaping: \$120,000	
Building site cleanup work following construction: \$10,000 (including removal of excavated dirt)	
Realtor Fee % - Selling Agent:	N/A
Realtor Fee % - Business Agent:	N/A
Other associated costs adjustments and revenue: • City waives development fees • Water, sewer, electrical, fiber connection fee waivers • Partner on grant applications • Workforce housing available in exchange for monetary contribution • Donations	

APPENDIX

STATEWIDE HABITAT HOMEOWNERSHIP IMPACT STUDY



Shtivelband, A., Spahr, K. S., Sidman, E. A., Rosa, J. D., Herian, M. N., Walker, K., & DeMarco, F. (2021). Colorado Habitat for Humanity Impact Study. Report prepared for Habitat for Humanity of Colorado by Research Evaluation Consulting.

City Owned Property RFP Interview



Habitat
for Humanity®
Rearing Fork Valley

Packet Page 158

Building HOMES
Building HOPE
Building COMMUNITY

Our team

Gail Schwartz, President

Kristen Wilmes, Executive Director

Jake Ezratty, Project Manager

Carolyn Meadowcroft, Director of
Family Services and Comm. Outreach

Alex Yajko, Major Gifts Officer

Jon Fox-Rubin, Development
Consultant

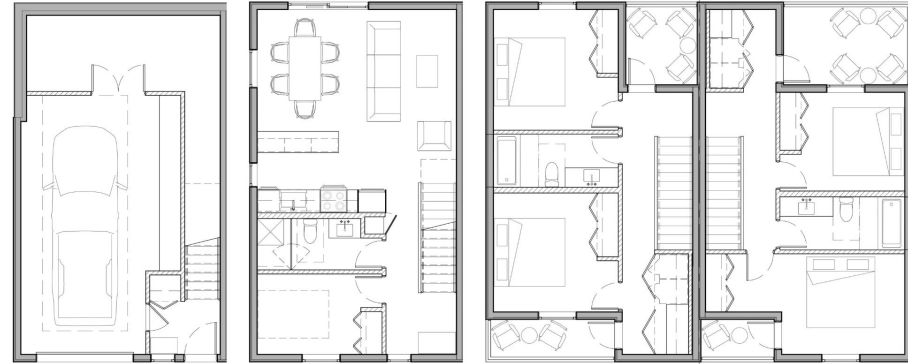


Building HOMES
Building HOPE
Building COMMUNITY



Product

- Three-bedrooms
 - Popularity
 - Growing families
 - Resale
 - Remote working
- Partnership with City of Glenwood Springs
 - One home, Cardiff Glen (2003)
 - Past partnerships
 - Allocation of a home



Product

- Ability to build at \$200-250 sq/ft
 - Volunteer labor, discounted products, labor costs, partnerships, donated land
- Modular construction
 - Considerations of price and schedule
 - Net zero component



Estimated Cost Analysis

Iddings - 14 townhomes - 1,750 SF each

- \$6,650,000 total project cost
 - Infrastructure: \$950,000
 - Architecture: \$40,000
 - Landscaping: \$120,000
- Average construction cost per home: \$475,000

8th & Midland - 8 condos - 6 @ 770 SF, 2 @ 1,150 SF

- \$2,900,000 total project cost
 - Infrastructure: \$650,000
 - Architecture: \$30,000
 - Landscaping: \$90,000
- Average construction cost per home: \$362,500

Deed restriction

- Historical
 - Live or work within the service area
 - 3% appreciation
 - Owner occupied
 - Examples provided
- Management
 - Habitat management
 - Assignment in the event of dissolution
- Limited turnover of Habitat owned properties

Resident/Family Selection

- **Basic Criteria**

- Need
- Ability to Pay
- Live or Work for at least a year from Aspen-Parachute
- Willingness to Partner

Geographic requirements and AMI can be tailored to the development.

- **Application process**

- 6-8 weeks
- Credit/Background Checks
- Family Selection Committee
- Home Visits
- Board approval
- Complete process est. 4 months



Building HOMES
Building HOPE
Building COMMUNITY

Housing the Workforce

Professions/Jobs at Basalt Vista

- 19 Teachers & school support staff
- 9 Administration
- 6 Resort & Hospitality
- 5 Customer service
- 5 Customer Service
- 4 Self-employed /small business owners
- 3 Healthcare Professionals



Building HOMES
Building HOPE
Building COMMUNITY

Sweat Equity

- Actively participate in the building process of your home
 - Work alongside HFH Buildteam, volunteers, and donors
- 250 hours per adult
 - 100 hours can be donated by friends/family
- Must be completed prior to purchasing home



Focus of the project- workforce, older adult?



01 CONDOMINIUM BUILDING DETAIL - NORTHEAST ISOMETRIC
SCALE: N.T.S.

02 TOWNHOUSE DETAIL - NORTHEAST ISOMETRIC
SCALE: N.T.S.

Partnership Logistics

- **How can Glenwood Springs help:**
 - Permit fees
 - Land purchase
 - Tap Fees
 - In-kind donations
 - Grant application sponsorship
 - Expedited review and approval process

Project Management Logistic and Timeline

Basalt Vista HOA



Project Management Logistic and Timeline

Project Development Team



Building HOMES
Building HOPE
Building COMMUNITY

Project Management Logistic and Timeline

Project Development Timeline

- Charrette process
- Align approvals
- Predevelopment
- Develop both sites simultaneously

Other municipalities

- Expedited review
- Entitlement process
 - Begin July 2022
 - completed by July 2023
 - How long?
- Infrastructure completed 2024

Project Management Design Approvals

Development sub-committee

Comply with Glenwood Springs code

Architect partnership

Project Management

Split projects

Analyzed individually

No preference on which one would be started first

Economy of scale

Funding

- Federal/State funding
 - CDOH, FHLB, Energy Impact, DOLA
- Gap Funding
 - In-kind, partnerships, grants, community support, philanthropy
- Rising construction costs
 - Lumber direct from mill
 - Value Engineering
 - Unit Count
 - Modular
- Net Zero
 - Yes, with support of CLEER
- Key Challenges
 - Construction and Infrastructure costs
 - More density to lower costs
- Fee Waivers
- Environmental Review



Building HOMES
Building HOPE
Building COMMUNITY

Development model success

Biggest Challenge

- Donated land
- Partnerships
- Cash on hand for pre construction costs
 - approx \$200,000
- Ability to cover the front end ratios required by the bank for construction financing
 - Depending on land valuation can be up to \$1.5 million

Basalt Vista Cost Burden Analysis

Home Size	BV Monthly Mortgage + HOA*	Basalt Market Monthly Rent 1/5/2022	Carbondale Monthly Rent 1/5/2022
2 bedroom \$245-295,000	\$1,550 to \$1,850	\$6,000 (2 bed, 2 bath condo)	\$5,000 (2 bed, 2 bath apt)
3 bedroom \$250-345,000	\$1,430 to \$2,235	\$4,700 - \$25,000 (3 bed, 3 bath townhouse)	None on Zillow
4 bedroom \$320-370,000	\$1,925 to \$2,000	None on Zillow	\$8,000 (4 beds, 3 bath SFO)

- Source: https://www.zillow.com/homes/Carbondale-CO_rb/
- Source: https://www.zillow.com/homes/Basalt-CO_rb/

Wapiti Anticipated Cost Burden Analysis

Home Size	Wapiti Monthly Mortgage + HOA*	Rifle Market Monthly Rent 3/23/2022	Glenwood Monthly Rent 3/23/2022
1 bedroom-condo \$185,000	\$953 + \$150 \$1,103 Total	\$752-\$1,150 Range (1 bed, 1 bath apartment)	\$1,175 (1 bed 1 bath)
3 bedroom- condo \$250,000	\$1,270 + \$175 \$1,445 Total	\$1,600 (3 bed, 2 bath rural house)	\$2,500 (2 bed 2 bath condo)
3 bedroom- townhome \$285,000	\$1,438 + \$200 \$1,640 Total	\$2,400 (4 bed 2 bath)	\$2,800 (3 bed 2 bath)

- *USDA Direct loan, 0% down, 33 year term, 3.75% PITI.
- *HOA \$150-\$175-\$200 adjusted for home size - Based on recommendation from local realtor
- Source: <https://bing.com/search?q=rentals+in+rifle> - Limited Inventory
- Source: <https://bing.com/maps?q=rentals+in+glenwoodsprings>





Habitat
for Humanity®
of Colorado

2021 Impact Study

Thank you to our title sponsor:



Heating & Cooling Systems

**WHATEVER
IT TAKES.®**

www.BryantColorado.com

95%

of Habitat homeowners
reported they could not
have owned a home
without help from Habitat.



Homeownership is Transformational



98%

observed a stable
or positive impact
on their children's
performance in
school since
moving into their
Habitat home.



91% of Habitat

homeowners experienced
better mental health for
themselves since moving
into their Habitat home.

90%

of Habitat homeowners
observed improvements in their
family's health since moving into
their Habitat home.

92%

of homeowners
reported that
Habitat
homeownership
improved their
household's
quality of life.



Improved Health Outcomes

- Housing is a key social determinant and a protective factor for quality of health 92%
- Reduced environmental risks in the home (mold, air quality etc)
- Mental health benefits and reduced stress from stability
- Better health and lower healthcare costs 75%
- Ability to afford health insurance, healthier food options, gym memberships



Building HOMES
Building HOPE
Building COMMUNITY

Financial Stability and Wealth Building

- Family long term economic stability 80%
- Housing costs aligned with income to assure affordability 95%
- Predictable housing and energy expenses
- Increase savings to build wealth 72%
- Maintain or advance employment due to stability
- Reduce need for public assistance programs 52%

Educational Outcomes

- Housing stability leads to improved education outcomes 71%
- Quiet, consistent space for children to do homework
- Improved attendance
- Stay in the same schools with their peer group

Thank you!
Questions



Habitat for Humanity Responses as documented by Staff are in Blue.

Deed Restriction and Selection:

1. Please explain how Habitat (HRF) crafts deed restrictions specifically around geographic, employment and retirement eligibility, and how deed restrictions are managed post construction whether by Habitat or a third party.
 - Habitat's Deed Restrictions are based on the same ones Garfield County Housing Authority uses and are based on Resident occupancy with an appreciation cap in perpetuity.
 - These deed restrictions have been approved by numerous lenders which makes financing easier.
 - With various projects, municipalities or supporting agencies had added requirements to the deed restrictions including employment components. It is habitats preference to not create an environment where someone loses their home based on occupational status, however has recognized this option with other projects.
 - Deed restrictions are managed in perpetuity by HRF. When someone goes to sell their home, HRF is notified and manages the resale process to a new qualified applicant.
2. Please explain how Habitat approaches resident selection for the homes including equitable access, and how the sweat equity component fits into this timeline.
 - HRF selection process is more hands on than typical Housing Lottery systems. There is a family selection committee that reviews each applicant's criteria, assess need and ability to manage a home mortgage. The process is approximately 4 months. Applicants need at minimum one year of living/working in the area, and a willingness to partner with Habitat on sweat equity hours.
 - Sweat equity during construction is managed with hours spent building an applicants home, or someone else's. Applicants can also perform sweat equity hours working at the Re-Store which directly funds Habitat projects.
 - Partner families are required to invest 250 hours (per adult) of their own labor into building their Habitat house and the houses of others, as well as attend a series of home-buyer education classes.
3. What are the qualifications and stipulations for resident selection?
 - To qualify for a home, you must be a United States Citizen or a Legal Permanent Resident of the United States. You must have lived or worked in the Roaring Fork Valley for at least one year to apply. Our service area includes Aspen to Parachute.
 - Families must currently live in substandard, crowded, or unaffordable housing, or housing that for some reason does not meet the needs of the family.
 - Your shelter is inadequate because of problems with heating, water supply, structural safety, overcrowding, etc.
 - Your monthly housing payment is a majority of your monthly income.
 - The neighborhood you live in is unsafe.
 - Families must meet the financial requirements and have a stable, monthly income sufficient to meet routine expenses, maintain a homes and make monthly mortgage payments.
 - We base our housing prices on the area median income for the county.
 - Monthly mortgage payments should be less than 30% of the homebuyers gross (before taxes) monthly income.
 - Applicants must show a willingness to partner with Habitat through the process. This includes
 - Saving \$4,000 for closing costs
 - Contributing 250 hours sweat equity
 - Homebuyer education classes

Partnership Logistics:

4. Habitat's proposal included reference to City fee waivers, staff in kind time, and other components for support. Can you provide more specifics on what Habitat would be asking the City to contribute and how those contributions impact the project?
 - The more support that can be locally obtained secures the deepest affordability possible for our projects. Municipalities differ in what they are able to offer.
 - Expedited review processes are greatly helpful in receiving project approval. Also the ability for the agency to co sponsor grant applications to help address gap financing for the project.
 - Development fee waivers are a common support mechanism and go a long way towards closing the gap which is estimated at \$150,000 per unit.
5. The proposal indicates a preference for the City to sell the land to Habitat. How would this arrangement work in terms of the partnership role for this City in this project. How has it worked in other instances?
 - Habitat's model includes full ownership and management of the project after sale. The donated land ensures a smaller financing gap. Habitat manages all of the logistics this way and is able to handle HOA set up, volunteer labor, partnership discounts on materials/appliances, reduced subcontractor pricing etc. This ensures management in perpetuity of the project and absolves municipalities from excessive staff time or landlord responsibilities.
6. How has the development and design approval process worked for Habitat with other municipalities? Specifically how does the entitlement process fit into the development timeline?
 - Habitat has been fortunate to be granted expedited review processes within many jurisdictions.
 - Habitat brings the project through the development and design review process as needed in each jurisdiction. Habitat also takes on public engagement and public design charettes to encourage public participation and community support for the project.

Project Management Logistics and Timeline:

7. Does Habitat stay connected with the HOA to provide professional assistance and guidance? Is there a reserve study completed to inform cost?

Habitat sets up the HOA in conjunction with an established management company, we use Silver Mountain Properties for Basalt Vista. Habitat remains on the HOA board until all units are sold, similar to other jurisdictional partners. Then Habitat steps away from HOA management but is still a resource for tenants and the management company as the deed restriction component necessitates Habitat involvement in perpetuity.

8. Explain the development timeline, specifically the community engagement timeline and how this fits in with current project in Rifle. Will you take on any other projects during this time?

Habitat likes to hold a community charrette to build support and gain understanding of resident/community desires. This would happen prior to bringing design review documents before the city. The Rifle project is now moving to the construction phase which makes timing for outreach in Glenwood ideal as Habitat staff have different roles.

9. The proposal indicates that the Community education piece starts prior to approval, how is this approached?

Habitat schedules a design charrette and invites community members, organizations, and possible future interested tenants. The goal is to talk about product components and design that can be worked into to project application. This would happen soon after receiving approval to move forward as a partner.

10. With two different properties, how does Habitat envision the timeline of work if awarded both properties? What if only one property is approved to move forward? Is there an economy of scale with personnel that necessitates a specific approach on this aspect?

Habitat is able to stagger if necessary, however there may be additional costs if the projects occur at different times. Both projects occurring simultaneously affords some economies of scale and ease of ordering materials.

Funding:

11. What federal/state money do you foresee going after to assist with the affordability of these units?

Habitat continuously looks at grant funding and works with Municipal partners to apply for affordable housing grants and leverage matching funds and in kind support.

12. How is the gap by housing unit funded?

Habitat works diligently with partners, donors, local support, and grant funding to fund the gap.

13. How are you dealing with rising construction costs and what impacts could that possibly have?

Habitat experienced this on the Basalt project. Systems set in place for bulk ordering help with keeping these costs down. Habitat is very aware and taking precautions in material ordering to deal with rising costs.

14. What are the usual loan terms?

Loan terms depend on gross monthly income at the time the home is purchased and the lending partner that is selected and can range from 20-38 years. The monthly payment (principal, taxes, and insurance) is encouraged to be under 30% of a family's gross monthly income.

Product:

15. Is the identified bedroom mix of 3 bedrooms based on needs analysis? Is this open for review?

Products are always reviewed with partners and the community through public charrettes and other engagement opportunities.

16. Does habitat intend to use modular construction at all for this project.

Habitat is exploring this opportunity with new Colorado companies to evaluate if it is cost effective and feasible. Those components will be evaluated for specific projects.

17. How is habitat able to build at \$200 square foot?

Habitat utilizes sweat equity which lessens labor costs. Habitat has partnerships with businesses and contractors for reduced costs. The land is usually donated so that removes land costs. Local support in the form of fee waivers and in-kind staff support all contribute to reduced building costs.

18. Is the net-zero aspect assumed for this project?

Habitat aims for net-zero product to keep utility costs down for the tenants. Current utility bills in the Basalt Vista project are in the \$15-\$20 range which is exceptional. Net-zero is built into the project design and the team works hard on collaborations with area utilities to partner.



CITY OF GLENWOOD SPRINGS

TO: City Council

FROM: Project Advisory Group

RE: Recommendation on Request for Proposal 2022-01P, City Property Affordable Housing Project

DATE: April 21, 2022

Background

After a thorough internal process, City Staff identified a list of City-owned properties on which it may be feasible to build affordable housing through partnering with a developer. Ultimately, the City determined that two properties, one at 8th and Midland, and the other property on Airport Road (the Iddings property), were the most suitable. On January 21, 2022 the City issued a Request for Proposal (RFP) for developer partners seeking a developer that could work together with the City to build affordable housing on one or both of these sites.

The result of the RFP brought one applicant, Habitat for Humanity. The Selection Committee, consisting of Staff, Ellen Dole, Dave Merritt, and Pete Waller, interviewed representatives of Habitat for Humanity on April 4th, 2022.

Recommendation

The Selection Committee unanimously recommends City Council move forward with the affordable housing project and approve Habitat for Humanity as the City's partner on the project. The Committee urges City Council to do everything in its power to support the project, which they believe is not a typical development project, but rather one that is driven by affordable housing values.

Understanding that Habitat for Humanity will have an opportunity to themselves present details about their proposal and their organization's history with affordable housing projects in the Valley, the Selection Committee would simply like to offer the following reasons for approving the project and approving Habitat for Humanity as the partner:

- Recent reporting suggests that average home prices in Colorado's high country has doubled in the past two years, in what has been characterized as unprecedented for any industry. Home sales data in Glenwood Springs from 2021 show an increase of 23% in average sale price for single-family homes and 22% for condos from 2020 sales.

- The project would offer for-sale housing at 80% AMI, an important need for the community.
- Habitat's proposal includes estimated home sales prices of \$325,000 for a 3-bedroom townhome and \$250,000 for a condo. For comparison, new 3-bedroom Townhome product is currently on the market for over \$700,000.
- The 80% AMI income level was identified in the Regional Housing Study as the largest growing area of need projected into year 2027.
- It is the community's best hope for a truly affordable for-sale housing project.
- Habitat for Humanity is committed to net-zero housing projects.
- Habitat for Humanity uses very similar deed restrictions as the Garfield County Housing Authority, allowing possible cooperation in the future.
- The deed restrictions have already been approved by lenders making financing simple.
- Habitat for Humanity offers initial and ongoing capacity building for HOAs.

Table 1: The AMI in Garfield County, by Household Size:

100% Median Household Income		
Household Size	2021	2022
1	\$61,900	\$66,000
2	\$70,700	\$75,400
3	\$79,500	\$84,800
4	\$88,300	\$94,200
5	\$95,400	\$101,300
6	\$102,500	\$109,300

*Glenwood Springs Average Persons per Household 2.51
Census Bureau Quick Facts 2020

Table 2: Affordable Housing Standards in the Region (Based on 2021 numbers)

Percent AMI	Income (2 person HH)	Affordable Home Price	
30%	\$23,567	\$89,105	Minimum Wage
50%	\$35,350	\$150,596	Nurse Assistant
60%	\$42,420	\$180,715	Teachers Start
80%	\$56,560	\$239,520	Teachers Median/ Registered Nurse Start
100%	\$70,700	\$297,609	Police Officer I
110%	\$77,770	\$300,117	Police Officer II
120%	\$84,840	\$358,922	
140%	\$98,980	\$420,952	
150%	\$106,050	\$451,430	
160%	\$113,120	\$481,907	
170%	\$120,190	\$512,385	

255%	\$180,000	\$768,949	Average Single Family Home Price in GWS
------	-----------	-----------	--

Percent AMI	Income (4 person HH)	Affordable Home Price
30%	\$26,490	\$106,798
50%	\$44,150	\$188,180
60%	\$52,980	\$226,247
80%	\$70,640	\$300,945
100%	\$88,300	\$376,719
110%	\$97,130	\$413,352
120%	\$105,960	\$449,626
140%	\$123,620	\$527,192
150%	\$132,450	\$564,183
160%	\$141,280	\$601,174
170%	\$150,110	\$638,882
204%	\$180,000	(average single family home price) \$768,949

*Affordable home price calculated using Colorado Housing and Finance authority mortgage calculator.
<https://www.chfainfo.com/homeownership/mortgage-calculators>

Assumptions include \$300-\$600 monthly debt, 5% Down Payment, 30 year loan at 3.5%.



2022 Income Limit and Maximum Rent Tables
for All Colorado Counties
 20% to 120% of Area Median Income (AMI)

HUD Effective Date: April 18, 2022

- The IRS allows Housing Tax Credit projects that placed in service as of 12.31.2008 to use higher HERA Special limits.
- All Housing Tax Credit and CHFA Loan projects are "held harmless" from limit decreases. To be "held harmless," a project must be in service before 06.03.2022.
- Housing Tax Credit and CHFA Multifamily Loan projects whose counties experienced a decrease in 2022 limits and that place in service before 06.03.2022 may continue to apply the same limits used in 2021.

County	HERA	AMI	2022 Maximum Rents					2022 Income Limits							
			0 Bdrm	1 Bdrm	2 Bdrm	3 Bdrm	4 Bdrm	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Garfield		120%	1,980	2,121	2,544	2,940	3,279	79,200	90,480	101,760	113,040	122,160	131,160	140,280	149,280
Garfield		100%	1,650	1,767	2,120	2,450	2,732	66,000	75,400	84,800	94,200	101,800	109,300	116,900	124,400
Garfield		80%	1,320	1,414	1,696	1,960	2,186	52,800	60,320	67,840	75,360	81,440	87,440	93,520	99,520
Garfield		70%	1,155	1,237	1,484	1,715	1,912	46,200	52,780	59,360	65,940	71,260	76,510	81,830	87,080
Garfield		60%	990	1,060	1,272	1,470	1,639	39,600	45,240	50,880	56,520	61,080	65,580	70,140	74,640
Garfield		55%	907	972	1,166	1,347	1,502	36,300	41,470	46,640	51,810	55,990	60,115	64,295	68,420
Garfield		50%	825	883	1,060	1,225	1,366	33,000	37,700	42,400	47,100	50,900	54,650	58,450	62,200
Garfield		45%	742	795	954	1,102	1,229	29,700	33,930	38,160	42,390	45,810	49,185	52,605	55,980
Garfield		40%	660	707	848	980	1,093	26,400	30,160	33,920	37,680	40,720	43,720	46,760	49,760
Garfield		30%	495	530	636	735	819	19,800	22,620	25,440	28,260	30,540	32,790	35,070	37,320
Garfield		20%	330	353	424	490	546	13,200	15,080	16,960	18,840	20,360	21,860	23,380	24,880

Affordable Housing Request for Proposal 2022-01P

Thursday, May 5, 2022

City Council



Background

March 5 2020

City Council directs Staff/Housing Commission to Review 119 City Owned Parcels

August 2020

City Property Analysis Work session

June 2021

Council Approves Request for Proposal Draft

January 2022

Request for Proposals Issued

March 2022

Request for Proposal Deadline

April 2022

Interview with Habitat for Humanity Roaring Fork

April 21, 2022

Habitat Work session with Council



Habitat for Humanity Roaring Fork Proposal

- ❧ Habitat proposes buying the land from the City of Glenwood Springs for a nominal \$1 per parcel
- ❧ Permanent Deed Restricted Housing (ownership) for families and individuals who live and work in the City of Glenwood Springs
- ❧ Targeting an average of 80% AMI (range of 60% to 100%)
- ❧ **8th & Midland:** Eight homes in a three story condominium structure. Size ranges from 1 bedroom to 3 bedroom flats. Approximately 768 to 1152 livable space per unit.
- ❧ Average price of \$250,000 for condos
- ❧ **Iddings:** 14 homes in seven ~1,750 sq ft townhomes. These are conceived as three-level townhomes above a garage.
- ❧ Average price of \$325,000 for townhomes.



Estimated Cost Analysis

Iddings - 14 townhomes - 1,750 SF each

- \$6,650,000 total project cost
 - Infrastructure: \$950,000
 - Architecture: \$40,000
 - Landscaping: \$120,000
- Average construction cost per home: \$475,000

8th & Midland - 8 condos - 6 @ 770 SF, 2 @ 1,150 SF

- \$2,900,000 total project cost
 - Infrastructure: \$650,000
 - Architecture: \$30,000
 - Landscaping: \$90,000
- Average construction cost per home: \$362,500

Market Comparison

3 Bedroom 3 Bath Market Rate Townhome Sale Price

White Horse	\$500,000	(Closed 2021)
Oakhurst	\$530,000	(Closed 4/2022)
Orchard	\$634,000	(Current Listing)
Cottonwood	\$669,000	(Current Listing)
Solstice	\$689-829,000	(Current Listings)

2 Bedroom 2 Bath Market Condo Sale Price

Hager Lane	\$405,000	(Closed 1/2022)
Terraces	\$435,000	(Closed 2/2022)
Terraces	\$460,000	(Closed 3/2022)
Raquet Club	\$455,000	(Closed 3/2022)
Cisar Court	\$476,000	(Closed 1/2022)



Deed restriction

- Historical
 - Live or work within the service area
 - 3% appreciation
 - Owner occupied
 - Examples provided
- Management
 - Habitat management
 - Assignment in the event of dissolution
- Limited turnover of Habitat owned properties



Building HOMES
Building HOPE
Building COMMUNITY

City Council Fee Waivers

Habitat is requesting fee waivers be considered for local support of the project.

Voluntary Deed Restriction Program.

- City waives all system improvement fees
- Units are rent capped at 100% area median income limits
- voluntary period of 30 years.
- The system improvement fees include water, sewer, parkland, school, and fire system improvement fees. Approximately \$20,000 per unit.

Habitat project offers

- Deeper affordability at 80% area median income, and
- Deed restrictions in perpetuity



Project Advisory Committee Recommendation

The Selection Committee **unanimously recommends** City Council move forward with the affordable housing project and approve Habitat for Humanity as the City's partner on the project.

- Average home prices in Colorado's high country has doubled in the past two years. Sales data in Glenwood Springs from 2021 show an increase of 23% in average sale price for single-family homes and 22% for condos from 2020 sales.
- For Sale housing at 80% AMI, an important need for the community.
- Habitat's estimated home sales prices of \$325,000 for a 3-bedroom townhome and \$250,000 for a condo are far below market rate.
- The 80% AMI income level was identified in the Regional Housing Study as the largest growing area of need projected into year 2027.
- It is the community's best hope for a truly affordable for-sale housing project.
- Habitat for Humanity is committed to net-zero housing projects.
- Habitat for Humanity uses very similar deed restrictions as the Garfield County Housing Authority, allowing possible cooperation in the future.
- The deed restrictions are lender approved making financing simple.
- Habitat for Humanity offers initial and ongoing capacity building for HOAs.



Staff Recommendation

The Project Advisory Committee recommends moving forward with Habitat for Humanity as a developer for both properties with the stipulations for land sale indicated in the proposal as well as fee waivers and other in kind support where possible.

Action Item 1. Request for Proposals at 8th and Midland Avenue

Staff recommends awarding the RFP to Habitat for Humanity and directing the City Attorney to finalize an agreement for the development as proposed. These units support City Council's high priority strategy of "Creation of Diverse and Inclusionary Housing".

Action Item 2. Request for Proposals on Airport Road

Staff recommends awarding the RFP to Habitat for Humanity and directing the City Attorney to finalize an agreement for the development as proposed. These units support City Council's high priority strategy of "Creation of Diverse and Inclusionary Housing".



City of Glenwood Springs,

Thank you for the opportunity to provide you with Habitat's perspective on the City Council's action items to award the development of two city parcels for affordable housing. As you are aware, we have been building homes in our region for 22 years and started modestly with volunteers building one home at a time. These original homes represent the roots of providing stable affordable homes for families in need and we are grateful to everyone that has supported our efforts over time. We have recently modified our approach and are currently building neighborhoods with a professional team. Given the significance of the current housing challenges in our communities, we are committed to making an impact on this crisis by building as many homes as we are able. We are also committed and looking forward to returning to Glenwood Springs to build affordable homes for your residents.

Habitat for Humanity has a preference to develop both parcels simultaneously for the benefit of economies of scale that this combined project could afford us. For example, our strong preference would be to track the approval processes together, coordinate the work of the design and engineering professionals, and order the materials and of site construction elements in bulk.

In the event the council awards the parcels with different start dates or only offers one parcel to be developed, it will modify our approach to the project. We may not as easily be able to guarantee the timing of the project, should we need to move to a larger project with our team, but this would not be our preference.

Please let me know if I can provide additional information and again thank you for the ability to partner with COGS.

Gail Schwartz

President

(970) 309-1411 | HabitatRoaringFork.org

When you shop at, or donate to, our [Virtual ReStore](#) you impact the lives of hundreds of people in our community.





City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Electric Rate Increase Proforma
Action Requested:	Approval of an Electric Rate Increase of 5.2% in 2022 and 2023, to be followed by a bi-yearly rate review with inflationary Increases if needed at that time.
Department:	City Administration
Presented By:	Matthew Langhorst, Steve Boyd
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs Electric Department has been reviewing its rates and financial needs since late 2019. Due to a large water department cost increase, the electric department decided it would be better to hold off on these discussions until 2022. There are many escalating expenses in the electric department outside of our control that led to the need to increase the cost of electric service over time such as: 1. Increases in wholesale electricity; 2. Escalating costs of transmission; 3. Declining water levels in WAPA's reservoirs, lowering hydro power production and adding to purchased power; and 4. Increasing cost of construction. The city has not increased basic rates since 2015. In 2017, the city did remove the free 100kwh's that used to be part of the rate schedule, but the actual rate of electricity did not change. Staff and our consultants from MEAN are proposing a 5.2% rate increase for the second half of 2022 and another 5.2% rate increase at the beginning of 2023. Staff will continue to work with our consultants in 2023 to determine if another increase will be needed in 2024 or if we can raise rates based on the inflation thereafter. As the Council has been shown, there is a possibility that our transmission rates could double by 2027 and our wind rate will likely continue to climb due to curtailments and changing weather patterns. These and multiple other factors in the energy market will make it necessary to review costs and rates at least every two years.
Issues:	None at this time.
Fiscal Impact:	This will help sustain the electric department operations and whole sale power supply purchasing. Staff does not anticipate that the cost to purchase and provide power will decrease in the coming years and does not want to fall behind and have to bring a much larger one time increase to City Council.
Legal Review:	Legal has been part of the rate discussion throughout.
Staff Recommendation:	Staff and the city's Consultants are recommending approval of an electric rate increase of 5.2% in 2022 and another in 2023, to be followed by a bi-yearly rate review with inflationary increases or higher adjustments if needed at that time.

2022 Cost of Service / Rate Design Study

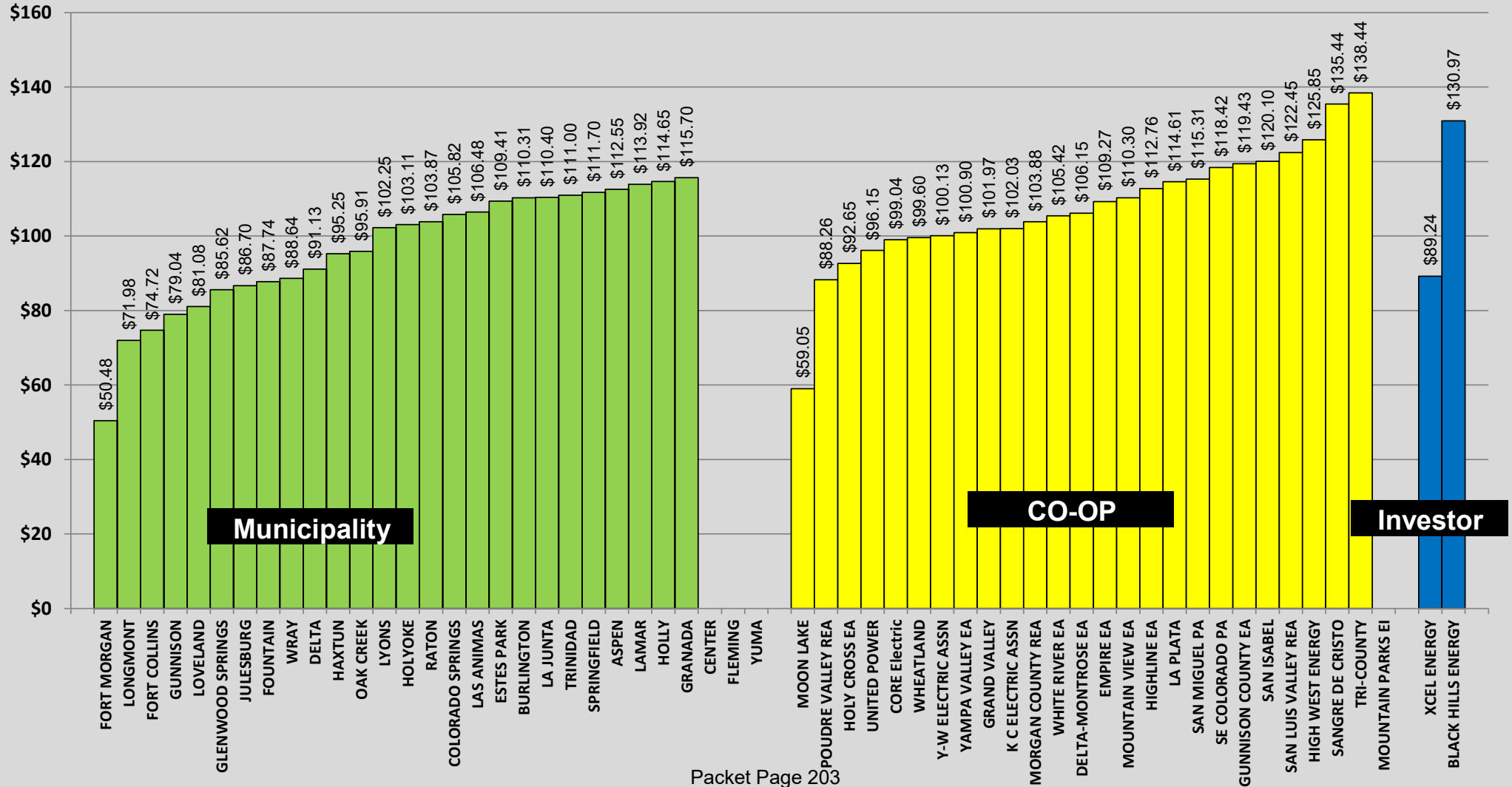
Preliminary 2/9/22

	FYE December		2019	2020	2021	2022	2023	2024	2025	2026
a	Sales Growth Base Load				0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
b	Operation Expense Inflation (less Power Costs)		1.2%	-10.0%	-13.1%	4.8%	3.5%	3.5%	3.5%	3.5%
c	General Inflation						3.5%	3.5%	3.5%	3.5%
d	Interest Rate on Cash Balances		1.3%	0.8%	0.2%	1.2%	1.2%	1.2%	1.2%	1.2%
e	Purchase Power Adjustments		-1.4%	0.5%	-2.7%	2.2%	2.7%	4.6%	5.8%	5.8%
f	Base Rate Adjustments		0.0%	0.0%	0.0%	5.2%	5.2%	5.2%	5.2%	5.2%
g	Effective Date					Jun 1, 2022	Jan 1, 2023	Jan 1, 2024	Jan 1, 2025	Jan 1, 2026
	FYE December		2019	2020	2021	2022	2023	2024	2025	2026
	Revenues									
1	Retail Sales Electricity		14,298,828	13,973,835	14,700,000	15,145,900	16,268,549	17,114,513	18,004,468	18,940,700
2	Other Operating Rev		464,281	30,533	48,459	31,900	33,017	34,172	35,368	36,606
3	Broadband (removed from electric fund 2021)		664,357	637,464	-	-	-	-	-	-
4	Total Revenues		15,427,466	14,641,832	14,748,459	15,177,800	16,301,565	17,148,685	18,039,836	18,977,306
	Expenses									
6	Power Purchased		10,000,283	9,812,867	9,881,942	10,102,293	10,378,935	10,856,028	11,487,169	12,151,804
7	Administration		885,630	878,381	969,028	892,239	923,467	955,789	989,241	1,023,865
8	Customer Accounts		1,003,073	546,515	576,886	612,731	634,177	656,373	679,346	703,123
9	Maintenance & Distribution		1,061,403	855,281	1,275,988	1,452,382	1,503,215	1,555,828	1,610,282	1,666,642
10	Broadband (excluding capital outlay)		659,521	966,822	-	302	-	-	-	-
11	Total O&M		13,609,910	13,059,866	12,703,843	13,059,947	13,439,794	14,024,018	14,766,038	15,545,434
12	Depreciation		1,351,373	1,300,584	997,000	1,027,794	1,197,494	1,367,544	1,388,256	1,409,693
13	Nonreciprocal Interfund Activity to GF	3.4%	478,842	493,207	503,071	513,132	523,395	533,863	544,540	555,431
14	Interfund Franchise Fee to GF	3.4%	478,842	493,207	503,071	513,132	523,395	533,863	544,540	555,431
15	Interest Income		(72,109)	(47,355)	(5,907)	(50,000)	(38,762)	(49,310)	(62,693)	(77,564)
16	Total Electric Expense		15,846,858	15,299,509	14,701,078	15,064,005	15,645,316	16,409,977	17,180,681	17,988,424
17	Net Operating Income		(419,392)	(657,677)	47,381	113,795	656,250	738,708	859,155	988,882
18	Net Income Target % of UPIS	4.0%	779,200	818,388	817,698	1,095,986	1,068,086	1,034,084	999,979	965,765
19	Net Income Actual % of UPIS		-2.2%	-3.2%	0.2%	0.4%	2.5%	2.9%	3.4%	4.1%
20	Debt Coverage Ratio		-	8.0	1.9	1.4	1.7	2.0	2.1	2.2
21	COS Revenue Requirement					16,128,091				
22	Other Revenues & (Expenses)									
23	Interest on existing Debt (Broadband Project)	neg		(80,716)	(174,049)	(166,422)	(158,643)	(150,709)	(142,617)	(134,364)
24	Interest on new Debt	neg				(240,000)	(228,014)	(215,549)	(202,585)	(189,102)
25	Total Profit / Loss		(419,392)	(738,393)	(126,668)	(292,627)	269,593	372,451	513,953	665,416
26	Net Utility Plant in Service (UPIS)		19,479,991	20,459,706	20,442,438	27,399,644	26,702,150	25,852,106	24,999,463	24,144,128
27	Gross - Utility Plant in Service (G-UPIS)		39,514,054	40,347,779	41,327,511	49,312,511	49,812,511	50,330,011	50,865,624	51,419,983
28	Net UPIS/ OCUP		49%	51%	49%	56%	54%	51%	49%	47%
29	Cash Inflows									
30	Net Income		(419,392)	(738,393)	(126,668)	(292,627)	269,593	372,451	513,953	665,416
31	Developer Contributions		206,551	99,045	107,207	100,000	-	-	-	-
32	Grants		-	27,000	-	-	-	-	-	-
33	New Borrowing		-	-	-	6,000,000	-	-	-	-
34	Debt Proceeds for Broadband Project		-	9,122,000	-	-	-	-	-	-
35	Broadband Payback (2020 O&M and Bond payments)		-	80,716	879,213	549,706	549,554	549,399	549,242	549,081
36	Broadband Contributions (Operations Center Bldg)		-	-	-	50,000	50,000	50,000	50,000	50,000
37	Depreciation		1,351,373	1,300,584	997,000	1,027,794	1,197,494	1,367,544	1,388,256	1,409,693
38	Cash Inflows		1,138,532	9,890,952	1,856,752	7,434,873	2,066,641	2,339,394	2,501,451	2,674,190
39	Cash Outflows									
40	Capital Projects (includes Capital Outlay budget items)		450,169	2,716,978	979,732	7,985,000	500,000	517,500	535,613	554,359
41	Cash Balance Adjustment (Broadband Project Proceeds)		-	9,122,000	-	-	-	-	-	-
42	Transfer to Fleet Services		133,000	155,372	95,833	-	-	-	-	-
43	Transfer to Acquisition & Improvements Fund		130,000	-	-	-	-	-	-	-
44	Transfer to City Capital Projects Fund		25,000	25,000	50,000	-	-	-	-	-
45	Principal on Existing Debt (Broadband project)		-	-	375,806	383,284	390,911	398,691	406,625	414,716
46	Principal on New Debt		-	-	-	-	299,647	311,633	324,098	337,062
47	Cash Outflows		\$ 738,169	\$ 12,019,350	\$ 1,501,371	\$ 8,368,284	\$ 1,190,558	\$ 1,227,823	\$ 1,266,335	\$ 1,306,137
48	Change in Cash		400,363	(2,128,398)	355,381	(933,411)	876,083	1,111,571	1,235,116	1,368,053
49	Cash Balance		6,246,511	3,797,393	4,152,774	3,219,362	4,095,445	5,207,016	6,442,133	7,810,185
50	Minimum Cash Balance Target		6,157,001	6,063,549	5,335,555	5,622,640	5,592,915	5,778,055	6,004,010	6,240,721

Cash Reserve Policy				2022
1	O&M Expenses	13,059,947	25%	3,264,987
2	Gross - Utility Plant in Service (G-UPIS)	49,312,511	1%	493,125
3	Deposits	224,658	100%	224,658
4	Debt Service	240,000	100%	240,000
5	Current Year Capital Improvements less Borrowings	1,985,000	30%	595,500
6	Five Year Capital Improvements less Borrowings	2,681,233	30%	804,370
7	Minimum Reserve Target			5,622,640

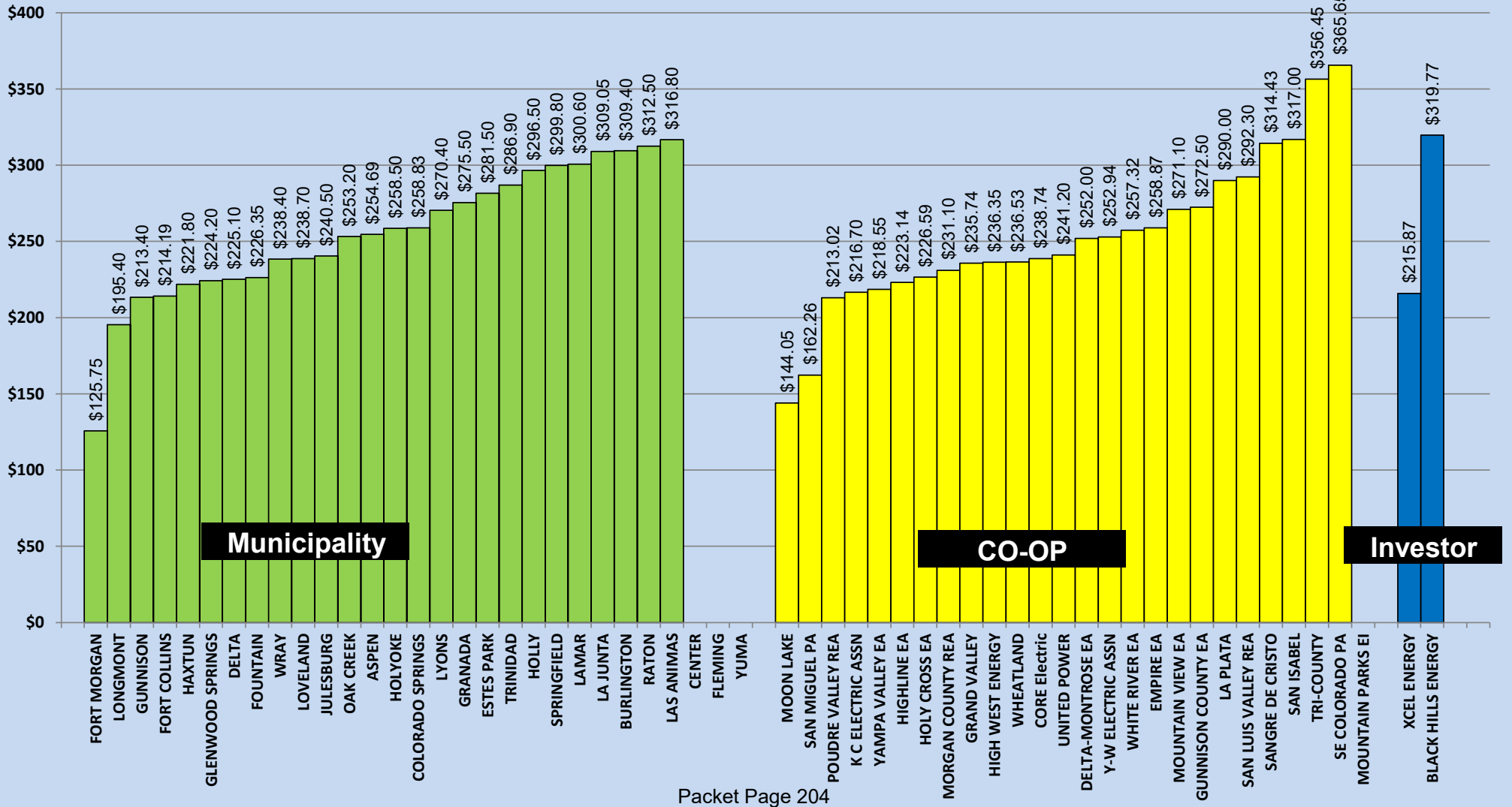
CAMU Residential Survey

January 2022 - Cost of 700 kWh



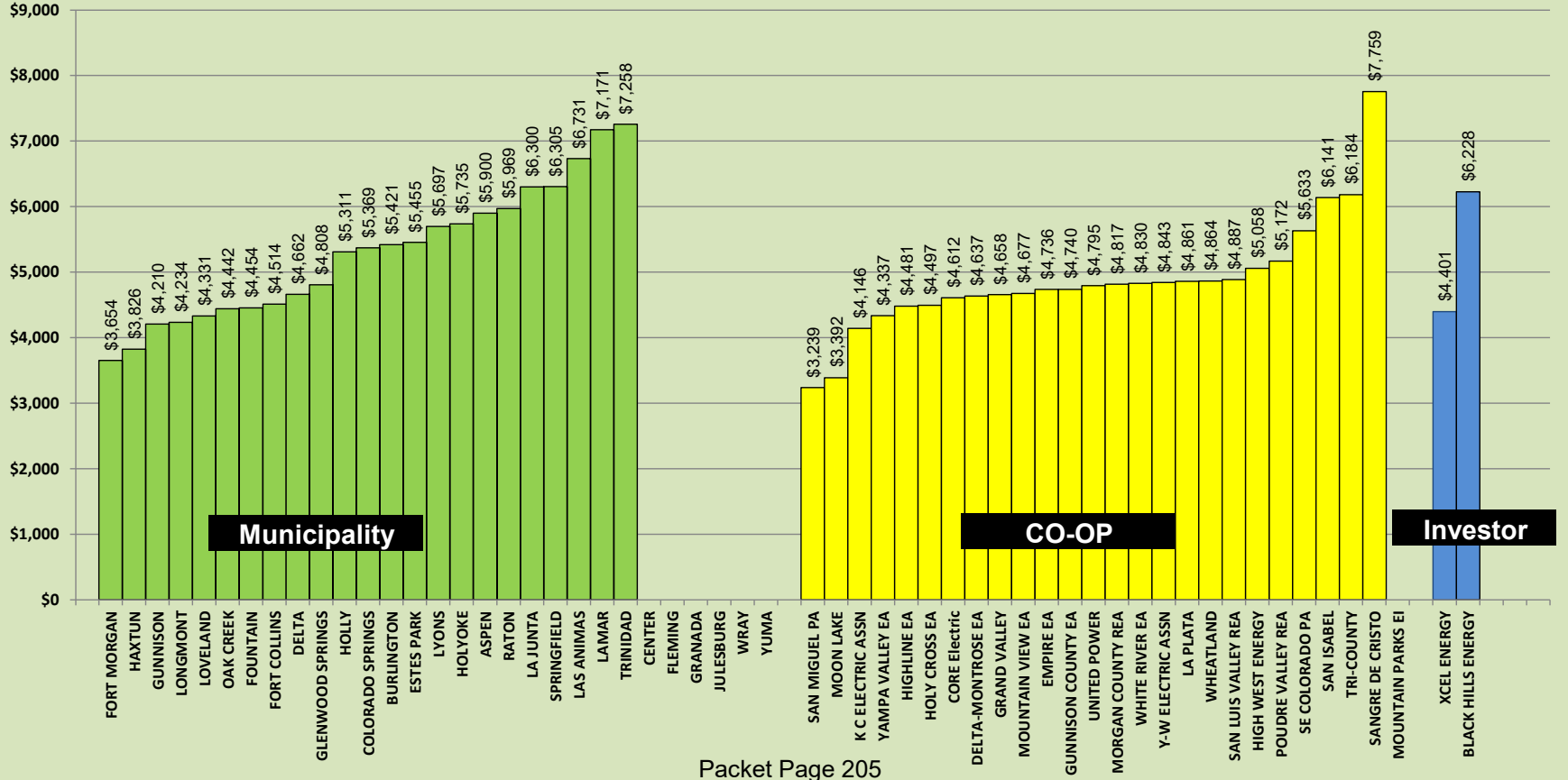
CAMU Small Commercial Survey

January 2022 - Cost of 2,000 kWh + 10 kW



CAMU Large Commercial Survey

January 2022 - Cost of 45,000 kWh + 130 kW





City Council
STAFF REPORT
City of Glenwood Springs
May 5, 2022

Agenda Item:	Fee Waiver for Downtown Market
Action Requested:	Direction on fees that should be charged to the Farmer's Market.
Department:	City Administration
Presented By:	Debra Figueroa
Strategic Goals:	Generate Sustainable Economic Development
Background Info:	Cindy Svatos reached out to City Council to request a fee waiver for the Farmer's Market rental fees for 7th Street. City Council requested that this item be placed on the May 5 agenda for consideration. Staff has pulled together the history of rental fees since 2017. • In 2017, the fee paid for use of Centennial was \$1,247.50, in addition to a \$500 refundable deposit for 15 weeks of use from 1pm – 9pm. The Farmer's Market received \$10,000 from the Financial Advisory Board grant allocations, approved by City Council to pay for all expenses. • In 2018, the fee paid for use of Centennial was \$1,247.50 in addition to a \$500 refundable deposit for 15 weeks of use from 1pm – 9pm. The Farmer's Market received \$10,000 from a FAB to pay for all expenses. • In 2019, the fee paid for use of Centennial was \$1,247.50 in addition to a \$500 refundable deposit for 15 weeks of use from 1pm – 10pm. At 5/2/19 council meeting, Ms Svatos asked Council to waive ½ fee for the market during public comment. The Farmer's Market was also awarded \$10,000 from a FAB grant to pay for all expenses. • In 2020 (the year the Farmer's Market moved to Bethel and 7th), the Market booked 7th Street for 15 weeks from 1pm – 10pm. The deposit was waived by City Administration. No fees (rental or application) were assessed. Fees were not assessed for water and power use per the request of the Farmer's Market. • In 2021, the Farmer's Market booked 7th Street for 15 weeks from 4pm-8pm. Rental fees totaled \$1,050 and a permit application fee of \$35 dollars was assessed. No fees were charged for power and water. The Downtown Market paid the \$35 application fee; however, the rental fees of \$1,050 were paid by the City Manager's Discretionary account.
Issues:	Staff has struggled with how to fairly charge fees for the Farmer's Market. All other for-profit and non-profit organizations pay fees to use park space. The Farmer's Market is unable to apply for Financial Advisory Board funds since the organization is not legally established as a non-profit.
Fiscal Impact:	There is a small loss of revenue each year fees are waived or paid for with discretionary funds.
Legal Review:	NA
Staff Recommendation:	Staff recommends the Farmer's Market pay rental fees for 7th Street.