



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 19, 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.

WORK SESSION

4:00	1. Agenda Review	Information/Discussion
4:15	2. Dog Leash Laws	Information/Discussion
4:45	3. Downtown Design Standards and Retail Uses	Information/Discussion

ZOOM INSTRUCTIONS

You are invited to a Zoom webinar.

When: May 19, 2022 06:15 PM Mountain Time (US and Canada)

Topic: 2022/05/19 Regular Council Meeting

Please click the link below to join the webinar: <https://us02web.zoom.us/j/86757294654>

Or One tap mobile : US: +12532158782,,86757294654# or +13462487799,,86757294654#

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: 867 5729 4654 International numbers available: <https://us02web.zoom.us/j/86757294654>

REGULAR SESSION

6:15	4. Roll Call	
	5. Pledge of Allegiance	
	6. Agenda Changes & Conflicts	
6:20	7. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	
6:30	8. Council Comments	
	9. Consent Agenda	Discussion and/or Action
	A. May 5, 2022 Council Minutes	
	B. Hanging Lake Trail Emergency Restoration Grant Agreement	
	C. Intergovernmental Agreement with Glenwood Rural Fire Protection District and Colorado River Fire; Automatic Aid	
	D. Request for Proposal 2022-03P; Community Center Pool Repairs Award	
	E. Request for Proposal 2022-09P; Transportation Management Association Development and Activation Award	
	F. Request for Proposal 2022-12P; Sayre Park Basketball Court Painting Award	

- G. Resolution 2022-22; Resolution of Support and Pledge of Matching Funds for the U.S. Department of Transportation Rural Surface Transportation Grant for South Bridge
- H. City of Glenwood Springs Letter of Support for the United States Department of Transportation Multimodal Project Discretion Grant

ACTIONS AND/OR PRESENTATIONS

6:40	10. Parks and Recreation Commission Appointments	Discussion and/or Action
6:45	11. Downtown Development Authority Appointments	Discussion and/or Action
6:50	12. Imagine Glenwood Take a Minute Campaign Presentation	Discussion and/or Action
7:00	13. South Midland Update	Discussion and/or Action
7:10	14. Affordable Housing Ad Hoc Committee Report to City Council	Discussion and/or Action
7:40	15. Real Estate and Market Demand Study	Discussion and/or Action
7:50	16. Ordinance 2022-16; Amending Title 080	Discussion and/or Action
8:00	17. Notification of Certified Election Results	Discussion and/or Action
8:05	18. Options for Minutes	Discussion and/or Action
8:20	19. Report from City Administration	
	A. City Manager	
	B. City Attorney	
	C. Correspondence Incoming/Outgoing	

8:30 20. Executive Session

An executive session pursuant to CRS 24-6-402(4)(b) for a conference with the City Attorney for the purposes of receiving legal advice on specific legal questions; more specifically right-of-way acquisition including potential litigation.

An executive session pursuant to CRS24-6-402(4)(b) and (e) for the purposes of a conference with the City Attorney to receive legal advice on specific legal issues and to determine positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators specifically related to Mind Spring Health and the County wide IGA for Detox services.

An executive session pursuant to CRS 24-6-402(4)(f) (I) regarding personnel matters which no employee has requested be in an open meeting more specifically regarding the City Manager's contract.

21. Adjournment

Work Session/Agenda Planning through April of 2023

City Council Meeting	Work Session Item	Agenda Item
May 19, 2022	Downtown Design Standards and Retail Uses Dog Leash Laws	Affordable Housing Next Steps
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) North Landing	
July 7, 2022 (Starts at 8:30 AM)	Parks and Rec Board and Commission (Morning) Transportation Commission BRT/local bus optimization (MOVE STUDY) (45 Minutes)	BRT/local bus optimization (MOVE STUDY) Decision
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)	Planning and Zoning Commission	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

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 19, 2022

Agenda Item: Dog Leash Laws

Action Requested: Provide guidance on enforcement. The City has traditionally not aggressively enforced the existing leash laws except during the Grand Avenue Bridge Detour.

Department: Parks & Recreation

Presented By: Joseph Deras, Brian Smith

Strategic Goals: Ensure Public Safety
Protect and Preserve our Quality of Life

Background Info: Parks staff continually handles dog issues and complaints from the public about dogs off-leash, owners not cleaning up after their pets, attacks or aggressive animals, and a desire for more dog areas where dogs can be off leash. Members of the City Council have asked to have a discussion on these issues in a work session.

Adopted Rules and Regulations for Parklands states:

Rules and Regulations for Parklands

2. Dogs and pets must be on leash and under control. Owner must pick up waste.

City Code ARTICLE 100.020 - ANIMAL CONTROL AND MAINTENANCE addresses most of the issues both in and outside of parklands as well:

100.020.040 - Animal littering prohibited.

Any person owning, harboring or having charge of any animal shall forthwith pick up, remove and dispose of in a sanitary fashion any and all animal feces attributable to such animal. In addition to any penalty therefore, the failure of such person to pick up, remove and dispose of all animal feces attributable to his/her animal is hereby declared to be a nuisance and shall be subject to abatement as provided in Section 100.010.050.

100.020.050 - Dog licenses.

(a) Required. It shall be unlawful for any person to keep any dog within the City without obtaining a license for such dog.

(b) Term. The license required by this section shall expire (12) months following the date of purchase of the license.

(c) Fees. Every person desiring to keep a dog within the City shall make application to the Police Chief therefore and shall pay a fee of five dollars (\$5.00) per year for each neutered or spayed dog, and fifteen dollars (\$15.00) per year for any other dog.

(d) Tags. The Police Chief shall issue a license to any person desiring to keep a dog within the City limits upon the payment of the required fee and proof of the dog's rabies vaccination required by this section. The Police Chief shall also issue a tag for each dog licensed, and the owner or custodian shall attach such tag to the collar or harness of the dog so licensed. The Police Chief shall keep a record of the date of issuance of each dog tag, the name and address of the person to whom the tag is issued,

the number thereof, a description of the dog licensed and the date of its rabies vaccination.

100.020.120 - Animal-Related Nuisance.

(a) Circumstances in which animal ownership, custody, maintenance or control creates, contributes to, or permits any of the following undesirable animal conduct or conditions upon public or private property causing injury or substantial annoyance, or discomfort to the health and welfare of others shall be unlawful.

(1) Molesting pedestrians or passing vehicles;

(2) Attacking or chasing people or other animals, with the exception of trespassers upon the private premises of the animal owners;

(3) Damaging public or private property, including failure of the owner or custodian of an animal to immediately remove feces deposited by such animal upon any public or private property (other than property of the owner);

(4) Running at large;

(5) Making continuous noise in an excessive manner which is persistent and loud enough to be heard beyond the premises where the animal(s) is kept or harbored, and which substantially interferes with the reasonable use and enjoyment of other nearby properties in the community.

(6) The existence of substantial stench/offensive odor, or general unsanitary conditions in which the animal(s) is kept, so as to interfere with the reasonable use and enjoyment of other nearby properties or otherwise make their physical occupation unreasonably uncomfortable.

(b) No animal owner shall permit any animal-related nuisance or condition caused by animal(s) in his/her temporary or permanent care, custody, control, maintenance or possession.

(c) Animal control or law enforcement officials shall have the specific authority to impound an animal(s) upon violation of this Code section and to issue uniform citations to the animal's owner or custodian. Officials shall possess the power to enter private property in the performance of their duties only if consent of the owner or occupant of the property is freely given or a search warrant is obtained or in the event of the imminent actual harm to the animal or others.

(d) A person violating this section shall be subject to the penalty assessment fines outlined below. Penalty assessment fines shall be determined within a one-year period measured from the date of any prior violation of this section.

(1) First offense: Fifty dollar (\$50.00) fine.

(2) Second offense: Seventy-five dollar (\$75.00) fine.

(3) Third offense: One hundred dollar (\$100.00) fine.

(4) Subsequent offense: The Municipal Court may impose such fines and penalties as it is authorized pursuant to Section 010.020.080.

(Code 1962 § 20.8; Code 1971 §§ 3-3, 3-4, 3-33; 35-92 § 3; 26-96 § 1; 18-98 § 8, 7-05, § 1; Ord. No. 20-2019 , § 2, 8-1-2019)

Strategies for Addressing Dog Issues:

1. Educational Campaign

a. PSA, Social Media, Popup events

- b. Remind folks to register with dog license program then use that opportunity to educate on why it's important, community, environment to pick up after dogs
- c. Reminder of fines
- d. Permanent Signage
- e. Campaign Signage
- f. Buy and give away [bag holders swag](#) to attach to leashes

2. Paw-sitive Reinforcement Program

- a. Volunteer ambassadors carry a small stack of "caught being good" tickets to give to folks when they see them picking up after dogs or depositing collected waste in the designated collection bins. - You've been spotted as a responsible pet parent free giveaways like rec center day passes.

Behavior change is difficult, but is made more likely by closing the gap between what people are doing and what you want them to do. Here are likely reasons why folks don't pick up after their pet. For most of these issues the main tool to change behavior is education:

- Don't have bags
- Nearest trash bin is out of the way/don't want to carry poop/forget to pick it up later
 - Dog waste stands are available at trailheads and in parks, these include bags. Adding too many stands makes it more challenging for parks staff to reach.
- Can't see at night
- Don't want to pick up
- Misconceptions
 - Thinking that dog poop will naturally (and quickly) break down into the ground
 - Rationale that maintenance staff will deal with it
 - No one is going to see it

Issues:

While the Police Department does issue dog licenses, very few residents get them. We issue maybe 10 per year at a cost of \$5. Each. PD does issue about 20 dog at large citations a year, mostly in the summer.

Both the dogs off leash and animal waste are enough of an issue along the trail systems that an educational campaign and/or additional enforcement is needed. The Loft residents are using the Wulfsohn trails to walk and run their dogs. This area is becoming more of an issue with the inclusion of each additional phase of the residential buildings. Several residents at the Lofts let their dog out the door and then go back inside while the animal roams free. This is not just a control issue but a mess issue as well.

This problem is trails systemwide. Parks staff receive complaints about off-leash dogs and dog waste lining the trails regularly. Doc Holliday trail is particularly bad with dog waste as well as Atkinson and Three-Mile, despite having doggy bag stations along them. Red Mountain, Wulfsohn, and other soft trail systems regularly have altercations between dogs off leash and other users. It is very difficult to have real-time eyes on users and provide enforcement in the moment.

Parks Staff have also received comments on the other side of the issue, from those wishing to run or bike with their pets off leash, particularly on some of the more isolated trail systems outside of the downtown area. Others would like more options for approved areas where pets can safely be off leash and allowed to run and play in a large space.

Last season, two staff members had encounters with aggressive off-leash dogs. Jose Magana was bit by the dog and had shallow cuts on the skin as his pants blocked the worst of it.

Staff members Adrian Brown and Steve Schmitz had an aggressive dog attack them.

Adrian received a bite though neither were severely injured in the encounter.

Angel Camacho requested two dog owners pick-up their dog's waste at Gregory Park. The individuals gave him a 'dirty look' and proceeded to ignore him.

In the last month, several Parks staff reported an individual letting his dog out of the vehicle at Veltus Park while he remained inside the vehicle. The dog proceeds to roam the park, do its business, returns to the vehicle and the owner drives away.

Downtown staff report that residents of the lofts on Grand and 7th (701 Grand Ave) bring their dogs to the grass areas on 7th street and do not clean up after their pets. Downtown staff have a video of one dog owner watching their pet poop and then walking away. Downtown staff sent a picture of dog poop left directly in front of the pet waste station.

The Parks Supervisor observed several dogs off leash in the middle of 7th street while their owners stood around talking. The dogs proceeded to get into a fight with an on-leash dog.

The 7th Street grass areas have numerous burnt out spots from dog waste. Staff are attempting to reseed the area in hopes the grass will return.

Parks trail cameras at Rosebud Cemetery and Three Mile Creek show numerous dogs off leash in both areas.

Staff have received complaints about dog waste at Three Mile Creek confluence and staff report dogs harassing wildlife at Rosebud Cemetery.

Additional comments and letters from the public on the variety of issues are included in the packet.

City staff have discussed a campaign to help raise awareness about dog poop issues and created a mockup for a sticker campaign for the dog waste stations with the slogan "Dooo the right thing". Staff have also created a document to be added to the Parks Website that outlines responsible pet ownership, the dangers of dog waste, the City's code about dogs, and a park review system for the best parks for dogs. Research has been done on other successful scoop the poop campaigns around the country and the City of Austin has partnered with Glenwood Springs' staff on the campaign. Staff have reached out to other municipalities in the Roaring Fork Valley to discuss the dog issues and how they manage it. Most municipalities report having similar issues to Glenwood but rely heavily on code enforcement or Park Rangers.

Fiscal Impact: NA.

Legal Review: NA

Staff Recommendation: Issues for discussion:

- On leash rules/ Attacks
- Dog cleanup
- Dog licensing
- Dog Areas

City Council in the past has been divided on how aggressively these issues should be enforced.

February 4, 2022

Hi Brian,

If you check out the 3-mile creek trail sometime you would see a huge amount of dog feces where the access trail from Park West (between 1055 and 1053 Park West Drive) joins it. There are doggy bags and a trash can right there that is always well-stocked (thank you Parks!). I have not seen anywhere near this amount of fecal matter anywhere else on our trail systems.

I have personally observed on several occasions the occupants from 1055 Park West release his two large Labradoodles out of his back yard onto the trail/creek drainage area to relieve themselves, and not pick it up. All the fecal matter out there appears to be of similar size and consistency as well. My wife and several neighbors have observed the same behavior, and they all express disbelief that these two large dogs have apparently been trained to leave HIS backyard in order to defecate on public space that is also a watershed.

I am willing to sign an official complaint if code enforcement would like me to. I don't know about the willingness of my wife or other neighbors to do the same, so I do not want to speak on their behalf. If we had a game camera that we could mount on a tree or existing post, it might help verify if this is indeed one bad actor, or if the problem is more endemic with medium to large breed dog owners and a larger education campaign is warranted. Maybe even posting a game camera with a large sign advertising it's presence would be enough to gain compliance and alleviate this shitty situation. Just some suggestions for your consideration, I am certainly not directing work as that would be inappropriate.

Ok, that is my Karen moment of the month. I would anticipate that I will feel better about this situation when it snows again and covers all the poop up, and then be even more outraged in the spring when it melts off and there is twice as much crap.

Thank you.

March 3, 2022

Hi Guys,

On a personal note, I was happy to hear about the potential new campaign the City is considering regarding irresponsible dog owners. Unfortunately our family has had some negative interactions with unleashed aggressive-acting dogs and irresponsible dog-owners in the past few years, some that were pretty scary for our boys. (a couple incidents in GWS and others on trails/campgrounds throughout the valley)

From a work standpoint, as you already know, dog waste presents a very real threat to water quality and water resources. I was mentioning this to a co-worker and she knew about some resources on the topic. One is an article labeling CO as the worst dog waste state in the country. Another is info from Colorado Springs Utilities which undertook a campaign (called scoop the poop) a few years ago.

I don't know if these are helpful to you but thought I'd share them just in case:

Here is the link to the stats on dog poop around the country. It was in an article PCOST just published earlier this week: <https://protectmypaws.com/the-dog-poop-capitals-mapped/?fbclid=IwAR0BYm2DlnOcMLqs1VDh8hjskM8H7KoHF7SsXN4D1Hg3M0zj37oOCihCGoY>

Scoop the Poop from Colorado Springs Utilities:

<https://coloradosprings.gov/scoopthepoop>

brochure: https://coloradosprings.gov/sites/default/files/pet_waste_tri_fold_20180912.pdf

EPA scoop the poop info: <https://cfpub.epa.gov/npstbx/files/Pet%20Care%20Fact%20Sheet.pdf>

Cheers

Chad Rudow

Water Quality Program Manager



ROARING FORK CONSERVANCY
P.O. Box 3349, Basalt, CO 81621
tel: (970) 927-1290
cell: (970)930-0270
www.roaringfork.org

January 17, 2021

Residents at the lofts apartments in glenwood pretty much all have two big dogs. Now they are opening the back door and just letting them run out free no leashes. I carry a big stick to protect my little dog who is always on a leash, but it's getting worse and worse. Today two big huskies were let to run free out the back door. Do I need to get bear spray or a stun gun to protect my my service dog and myself 65 and disabled?

Are you going to allow the new apartments across the street to also have any number of dogs? Easy way to rent expensive apartments, terrible for the community and open spaces where there is also supposed to be leash laws.

Our apartments just allow service animals.

Nancy bernard
220 Flat tops view dr A401
Glenwood Springs co 81601

January 20, 2021

Hi Debra,

I apologize for my delayed response, things have been so very busy at the community! We did already receive a report from a resident for a dog fight while a dog was off leash. We have since issued the resident a lease violation. Also, Code Enforcement came by today and we delivered their flyers to each door in the community to help re-iterate what we have been saying regarding dog poop, leash laws and noise. We also provided them with a key per their request so they are able to enter the community to issue fines if needed.

Is there any way you can relay the message to the people who were complaining, if they are our resident, to please notify the office of the complaint as well or before they call you? We can't help if they don't communicate with us as well.

Just so you are aware, I also called Animal Control myself a few months back asking them to frequent our area more if possible, as residents choose to not listen to what we have to say but told them a fine would probably shape up the violators quickly. Unfortunately, I was told I would have to try and call in when I saw a dog off leash etc. and that is not feasible due to the view from the office. I did let them know in the early evenings when everyone is getting off work taking dogs out would be a great time to do a drive by. Anytime we do see a dog off leash we address the resident directly.

Please let me know what else I can do to help!

Thank you,

Kaylen Burner, CAM | Community Manager

Lofts at Red Mountain Apartments
300 Wulfsohn Rd | Glenwood Springs, CO 81601
970.230.9141

Manager@LoftsAtRedMountain.com

www.LoftsAtRedMountain.com



Enjoying Glenwood Springs with your Dog

Welcome to the City of Glenwood Springs- a great place for dogs! By following the rules and obeying signage you will help keep Glenwood Springs a dog friendly city. This dog friendly atmosphere, which makes Glenwood Springs great, is a delicate balance that depends on responsible dog ownership, including use of leashes and picking up after your pet.

Nobody wants to see litter or dog waste while out enjoying our City's parks, trails, and open spaces. In addition to ruining a beautiful view, the bacteria and viruses in waste can make animals sick and end up in the water we drink, creating health hazards. The following problems are caused by pet waste that is not properly disposed of:

Human and Pet Health

- Giardia
- Roundworms
- Salmonella
- Other viruses and parasites

Water Quality

- Overgrowth of algae and aquatic weeds
- Reduced oxygen for fish
- Unsafe recreational areas for fishing or enjoying

To recap, pet waste left on the ground is smelly, unsightly, pollutes our water ways, and poses a health risk for pets and people, especially children!

So, what can you do?

1. **Bring It!** Carry a scooper bag when you walk your dog, or use one provided at the pet waste stations located along our city's trails and in our parks.
2. **Scoop It!** Use the baggie like a glove, scoop the poop, invert, and seal the bag.
3. **Toss It!** It belongs in the trash and our amazing parks, trails, and open space have numerous trash cans located for easy disposal.

Please remember to always Scoop the Poop and to dispose of pet waste properly! It is unlawful to allow your pet to run at large, without a leash, and to not properly dispose of pet feces as outlined in the City of Glenwood Springs municipal code 100.020.120. Violations of the code can result in fines or impoundment of your pet. Be sure to check out our Barks Park Review to find the best parks to enjoy with your four legged friends!

Barks Parks Review

Here in Glenwood Springs, we love our four-legged friends. Dogs are welcome in all of the City of Glenwood Springs' parks, trails, and open spaces, but not all our parks are great for dogs... Check out our dog friendliness rating to help determine the best parks for spending time with your faithful companions. Ratings are on a scale of one to three barks.

- One Bark- whether due to size, location, or designated activities this might not be a great park to bring your four-legged friend. Leashed pets are welcome, and you will find a dog waste station at all parks. A one-bark park may be very busy, located near a busy road/intersection, designated for playground use or other special uses, a *pocket park*, or in an area with too much stimulus for your pet
- Two barks- A two-bark park is larger and generally more pet friendly, but still could contain hazards. A two-bark park may still be near a busy road/intersection, have recreation activities that excludes pets (baseball and soccer games), or have a lot of stimulus.
- Three barks- A three-bark park will be the largest parks in the city with lots of room for your pet. They tend to have a lot of space and are away from hazards, they also allow room for many separate recreation activities.



Courtesy Thanks for
Picking
Up After
Your Dog!

PLEASE
PICK UP
AFTER
YOUR PET
Thank You!



DOO the right
thing.

Thank you for picking up after your pet.
Gracias por recoger los excrementos de su mascota.

City of Glenwood Springs Parks and Recreation 970-384-6400



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Downtown Design Standards and Retail Uses

Action Requested: Downtown Design Standards and Retail Uses

Department: Economic and Community Development

Presented By: Hannah Klausman

Strategic Goals: Protect and Preserve our Quality of Life
Generate Sustainable Economic Development

Background Info: City Council held a work session on February 3, 2022 to discuss Planning and Zoning Commission recommendations to implement a Downtown Commercial Overlay District to promote downtown vibrancy. City Council requested additional review and discussion of the item. Staff has prepared notes from the last meeting and supplemental materials to continue the conversation.

The purpose for which this District is created is to enhance the pedestrian-oriented business and service character in the central core to support an active, vibrant street life. The overlay district, as previously presented, would include the following standards in addition to the base layer zoning standards:

1. When a non-residential building is proposed on a vacant lot within the downtown core, a minimum of 75% of the gross floor area on the first floor shall be uses that generate sales and/or lodging revenues for the city.
2. When a non-residential building within the downtown core is demolished, 75% of the first floor of the new building shall be uses that generate sales and/or lodging revenues for the city.
3. 100% of off-street surface parking is required to occur behind the rear wall of the primary building.
4. Parking Structures proposed within the overlay zone are exempted from these standards and shall be processed according to the Special Use Permit process per Section 070.030.20 Table of allowed uses, and Section 070.060.050(e) Development Permits.

Issues: Council comments at the work session have been included as an attachment to this report and organized into topic areas. Those topic areas are further discussed below.

Boundary dimensions

Council expressed concerns over the boundary being too expansive as presented. Staff has brought back the second iteration of the boundary from one of Planning and Zoning's work sessions that is a smaller area centered around Grand Avenue and 6th Street commercial corridors. A map of the revised smaller boundary is attached to this report.

Retail Percentage and Uses

The intent of stating Sales Tax or Lodging Tax generating uses was utilizing a category that included the typical business types that activate streets. To better clarify intent, staff suggests specifically calling out the types of businesses using the Development Codes Table of Uses and Definitions. Staff has provided a list identifying the uses that are perceived to meet the intent of activating spaces. The list of uses is attached to this report. The list would replace language indicating that ground floor area must be "Sales and/or Lodging tax generating uses" with a specific list of uses allowed.

Staff has preliminarily put together the following list of uses, with definitions that would meet the

ground floor percentage requirements for the Overlay District:

Community and Cultural Facilities.

Uses in this category include buildings and facilities owned, operated, or occupied by a governmental or non-profit entity providing a service to the public.

Assembly. A facility intended primarily for organized services, meetings, events, or programs to benefit, educate, entertain, or promote discourse, with membership not required for participation. Examples include community centers, places of worship, meeting or lecture halls, or exhibition rooms. If an assembly use is ancillary to another principal use, and has a gross floor area of less than five thousand (5,000) square feet, it is considered part of that use and is not considered a separate principal use.

Civic Facility. Any noncommercial public facility housing uses for the purpose of promoting the general health, safety, and welfare of the citizens of Glenwood Springs. Some civic facilities are also considered government offices.

Food and Beverage Establishments.

Uses in this category include establishments that serve prepared food or beverages for consumption on or off the premises. Accessory uses may include food preparation areas, offices, and parking.

- a. *Bar, Lounge, or Tavern.*
- b. *Microbrewery, Distillery, or Winery.*
- c. *Restaurant.*

Lodging Facilities. Uses in this category include facilities where lodging, meals, and other services are provided to transient visitors and guests for a fee for a defined period of time less than thirty (30) days per instance. Accessory uses may include storage, cafeterias, limited retail, health and recreation facilities, and parking or other amenities.

- a. *Accessory Tourist Rental.*
- b. *Bed and Breakfast.*
- c. *Boarding House.*
- d. *Hotel, Motel, Hostel, or Lodge.*
- e. *Short-Term Rental.*

Recreation and Entertainment, Indoor.

Uses in this category provide recreation and entertainment activities entirely within a building. Accessory uses may include limited retail, concessions, parking, and maintenance facilities.

Indoor Recreation Facility. A commercial recreational use conducted entirely within a building, including arcade, arena, art gallery and studio, art center, assembly hall, athletic and health clubs, auditorium, bowling alley, community center, conference center, exhibit hall, gymnasium, library, movie theater, museum, performance theater, pool or billiard hall, skating rink, swimming pool, and tennis court.

Retail Sales.

Uses in this category are involved in the sale, lease, or rent of new or used products directly to the general public, but not specifically or exclusively for the purpose of resale. Accessory uses may include offices, parking, storage of goods, and assembly, repackaging, or repair of goods for on-site sale.

- d. *Grocery Store.*
- e. *Liquor Store.*
- h. *Retail, General.*

Industrial Uses.

Craft Manufacturing. An indoor facility for the assembly of hand-fabricated parts or hand-fabrication of custom or craft products using predominantly hand tools or domestic-scaled mechanical or other equipment including but not exclusive of blacksmith or metal work; makers of clocks, saddles, boats, cabinets, furniture, 3-D printing.

Staff relied on existing defined uses within the municipal code. However, council should take careful

consideration to see if included categories make sense or if any use categories are missing.

Loss of Residential Units

Council members expressed concern that unintended consequences of the proposed requirements could result in the loss of residential units.

One point of clarification is that the proposed regulations only apply to NEW construction. Changes of use within existing buildings from residential to commercial and back again, would not be subject to the ground floor retail requirements. The scope of applicability is narrow enough that Staff does not believe it will result in the loss of units. In addition, with the revised and smaller overlay boundary, the residential neighborhoods that were previously included would not be part of the overlay district.

Market study

Several members of Council indicated that a market study would be beneficial for determining the amount of retail needs within Glenwood Springs. Staff contacted the company *Economics and Planning Systems* out of Denver to get a scope of work for such a market study and an estimated cost. The Market Study Scope of Work has been attached to this report. The proposed cost for services is \$50,000.

Access and Parking

Staff is working with Engineering and Public Works to review the impact of requiring parking lots to be behind primary buildings within the proposed boundary. The majority of the new reduced boundary is within the General Improvement District where parking is not a requirement, which would remain even with the overlay district. The 6th avenue proposed section would be more impacted by this requirements, however, initial staff spatial analysis shows that most of the businesses along this stretch already have parking in the rear.

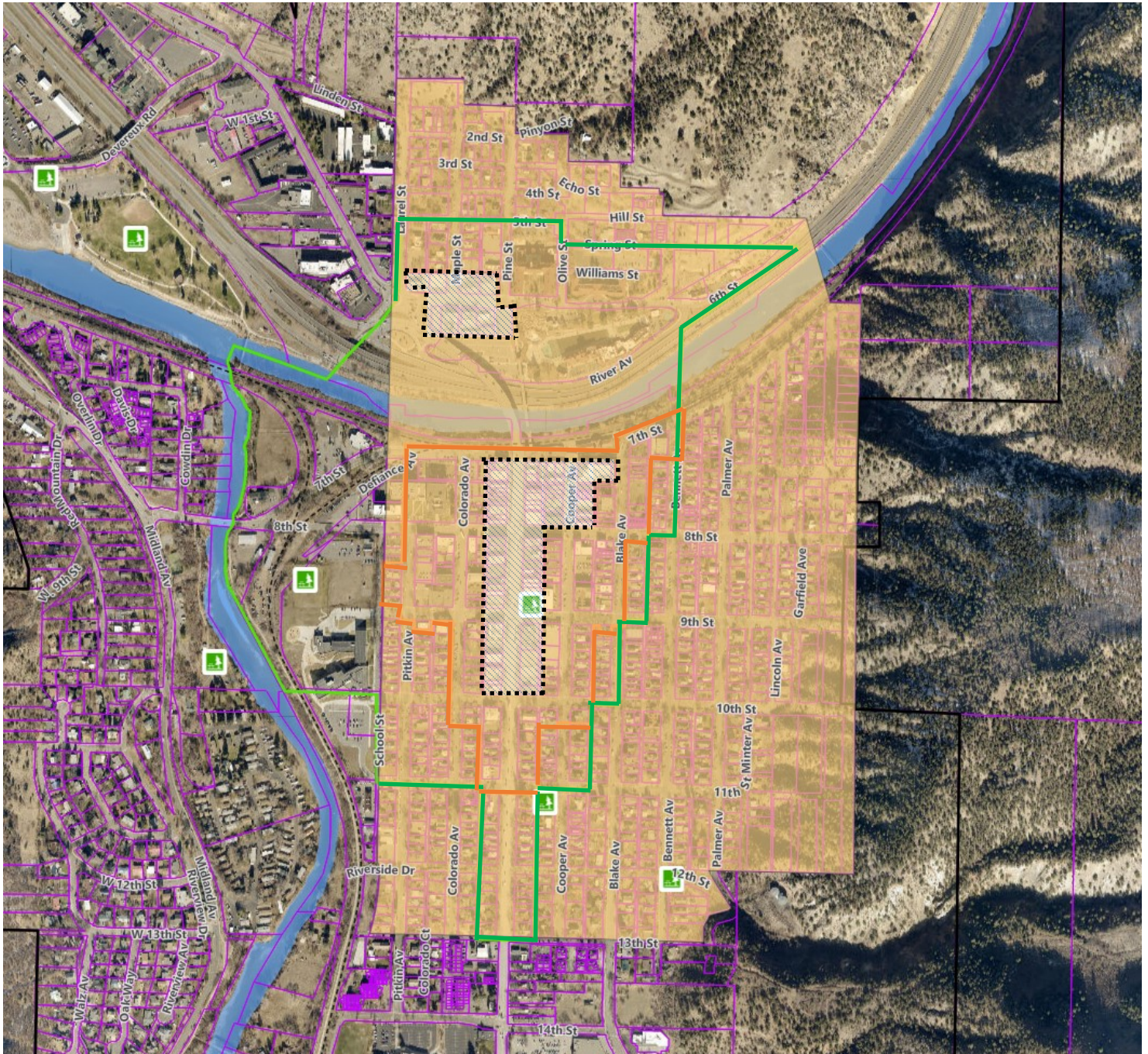
Fiscal Impact:	The proposed market study estimate is \$50,000 that would need to be appropriated by Council at the time of commissioning the study.
Legal Review:	No issues.
Staff Recommendation:	Staff recommends that if Council desires to bring this item forward to an action item that specific desired uses are listed from the Table of Uses and Definitions of Title 070 Development Code to clarify intent.

Staff has also included a memo from the Downtown Development Authority with their recommendation on the topic.



City of Glenwood Springs

Downtown Boundaries



General Improvement District Boundary

Downtown Design Standards Boundary



City Downtown Core Boundary



Proposed Overlay Boundary

070.070.020 Definitions of Use Categories and Specific Use Types.

(b) *Public, Institutional, and Civic Uses.*

- (1) *Community and Cultural Facilities.* Uses in this category include buildings and facilities owned, operated, or occupied by a governmental or non-profit entity providing a service to the public.
 - a. *Assembly.* A facility intended primarily for organized services, meetings, events, or programs to benefit, educate, entertain, or promote discourse, with membership not required for participation. Examples include community centers, places of worship, meeting or lecture halls, or exhibition rooms. If an assembly use is ancillary to another principal use, and has a gross floor area of less than five thousand (5,000) square feet, it is considered part of that use and is not considered a separate principal use.
 - b. *Civic Facility.* Any noncommercial public facility housing uses for the purpose of promoting the general health, safety, and welfare of the citizens of Glenwood Springs. Some civic facilities are also considered government offices.

(c) *Commercial Uses.*

- (3) *Food and Beverage Establishments.* Uses in this category include establishments that serve prepared food or beverages for consumption on or off the premises. Accessory uses may include food preparation areas, offices, and parking.
 - a. *Bar, Lounge, or Tavern.*
 - b. *Microbrewery, Distillery, or Winery.*
 - c. *Restaurant.*
- (5) *Lodging Facilities.* Uses in this category include facilities where lodging, meals, and other services are provided to transient visitors and guests for a fee for a defined period of time less than thirty (30) days per instance. Accessory uses may include storage, cafeterias, limited retail, health and recreation facilities, and parking or other amenities.
 - a. *Accessory Tourist Rental.*
 - b. *Bed and Breakfast.*
 - c. *Boarding House.*
 - d. *Hotel, Motel, Hostel, or Lodge.*
 - e. *Short-Term Rental.*
- (10) *Recreation and Entertainment, Indoor.* Uses in this category provide recreation and entertainment activities entirely within a building. Accessory uses may include limited retail, concessions, parking, and maintenance facilities.
 - a. *Indoor Recreation Facility.* A commercial recreational use conducted entirely within a building, including arcade, arena, art gallery and studio, art center, assembly hall, athletic and health clubs, auditorium, bowling alley, community center, conference center, exhibit hall, gymnasium, library, movie theater, museum, performance theater, pool or billiard hall, skating rink, swimming pool, and tennis court.
- (12) *Retail Sales.* Uses in this category are involved in the sale, lease, or rent of new or used products directly to the general public, but not specifically or exclusively for the purpose of resale. Accessory uses may include offices, parking, storage of goods, and assembly, repackaging, or repair of goods for on-site sale.

-
- d. *Grocery Store.*
 - e. *Liquor Store.*
 - h. *Retail, General.* A facility or area for the retail sale of general merchandise or food to the general public for direct use and not for wholesale. This use includes but is not limited to sale of general merchandise, appliances, clothing and other apparel, convenience and specialty foods, dry goods, flowers and household plants, hardware and similar consumer goods.
- (d) *Industrial Uses.*
- (2) *Manufacturing and Production.*
- c. *Food Processing and Packing Plant.* The sorting, treatment, or preparation of food products for sale or as inputs to further processing. Examples include bakeries and baking plants; cold storage establishments; creamery operations, and frozen food lockers. This use does not include commercial feedlots, meatpacking, poultry dressing, stockyards, fat rendering, or the tanning, cutting, curing, cleaning or storing of green hides or skins.
 - d. *Craft Manufacturing.* An indoor facility for the assembly of hand-fabricated parts or hand-fabrication of custom or craft products using predominantly hand tools or domestic-scaled mechanical or other equipment including but not exclusive of blacksmith or metal work; makers of clocks, saddles, boats, cabinets, furniture, 3-D printing.



75% Ground Floor Requirement Scenarios

Development Scenario	Existing Condition				
	Residential Building	Non-Residential Building	Vacant Lot	Parking Structure	Park
New Residential Building	X	O	X	X	X
New Non Residential Building	X	O	O	O	O
New Park	X	If park includes buildings	If park includes buildings	If park includes buildings	N/A
New Parking Structure	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT
Change of Use, Same Building	X	X	N/A	N/A	N/A

If an existing residential building is demolished, and a new building is proposed (residential or non-residential), the standards **DO NOT** apply.

If a residential building is proposed on a vacant lot, the standards **DO NOT** apply.

If a non-residential building is proposed on a Vacant Lot, the standards **DO** apply.

If an existing non residential building is demolished, and a new building is proposed (residential or non-residential), the standards **DO** apply.

If a vacant lot is proposed to be a park with a bathroom, the standards **DO** apply.

Downtown Commercial Overlay District

February 3, 2022 City Council Work Session

Councilor Comment Notes DRAFT (As taken by Staff)

Boundary

- Wants to start smaller and then expand later.
- Not sure the residential areas included in boundary need that amount of retail.
- Maybe look at slightly beyond the grand avenue corridor. Larger area encompassing neighborhoods is too expansive.
- What are the alternatives, what else could we look at? Maybe a middle version, that better aligns with the initial intent of grand avenue corridor.
- Major concern is the boundary. It is appropriate in North Glenwood where they expanded it and appropriate to include the 8th street crossing area, but expanding into the residential neighborhoods is problematic.
- Geographic area is too expansive.
- Don't include residential areas.

Retail Percentage

- Concerned about ground floor percentage.
- Mentioned only the front facing part of the building to be retail.
- Thinks some of the non-retail uses are very viable and we don't want to exclude them.

Access and Parking

- Address cost of curb cuts for parking in rear
- Address access from alley and see what that means.
- Concerned about properties that might not have alley access.
- Concerns about including from the alley behind grand and south of 9th.
- Challenging with alley access increasing, not sure if parking in back outside of the commercial area is appropriate. Alleys are in terrible shape.

Loss of Residential

- This has large impacts for the growth of our community, council is saying housing is so important, and these boundaries seem counterintuitive. Don't want to do anything that would prevent housing units.
- Idea of replacing the existing housing if any if scraped. Probably though when redeveloped it would go taller and include MORE housing than previous. The trend on development right now is

lots and lots of apartment housing. If we are so concerned with residential then we should rezone the meadows to only residential.

- We lost an opportunity in market street to have residential units above, or bank surface parking lot not having three stories above it that was housing.
- We do need housing but it is not either or.
- The DDA lot could develop right now as a three-story condo only. Do we want that?
- Mostly scrape and anything is going to go higher.
- Make sure we are not sacrificing residential, maintaining the units.
- School street to the alley behind grand that is residential and doesn't want to lose residential.
- Concern about including those areas.
- Might have negative impact on housing supply. Want to keep the neighborhood residential.
- Big concern on driving residential out.
- Suggested a requirement to have incentive for height in return for housing units.
- Concern over losing housing, or disallowing commercial to go to residential.
- Buildings going only to residential should be exempt, due to adding housing units.
- Encouraging redevelopment into denser housing and not retail.

Economics

- I see value in some implementation of this, land use and zoning can keep a community economically strong.
- Recognizes that this is a response to ANB going in downtown but cannot think of a downtown area that doesn't have banks. Do we really want to discourage that?
- Downtown has a successful mix of businesses. Trying to "fix" this will have unintended consequences. Would like further review on this matter.

Exemptions

- Public uses should be exempt from this, library, museum. Yoga/massage, should be included and taxed.
- There should be a variance process, perhaps written as overreaching but then including an easy way out of it, or exceptions. Want additional "yeah buts" regarding individual properties to further refine the boundary.

Market Study

- Wants a market study
- Did we take into consideration changes to commercial demand in our downtown core?
- Don't know about doing another study. Retail comes and goes, predicting it is hard to do.

Questions:

- 1. Mixed use, does it qualify as non-residential or not?**
- 2. What constitutes demolition?**

Memorandum

Date: May 10, 2022

To: Glenwood Springs City Council & Staff

From: Glenwood Springs Downtown Development Authority Board

Subject: Requested Recommendation Regarding Downtown Commercial Overlay District

Recognizing that the City is considering establishing a Downtown Commercial Overlay District, it is the position of the Downtown Development Authority Board at this time that the proposed boundaries shown on the following page are appropriate and beneficial to the downtown. It is the Board's position that an expanded boundary beyond these parameters is unnecessary, and that such restrictions could potentially deter future redevelopment from occurring. Therefore, the DDA Board recommends that the City institute the Commercial Overlay but limit it to the boundaries shown on the following page.

The Board is supportive of the Overlay for the following reasons:

- Retail and other sales tax generating uses, such as lodging, are critical to the continued activation of these core downtown streets.
- Requiring all off-street surface parking behind the rear wall of primary buildings prohibits street frontage from being used for parking and enhances the pedestrian environment.
- Existing buildings are not required to change parking or uses unless demolished and rebuilt.

Absent a deep understanding of future retail demand, the DDA cannot endorse a boundary for the Commercial Overlay District beyond what is depicted on the following page. It is the opinion of the DDA Board that the private market should inform the redevelopment that occurs within the rest of the City's Downtown Core, and feels the existing Downtown Design Standards have been successful in ensuring quality, pedestrian-oriented development appropriate to the character of the downtown.



Map of Proposed Downtown Commercial Overlay District City of Glenwood Springs



Overlay
 District

Disclaimer: The GIS information shown is provided as a public resource for general information purposes only. The representation of locations cannot be substituted for actual legal surveys.



Real Estate and Market Demand Study

Prepared for:



Prepared by:



May 18, 2022

EPS #223050

PROPOSAL

Project Understanding & Goals

The City of Glenwood Springs is interested in retaining EPS for a study to evaluate existing economic and real estate conditions and identify opportunities for growth and diversification. EPS proposes to start the study with the existing conditions analysis focusing on the economic and demographic characteristics of the population and workforce and trends over the last 10 years. We will also analyze real estate development conditions and trends by land use category including data on the total space, geographic distributions, and performance indicators. Each sector, including retail/commercial, office, industrial, and residential, will be evaluated including their overall inventory, markets served, and performance indicators to identify the strengths, weaknesses, and unique characteristics of the components of the Glenwood Spring's economic base.

With a solid understanding of the current market, we will focus on growth potentials over the next 10 years. This analysis will take into consideration national and global changes, including the impacts of the pandemic, along with the specifics and changing dynamics of the local and regional economy. For instance, with respect to the commercial sector, the growth of online retail has decreased demand for brick-and-mortar space and changed the format of new stores and restaurants. Much of the growth in retail has been in food, beverage, and entertainment formats. Technology is also driving changes in the market at an increasing pace. Remote working, in particular, has changed the demand curve for employment space.

With respect to the residential sector, new construction is not keeping pace with demand, inflating prices and rents, and impacting the ability of the local workforce to live in the community. More workers are needing to commute in from down valley or to rent rather than buy a home. While these trends get a lot of attention, there are still large portions of the residential and commercial markets that live and work in more conventional development formats, such as single family and multifamily housing, business parks, and retail centers. This study will consider the impact of these national and local market conditions on future demand and supportable product types and mixes, in order to make an informed evaluation and not a "crystal ball prediction" of how the Glenwood Springs market can be expected to change over the next decade.

Glenwood Springs is a vibrant community with strengths in multiple markets. It is a tourist destination, an outdoor recreation gateway, and a retail trade and service center for the Roaring Fork Valley and larger western Colorado region. As a result, Glenwood has a diverse economy with a strong base in retail, accommodations, real estate, professional services, and health care. Determining how the local and regional economy may shift and identifying opportunities for development and investments to capitalize on these changes is the focus of the study.

The goals of this study are as follows:

- Document current economic, demographic, and real estate conditions by industry and by location in the local market.
- Provide the City with an understanding of its future market opportunities and needs from well documented research based on sound defensible data.
- Identify opportunities to strengthen and diversify the economy of Glenwood considering national market shifts and local conditions and forecasts.
- Identify land use types and development formats not yet present in Glenwood but likely to be in demand based on national and similar community trends.
- Provide insight into the strengths and opportunities for the major commercial and mixed use areas in the city including Downtown, 6th Street, and Confluence areas.
- Provide direction to City staff on the prioritization and use of economic development incentives to maximize economic growth and diversify the economy.

Scope of Work

EPS proposes to complete the tasks described below to respond to the City's request for a proposal.

Task 1: Project Initiation

EPS will schedule a trip to Glenwood to meet with the City's project manager and other members of the project team. Prior to this meeting, EPS would begin the research and analysis under Tasks 2 and 3 to update our familiarity with Glenwood and to inform a discussion of key issues to be addressed in the study. During this trip we would also plan to meet individually with a select group of area developers and other key stakeholders identified by the City to get local input on real estate conditions and opportunities and constraints.

Task 2: Economic and Demographic Assessment

The economic and demographic assessment will document the baseline conditions and trends over the past 10 years in Glenwood Springs including the following:

- Document and analyze employment trends and conditions including the number of jobs by industry and major employers using data from the Bureau of Labor Statistics (BLS), Bureau of Economic Analysis (BEA), and the Colorado Department of Labor QCEW data.
- Determine the strengths and weaknesses of the existing employment sectors and assess near and long term prospects for growth.
- Analyze trends in population and households, age and income distributions, and race and ethnicity. Data sources will include the U.S. Census and third-party

demographic data providers.

- Inventory the existing housing inventory and categorize by housing type and location. Analyze trends in household size, household type, units in structure, and affordability metrics such as cost burden.

Task 3: Commercial Real Estate Market

The major components of the commercial real estate market are employment-supporting land uses such as retail, office, industrial, and hotel space. Flexible and shared workspace formats are also becoming more popular nationally. Under this task, we will document development trends in the Glenwood Springs market including total inventory, new construction by year, and vacancy and rental rates.

- Compile development data from a variety of sources including building permits, assessor parcel data, the CoStar commercial property database, and local published statistics from brokerage firms.
- Document and analyze development trends and market share by land use type and area of the city and larger regional market area.
- Identify and characterize major submarkets and locations of concentration for each land use type.
- Assess the strengths and weaknesses of each market segment in terms of the City's ability to be competitive for employment, retail, and tourism development that support both economic development and quality of life.

Task 4: Retail Sales and Expenditures

The city's retail sector performance and capture will be an important area of focus. Vibrant downtowns and neighborhood commercial districts are important to quality of life and place, yet the number of potential retailers and other tenant types has diminished with the growth of online retail. In some cases, restaurants and entertainment can fulfill this role. We will need to evaluate the impact of these trends on the most important commercial areas in Glenwood Springs including downtown, Confluence, 6th Street, and West Glenwood.

- EPS will analyze and aggregate individual business sales tax data (to be obtained from the City under a confidentiality agreement) to quantify total retail sales volumes and performance by store category and by location within the city. Based on previously compiled data on the retail inventory from Task 3, we will also estimate sales per square foot by store category and location.
- We will estimate retail expenditures by store category by Glenwood Springs trade area residents based on average household income, total personal income (TPI) for the city, and the percent of TPI spent by store category.
- Using EPS' retail sales inflow-outflow model, we will compare the level and distribution of sales by local businesses with the spending patterns of area

residents. The model will distribute Glenwood retail store sales by consumer segment including sales to residents, inflow from the surrounding regional trade area, and sales to visitors.

- The sales flow model will also estimate the share of area resident expenditures made in local stores and the portion of spending that is outflow (leakage) to other locations.
- Based on the sales flow analysis, we will identify existing unmet demand by store category focusing on grocery stores and other key anchors. We will also estimate the additional sales potential associated with projected growth of households and income over the next 10 years.

Task 5: Residential Real Estate Market

EPS will characterize the City's housing sector including data on the total inventory by product type as well as the change in median and average sale prices and average rents over the last 10 years. Estimates of future demand will be made based on projected population and employment growth.

- EPS will collect and analyze secondary data on the ownership and rental housing inventory and development trends over the last 10 years.
- Working with a local realtor, we will track the annual sales volume and prices for the sales of new housing and resales from the Board of Realtors Multi-List database.
- EPS will document and evaluate sale and rental price trends and compare to wages and household incomes to gauge changes in affordability conditions.
- Based on current commuting patterns, we will estimate the current housing shortage for rental and for sale housing.

Task 6: Emerging Development Trends

After completing Tasks 2 through 5, EPS will have thoroughly documented market conditions, trends, and gaps in Glenwood Springs. Drawing from data on national and global shifts in economic and real estate demand, as well as our knowledge and experience working in other markets, we will identify other development formats that could be developed in Glenwood but are not yet supplied. Some major themes could include:

- **Retail evolution** – How will online retail continue to effect Glenwood's retail development opportunities? What new concepts could be viable?
- **Housing market expectations** – How will regional trends affect the demand for housing products?
- **Workplace trends** – How much of Glenwood's workforce is comprised of remote workers? Is the impact of the pandemic temporal or more structural affecting long term demand? Are there any industrial and R&D innovations relevant to Glenwood?

Task 7: Land Demand Forecasts

EPS will prepare space demand forecasts by major development category for a 10 and 20-year forecast period. First, we will develop 20-year population and employment projections, and estimates of visitation growth as underlying drivers. Using the analysis in the previous tasks to inform the assumptions on the land use mix, EPS will:

- Forecast housing demand based on current needs and the growth of households over the next 10 years by unit type and price point.
- Project office and industrial space including data on product type and locational preferences.
- Forecast retail space demand by type of space, location, and consumer market orientation.
- Estimate future lodging demand by number of rooms with additional data on product types and locations.

Task 8: Key Development Locations

Based on the space and land development forecasts, EPS will provide input on the supportable amount and mix of development at key development and redevelopment locations including downtown, 6th Street and Confluence. We will estimate the supportable product types and price points for each location and provide input on the need for an appropriate use of economic development incentives.

Task 9: Draft and Final Reports

EPS will prepare a draft report to document the key information and analyses and input from stakeholders described in this draft work plan. EPS will make the report reader-friendly by avoiding technical jargon and relying primarily on charts, figures, and maps. EPS will complete a final report within two weeks receipt of edits and comments on the draft report. If a second trip to present the final report is needed or desired, it will be billed as an additional cost item.

Budget and Schedule

EPS agrees to complete the above scope of work within approximately four months on a time and materials basis not to exceed \$49,650 without prior approval of the City. The approximate level of effort by staff level and task is shown in **Table 1** below.

Table 1. Level of Effort by Task and Staff Level

	Principal	Associate	Production/ Research	Total
Billing Rate	\$250	\$140	\$110	
Labor Cost				
Task 1: Project Initiation	16	16	4	\$6,680
Task 2: Economic and Demographic Assessment	8	24	8	\$6,240
Task 3: Commercial Real Estate Market	8	16	8	\$5,120
Task 4: Retail Sales and Expenditures	8	16	16	\$6,000
Task 5: Residential Real Estate Market	8	24	18	\$7,120
Task 6: Emerging Development Trends	8	16	12	\$5,560
Task 7: Land Demand Forecasts	4	12	4	\$3,120
Task 8: Key Development Locations	4	8	8	\$3,000
Task 9: Draft and Final Reports	12	12	8	\$5,560
Total Labor	76	144	84	\$48,400
<i>as % of total staff hours</i>	<i>25%</i>	<i>47%</i>	<i>28%</i>	
Direct Costs				
Travel Costs (1 two-person trips)				\$750
Economic and Real Estate Data				\$500
Total Direct Costs				\$1,250
Total Budget				\$49,650

Source: Economic & Planning Systems, Inc.



303 623 3557

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About Economic & Planning Systems

Economic & Planning Systems, Inc. (EPS) is a land economics consulting firm experienced in the full spectrum of services related to real estate development, the financing of public infrastructure and government services, land use and conservation planning, and government organization.

EPS was founded on the principle that real estate development and land use-related public policy should be built on realistic assessment of market forces and economic trends, feasible implementation measures, and recognition of public policy objectives, including provisions for required public facilities and services.

AREAS OF EXPERTISE

- ▶ Real Estate Economics
- ▶ Public Finance
- ▶ Land Use & Transportation
- ▶ Economic Development & Revitalization
- ▶ Fiscal and Economic Impact Analysis
- ▶ Housing Policy
- ▶ Public-Private Partnership (P3)
- ▶ Parks and Open Space Economics

Clients Served

Since 1983 EPS has provided consulting services to hundreds of public- and private-sector clients in Colorado and throughout the United States. Clients include cities, counties, special districts, multi-jurisdictional authorities, property owners, developers, financial institutions, and land use attorneys.

Staff Capabilities

The professional staff includes specialists in public finance, real estate development, land use and transportation planning, government organization, and computer applications. The firm excels in preparing concise analyses that disclose risks and impacts, support decision making, and provide solutions to real estate development and land use-related problems.



RETAIL DEVELOPMENT ANALYSIS

EPS prepares retail supply and demand studies ("leakage" analysis) as well as highly-tailored strategies for retail districts. In our retail work, we strive to fully recognize the range of assets and challenges central to devising a successful retail strategy, including the location-specific attributes of the neighborhood and the dynamics of the community. Our combination of analytics and locational competitiveness assessment provides EPS clients with highly effective strategies for retail sustainability and enhancement. As a central part of its consulting practice, EPS has consulted on all aspects of retail development including retail development strategies, project feasibility analyses, financing programs, and impact analyses as described below.



- **Project Feasibility** – EPS prepares real estate market and feasibility analysis for retail stores, shopping centers, and mixed-use retail and entertainment projects. Market research often includes household surveys of expenditure patterns and detailed analysis of sales tax data to accurately portray current inflows and outflows and specific store opportunities.
- **Retail Development Strategies** – EPS assists cities with larger community-wide and project specific strategies to attract desirable retail tenants and retail centers based on market research, tenant contacts, financing strategies, and incentive packages.
- **Revitalization and Redevelopment Plans** – EPS collaborates with planners and urban designers to develop overall development and revitalization plans and programs for downtowns and other existing commercial districts.
- **Public/Private Financing** – EPS assesses the required levels of public support to attract developer interest or to complete the financing program for a proposed project. The includes identifying and forecasting potential funding sources; allocating capital costs among participating entities; and public finance negotiations.
- **Tax Increment Financing** – EPS prepares detailed, market analysis-based tax increment forecasts and evaluation of historical assessed value growth and allocation of tax increment receipts.
- **Developer Negotiations** – EPS conducts feasibility studies and economic analyses to support real estate and infrastructure negotiations often resulting in development agreements, owner participation agreements and participation and disposition agreements.
- **Impact Studies** – EPS analyzes the positive and negative effects of new retail development projects including impacts on existing retailers, net sales tax revenues, and justification for retail incentives.

Project Profiles

Sixth Street Corridor Master Plan Glenwood Springs, Colorado

Located on Colorado's western slope of the Rocky Mountains, the City of Glenwood Springs is a vibrant community known to guests for its hot springs and also recognized as a regional hub for locals that supports a number of resort communities in the immediate region. As a result of a multi-million dollar Colorado Department of Transportation (CDOT) project to demolish and realign the Grand Avenue/ State Highway 82 bridge over the Colorado River, the 6th Street Commercial Corridor was expected to change dramatically. To ensure the vitality of this corridor, the City sought to create a master plan for the roughly 3/4 mile-long portion of 6th Street on the north side of the river.

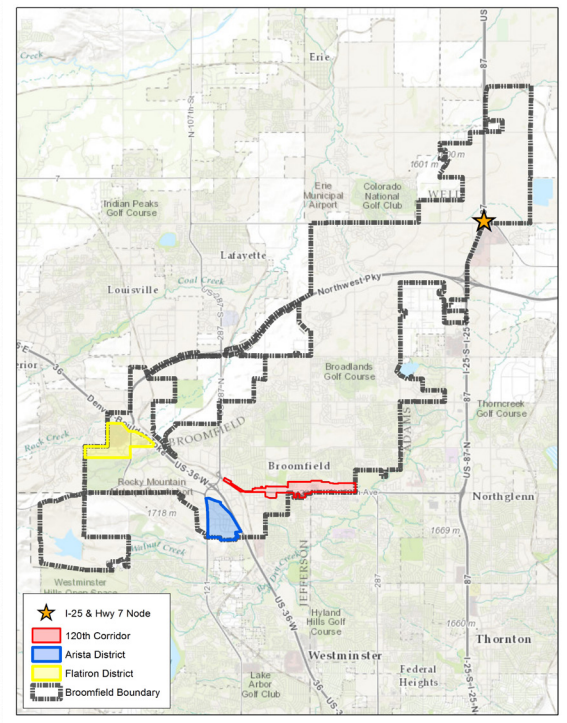


EPS provided the market and economic analysis for the Corridor Plan. The study focused on the sites that were underperforming for potential redevelopment, with an emphasis on linking redevelopment concepts with infrastructure improvements. The team addressed ways to alleviate traffic volumes on 6th Street by linking redevelopment sites with better pedestrian connections and incorporating a transit shuttle linking corridor hotels with the historic hot springs, the cavern gondola base, and a recently developed set of hot springs. EPS then completed an evaluation of alternative financing districts for generating revenues for the recommended improvements including; a general improvement district, business improvement district, special improvement district, and downtown development authority area expansion. Each mechanism is described, along with formation requirements, revenue sources and potentials, governance structure, and relative strengths and weaknesses for application to the project context.

Broomfield Retail Study Broomfield, Colorado

The City and County of Broomfield experienced robust retail development and sales increases between 1990 and 2007 including of development of Flatirons Crossing Mall, as well as numerous neighborhood and community retail centers serving residential growth. However, during and after the 2008 to 2010 recession, the retail sector dramatically slowed due to the growth of on-line sales and related declines in bricks and mortar retail sales, as well as increasing competition for major one-in the market retailers in neighboring jurisdictions. Growing the City's revenue base through retail development, recruitment, and expansion nevertheless remains an economic development priority and a focus for City Council.

The City retained EPS to evaluate retail conditions and potentials citywide with a focus on four districts including: the Flatirons District including the Mall and its surrounding ancillary retail and accommodation uses; the Arista Entertainment District including the 1stBank Event Center; the 120th Avenue Corridor; and the I-25 Corridor and State Hwy 7 interchange. The study was grounded on a comprehensive analysis of existing retail conditions, including retail buying power, existing sales performance, and retail and expenditure sales flows and estimates of capture and leakage. It also included a retail survey of 1,200 households regarding existing spending patterns and preferences for new shopping and entertainment options. Assets and barriers and development opportunities were provided for the four districts including additional retail potentials by store category and key target tenants for recruitment and attraction. The report also provided a retail development and revitalization strategies for the city as a whole and for the four focus districts.



Development and Land Demand Forecasts Bozeman, Montana

EPS was retained by the City of Bozeman to provide economic and demographic data analysis and to identify future land use needs over the next 25 years. The purpose of this analysis was to support the City's update of its comprehensive plan and to identify what land area and land characteristics are needed for the continued economic and physical growth of the city.

To provide staff and the Planning Board with the framework necessary to fully understand the factors that influence growth in the city, EPS completed a comprehensive summary of economic and demographic trends and conditions in and around the city. This information was used to provide the framework and inputs necessary to develop the final land demand forecasts.



EPS developed an employment-based land demand model to estimate the total demand for commercial and residential space. Based on anticipated employment growth in Bozeman, EPS estimated the annual demand for varying commercial space types (i.e. office, retail, and industrial) as well as the demand for residential housing types (i.e. single family, townhome, and multifamily) over the next 25 years. These estimates were used to provide policy and strategy recommendations

to the City after discussions with the City Planning Board and City staff. These recommendations were included in a final report along with an interim and final presentation to the City's Planning Board.

Downtown on the Rio Design and Action Plan Alamosa, CO

The City of Alamosa is the county seat of Alamosa County and a regional commercial hub for the greater San Luis Valley in southern Colorado. The City of Alamosa is a tourism destination due to this proximity to the Great Sand Dunes National Park and other outdoor attractions in the area. Alamosa's downtown has been the center for commerce for several decades, but has been experiencing a decline in its role a retail center as large, big-box retailers have located on the edge of the City and long-time retailers have closed in downtown. Despite the struggles of retailers, the downtown area does serve as the restaurant and services destination for many tourist and is home to Adams State University. The City of Alamosa identified improving the downtown areas a major goal within their 2017 Comprehensive Plan and commissioned a design and action plan for the downtown area to identify short and long term actions the City can take to help improve the appeal and condition of downtown.

EPS, as part of large consulting team, was engaged to develop the Downtown Design and Action Plan. EPS completed a market analysis for the Downtown area to identify supportable uses in the downtown area. The feasibility of preferred development types, specifically a hotel and multifamily residential, was tested to understand the barriers and gaps to attracting these uses downtown. EPS develop strategic plan for organization of the business community in downtown and the formation of a tax-increment district to help fund improvements identified in the plan. The City is currently working to decide between the formation of urban renewal area or downtown development authority depending on the desired involvement from area businesses and property owners. EPS provided guidance on the pros and cons of each approach and suggested a path forward for the community using urban renewal as the most appropriate tool given the lack of an existing downtown business group to lead the creation of DDA Lastly, EPS lead the development of a developer resource and opportunities toolkit and retail store-front activation toolkit for use by the City to support downtown efforts.

BUSINESS ORGANIZATION HIGH-LEVEL TAKEAWAYS

Organizational Options • Business improvement district • Downtown membership organization • Creative District	Essential Elements • Ownership and participation from businesses and stakeholders (public-private partnership) • Defined role • Focus on downtown
Preliminary Roles • Event coordination • Promotion, marketing, and branding • Downtown advocacy and community outreach/engagement	Future/Additional Roles • Public space management and activation • Cleanliness, safety, maintenance and operations • Limited capital improvements



McCaslin Parcel O Redevelopment Study Louisville, Colorado

The McCaslin Boulevard corridor in Louisville was on the first areas to attract regionally oriented retail uses along US-36 corridor in the early 1990's. As the communities along the US-36 corridor have grown and matured, other cities and towns have captured large regional retail centers including the FlatIron Crossing in Broomfield and Superior Marketplace in Superior. As a result, the McCaslin corridor's role in the region has shifted, which has led to the loss of some retailers, most notably

Sam's Club in 2009 with Kohl's also expected to leave in 2019. The McCaslin corridor and the retailers along it are a vital component of the City of Louisville's fiscal health due to the retail sales tax dollars generated there. Unfortunately, the Sam's Club vacant building has remained largely vacant since 2009 except for some transitional uses. As retail conditions and trends have shifted more locally and nationally, the City is at risk of losing additional major, regional retailers. The City of Louisville wanted to explore the potential for the introducing non-retail uses to the corridor that fit with the community needs and character and also still generate a positive fiscal impact to the City.



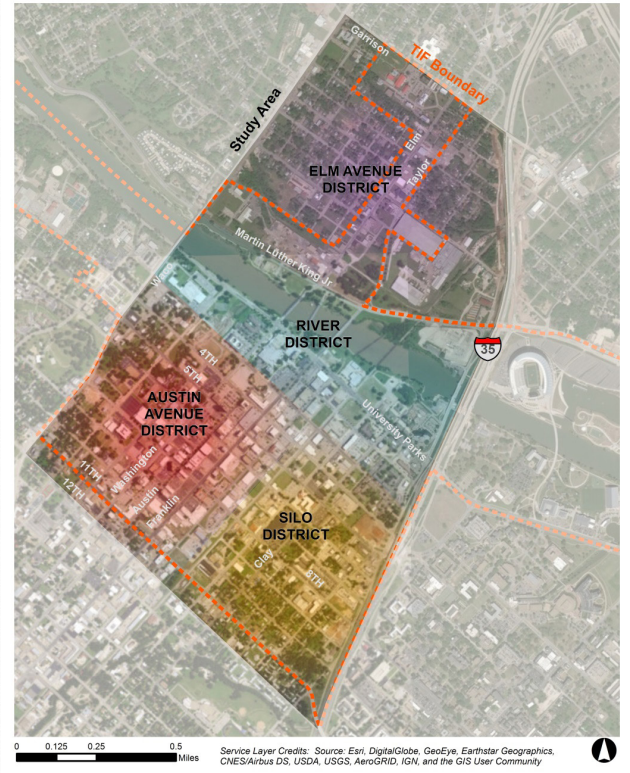
The City retained EPS and Trestle Strategy Group to evaluate retail conditions and potentials along the McCaslin corridor to understand the market realities and competitive position in the region. EPS was tasked with identifying the market demand for non-retail uses that could support the existing retail centers. A market analysis for retail, office, residential, and hotel uses was performed to identify market opportunities. Community support for new uses was gauged through outreach efforts. Potential redevelopment scenarios were developed to test the market and financial feasibility, community support, and fiscal impact of changes to existing retail centers, specifically the Sam's Club and Kohl's parcels. The analysis will result in an action strategy for the City to use to proactively address needed regulatory and development plan changes to allow for desired redevelopment and repurposing projects to move forward.

Downtown Market Study and TIF Investment Strategy Waco, Texas

Downtown Waco is the historic center of the City of Waco as well as the county seat for McLennan County. Like many cities of a similar size, the Downtown area experienced a noticeable decline when regional and community serving retail uses began to move to planned shopping centers at suburban locations in the 1960s and 1970s. The retail and commercial sectors languished in Downtown resulting in several vacant store fronts and buildings. Despite the decline in retail and office uses, Downtown remained an important government center. The City of Waco completed a number of plans for Downtown revitalization over the last 30 years

with some modest successes. Recently, the City made several investments in major civic/public space projects, downtown housing projects, and building rehabilitation and historic preservation projects. These investments have generated renewed interest and activity in Downtown and increased the amount of people living and working in the area. The Waco Downtown Tax Increment Financing (TIF) District has been the most impactful implementation tool for funding these downtown efforts. The Downtown TIF District expires 2032 and loses the increment contribution from the Waco Independent School District in 2023, which accounts for approximately 50 percent of increment generated in the district.

The City of Waco and TIF Board sought the development of a strategic plan to maximize return on investments made in Downtown over the remainder of the TIF District life. EPS was hired to complete a Market Study and TIF Investment Strategy. EPS assessed market conditions and opportunities within the TIF District boundary that includes the downtown core as well as the larger Brazos River front zone and the edge of the TIF District bordering the Baylor University campus. The market study included development potentials over a 10-year period for a full range of downtown uses by property classification including retail, entertainment, office, residential, and lodging. The intent of the market study was to compile a well-grounded assessment of development opportunities and potentials to inform the TIF Investment Strategy. The TIF strategy provided a strategic plan for use of remaining TIF resources plus the anticipated revenues to be collected over the remaining years of the TIF District. EPS developed a prioritized list of projects and investments the TIF Board and the City of Waco should implement to address market gaps and attract additional private investment.



Downtown Retail Strategy Steamboat Springs, Colorado

Steamboat Springs has one of the strongest mountain downtowns in Colorado, however there are several areas where the customer and visitor experience could be improved. EPS was hired by Main Street Steamboat Springs and the Steamboat Springs Chamber and Resort Association to prepare an assessment of downtown retail strengths and weaknesses and to develop a strategy for addressing challenges.

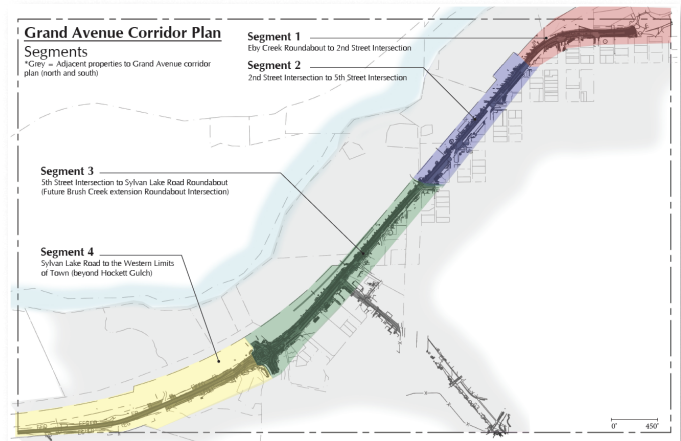


First, the evolution of retail is affecting retail development and tenanting opportunities in all market settings, from urban to resort and rural. EPS prepared a summary of the major retail trends and its evolution coming from the growth of online shopping and the proliferation of mass merchandising “big box” stores. These retail trends, coupled with interest in marketing to younger demographics, indicated that Steamboat should focus on locally produced goods and other unique items and experiences that build on the Steamboat brand and “story”.

While downtown Steamboat has the bones for a vibrant pedestrian environment with its historic building stock and street grid, there is a lack of basic pedestrian/customer amenities. Many initiatives are underway to add basic features such as benches, shade, water fountains, and public restrooms. This study highlighted the importance of these needs to Main Street Steamboat to continue to work with the City and private businesses on improving downtown amenities. There are also several buildings and sites in Downtown that could better contribute economically and aesthetically to Downtown. EPS identified key sites to pursue redevelopment or re-use, with a focus on the eastern and western gateways to downtown.

Grand Avenue Corridor Plan Eagle, Colorado

The Town of Eagle received control of a portion of Grand Avenue (Highway 6) from the Colorado Department of Transportation (CDOT) that extends from Eby Creek roundabout on the east to the western edge of the town boundary. The Town of Eagle is now responsible for the roadway improvements and maintenance, which prefaced the Grand Avenue Corridor Plan. The Corridor Plan aims to improve mobility, establish a strong sense of place and identity, and direct future development along the corridor such that it creates connectivity between major destinations and enables walkability and biking along the corridor and to the downtown commercial core.



EPS is responsible for the economic analysis of redevelopment opportunities along the corridor. This includes an in-depth market analysis of the demand and supply metrics of the Town and market area. EPS held business and property owner stakeholder groups to integrate findings with data analysis and identify opportunities to catalyze development. EPS is identifying value capture and public financing strategies for the Grand Avenue corridor and providing an evaluation matrix and revenue estimates to enable the Town to identify best-fit options to include in a final set of recommendations. EPS will workshop with Town staff to define, evaluate, and rank the options. An implementation strategy and timeline for improvements will be created by EPS to identify aggregate proceeds (sources) and total project costs (uses) that address capital improvements by phase.



Education

M.A., Urban Geography,
University of Colorado

B.A., Political Science,
University of Colorado

Employment History

21 Years with EPS

35+ Years Experience

Previous Employment

1999-present
Principal
Economic & Planning
Systems, Inc.

1997-1999
Principal, In Motion, Inc.

1993-1997
Vice President, BRW Inc.

1978-1992
Vice President, Hammer
Siler, George Associates

1976-1978
Planner, Jefferson County
Planning Department

Affiliations

American Planning
Association

Urban Land Institute

International Downtown
Association

Denver Planning Board,
1992 to 2005

ICSC Colorado Alliance



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Daniel R. Guimond

Senior Principal

Daniel Guimond is an economist and planner with over 35 years' experience in market and financial analysis. He has specialized in retail feasibility analysis, including market studies for shopping and mixed use town centers, department stores, discounters, and grocery stores. For the public sector, he has conducted citywide and district specific retail development strategies. Dan has extensive project experience with redevelopment projects including commercial corridors, outmoded malls and centers, and infill and transit-oriented development sites.

SELECTED PROJECT MANAGEMENT EXPERIENCE

- **DENVER RETAIL CONDITIONS AND OPPORTUNITIES STUDY
DENVER, CO**
Analysis of retail conditions and sales flows for the City and nine sub-districts identifying gaps by category and location. Also evaluated the incentives programs of peer cities and recommended an expanded tool box of business assistance and financial incentives.
- **MARKET HALL FEASIBILITY STUDY | BOULDER, CO**
Market analysis and development strategy for a year-round public market hall within the Civic Center Area Plan. Identified comparable markets, interviewed existing farmers market vendors, and conducted community meetings with a stakeholder advisory group. Defined a recommended project program in terms of tenant mix, types and sizes of spaces needed, lease parameters, and total square footage. Identified supportable market rents, CAM charges, and other operational characteristics for use in the financial analysis.
- **UNIVERSITY HILL MARKET AND FEASIBILITY STUDY | BOULDER, CO**
Completed analysis of market potentials for non-student oriented uses within the University Hill commercial district. Analyzed feasibility of market rate and affordable housing and commercial and office uses to understand barriers to development and identified financial tools to help address feasibility gaps.
- **MCCASLIN CORRIDOR REDEVELOPMENT STUDY | LOUISVILLE, CO**
Market and feasibility analysis for reuse or redevelopment of two large format stores in the McCaslin retail corridor.
- **BROOMFIELD RETAIL STUDY | BROOMFIELD, CO**
Citywide retail conditions and potentials with a focus on four key districts. Analysis included existing retail conditions, retail buying power, existing sales performance, and sales flows, captures and leakage.
- **DOWNTOWN RETAIL STRATEGY | STEAMBOAT SPRINGS, CO**
Market assessment of downtown retail sectors' strengths and weaknesses in light of current challenges of competition from e-commerce and big box stores. Retail/development and tenanting



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strategy to maintain unique mountain community character and appeal to new target demographic segments.

- **LOWENSTEIN THEATRE FEASIBILITY ANALYSIS | DENVER, CO**
Market analysis and public financing for infill retail project including Tattered Cover bookstore, Twist and Shout music store, and an independent cinema.
- **DENVER UNION STATION MARKET ANALYSIS AND DEVELOPER SELECTION | DENVER, CO**
Market analysis of development and tenanting options for historic terminal building and economic and financial analysis support on developer selection, evaluation and negotiation of lease terms.
- **OKLAHOMA CITY RETAIL PLAN OKLAHOMA CITY, OK**
Citywide retail development plan including analysis of citywide and subarea sales flows, identification and categorization of retail nodes, centers and corridors, performance evaluations, and development and revitalization policies and strategies.
- **MIDTOWN CORRIDOR REDEVELOPMENT STUDY | FORT COLLINS, CO**
Commercial corridor redevelopment plan including Foothills Mall redevelopment options, infill development potentials, opportunity site feasibility analysis, and public-private financing strategies and partnerships.
- **DIAGONAL PLAZA FEASIBILITY ANALYSIS BOULDER, CO**
Evaluation of the market and financial feasibility of redevelopment options for an aging community shopping center.
- **WINROCK TOWN CENTER REDEVELOPMENT ALBUQUERQUE, NM**
Market analysis, financial feasibility, public financing and fiscal impacts for the redevelopment of the former Winrock Mall as a mixed use town center.

- **TAMARAC DDR MARKET STUDY | DENVER, CO**
Identified redevelopment market potentials for the outmoded Tamarac Square Mall in south Denver. Market analysis of residential, retail and office development potentials and financial feasibility analysis of alternative supportable development programs.
- **COSTCO IMPACT ANALYSIS | OKLAHOMA CITY, OK**
Economic impact analysis of first Costco store in the city including: a profile of Costco compared to its major competitors; future sales levels; projected new sales tax inflow to Oklahoma City, estimated sales transfers from existing Oklahoma City stores, and net new sales tax revenue to the City.
- **FLATIRON MARKETPLACE REDEVELOPMENT IMPACTS | BROOMFIELD, CO**
Fiscal and land use impact analysis of proposed redevelopment of 435,000 square foot power center to a mixed use lifestyle district including 860 apartments and 30,000 square feet of restaurant and entertainment retail.
- **DOWNTOWN MARKET STUDY | PARKER, CO**
Market and feasibility analysis for four Town-owned parcels in downtown that are planned to be available for private development by the P3, the Parker URA.
- **DOWNTOWN MARKET STUDY | WACO, TX**
Market analysis for retail, office, housing, and arts and culture sectors. TIF investment strategy for investing approximately \$100 million in remaining funds in the downtown TIF District over the 2018-2033 time period.
- **MAIN STREET RETAIL STRATEGY STEAMBOAT SPRINGS, CO**
Market assessment of downtown retail sector's strengths and weaknesses in light of current challenges of competition from e-commerce and big box stores. Retail development and tenanting strategy to maintain unique mountain community character and appeal to new target demographic segments.



Sarah Dunmire

Associate

Education

Masters of Urban and Regional Planning at the University of Colorado Denver

BS in Community, Environment, and Development; Minors in Economics and Communication Arts and Sciences—The Pennsylvania State University, 2015

Employment History

7 Years Experience

4 Years with EPS

Affiliations

Urban Land Institute



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Sarah joined EPS in 2017, bringing her academic and professional experience in planning and economics. Prior to EPS, Sarah worked in the public sector as a Regional Planner gaining experience in regional planning, growth management, and community development. Additionally, through her time as an Economic Analysis Program Assistant for Penn State Extension, Community and Economic Development she learned skills of economic development, strategic planning, and facilitation. She has a passion for community and economic development, affordable housing, and sustainability.

SELECTED PROJECT EXPERIENCE

● DOWNTOWN MARKET STUDY | PARKER, CO

Market analysis for residential, office, retail, and hospitality development in downtown. Market feasibility and potential for each development type were identified within a range of short, mid, and long time frames using both a top-down demand forecast and bottom-up financial analysis for individual projects.

● GRAND AVENUE CORRIDOR PLAN | EAGLE, CO

Currently providing an in-depth market assessment of demand and supply metrics of the Town and market area to identify redevelopment opportunities that will have traction with local market conditions. Identifying and evaluating value capture and public financing strategies relevant to the Town based on criteria matrix and revenue estimates. Creating an implementation strategy and timeline with an integrated set of sources and uses that address capital improvements by phase.

● DOWNTOWN DESIGN PLAN | ALAMOSA, CO

Real estate and economics lead on a new Downtown Plan that will define catalyst projects, and infrastructure and design strategies to energize Downtown Alamosa.

● THREE SPRINGS METROPOLITAN DISTRICT MARKET STUDY DURANGO, CO

Currently working on a market study to support metro district bonds and forecast revenue for commercial and residential developments. The study will provide an overview of current demographic and economic conditions, estimated property values, and absorption estimates.

● REDTAIL RIDGE MARKET ANALYSIS | LOUISVILLE, CO

Market analysis for 400 acre corporate business park and mixed use development on prominent site of the former StorageTek Corporation in the US-36 corridor south of Boulder.



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● **STROH AND CHAMBERS NEIGHBORHOOD CENTER MARKET ANALYSIS | PARKER, CO**

Completed a market analysis for a proposed neighborhood commercial node in south Parker. Demand for commercial space (sq. ft.) and retail sales potential were estimated based on a retail expenditure model and forecasted household growth.

● **MESA COUNTY 29 ROAD INTERCHANGE PEL MARKET AND ECONOMIC IMPACT STUDY**

Completed a Planning and Environmental Linkage Study for Mesa County and the City of Grand Junction for a proposed 29 Road interchange on I-70 for the Colorado Department of Transportation (CDOT) and Federal Highway Administration (FHWA). Analyzed the economic development benefits that could occur to the City and region if the proposed transportation project was determined to be needed and completed.

● **WEST VAIL MASTER PLAN | VAIL, CO**

Market analysis and evaluation of funding sources for to be leveraged for key infrastructure and redevelopment projects for a more vibrant neighborhood. Currently working on an economic impact analysis of existing commercial uses, market trends, needs for future commercial uses, redevelopment of commercial, strategies for public finance mechanisms, and housing analysis for affordable and workforce housing.

● **WEST CENTRAL ROUTE 66 VISITOR CENTER FEASIBILITY EVALUATION | BERNALILLO COUNTY, NM**

Evaluated the market and financial potentials for a visitor center for Bernalillo County and the City of Albuquerque. The proposed plans included a 21,000 square foot multipurpose center with a banquet/event hall, outdoor performance venue, "lowrider" museum, taproom, gift shop, and drive-in movie theater. Evaluated the reasonableness of the operating plan and provided recommendations for program refinements that could increase utilization and operating revenues.

● **MRA PLAN UPDATE | FARMINGTON, NM**

Market analysis and development potentials for 500-acre redevelopment area including and surrounding downtown with a focus on implementation steps for a recently funded Outdoor Recreation Industry initiative.

● **SA TOMORROW COMPREHENSIVE PLAN SAN ANTONIO, TX**

Completed the economic competitiveness, housing, and growth and city form policy components for the City's comprehensive plan. Developed land use framework for future growth in San Antonio, which is planned around the City's regional activity centers and multimodal transportation corridors.

● **COMPREHENSIVE PLAN UPDATE SAN MARCOS, TX**

Creating a detailed land use plan by identifying areas of change and stability through a parcel analysis focused on economic value, desired land uses, and building/community character. Areas identified will have in-depth analysis and planning in the comprehensive plan with profiles identifying character and potential opportunities.

● **MARYLAND PARKWAY TOD CORRIDOR STUDY | LAS VEGAS AND CLARK COUNTY, NV**

TOD study of the Maryland Parkway corridor in anticipation of high-frequency transit development. Work includes a market analysis of districts and transit stops with the greatest potential for TOD, identifying both the "market readiness" of areas based on a number of real estate and demographic factors, and regulatory opportunities that support development, and a value capture "toolkit" that identifies and evaluates potential value capture tools for use along the corridor.



Education

B.A. in Economics and a minor in Environmental Studies - The University of North Carolina at Chapel Hill

Employment History

2 Year with EPS



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Adam Illig

— Research Analyst —

Adam joined EPS as a Research Analyst in 2020 bringing his academic and professional experience in real estate and economics. Prior to EPS, Adam worked as an analyst for a commercial real estate appraisal firm gaining experience in land economics and commercial real estate valuation and development. His interests include sustainability, community and economic development, affordable housing, and transit policy.

SELECTED PROJECT EXPERIENCE

- **GLENDALE 180 MARKET AND REVENUE STUDY | GLENDALE, CO**
Completed a study for the proposed 12.5-acre mixed-use development analyzing trends and conditions related to economic and demographic factors, the commercial real estate market, estimated statutory actual values, and supportable sales levels. The study established project valuation, sales levels, and anticipated development timing used to service future bond debt service.
- **PLANNING AND CODE UPDATES ECONOMIC STUDY | EL PASO, TX**
Currently assisting the City of El Paso on a unified economic analysis for the Uptown/Downtown Area Plan and the Alameda Corridor TOD Framework Vision and Plan. EPS will provide a market assessment, development feasibility component, and conduct a soft parcel analysis to identify sites with the highest potential for redevelopment.
- **ECONOMIC DEVELOPMENT PLANNING SUPPORT | BOZEMAN, MT**
Provided data and metrics for Bozeman's Economic Development Strategy (EDS), including a detailed analysis of traded and local industry sectors and targeted recommendations for economic growth. Additional data on socioeconomic and racial equity collected for Bozeman and selected peer cities.
- **SANTA FE COUNTY IMPACT FEES STUDY | NEW MEXICO**
This capital improvements plan study included an analysis of the revenue generation potential implementing impact fees to fund the identified capital and infrastructure project priorities.
- **BRIGHTON FACILITIES SPACE PLANNING | BRIGHTON, CO**
Ongoing project with the City of Brighton on recommendations for the City's real estate holdings. Project includes a detailed evaluation of key properties for utilization of City's planning and growth efforts.



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- **FOUR CORNERS MARKET AND REVENUE STUDY | ERIE, CO**

Completed a review of a request for tax increment financing submitted by multiple projects seeking assistance in the Town of Erie's downtown area. Completed an evaluation of each project's financial feasibility using both a static and time series approach. Estimated potential public revenues generated by each project. Worked closely with staff to identify a gap closure strategy that allowed the projects to move forward and provided the Town and URA a reasonable return on investment.

- **SAGE REVITALIZATION STUDY | SAN ANTONIO, TX**

In the process of developing a report and strategic plan for the San Antonio for Growth on the Eastside (SAGE), community stakeholders, City representatives, and public/private investors that will help guide sustainable and equitable growth on San Antonio's Eastside.

- **365 TOLL ROAD INVESTMENT GRADE T&R SOCIOECONOMIC PROJECTIONS | HIDALGO COUNTY, TX**

In the process of evaluating land use demand and development growth potentials for construction and operation of a new toll road crossing the US-Mexico border.

- **COLORADO HPTE FLOYD HILL PROJECT FUNDING GAP STUDY**

In the process of generating macro- and TAZ-specific socioeconomic projections for the I-70 intermountain corridor, adjusting for the impacts of COVID-19, as well as project-specific land use development research, future land use plans, and land availability.

- **LONGMONT STATION INFRASTRUCTURE MASTER PLAN | LONGMONT CO**

Currently assisting Regional Transportation District and the City of Longmont on a due diligence analysis of the Longmont Station Master Plan (IMP). Providing analysis regarding phasing considerations, land acquisitions, and value capture revenue potential.

- **DENVER UNIVERSITY LINKAGE ANALYSIS DENVER, CO**

Provided an economic analysis study to quantify the housing and employment related impacts of new campus facilities for Denver University on affordable housing demand in Denver.

- **DIAMOND HILL REDEVELOPMENT MARKET AND FEASIBILITY STUDY | DENVER, CO**

Diamond Hill is a 10.5-acre office complex located at West 26th Avenue and Alcott in the Jefferson Park neighborhood overlooking I-25 and downtown Denver. EPS is evaluating a number of redevelopment alternatives for the developer of the site including a market analysis for a range of commercial uses, including office, retail, restaurant and hospitality, and multifamily residential uses to be considered for the site. The study will determine the amount and type of space supportable by use and achievable sales prices and lease rates by use.

- **PERFORMING ARTS RFP EVALUATION ALBUQUERQUE NM**

Reviewed three development proposals for a new performing arts center, including the development program, financial proforma, and other supporting information with regard to funding and construction, utilization levels, and associated operating costs and revenues. EPS also reviewed comparable existing performing arts centers. Identified strengths and weaknesses for each proposal.

- **NAVONA MARKET STUDY | AURORA, CO**

Provided market research for the development of a mixed-use development project on a 65-acre site on the southeast Aurora. Documented current development conditions and values and to estimate potential absorption by product type. Based on this research, EPS provided input to refining the land use plan and data to support the request for public financing.

- **HOUSING AFFORDABILITY MARKET STUDY OKLAHOMA CITY, OK**

In the process of analyzing housing impediments, affordability, and overall housing market conditions for Oklahoma City.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: May 5, 2022 Council Minutes

Action Requested: May 5, 2022 City Council Minutes

Department: City Clerk

Presented By: Ryan Muse

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
MAY 5, 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. :00 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, Matt Langhorst, Director of Public Works, Yvette Gustad, Finance Director, Brian Smith, Parks and Recreation Director, and Karl Hanlon, City Attorney.

Item 6. :00 Pledge of Allegiance

Mayor Godes led the Pledge of Allegiance.

Item 7. :00 Agenda Changes or Conflicts

Comments were made by Mayor Pro-Tem Willman.

Item 8. :01 Citizens Appearing Before Council

Citizen comments were made.

Comments were made by Mayor Godes.

Item 9. 12: Council Comments

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

Item 13. :26 Consent Agenda

:26 Councilor Wussow moved, seconded by Councilor Stepp, to approve the Consent Agenda.

Motion passed unanimously.

Item 11. :26 Proclamation for Sandy DeCrow

Proclamation was read by Mayor Godes.

Item 12. :29 Historic Preservation Commission Appointment

:29 Councilor Hershey moved, seconded by Mayor Pro-Tem Willman, to appoint Katherine Proctor to a regular seat on the Historic Preservation Commission with a term expiring April 2025.

Motion passed unanimously.

Item 13. 30: The Buddy Program Presentation

Executive Director of The Buddy Program Lindsay Lofaro, presented.

Comments were made by Councilor Hershey and Executive Director of The Buddy Program Lindsay Lofaro.

Item 14. :34 Results for RFP 2022-01 Habitat Affordable Housing Project

Assistant Director of Economic and Community Development Hannah Klausman, presented.

Comments were made by City Attorney Karl Hanlon, Assistant Director of Economic and Community Development Hannah Klausman, Mayor Godes, Councilor Kaup, Councilor Stepp, President of Habitat for Humanity Gail Schwartz, and Councilor Dehm.

1:04 Mayor Godes opened for public comment.

Public comment was made.

1:12 Mayor Godes closed public comment.

Comments were made by City Attorney Karl Hanlon and Councilor Wussow.

1:13 Councilor Dehm moved, seconded by Councilor Stepp, to award RFP 2022-01 to Habitat for Humanity, the Affordable Housing Project, action item number one, parcel number 218509300002.

Comments were made by Mayor Godes, Mayor Pro-Tem Willman, and Councilor Hershey.

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

Nays: Hershey

Motion passed 6-1.

1:18 Councilor Dehm moved, seconded by Councilor Kaup, to award RFP 2022-01 to Habitat for Humanity, the Affordable Housing Project, action item number two, parcel number 218527200003.

Comments were made by Councilor Wussow, Mayor Pro-Tem Willman, and Mayor Godes.

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

Nays: Hershey

Motion passed 6-1.

1:21 Recess

Item 15. 1:29 Electric Rate Increase Proforma

Director of Public Works Matt Langhorst, presented.

Comments were made by Mayor Pro-Tem Willman, Director of Public Works Matt Langhorst, Councilor Stepp, Councilor Wussow, City Manager Debra Figueroa, Councilor Hershey, Councilor Kaup, and Mayor Godes.

1:56 Mayor Godes opened public comment.

No comments were made.

1:56 Mayor Godes closed public comment.

Comments were made by Mayor Pro-Tem Willman.

1:17 Mayor Pro-Tem Willman moved, seconded by Councilor Kaup, to approve the staff recommendation of approving an electric rate increase of five-point-two percent both in two 2022 and 2023 followed by a yearly rate review with inflationary increases or adjustments as needed.

Comments were made by Mayor Godes.

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

Nays: Hershey

Motion passed 6-1.

Comments were made by Councilor Hershey.

Mayor Pro-Tem Willman recused himself from item 16.

Item 16. 1:57 Fee Waiver for Downtown Market

Glenwood Springs residents and Downtown Market managers Julia Smith and Cindy Svatos, presented.

Comments were made by Councilor Hershey, Downtown Market managers Julia Smith and Cindy Svatos, Councilor Dehm, Councilor Stepp, Councilor Wussow, and Mayor Godes.

Councilor Wussow moved, seconded by Councilor Hershey, for this calendar year, the Council give a one-thousand-two-hundred-dollar credit to the Downtown Market to cover the discrepancy between the budget and costs, which will not be renewed, and Council will ask

that in future they get the 501(c)(3) status, and then apply for a FAB grant for any monies needed.

Comments were made by Councilor Hershey, Mayor Godes, Councilor Wussow, Downtown Market manager Julia Smith and Councilor Dehm.

Ayes: Wussow, Stepp, Kaup, Hershey

Nays: Godes, Dehm

Motion passed 4-2.

Item 17. 2:13 Report from Administration

City Manager

No comments were made.

City Attorney

No comments were made.

Correspondence Incoming/Outgoing

No comments were made.

Item 18 and Item 19. 2:13 Executive Session and Adjournment

2:13 Councilor Hershey motioned, seconded by Councilor Kaup, to go into Executive Session pursuant to C.R.S. 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 matter discussed might reveal information that could be used for the purpose of committing or avoiding prosecution for violation of State law, and to adjourn the Regular Council meeting is adjourned when the Executive Session is adjourned.

Comments were made by Councilor Dehm.

Motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Hanging Lake Trail Emergency Restoration Grant Agreement
Action Requested:	Reaffirm the Mayor's Signature on the Hanging Lake Trail Emergency Restoration Grant Agreement.
Department:	City Administration
Presented By:	Debra Figueroa
Strategic Goals:	Protect and Preserve our Quality of Life Generate Sustainable Economic Development
Background Info:	The City, working with the National Forest Service Foundation, was awarded a grant in the amount of \$2,282,000 from the Great Outdoors Colorado Trust to rebuild the Hanging Lake Trail after it was destroyed in the debris flows of 2021. While the City was awarded the funds, the National Forest Service Foundation will oversee the construction in partnership with the United States Forest Service. In the interest of pushing forward the project as quickly as possible, the Mayor was asked to sign the grant agreement as soon as possible since Hanging Lake Trail is a beloved community amenity and a major economic driver for Glenwood Springs.
Issues:	NA. The Forest Service Foundation will do the vast majority of oversight on this grant.
Fiscal Impact:	The City has access to \$15,000 to defray the administrative costs of this grant funding.
Legal Review:	NA
Staff Recommendation:	Staff recommends reaffirming the Mayor's Signature on the Hanging Lake Trail Emergency Restoration Grant Agreement.

GRANT AGREEMENT

Project Name: Hanging Lake Trail Emergency Restoration Project
Project Completion Date: March 31, 2025
Contract Number: 22003

PARTIES TO AGREEMENT

Board/GOCO: The State Board of the Great Outdoors Colorado Trust Fund
Address: 1900 Grant Street, Suite 725, Denver, CO 80203
E-mail Address: mbrady@goco.org
Telephone: 303-226-4520
Contact Name: Matt Brady

Grantee: National Forest Foundation
Address: Building 27, Suite 3, Fort Missoula Rd., Missoula, MT 59804
E-mail Address: jwerner@nationalforests.org
Contact Name: Jamie Werner

Co-Grantee: City of Glenwood Springs
Address: 101 West 8th Street, Glenwood Springs, CO 81601
E-mail Address: debra.figueroa@cogs.us
Contract Name: Debra Figueroa

Date: May 6, 2022

EXHIBITS

Exhibit A Project Summary
Exhibit B Resolution
Exhibit C Approved Budget
Exhibit D Due Diligence Checklist (if applicable)
Intergovernmental (or other) Agreement (if applicable)
Exhibit E Special Terms (if applicable)

RECITALS

- A. The State Board of the Great Outdoors Colorado Trust Fund (“GOCO” or “Board”) is a political subdivision of the State of Colorado, created by Article XXVII of the Colorado Constitution, adopted at the November 1992 General Election, which article appropriates a portion of the net proceeds of the Colorado Lottery to GOCO and directs GOCO to invest those proceeds in the state’s parks, wildlife, open space, and recreational resources.
- B. GOCO created grant programs pursuant to which entities can apply for grants for a variety of outdoor projects. Grantee and Co-Grantee listed above (“Grantee”) submitted a detailed project application (“Project Application”) that contemplates the execution of the project (the “Project”) entitled above and described in GOCO’s project summary (“Project Summary”), attached and incorporated as Exhibit A. The Board used its discretionary authority when it approved the grant to fund the Project because Grantee is either an ineligible entity or an ineligible entity for the constitutional purpose for which the grant funds are being applied.
- C. GOCO approved Grantee’s Project Application, which is incorporated into this Agreement by reference, on March 18, 2022, subject to the execution of a detailed grant agreement. GOCO and Grantee each have on file a copy of the Project Application.
- D. The parties intend this Grant Agreement (this “Agreement”) to be the detailed grant agreement required by GOCO.

AGREEMENT

NOW, THEREFORE, in consideration of the parties’ mutual covenants contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION 1 – PROJECT

1. Incorporation of Recitals. The Recitals set forth above are incorporated into this Agreement.
2. Representations and Warranties of Grantee. Grantee is a 501(c)(3) not-for-profit organization and Co-Grantee is a Municipality, duly organized in accordance with the laws of Colorado and has full and lawful authority to enter into, and comply with the terms of, this Agreement. Grantee’s governing body has authorized entering into this Agreement as evidenced by the resolution attached and incorporated as Exhibit B.
3. Grant and Project. GOCO awards to Grantee a grant in the amount not to exceed \$2,282,000.00 (“Grant”), subject to the terms and conditions set forth in this Agreement. The Grant shall be used by Grantee solely to complete the Project as approved by GOCO and as described in the Project Application and the Project Summary. In the event of a conflict between the Project Application and the Project Summary, the parties shall resolve the conflict by mutual agreement.

4. Project Scope. Grantee shall not materially modify the Project without the prior written consent of the Executive Director of GOCO (“Executive Director”) or the Executive Director’s designee, such approval to be in GOCO’s sole discretion. Any material modification to the Project undertaken without GOCO’s prior written consent shall be deemed a breach of this Agreement, entitling GOCO to all remedies available under this Agreement. As provided in Paragraph 15 of this Agreement, if Grantee determines with reasonable probability that the Project will not or cannot be completed as described in the Project Application and the Project Summary, Grantee shall promptly notify GOCO and shall cooperate with GOCO in good faith to seek a resolution before any further funds are disbursed.

5. Grantee Efforts. Grantee agrees to use its best efforts to complete the Project in a timely fashion and consistent with this Agreement described in the Project Application and the Project Summary.

6. Approved Budget. Grantee has completed a detailed budget that reflects anticipated sources and uses of funds for the Project, including an accounting of Grantee’s anticipated costs associated with elements of the Project, a copy of which is attached and incorporated as Exhibit C (“Budget”). Eligible costs are described in Paragraph 9 of this Agreement. The Project Application contains a budget that may not match the Budget attached as Exhibit C and which, therefore, the parties shall not rely upon. Where discrepancies exist, the Budget in Exhibit C shall control unless the Executive Director or the Executive Director’s designee approves an updated version of the Budget in writing. Any such updated version of the Budget shall replace the version of the Budget in Exhibit C.

7. Waiver. Prior to the disbursement of funds, the Executive Director in their discretion may waive certain conditions set forth in this Agreement. Anything else to the contrary notwithstanding, the exercise by GOCO staff (“Staff”), the Executive Director, or GOCO of any right or discretion reserved to them under this Agreement shall not be deemed a waiver. Furthermore, no waiver by them under this Agreement shall constitute a waiver of any other requirements, actions, or conditions, nor shall any waiver granted be deemed a continuing waiver. No waiver by the Staff, the Executive Director, or GOCO shall be effective unless in writing executed by them. Additionally, any failure by the Staff, the Executive Director, or GOCO to take any actions as set forth in this Agreement shall have no legal effect on the contractual duties of Grantee. Further, no waiver with respect to this Project, Grant, or Agreement shall constitute a waiver in any other GOCO-funded project.

8. Future Funding. This Agreement and the Grant only apply to the Project specifically described in this Agreement. GOCO makes no representations regarding future funding for future phases of the Project, whether or not described in the Project Application, Project Summary, or otherwise.

SECTION 2 – GRANT PAYMENT

9. Eligible Costs. The Grant and all matching funds, whether cash or in-kind, shall be used only for eligible expenses approved by GOCO in the Budget; these costs are eligible for reimbursement on the basis of costs actually incurred by Grantee. If the Project includes a

property acquisition, which may include acquisition of a fee simple interest or any type of easement, the purchase price of the property may not exceed the fair market value of the property as established by an appraisal.

10. Payment of Grant.

A. *General Terms.* Payment of the Grant is subject to the Project being completed with no material modifications made, except as otherwise consented to in advance by GOCO in accordance with this Agreement. The Grant will not be increased, but GOCO may reduce the Grant if the Project changes in any way that GOCO deems material. It is the sole responsibility of Grantee to inform GOCO of, and receive GOCO's written consent to, any material modifications to the Project. GOCO strongly encourages Grantee to contact GOCO in writing when it becomes aware of or wishes to make any modifications, however seemingly minor, to the Project.

B. *Specific Terms.* GOCO strongly encourages Grantee to communicate with GOCO Staff at project commencement to determine a payment schedule, especially if Grantee requires an advance payment (as defined below). The National Forest Foundation will act as the primary project partner, submitting reporting to GOCO and act as party responsible for receiving grant funds and other fiscal duties. For capital construction, planning, and capacity projects, GOCO will issue payment as follows:

i. *Advanced Payment.* Grantee may opt to receive a portion of the Grant prior to starting and completing work on the project ("Advanced Payment"). Grantee may request an Advanced Payment of up to 75% of the grant amount upon execution of this Agreement and after providing to GOCO an advanced payment request detailing secured contracts and quotes included in the GOCO-approved Project scope. The Advanced Payment must be submitted using GOCO's Advanced Payment Request form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation to support making an Advanced Payment. An Advanced Payment shall be considered a loan until the Project is complete and Final Payment (as defined below) has been made.

Annually, at the end of GOCO's fiscal year which concludes on June 30, GOCO will conduct an audit of all expenditures made by the Grantee using GOCO advanced payment funds during the year (July 1 – June 30). This may include requests for any invoices, receipts, billing statements evidence of payment, or other supporting materials relating to the receipt and use of GOCO funds by Grantee or third-party beneficiaries. The Grantee agrees to provide GOCO materials requested as part of any such review by July 15. GOCO shall provide the parties written notification if such review indicates deficiencies, errors, or other issues with money previously advanced. The parties agree to confer in good faith within 30 days of receipt of any notifications to achieve a resolution, as appropriate. GOCO may elect to have the grantee report at our fiscal year end OR when the grant closes out.

ii. *Progress Payment.* Grantee may opt to receive a portion of the Grant after starting but prior to completing work on the Project ("Progress Payment"). Grantee shall provide GOCO with a progress report detailing expenditures and progress made to date ("Progress

Report”). The Progress Report must be submitted using GOCO’s Progress Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation to support making a Progress Payment. Progress Payments shall not exceed 75% of the Grant. Progress Payments shall be considered a loan until the Project is complete and Final Payment (as defined below) has been made.

iii. *Final Payment.* Grantee shall submit a final report to GOCO detailing the accomplishments of and expenditures related to the Project and its completion (“Final Report”). The Project is “complete” when all improvements or activities included in the GOCO-approved Project scope have been built and are ready for their intended use. The Final Report must be submitted using GOCO’s Final Report form (available at www.goco.org or by contacting GOCO). GOCO may, in its discretion, request additional documentation before its approval of the contents of the Final Report. Upon GOCO’s review and approval of the Final Report, GOCO shall pay the outstanding balance on the Grant (“Final Payment”), subject to any reductions contemplated by any provision of this Agreement.

iv. *Waivers of Liens and Claims.* GOCO may, in its discretion, depending on the nature of the Project, require documentation of mechanics’ lien waivers or waivers of claims to public project performance bonds as a precondition to any disbursement under this Agreement.

11. Net Lottery Proceeds. Payment of the Grant is subject to GOCO’s determination in its sole discretion that it has received and has available sufficient net lottery proceeds to fund the Grant and that Grantee has complied with this Agreement, including Grantee’s fulfillment of all conditions precedent to funding. In determining the sufficiency of net lottery proceeds, GOCO may consider all facts and circumstances as it deems necessary or desirable, including but not limited to adequate reserves, funding requirements, and/or commitments for other past, current, and future grants, and past, current, and future GOCO operating expenses and budgetary needs.

12. GOCO Review. GOCO shall have 30 days to review any progress or final report or other request and respond to Grantee, unless the Grant or portion thereof is for a property acquisition where grant reports are deemed inapplicable.

13. Withdrawal of GOCO Funding; Termination of Agreement. Anything in this Agreement to the contrary notwithstanding, with prior notice to Grantee, GOCO reserves the right to withhold or withdraw all or a portion of the Grant, to require a full or partial refund of the Grant, and/or to terminate this Agreement if GOCO determines in its sole discretion that:

A. *Altered Expectations.* Facts have arisen or situations have occurred that fundamentally alter the expectations of the parties or make the purposes for the Project or the Grant presented in the Project Application and described in the Project Summary infeasible or impractical;

B. *Material Project Changes.* Material changes in the scope or nature of the Project have occurred from that which was presented in the Project Application, and reflected in the

Project Summary, without prior written approval of the Executive Director or the Executive Director's designee;

C. *Inaccuracies.* Any statement or representation made or information provided by Grantee in the Project Application, this Agreement, grant report documents, due diligence materials, or otherwise is untrue, inaccurate, or incomplete in any material respect;

D. *Reporting.* Grant reports (if applicable) or due diligence materials (if applicable) are not acceptable to GOCO;

E. *Conditions Precedent Not Fulfilled or Unsatisfactory.* Any of the conditions precedent to funding listed in Section 3 below is not fulfilled by Grantee or is unsatisfactory to GOCO, in its sole discretion;

F. *Delays.* The Project will not or cannot be completed by the Completion Date, as defined below, or any extensions granted, or delays in the implementation of the Project have occurred that make the Project impracticable in the Board's judgment; or

G. *Costs.* The Project will not or cannot be completed within the Budget including such modifications to the Budget as have been approved in writing by GOCO.

SECTION 3 – CONDITIONS PRECEDENT

14. Completion Date. Grantee shall complete the Project no later than March 31, 2025 ("Completion Date"). Grantee may request an extension of the Completion Date in compliance with GOCO's policies and procedures, as such policies and procedures may be amended from time to time by GOCO in its sole discretion. GOCO may elect to terminate this Agreement and deauthorize the Grant in the event the Completion Date is not met and/or Grantee fails to comply with GOCO's extension procedures.

15. Grantee's Inability to Complete Project. If Grantee determines with reasonable probability that the Project will not or cannot be completed as approved by GOCO, Grantee will promptly advise GOCO in writing. Upon written request by Grantee, as a possible alternative to termination of the Grant, GOCO may consider funding an alternative project scope. Any alternative scope must meet GOCO eligibility requirements and applicable policies and procedures must be approved by GOCO in writing, and shall be subject to this Agreement and incorporated herein.

16. Conditions Precedent to Funding. Anything else in this Agreement or otherwise to the contrary notwithstanding, the Grant is expressly conditioned upon Grantee's fulfillment of all terms and conditions of this Agreement to GOCO's satisfaction in its sole discretion, including but not limited to the following:

A. *Matching Funds.* Matching funds in the minimum amount required by GOCO policy or procedure, or as modified and approved in compliance with GOCO procedures, must have been received by Grantee, or Grantee must have disclosed the status of Grantee's efforts to secure matching funding to the Staff and such efforts must have been deemed satisfactory by

Staff. Grantee shall provide evidence of matching funds as GOCO may require in its reasonable discretion.

B. *GOCO Policies and Procedures.* The Project must comply with all of GOCO's policies and procedures, which may be amended from time to time by GOCO in its sole discretion, and must meet any special Board conditions as listed in the attached Project Summary (Exhibit A).

SECTION 4 – OTHER PROVISIONS

17. Additional Terms for Certain Grants. If the Grant is a stewardship grant, a capital construction grant, and/or a grant that is made to acquire an interest in real property the special terms attached and incorporated as Exhibit E shall apply to the Grant.

18. Publicity and Project Information. GOCO has the right and must be provided the opportunity to use information gained from the Project; therefore, Grantee shall acknowledge GOCO funding in all news releases and other publicity issued by Grantee concerning the Project. If any events are planned in relationship to the Project, GOCO shall be acknowledged as a contributor in the invitation for the event. GOCO shall be notified of any such events 30 days in advance. Grantee shall cooperate with GOCO in preparing public information pieces, providing access to the property for publicity purposes (to the extent allowed by the landowner if the Project entails a conservation easement on a privately-owned property), and providing photos or other imagery of the Project from time to time, which GOCO reserves the right to use and duplicate in any print or electronic publication or platform for publicity, illustration, advertising, web content, and other purposes at any time without the need to seek pre-approval from Grantee. To the extent practicable, Grantee shall give timely notice of the Project, its inauguration, significance, and completion to the local members of the Colorado General Assembly and members of the board of county commissioners of the county or counties in which the Project is located, as well as to other appropriate public officials. At no time shall Grantee represent in any manner to the public or to any party that it is affiliated with GOCO or acting on behalf of GOCO.

19. Signage. Grantee shall erect one or more permanent signs at a prominent and visible location approved by GOCO on the Project site identifying the Project to the public and acknowledging the assistance of Great Outdoors Colorado and the Colorado Lottery. The signage shall be erected *unless* GOCO approves a waiver requested by the Grantee. GOCO will provide such signs at no cost to Grantee. Alternatively, GOCO will provide reproducible samples of its logo to Grantee for custom signs. GOCO must approve in advance the design of any permanent sign materially varying from the signs provided by GOCO. To obtain such approval, Grantee shall submit to GOCO plans describing the number, design, placement, and wording of signs and placards prior to their placement.

20. Liability.

A. *Liability.* To the extent allowed by law, Grantee shall be responsible for any and all liabilities, claims, demands, damages, or costs (including reasonable attorneys' fees) resulting from, growing out of, or in any way connected with or incident to Grantee's performance of this

Agreement (with the exception of potential claims between GOCO and Grantee relating to performance of this Agreement). Grantee agrees that GOCO shall not be liable or responsible for any such liabilities resulting from, growing out of, or in any way connected with or incident to Grantee's performance of this Agreement. Grantee waives any and all rights to any right of contribution from the State of Colorado, GOCO, its members, officers, agents, or employees for any liability resulting from, growing out of, or in any way connected with or incident to this Agreement.

B. *No CGIA Waiver.* No term or condition of this Agreement shall be construed or interpreted as a waiver, either express or implied, of any of the immunities, rights, benefits or protections provided to GOCO under the Colorado Governmental Immunity Act as amended or as may be amended in the future (including without limitation any amendments to such statute, or under any similar statute that is subsequently enacted) ("CGIA"). This provision may apply to Grantee if Grantee qualifies for protection under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq. GOCO and Grantee understand and agree that liability for claims for injuries to persons or property arising out of the negligence of GOCO, its members, officials, agents, and employees may be controlled and/or limited by the provisions of the CGIA. The parties agree that no provision of this Agreement shall be construed in such a manner as to reduce the extent to which the CGIA limits the liability of GOCO, its members, officers, agents, and employees.

C. *Compliance with Regulatory Requirements and Federal and State Mandates.* Grantee assumes responsibility for compliance with all regulatory requirements in all applicable areas, including but not limited to nondiscrimination; worker safety; local labor preferences; preferred vendor programs; equal employment opportunity; use of competitive bidding; permits; approvals; local, state, and federal regulations and environmental laws; and other similar requirements. To the maximum extent permitted by law, Grantee agrees to indemnify, defend, and hold harmless GOCO, Executive Director, and Staff from any cost, expense, or liability for any failure to comply with any such applicable requirements.

D. *Nondiscrimination.* During the performance of this Agreement, Grantee and its contractors, subcontractors, and agents shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, sex, or any other basis prohibited by local, state, or federal law. Grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Further, Grantee and anyone acting on behalf of Grantee shall not engage in any unlawful discrimination in permitting access to and use of the Project.

21. Audits and Accounting Records. Grantee shall maintain standard financial accounts, documents, and records relating to any expenses incurred for the Project. Grantee shall retain the accounts, documents, and records related to the Project for five years following the date of Project completion ("Record Retention Period"). If there is any pending litigation, claim, or ongoing audit related to the Project that commences before but exceeds the five-year Record Retention Period and GOCO provides notice to Grantee, Grantee shall retain the accounts, documents, and records related to the Project until the litigation, claim, or ongoing audit

concludes. The accounts, documents, and records related to the Project shall be subject to examination and audit by GOCO or its designated agent during this period. All accounts, documents, and records described in this paragraph shall be kept in accordance with generally accepted accounting principles.

22. Breach. In addition to other remedies that may be provided in this Agreement or that may be available at law or in equity, in the event that Grantee breaches any of the terms or conditions of this Agreement, GOCO shall have the following non-exclusive remedies:

A. *Prior to Payment of Grant*. GOCO reserves the right to withdraw funding, terminate this Agreement, and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects.

B. *After Any Payment of Grant*. GOCO reserves the right to seek specific performance of Grantee's obligations under this Agreement; receive reimbursement in full of any disbursements made under the Grant, including if Grantee does not fulfill its obligations to operate, manage, and/or maintain a capital improvement due to lack of annual appropriations (if applicable); and/or deny Grantee eligibility for participation in future GOCO grants, loans, or projects. GOCO has the right to disallow costs and recover funds based on audits, litigation, claims or other review made within the Record Retention Period.

In the event GOCO must pursue any remedy under this Agreement and is the substantially prevailing party, GOCO shall be awarded its costs and reasonable legal fees, including costs of collection.

23. GOCO Policies and Procedures. Grantee acknowledges it has received a copy of the GOCO policies and procedures or otherwise has access to applicable policies and procedures of GOCO in connection with this Agreement and is familiar with their requirements.

24. Miscellaneous Provisions.

A. *Good Faith*. The parties have an obligation of good faith, including the obligation to make timely communication of information that may reasonably be believed to be of interest to all other parties.

B. *Assignment*. Grantee may not assign its rights or delegate its obligations under this Agreement without the express written consent of the Executive Director or the Executive Director's designee, who has the sole discretion to withhold consent to assign. Any assignment shall require that, at a minimum, the assignee is eligible to receive grants from the Board, or otherwise receives express permission from the Board to act as assignee, and assumes Grantee's ongoing obligations under this Agreement.

C. *Applicable Law*. Colorado law applies to the interpretation and enforcement of this Agreement. Venue for any dispute under this Agreement shall lie exclusively in the state courts of the City and County of Denver.

D. *No Joint Venture.* Nothing in this Agreement shall be construed to create a joint venture, partnership, employer/employee, or other relationship between the parties other than independent contracting parties. Except as permitted under the remedies provisions of this Agreement, no party shall have the express or implied right to act for, on behalf of, or in the name of any other party.

E. *Status of Grantee.* The parties acknowledge that GOCO lacks the power and right to direct the actions of Grantee. Grantee acts in its separate capacity and not as an officer, employee, or agent of GOCO.

F. *Time is of the Essence.* Time is of the essence in this Agreement.

G. *Survival.* The terms and conditions of this Agreement, including but not limited to Grantee's obligations, shall survive the funding of the Grant and the completion of the Project.

H. *Counterparts.* This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one agreement. In addition, the parties agree to recognize signatures to this Agreement made electronically and transmitted electronically or by facsimile as if they were original signatures.

I. *Third-Party Beneficiary.* GOCO and Grantee acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between GOCO and Grantee and that no third-party beneficiaries are intended. Notwithstanding the preceding statement, GOCO and Grantee acknowledge that: (1) GOCO is intended to be and is a third-party beneficiary of any real property covenants and terms of any use restriction and real property interest in any use restriction that GOCO funds and (2) in some circumstances a third party may benefit from this Agreement if the Grantee assigns the Project or if a third party will hold a use restriction.

J. *Notice.* Any notice, demand, request, consent, approval, or communication that any party desires or is required to give shall be in writing and shall be deemed to have been given to the other party when (a) hand-delivered; (b) sent by e-mail to the e-mail address listed on Page 1 of this Agreement (with a copy of such notice delivered by hand or deposited in the United States mail (registered or certified mail, postage prepaid, return receipt requested) or by reputable delivery service (return receipt or delivery tracking requested)); or (c) sent by a nationally-recognized overnight courier service to the street address listed on Page 1 of this Agreement.

K. *Construction; Severability.* The parties have reviewed this Agreement, and therefore any rules of construction requiring that ambiguities be resolved against a particular party shall not be applicable in the construction and interpretation of this Agreement. If any provision in this Agreement is found to be ambiguous, an interpretation consistent with the purpose of this Agreement that would render the provision valid shall be favored over any interpretation that would render it invalid. If any provision of this Agreement is declared void or unenforceable, it shall be deemed severed from this Agreement, and the balance of this Agreement shall otherwise remain in full force and effect.

L. *Entire Agreement.* Except as expressly provided, this Agreement constitutes the entire agreement of the parties. No oral understanding or agreement not incorporated in this Agreement shall be binding upon the parties. No changes to this Agreement shall be valid unless made in writing and signed by the parties to this Agreement.

M. *Termination of the Board.* If Article XXVII of the Colorado Constitution, which established GOCO, is amended or repealed to terminate GOCO or merge GOCO into another entity, the rights and obligations of GOCO under this Agreement shall be assigned to and assumed by such other entity as provided by law, but, in the absence of such direction, by the Colorado Department of Natural Resources or its successor.

IN WITNESS WHEREOF, the parties by signature below of their authorized representatives execute this Agreement effective as of _____.

STATE BOARD OF THE GREAT
OUTDOORS COLORADO TRUST FUND
By:

Jackie Miller
Title: Executive Director

GOCO Program Staff:
Route Grant Agreement to
Executive Director for signature:

DocuSigned by:

F86A9C38F13044C...

Name: Matt Brady
Title: Grants Officer

GRANTEE:
NATIONAL FOREST FOUNDATION
By:

DocuSigned by:

08634BE8D293408...

Name: Mary Mitsos
Title: President & CEO

COGRANTEE:
CITY OF GLENWOOD SPRINGS
By:

DocuSigned by:

CDCCBB9FA2D64A2...

Name: Jonathan Godes
Title: Mayor

EXHIBIT A
Project Summary

Recommended: ☒Not Recommended: ☐

Project Title:	Hanging Lake Emergency Trail Restoration
Applicant Organization:	National Forest Foundation and City of Glenwood Springs
Amount Requested:	\$2,282,000
Brief Project Description (limit to space provided, below)	
In late July of 2021, a mudslide in the Grizzly Creek burn scar area swept away major trail sections, taking down bridges, trees, and burying the recreational area in rubble. The trail has since closed, causing the cancellation of more than 15,000 trail reservations. Funding will support survey work, design, and reconstruction of a more resilient and sustainable trail to Hanging Lake. Proposed ecological and habitat restoration work includes restoring the natural landscape surrounding the trail and an adjacent stream to minimize future erosion events and protect water quality. In addition to trail construction and restoration work, GOCO funds will be used for interpretive signs that will educate the public on the ecological impacts of the Grizzly Creek Fire, including the debris flows (or landslides) while they safely enjoy the new trail. At \$12 per shuttle ticket, reservations fees for Hanging Lake are a significant source of revenue for the White River National Forest, supporting trail improvements, lake protection, shuttle operations, and staffing. It is estimated that the direct economic value of Hanging Lake to the City of Glenwood Springs exceeds \$4.6 million per year, making renewed access to the area critical to community vitality and resilience.	

Recommendation Feedback

The Hanging Lake Trail is a significant economic and natural resource in the area. The reconstruction of the trail will support economic viability, access, and ecological recovery of the area.

While devastating, this provides an opportunity to better plan for a highly visited site that draws significant tourism to the region.

Asset is an important economic driver for the City of Glenwood Springs and holds state and national significance. Without funding, delays will cause continued economic challenges.

EXHIBIT B
Resolution



BUILDING 27, SUITE 3, FORT MISSOULA ROAD
MISSOULA, MONTANA 59804
TEL 406.542.2805
NATIONALFORESTS.ORG

RESOLUTION NO. 002
RESOLUTION OF THE BOARD OF DIRECTORS OF
The National Forest Foundation

FOR THE
HANGING LAKE TRAIL EMERGENCY RESTORATION PROJECT
White River National Forest, Colorado

Great Outdoors Colorado
Community Impact Grant Program

WHEREAS, the National Forest Foundation was created by Congress to encourage, accept and administer private gifts of money and property to further the purposes and programs of the National Forest System, and,

WHEREAS, The National Forest Foundation intends to work with the United States Forest Service, City of Glenwood Springs, and other local nonprofit partners to remove debris, construct a temporary trail, design and construct a more resilient, permanent trail, and restore other damaged areas on the popular Hanging Lake Trail.

WHEREAS, the Great Outdoors Colorado Community Impact Program administers grants for trail-related projects, including non-motorized trail maintenance and reconstruction. Local, county, and state governments, federal agencies, special recreation districts, and nonprofit organizations with management responsibilities over public lands may apply for trail grants.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE NATIONAL FOREST FOUNDATION HEREBY:

1. Approves and fully supports the filing of an application in funding from the Great Outdoors Colorado (GOCO) Community Impact Grant Program; and
2. Strongly supports the fulfillment of the project; and,
3. Hereby authorizes the NFF President and CEO to sign the grant agreement with GOCO; and,
4. Certifies that the National Forest Foundation, Applicant, recognizes the financial and legal obligations of the project. Applicant will responsibly manage grant funds. Applicant will comply with all federal, state, and local environmental and other appropriate laws and regulations applicable to the project and will ensure that the other project partners obtain all appropriate permits applicable to the project; and,
5. Further commits to the terms and conditions specified in the grant application.

Approved and adopted the 9th day of December 2021.

I hereby certify that the foregoing Resolution Number 002 was adopted by the Board of Directors of the National Forest Foundation.

A handwritten signature in black ink, reading "Rob Leary", written in a cursive style.

Rob Leary
Chair, Board of Directors

RESOLUTION 2022-01

A RESOLUTION OF THE CITY COUNCIL OF GLENWOOD SPRINGS COLORADO, APPLYING FOR THE COMMUNITY IMPACT GRANT PROGRAM FROM THE STATE BOARD OF THE GREAT OUTDOORS COLORADO TRUST FUND AND THE COMPLETION OF THE HANGING LAKE TRAIL EMERGENCY RESTORATION PROJECT

WHEREAS, the City of Glenwood Springs supports the Great Outdoors Colorado grant application for the Hanging Lake Trail Emergency Restoration Project. And if the grant is awarded, the City of Glenwood Springs supports the completion of the project.

WHEREAS, the City of Glenwood Springs has requested \$2,282,000 from Great Outdoors Colorado to the Hanging Lake Trail Emergency Restoration Project.

WHEREAS, the City of Glenwood Springs intends to work with the National Forest Foundation, the United States Forest Service, and other local nonprofit partners to remove debris, construct a temporary trail, design and construct a more resilient, permanent trail, and restore other damaged areas on the popular Hanging Lake Trail.

WHEREAS, the Hanging Lake Trail is a beloved community trail and the City of Glenwood Springs' top tourist attraction; and

WHEREAS, the closure of the Hanging Lake Trail due to mudslides led to the cancellation of 15,000+ reservations to visit the trail in the 2021 season, demonstrating the high demand for reopening the trail as soon as possible.

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

Section 1: The City of Glenwood Springs of the strongly supports the application for a grant with Great Outdoors Colorado.

Section 2: If the grant is awarded, the City of Glenwood Springs of the strongly supports the fulfillment of the project.

Section 3: If the grant is awarded, the City of Glenwood Springs hereby authorizes the Mayor to sign the grant agreement with Great Outdoors Colorado.

Section 4: If the grant is awarded, the City of Glenwood Springs of the authorizes the expenditure of funds necessary to meet the terms and obligations of the grant agreement.

Section 5: This resolution to be in full force and effect from and after its ratification on January 6, 2022.

INTRODUCED, READ, AND PASSED AND RATIFIED THIS 6TH DAY OF
JANURARY 2022.

CITY OF GLENWOOD SPRINGS, COLORADO



Jonathan Godes, Mayor

ATTEST:



Ryan Muse, City Clerk

EXHIBIT C
Approved Budget

PROJECT BUDGET

	Source of Funds	Date Secured		GOCO Funds	Applicant	Partner Funds	Total Funding
CASH							
	GOCO Grant	pending 03/22		\$2,282,000.00			\$2,282,000.00
	National Forest Foundation WRNF Restoration Fund	Sep-21			\$45,000.00		\$45,000.00
	USFS White River National Forest	Sep-21			\$440,000.00		\$440,000.00
	City of Glenwood Springs	Dec-21			\$50,000.00		\$50,000.00
	Glenwood Canyon Restoration Alliance	Dec-21			\$25,000.00		\$25,000.00
	H2O Ventures (includes donated cancelled permit fees)	Dec-21			\$72,000.00		\$72,000.00
	Glenwood Springs Chamber Foundation	Dec-21			\$2,200.00		\$2,200.00
	CPW State Trails Grant	pending 03/22			\$250,000.00		\$250,000.00
IN-KIND							
	USFS White River National Forest	Sep-21				\$137,045.00	\$137,045.00
	Roaring Fork Outdoor Volunteers	Sep-21				\$4,566.00	\$4,566.00
TOTAL SOURCE OF FUNDS				\$2,282,000.00	\$884,200.00	\$141,611.00	\$3,307,811.00

CASH	Use of Cash Funds	# of Units	Cost Per Unit	GOCO Funds	Applicant Funds	Cumulative Partner Funds	Total Funding
Temporary Trail							
<i>TBD</i>	Debris removal and primitive trail maintenance (lump)	1.00	\$243,000.00	\$0.00	\$243,000.00		\$243,000.00
Surveys							
<i>TBD</i>	Heritage survey contract for NEPA compliance (lump)	1.00	\$15,000.00	\$0.00	\$15,000.00		\$15,000.00
<i>TBD</i>	Field resource survey contract to inform trail design (lump)	1.00	\$150,000.00	\$150,000.00	\$0.00		\$150,000.00
Design							
<i>TBD</i>	Trail design and renderings (lump)	1.00	\$225,000.00	\$175,000.00	\$50,000.00		\$225,000.00
Reconstruction							
<i>TBD</i>	Trail reconstruction contract (price per linear foot)	6,336.00	\$160.00	\$766,000.00	\$247,760.00		\$1,013,760.00
<i>TBD</i>	Bridge reconstruction contract for 6 bridges (price per bridge)	6.00	\$125,000.00	\$550,000.00	\$200,000.00		\$750,000.00
<i>TBD</i>	Trailhead reconstruction and improvement contract (lump)	1.00	\$250,000.00	\$250,000.00	\$0.00		\$250,000.00
Signage							
<i>TBD</i>	Trailhead Kiosks and Signage (lump; includes mix of kiosks and signs)	1.00	\$50,000.00	\$50,000.00	\$0.00		\$50,000.00
<i>TBD</i>	Interpretive Signage (along the trail, est. to include 12 signs)	12.00	\$5,000.00	\$60,000.00	\$0.00		\$60,000.00
Restoration							
<i>TBD</i>	Habitat and Ecological Restoration	1.00	\$100,000.00	\$100,000.00	\$0.00		\$100,000.00
Management							
<i>National Forest Foundation</i>	Project Management Staff Time (approx. 400 hrs per year over 3 years divided between 2-3 NFF staff)	1,200.00	\$55.00	\$66,000.00			\$66,000.00
<i>National Forest Foundation</i>	Program Management and Indirect Expenses (10%)	1.00	\$228,400.00	\$100,000.00	\$128,440.00		\$228,440.00
<i>City of Glenwood Springs</i>	Project Management Staff Time (lump)	1.00	\$15,000.00	\$15,000.00			\$15,000.00
USE OF FUNDS - CASH SUBTOTAL				\$2,282,000.00	\$884,200.00	\$0.00	\$3,166,200.00

IN-KIND	Use of In-Kind Funds	# of Units	Cost Per Unit	GOCO Funds	Applicant Funds	Cumulative Partner Funds	Total Funding
Category							
<i>USFS White River National Forest</i>	Salaries/Labor, Supplies/Materials, Tools, Equipment, etc.	1.00	\$137,405.00			\$137,045.00	\$137,045.00
Category							
<i>Roaring Fork Outdoor Volunteers</i>	Volunteer Event (\$28.54/hour of volunteer time, est. at 2 8-hour events with 10 volunteers)	160.00	\$28.54			\$4,566.00	\$4,566.00
USE OF FUNDS - IN-KIND SUBTOTAL					\$0.00	\$141,611.00	\$141,611.00

Contingency - up to 10% (not required, cannot be GOCO funds)	GOCO Funds	Applicant	Cumulative	Total Funding
Contingency				\$0.00
USE OF FUNDS - CONTINGENCY SUBTOTAL		\$0.00	\$0.00	\$0.00

TOTAL PROJECT COST	\$2,282,000.00	\$884,200.00	\$141,611.00	\$3,307,811.00
Remember: the Total Project Cost row must equal the Total Source of Funds row				

MATCH SUMMARY	Actual
Overall Match (% based on total cost)	31
Overall Match (\$ based on total cost)	\$1,025,811.00

EXHIBIT D
Due Diligence Checklist (if applicable)
Intergovernmental (or other) Agreement (if applicable)

EXHIBIT E
Special Terms: Capital Construction Grant

1. Property Ownership. All properties on which GOCO-funded projects are located must be owned by, under the control of, or have been granted access to by the Grantee for the useful life of the Project (the "Property"). If Grantee does not own the Property on which the Project is to be located, Exhibit D between Grantee and the Property's owner continues in effect and unmodified throughout the term of this Agreement.
2. Project Operation and Maintenance.
 - A. Subject to annual appropriations, Grantee shall operate, manage, and maintain the Project in a reasonable state of repair for the purposes specified and for the useful life of the Project, or a minimum of 15 years, in accordance with product warranties and/or the generally accepted standards in the parks/recreation community. Grantee also shall provide and maintain access to the Project and to the Property, regardless of the Property's ownership. Failure to comply with this paragraph may be deemed a breach by Grantee under Paragraph 22.
 - B. GOCO shall not be liable for any cost of maintenance, management, or operation of the Project.
 - C. Within 60 days of a reasonable request by the Board, Grantee will provide the Board with adequate records reflecting the operating and maintenance costs of the Project and provide the Board with such other information concerning the use of the Project by the public and the impact of the Project.
 - D. Grantee's staff shall request during the Grantee's annual budget process an appropriation sufficient to meet the financial obligations of Grantee under this Agreement. Grantee will use its best efforts to fully consider such appropriation. The parties understand that the Board is relying upon fair and full consideration of annual appropriation in its decision to extend its resources and the Grant and to enter into this Agreement. In the event that Grantee fails to appropriate sufficient funds to meet the obligations of this Agreement, Grantee shall provide notice to the Board of the specific reason(s) for any decision not to appropriate funding. Grantee's staff shall notify the Board of any recommendation not to fund or to partially fund the annual appropriation necessary to fulfill Grantee's obligations under this Agreement.
3. Public Access. Grantee agrees, for itself and its successors in interest, to allow reasonable public access to the Project for the useful life of the Project. Grantee may temporarily close such public access for construction, maintenance, emergency situations, or other reasonable purposes.
4. Insurance. Grantee shall maintain general liability insurance or self-insure for the entire period of the Project for protection in the event of injury and/or damage. The insurance limits shall not be less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate. If the

Grantee contracts with another organization to complete the Project, it is the responsibility of the Grantee to ensure its contractor carries insurance that fulfills this requirement.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Intergovernmental Agreement with Glenwood Rural Fire Protection District and Colorado River Fire; Automatic Aid

Action Requested: See attached staff report.

Department: Fire Department

Presented By: Gary Tillotson

Strategic Goals: Provide Efficient and Responsive City Government
Protect and Preserve our Quality of Life
Ensure Public Safety

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Updated Fire Department Automatic Aid Agreement
Action Requested:	Approve updated agreement with Colorado River Fire District
Presented By:	Gary Tillotson, Fire Chief
Background Info:	The original automatic aid agreement was executed in 2011 between Burning Mountain Fire and Glenwood Springs Fire to provide automatic response between both agencies for calls for service in the area between mile markers 105 and 111 along I-70. This agreement has worked well over the past several years in providing timely response from both agencies to all types of emergency calls for service within the area generally described as east of New Castle to South Canyon. The IGA is being updated to represent accurate agency naming for Colorado River Fire District and a new date of agreement, all other terms and representations remain unchanged.
Issues:	No known issues
Action Alternatives:	
Staff Recommendation:	Approve/Sign updated agreement

INTERGOVERNMENTAL AGREEMENT REGARDING AUTOMATIC AID FOREMERGENCY SERVICES

This Intergovernmental Agreement Regarding Automatic Aid For Emergency Services ("**Agreement**"), effective the [REDACTED] day of [REDACTED] ("**Effective Date**"), is entered into by and between the Colorado River Fire Protection District ("**CRFR**"), the Glenwood Springs Rural Fire Protection District ("**Glenwood Fire**"), and the City of Glenwood Springs ("**City**"). CRFR, Glenwood Fire by and through the City, and the City are referred to collectively as the "**Parties**" or individually as a "**Party**".

A. Recitals

WHEREAS, CRFR is a political subdivision of the State of Colorado, organized pursuant to C.R.S. §32-1-101, *et seq.* ("**Act**") to provide fire and emergency medical services to a 851 square mile area in Garfield County, including the City of Rifle, the Towns of Silt and New Castle, and surrounding areas. CRFR is authorized by the Act to provide, and currently provides as part of its services, ambulance transport and related medical services, fire suppression, rescue, hazardous materials and associated services (collectively, "**Emergency Services**"); and

WHEREAS, Glenwood Fire is a political subdivision of the State of Colorado, organized pursuant to the Act to provide, and currently provides as part of its services, Emergency Services to a 64 square mile area in Garfield County; and,

WHEREAS, the City is a Colorado home rule municipality located in Garfield County. Pursuant to its statutory and home rule authority, the City operates the Glenwood Springs Fire Department, which is authorized to provide, and currently provides as part of its services, Emergency Services, not only within its corporate boundaries, but also within Glenwood Fire's jurisdictional boundaries, the combined area of which is 72 square miles; and,

WHEREAS, pursuant to Article XIV, Section 18 of the Colorado Constitution and C.R.S. §29-1-203, the Parties may contract with one another to provide any function, service or facility lawfully authorized to be provided by each of them; and,

WHEREAS the Parties believe the health, safety and welfare of their respective citizens would be best served by providing for automatic aid between the Parties in certain circumstances.

NOW, THEREFORE, in consideration of mutual promises, covenants and undertakings set forth in this Agreement, the Parties mutually agree as follows:

B. Agreement

- 1. Summary of Intent.** The Parties agree to share resources and personnel based upon actual or anticipated response needs in any area of their jurisdictions. For example, an individual with special skills may be moved to another jurisdiction based upon likely call types and potential or real response needs for specialized personnel. The individual or resource being positioned shall remain the responsibility of the agency providing the resource and/or personnel for all purposes, including but not limited to compensation, benefits, and other terms and conditions of employment or volunteerism, and general commercial liability for apparatus and equipment.

2. Supervision of Personnel.

- i. During certain emergency situations as may be from time to time identified and agreed upon by the City's and CRFR's fire chiefs, the staff and apparatus of the Parties shall be automatically dispatched in a mutually agreed upon plan and manner to assist in the mitigation of the emergency or for any other purpose identified and agreed upon to plan for and promote the health, safety and welfare of the various communities.
- ii. During an emergency response, personnel shall generally be under the direction and control of the Incident Commander in accordance with the applicable protocols or regulations, including but not limited to the Incident Command System (ICS) and/or the National Incident Management System (NIMS). In the event of large, complex or multiple incidents occurring at once, personnel, equipment, and apparatus shall be considered as part of a "single" response system under system status management protocols, with Parties' supervisory personnel positioning resources for the health, safety and welfare of the communities and responder safety.
- iii. The Parties agree to use the Garfield County Medical Protocols ("**Protocols**") with the same addendums and waivers to the extent practical to maintain consistency in system responses and patient needs, and to comply with the Emergency Medical Services rules promulgated by the Division of Health Facilities and Emergency Services within the Department of Public Health and Environment, which are located at 6 CCR 1015-3, as amended from time to time.
- iv. Time spent by an individual as a volunteer for one Party shall not in any manner constitute hours worked for, or volunteer services performed on behalf of any of, the other Parties.

3. Paging/Emergency Notification. To the extent practical, each Parties' personnel shall be notified through similar methods, such as VHF, DTR, and other available notification systems agreed upon by the Fire Chiefs, to maintain emergency response system integrity and appropriate notifications.

4. Training. The Parties will strive to provide consistent training programs and curricula for responder safety. Each Party's trainings will be open to the other Party's personnel, subject to a Party's financial, staffing and operational considerations. All reasonable efforts shall be made for personnel to adhere to the same training standards.

5. Continuous Quality Management ("CQM") Program. The Parties will perform CQM reviews of their respective personnel during emergency incidents. The personnel performing the CQM reviews shall work together to provide consistency to the responding crews.

6. Liability. Any liability that accrues under the provisions of article 10 of title 24, C.R.S. on account of the intentional or negligent act or omission of a Party's employee or volunteer shall be imposed upon that Party.

7. **Worker's Compensation Insurance.** Pursuant to C.R.S. § 29-5-109, CRFR and the City shall be responsible for worker's compensation insurance for their respective personnel.
8. **General Liability Insurance.** The City and CRFR shall maintain general liability insurance for their respective apparatus and equipment that are provided pursuant to this Agreement in an amount sufficient to insure against their respective obligations under this Agreement.
9. **Jurisdictional Boundaries.** For the purposes of automatic Emergency Services pursuant to this Agreement, the Parties' jurisdictional boundaries shall not be a consideration in the provisions of Emergency Services. The closest available resource(s) and personnel shall be dispatched to an incident regardless of the jurisdiction in which the incident occurs. All necessary authorities and laws associated with emergency response are delegated to the closest responding agency as necessary to perform emergency functions.
10. **Interoperability.** The Parties agree to the extent possible to create common standard operating guidelines, operational practices, and to standardize equipment for the benefit of cost savings to the taxpayers, including but not limited to: PPE, uniforms, fire fighting supplies, medical supplies, etc.
11. **Relationship of the Parties.** By entering into this Agreement, the Parties are not creating, and shall not be construed as creating, a joint venture, partnership, authority or any other type of relationship, and each Party shall remain a separate and distinct entity for all purposes under this Agreement. Neither the fact of this Agreement nor the Parties' performance of this Agreement shall in any manner alter each Party's statutory and common law rights, powers, duties and authority, except to the extent expressly set forth in this Agreement.
12. **Legislative Limitations.** In the event Medicare, Medicaid, or any other federal, state, or local laws, rules, regulations, or interpretations at any time during the term of this Agreement prohibit, restrict or in any way substantially change any aspect of this Agreement, then this Agreement shall, in good faith, be amended by the Parties to comply with any such prohibition, restriction, or limitation. If this Agreement is not amended prior to the effective date of such rule, regulation, or interpretation, this Agreement shall terminate as of such effective date.
13. **Legal Compliance – HIPAA Compliance.** In performing the terms of this Agreement, the Parties shall comply fully with all federal, state and local laws, ordinances, resolutions, operating procedures, rules and/or regulations, including but not limited to, the requirements of the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) and the Regulations promulgated by the Department of Health and Human Services interpreting and implementing HIPAA, as they may be amended from time to time.
14. **Term and Termination.** The initial term of this Agreement shall be for a period of 12 months from the Effective Date. This Agreement shall automatically renew for successive 12-month terms, unless terminated pursuant to this Agreement. Any Party may terminate this Agreement with or without cause upon ninety (90) days written notice of termination sent via certified or registered mail to the other Party(ies). Termination shall have no effect upon the rights or obligations of the Parties arising out of any transactions occurring prior to the effective date of the termination. The obligations of each Party under this Agreement shall terminate on the date this Agreement terminates.

- CRFR:
- ATTN: Fire Chief
Colorado River Fire Rescue
1850 Railroad Avenue
Rifle, CO 81650
- City:
- ATTN: Fire Chief
City of Glenwood Springs
101 West 8th Street
Glenwood Springs CO 81601
- Glenwood Fire:
- ATTN: Board Chair
Glenwood Springs Fire Protection District
101 West 8th Street
Glenwood Springs CO 81601

17. **Funding Availability.** Financial obligations of the Parties after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.
18. **Headings and Captions.** The headings and captions used in this Agreement are for the convenience of reference only and do not form a part of this Agreement.
19. **Additional Terms.** Colorado law governs this Agreement. Jurisdiction and venue for any action arising under this Agreement or for the enforcement of this Agreement shall lie exclusively in the Garfield County District Court. This Agreement is the entire agreement between the Parties and there are no oral or collateral agreements or understandings; provided, however, that this Agreement shall not supersede or affect any Mutual Aid Agreements between two or more of the Parties. This Agreement may only be amended by a document signed by the Parties. Course of performance, no matter how long, shall not constitute an amendment to this Agreement. If any provision is held invalid or unenforceable, all other provisions shall continue in full force and effect. Waiver of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach of this Agreement. This Agreement shall inure to the benefit of and be binding upon the Parties and their successors and permitted assigns. This Agreement is not intended to, and shall not, confer rights on any person or entity not named as a party to

this Agreement, expressly including enforcement of any of the terms and conditions of this Agreement; all rights of action relating to such enforcement shall be strictly reserved to the Parties. In any dispute arising from or relating to this Agreement, the prevailing Party shall be awarded its reasonable attorneys' fees, costs and expenses, including any attorneys' fees, costs and expenses incurred in collecting upon any judgment, order or award. This Agreement may be executed in several counterparts and by facsimile or electronic pdf, each of which shall be deemed an original and all of which shall constitute one valid, binding instrument.

[SIGNATURE PAGE IMMEDIATELY FOLLOWS]

IN WITNESS WHEREOF, the Parties have executed this Agreement.

COLORADO RIVER FIRE PROTECTION DISTRICT:

By: _____
Name Title Date

CITY OF GLENWOOD SPRINGS:

By: _____
Name Title Date

GLENWOOD SPRINGS RURAL FIRE
PROTECTION DISTRICT:

By: _____
Name Title Date



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Request for Proposal 2022-03P; Community Center Pool Repairs Award

Action Requested: Acceptance of 2022-03P

Department: Facilities

Presented By: Brian Smith

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: The 2022 Budget carried \$185,000 over from 2021 to repair the plaster in the Community Center lap pool. Staff put out RFP 2022-03 in February and received one qualified bid from Mid America Renovation for \$182,500. Mid America proposed and recommended an upgrade to the standard pool prep that includes Hydrazo Installation and acid exposure for a total cost of \$215,000. The overage on this project will be offset by project(s) in the approved Parks/Facilities Capital Projects in 2022 that are under budget.

Issues: NA

Fiscal Impact: \$215,000 in Capital Projects Fund

Legal Review: NA

Staff Recommendation: Acceptance of Award of 2022-03P

Mid-America

POOL RENOVATION, Inc.

16 March 2022

Mr. Ryan Muse
City of Glenwood Springs, CO
101 West 8th Street
Glenwood Springs, CO 81601

Dear Mr. Muse

Mid-America Pool Renovation, Inc. is pleased to submit the following enclosed bid and information for work on the City of Glenwood Springs, CO Community Center Pool Repairs Project. We:

- Specialize in swimming pool re-surfacing and repairs and have over 40 years' experience renovating swimming pools.
- Offer a variety of swimming pool renovation procedures including ceramic tile installation and replacement of swimming pool surfaces.
- Are fully insured and bondable. We are members of the International Concrete Repair Institute, the Association of Pool & Spa Professionals, the National Plasterers Council, the Waterjet Technology Association, and have an A+ Rating with the Better Business Bureau of Greater Kansas City.
- Maintain full insurance coverage and have enclosed a sample Certificate of Insurance and enforce a drug-free workplace.

Our **Major Commercial Reference Lists** are included in this proposal. Feel free to contact any of these references regarding our reputation, quality of work and warranty services.

The prime contact for the City of Glenwood Springs, CO Community Center Pool Repairs Project. will be Austin D. Kateusz, President & General Manager, and writer of this letter.

Sincerely,

Austin D. Kateusz
President & General Manager
Mid-America Pool Renovation, Inc.
austin@poolrenovation.com

Craftsmanship

Quality

Care

5929 E. 154th Terrace
Grandview, MO 64030

816.994.3300 Kansas City
773.278.7349 Chicago
636.537.0108 St. Louis
800.253.7349 Other Areas

816.994.3301 FAX

poolrenovation.com

COMPLETE SWIMMING POOL RENOVATION

- Polymeric Composite Surface Systems
Madewell® Mainstay®
Perma-Shield®
INTER-GLASS®
Hydro Ester LV Coatin
- New Pool Interiors
INTER-GLASS®
Re-Plastering
Sunstone®
Diamond Brite®
River Rok®
Beadcrete®
Krystalkrete®
- Deck Re-Surfacing
Texture-Dek
Kool Deck®
- New Tile
100s of Patterns
Depth & No Dive
- New Coping
Brick
Cast Stone
Concrete Bullnose
- Water Features
- Structural Repair & Consultation





PRICING SUMMARY

(details for each item are in quote body)

Pool Interior Option 1: \$165,000.00

- Replacement of Gutter Supports, Handholds, Grating and Hardware
- Standard Pool Prep With White Plaster Installation:

Pool Interior Option 2: \$215,000.00

- Replacement of Gutter Supports, Handholds, Grating and Hardware
- Standard Pool Prep With Hydrazzo Installation and acid exposure :

Pool Interior Option 3: \$265,000.00

- Replacement of Gutter Supports, Handholds, Grating and Hardware
- Standard Pool Prep With Hydrazzo Install and Polished Surface :

Additional Items:

- Yearly Maintenance Plan: **\$7,500.00 per year**
- 40,000 PSI Hydro-Blast Pool Preparation: **\$85,000.00**



REPLASTERING

Cement-based surfaces such as traditional pool plaster or marcite, exposed aggregate (Diamond-Brite, Sunstone, etc), and pebble finishes with either quartz or dolomite aggregates are widely used for new in-ground concrete swimming pools and spas. Pool plaster uses limestone as its aggregate component while exposed aggregate finished use silica quartz as the aggregate in its mix.

Besides being economical, cement-based surfaces are good choices for swimming pools that are kept full of water and always chemically balanced, where stress or structure cracking is not prevalent or expected, and when the pool is not heated.

Some advantages of cement-based linings are:

- Following installation, the pool can be filled almost immediately without a required, dry curing period
- They come in a variety of colors and finishes

Some disadvantages are:

- They must be submerged to avoid shrinkage cracking and delamination
- Their low tensile and flexural strengths make them susceptible to cracking
- Their naturally high alkaline and porous make-up mandate that the pool water chemistry be kept perfectly balanced to avoid reactions to pool chemicals, calcium carbonate growths and metal staining. They increase the pH of the water, have greater chlorine demands, and will affect Total Alkalinity levels.

Re-Surfacing Specifications & Pricing for Re-Plastering

- Clean, environmentally safe 40,000 psi Ultra High Pressure Water Jetting to remove loose, hollow or deteriorated sub-surface materials in order to insure the best possible mechanical bond: [\\$85,000.00 option](#)
- Application of pre plaster bond kote system. Cutting and removing the existing plaster down at least 2" away from the waterline tiling, inlets, lights and other fixtures to achieve a flush finish with the new surface: [Included in standard prep.](#)
- Placing contrasting color highlight tiles to demark the edges of all the steps and benches, and to satisfy applicable local codes: [Included in standard prep.](#)
- All labor, materials and any clean-up associated with the re-surfacing work, and a 5-year warranty (see below for details): [Included in standard and Hydro-Blast Prep.](#)

The price to prepare and re-surface the Glenwood Community Center Lap Pool with white pool plaster is [\\$165,000.00.](#)

The price to resurface the Lap Pool with white Hydrazzo is [\\$215,000.00.](#)

The price to resurface the Lap Pool with Polished white Hydrazzo is [\\$265,000.00.](#)



Re-Plastering Warranty

Mid-America Pool Renovation, Inc. has 5-year warranty from the date of installation on the new cement-based lining against any flaking, peeling, popping-off or excessive color change providing the pool is maintained chemically balanced and full of water (with proper winterization included as per National Spa & Pool Institute's BASIC POOL & SPA GUIDELINES, 4th edition, instructions for Plaster Finish pools). This warranty only applies to the labor and materials on the newly placed surface material and does not cover any DAMAGE including, but not limited to or from: Defects in the structure including structural or hairline cracking; Vandalism, intentional or accidental abuse, or neglect; Improper acid washes; Stains or discoloration due to, but not limited to, the improper use of chemicals, improperly maintained water chemistry, or any introduction of metals or metal ions into the water; Improper winterization; Hydro-static water pressure; Any acts of God; From any intruder after the plaster crew has left the job site, or from any other action outside the course of normal everyday use and care of the surface lining, or from any other action over which Mid-America Pool Renovation, Inc. has no control. Consequential damages such as, but not limited to, loss of revenue, cost of water, etc., are not covered under warranty.



Yearly Maintenance Plan - Optional

- Year round availability by phone and video to assist staff and answer pool related questions as needed
- Yearly onsite visit during facility maintenance downtime, to include:
 - Walkthrough of pool with facility staff to identify potential concerns
 - Assistance diagnosing and finding solutions for staining, cracking, hardware failures, and other common issues

Price: **\$7,500.00**



Mid-America Pool Renovation, Inc. guarantees to use only the best recognized products, the most generally aesthetically appealing application techniques, and the most thorough clean-up procedures recognized by our industry in all of our services to produce a beautiful and safe desired result.

The above prices are valid for a period of 60 days with payment expected upon completion of each contracted phase or as negotiated.

The quoted prices do not reflect Prevailing Wage Scales, costs of Performance Bonds or local or state sales taxes.

The quoted prices are contingent on the use of Mid-America Pool Renovation, Inc.'s Construction Agreement. Any and all other additional costs that might be incurred regarding independent Agreements (Contracts, Service Agreements), including membership fees with organizations are not included in the above pricing and will be billed to the Owner as an additional expense.

Thank you for giving us the opportunity to present this quote on your project and I look forward to hearing from you again soon.

Sincerely,



Austin Kateusz
President and General Manager
Mid-America Pool Renovation, Inc.

**BID SCHEDULE
CITY OF GLENWOOD SPRINGS
COMMUNITY CENTER POOL REPAIR
BID #BD 2020-008
BID ITEMS**

ITEMS	TOTAL COST
1. MOBILIZATION	\$ Plaster: 10,000.00 - Hydrazzo: \$14,000.00
2. TOTAL AMOUNT FOR POOL REPAIRS, AS SPECIFIED	\$ Plaster: 165,000.00 - Hydrazzo: \$215,000.00
3. TOTAL AMOUNT FOR ITEMS 1 & 2	\$ Plaster: 175,000.00 - Hydrazzo: \$229,000.00
BIDDING TOTAL AMOUNT FOR YEARLY MAINTENANCE PLAN, AS SPECIFIED.	\$ \$7,500.00

Have you filled in all the blanks listed above?

Yes X

No

Have you submitted the yearly maintenance plan?

Yes X

No

SUBMITTED BY:

Name Austin Kateusz

Address 5929 E 154th Terrace

City Grandview State MO Zip 64030

Corporate Seal

Firm Name * Mid-America Pool Renovation, Inc.

Signature 

Title President

Phone (816) 994 - 3300

* Insert "Corporation, Partnership "etc.



Addendum Description

We are still having the walkthrough on 2/23/2022 at 2 p.m. Due to the Snow that might cause a problem for travelers, we will hold an additional walkthrough on 3/2/2022 at 2 p.m. If you have already attended the first walkthrough, you do not need to attend the second.

Notice Modifications

Notice Information	From Value	To Value
Question Acceptance Deadline	2/28/22 2:00 PM MST/MDT	3/7/22 2:00 PM MST/MDT
Closing Date	3/9/22 2:00 PM MST/MDT	3/16/22 2:00 PM MST/MDT
English Description	The City of Glenwood Springs at 101 West 8th Street is requesting quotes from qualified firms and/or individuals to complete the Community Center Pool repairs. This work must be completed during the scheduled pool closure on August 18, 2022 through August 31, 2022.	The City of Glenwood Springs at 101 West 8th Street is requesting quotes from qualified firms and/or individuals to complete the Community Center Pool repairs. This work must be completed during the scheduled pool closure on August 18, 2022 through August 31, 2022.
Pre-Bidding Events	Job-Walk Visit	Job-Walk Visit
	Mandatory	Mandatory
	2/23/22 2:00 PM MST/MDT	2/23/22 2:00 PM MST/MDT
	100 Wulfsohn Road	100 Wulfsohn Road
	There will be a pre-proposal meeting and walkthrough hosted by the City for contractors and subs on February 23 at 2:00 p.m. The location is 100 Wulfsohn Road, Glenwood Springs, CO 81601. This meeting is mandatory so that all contractors and subs have access to the same information, and no-one needs to interpret existing conditions or make assumptions about City needs.	There will be a pre-proposal meeting and walkthrough hosted by the City for contractors and subs on February 23 at 2:00 p.m. and an additional meeting March 2 at 2 p.m. The location is 100 Wulfsohn Road, Glenwood Springs, CO 81601. Attendance at one meeting is mandatory so that all contractors and subs have access to the same information, and no-one needs to interpret existing conditions or make assumptions about City needs. We are still having the walkthrough on 2/23/2022 at 2 p.m. Due to the Snow that might cause a problem for travelers, we will hold an additional walkthrough on 3/2/2022 at 2 p.m. If you have already attended the first walkthrough, you do not need to attend the second.

Category Modifications

Added Categories

No Categories Added

Removed Categories

No Categories Removed

Added Documents[A]

Document	Size	Uploaded Date	Language
2022-03P - Community Center Pool Repairs.pdf [pdf]	366 Kb	02/23/2022 12:40 PM EST	English

**Addendum Description**

Walkthrough Attendees

Notice Modifications

Notice Information	From Value	To Value
No entries		

Category Modifications

Added Categories
No Categories Added

Removed Categories
No Categories Removed

Added Documents[A]

Document	Size	Uploaded Date	Language
Walkthrough Attendees.pdf [pdf]	69 Kb	03/08/2022 12:40 PM EST	English

Community Center Pool Repairs
2022-03P
Mandatory Walk Through

	Name	Firm Name	Phone	Email
PLEASE PRINT				
1	Lucas Mid America Pool	Lucas	900 657 7335	LBASS215@gmail.com
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				

**Mid-America Pool Renovation, Inc.
COLORADO REFERENCE LIST
(by Completion Date, Price, Size)**

Gaylord Rockies / Marriott Resort, Aurora, CO

Contact: Jeff Stauffer, Project Manager, Jeffrey.Stauffer@brightview.com
31,710t2, Diamond Brite® Labor Installation (Material provided by Owner)
2018
\$ 222,806.00

YMCA of the Rockies, Estes Park, CO (Indoor Pool)

Contact: Mark Cooper, (970 586 3341), mcooper@ymcarockies.org
4,896t2, INTER-GLASS® Installation over Whole Pool tile, Racing Lane Install, Waterline Tile
6,050 t2, Deck Removal and Replacement
2019
\$ 202,726.00

Memory Square Pool, Louisville, CO (Competition Pool)

Contact: Paul Borth, (303 335 4905), paulb@louisvilleco.gov
6,319t2, Prepare Surface, New Tile, Install new Lanes, Install White Pool Plaster
2019
\$ 105,000.00

Family Funplex Adventure Island Water Park, Greeley, CO

Contact: Terry Griebe, (970 350 9293) terry.griebe@greeleygov.com
12,767t2, Existing Surface Preparation, Diamond Brite® Install
2019
\$ 104,130.00

Carpenter Recreation Center, Thornton, CO (Outdoor Pool)

Contact: Suzann Cox, (303 255 7834) Suzann.Cox@cityofthornton.net
8,550t2, Prepare Existing Surface, Diamond Brite® re-surfacing
2018
\$ 167,686.00

Paul Derda Recreation Center, Broomfield, CO (Main Indoor Pool & Hot Tub)

Contact: Rosemary Novotny (303 438 6227) movotny@broomfield.org

7,320t2, Surface Preparation, Plaster Install

2018

\$72,500.00

Pirates Cove, Englewood, CO (Facility Pool)

Contact: Brad Anderson, (303 762 2659) banderson@Englewoodco.gov

6,900t2, Surface Preparation, Racing Lanes & Diamond Brite® Install

2017

\$68,140.00

City of Durango, Durango, CO (Leisure Pool)

Contact: Bob Grogan, (970 375 4994) bob.grogan@durangogov.org

9,800t2, Prepare Existing Surface, Diamond Brite® Install

2017

\$86,440.00

Carpenter Recreation Center, Thornton, CO (Indoor Pool)

Contact: Suzann Cox, (303 255 7834) Suzann.Cox@cityofthomton.net

10,555t2, Prepare Existing Surface, Diamond Brite® re-surfacing

2016

\$216,135.00

Boulder East & North Boulder Community Center. Boulder, CO

Contact: Alison Rhodes, (303 441 4381) rhodesa@bouldercolorado.gov

6000t2, Prepare Existing Surface, Diamond Brite® re-surfacing

2014\2015

\$ 53,105.00, \$ 119,235.00

North Boulder Recreation Center, Boulder, CO

Contact: Alison Rhodes, (303 441 4381) rhodesa@bouldercolorado.gov

6000t2, Prepare Existing Surface, Diamond Brite® re-surfacing

2014

\$ 119,235.00

City of Loveland, Loveland, CO

Contact: Devin Davis, (970 622 2365) devindavis@cityofloveland.org

8914t2

2014

\$76,855.00

Town of Parker, Parker, CO

Contact: Traci L Gorman , (303 805 3188) [tgorman\(a\),parkeronline.org](mailto:tgorman(a),parkeronline.org)

10,500t², Existing Surface Removal, Plaster Install, Waterline Tile & Pool Decking

2016

\$109,750.00

Bob Burger Rec Center, Lafayette, CO (Lap Pool)

Contact: Scott Hickman, (303 661 1465), scott.hickman@cityoflafayette.com
4,555t2, Prepare Surface, Install new Lanes, Waterline Tile, Install Diamond Brite®
2020
\$ 104,850.00

Recreation Center, Greeley, CO (Lap & Diving Pools)

Contact: Justin Wells, (970 350 9411) Justin.wells@greeleygov.com
9,932t2, Racing Lanes & Diamond Brite® Install
2020
\$ 104,005.00

City of Craig, Craig, CO (Wave Pool)

Contact: Liz White, (970 826 2008) lwhite@ci.craig.co.us
8,500t2, Concrete Wall Repair, Diamond Brite® Install
2020
\$ 335,960.00

City Park Pool, Fort Collins, CO

Contact: Jerod Cordell, (970 222 0416), jcordell@fcgov.com
13,652t2, Prepare Surface, Install Diamond Brite®
2020
\$ 156,565.00

Campground of the Rockies, Fairplay, CO

Contact: Mary Grove (719 836 2533) grovelgel@aol.com
6,275t², Poured Coping Install, Plumbing Repair, Waterline Tile, Diamond Brite® Install
2020
\$ 91,500.00

Mid-America Pool Renovation, Inc.'s Hydro-Blasting Equipment Process



40K Hydro-Blaster



NLB 4075D Ultra-Clean® 40



Hydro-Blasting in Action



Surface Prep with 40,000 psi Ultra High Pressure Water Jetting (UHP-WJ) by Mid-America Pool Renovation, Inc.

Importance of Good Surface Preparation

Engineers and Specifiers agree that good surface preparation is fundamental to a successful resurfacing project. Proper surface preparation has two goals:

1. Thoroughly clean the surface, removing old coatings, paints, patching materials and contaminants.
2. Create a substrate profile that supports an excellent bond between the existing and new surfaces.

There are two types of bond, chemical and mechani-



Hydro-Blasting removing pool paint

cal. Chemical bonding is key for polymeric coatings and systems such as INTER-GLASS®. Mechanical bonding is key for thicker, cement-based surfaces like replaster, Diamond Brite®, and Pebblecrete.

Our Hydro-Blasting system, also known as Ultra High Pressure Water Jetting (UHP-WJ) provides 100% coverage and powers through all layers, removing previous coatings as well as deteriorated or soft sub-surface material.

Hydro-Blasting is environmentally safe

Hydro-Blasting is clean. We continually advance our high operating standards to protect our customers' environment, our employees' safety, and the overall success of each and every project. Hydro-blasting also allows us protect and preserve the pool structure.

Benefits of Hydro-Blasting

- Dust and debris resulting from sandblasting is eliminated
- 100% of the entire surface is contacted for preparation
- Use of Bonding Agents is unnecessary and not recommended
- No micro-cracking of the surface (Jack hammering or heavy demolition frequently creates micro-cracking that can lead to future delamination of new surfacing materials)
- Removes invisible contaminants
- Is virtually dust free
- Operates at lower sound levels
- Uses only a few gallons of water

Mid-America Pool Renovation, Inc.'s Hydro-Blasting Process

Mid-America Pool Renovation, Inc.'s Hydro-Blasting procedure is a state-of-the-art, ultra-high pressure preparation system that creates a jagged substrate profile that exceeds chemical and mechanical standards.

Hydro-Blasting is the most productive and clean way to achieve the substrate required for a good coating bond while fully respecting our customers' environment.



Hydro-Blasting outside the Intercontinental Hotel
Kansas City, MO



Debris net set up
South High School, Downers Grove, IL

Hydro-Blasting is a versatile technique that allows for different levels of surface removal ranging from complete removal of plaster to removal of pool paint only.



Residential Plaster Prep
Overland Park, KS



Removal of soft and deteriorated plaster at
Prairie Band Potawatomie Indian Nation, KS

Today, methods that once worked for pool prep are known to have adverse affects:

- **Sandblasting** is now considered environmentally unsafe because it creates airborne pollutants such as silica dust and paint debris. Silica dust, for example, can cause silicosis, a form of lung cancer.
- **Acid washing** is now discouraged because it penetrates concrete and contaminates concrete surfaces. Acid will also dissolve the cement and concrete matrix, weakening it.
- **Mechanical chipping and jack hammering** tend to fracture surfaces and create micro-cracking in the sub-surface. Specification agencies (SSPC-SP 13, NACE No. 6, ACI 546-R) all agree that these impact removal methods can weaken the structure.

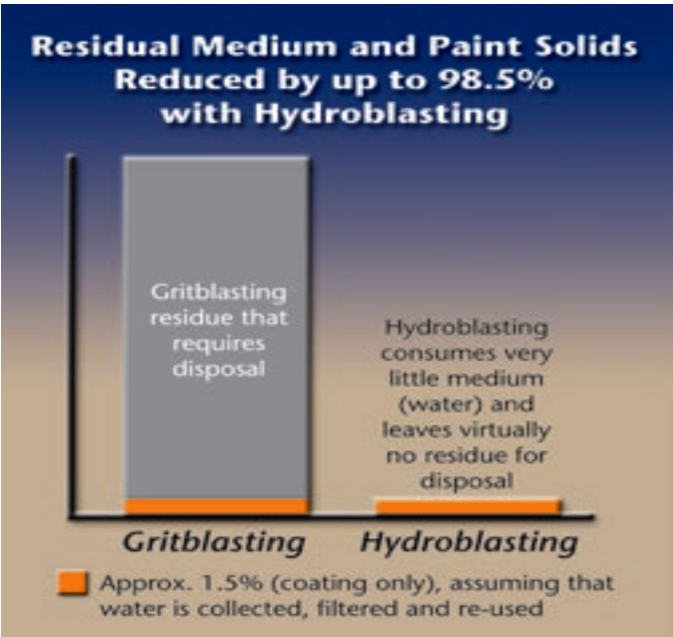
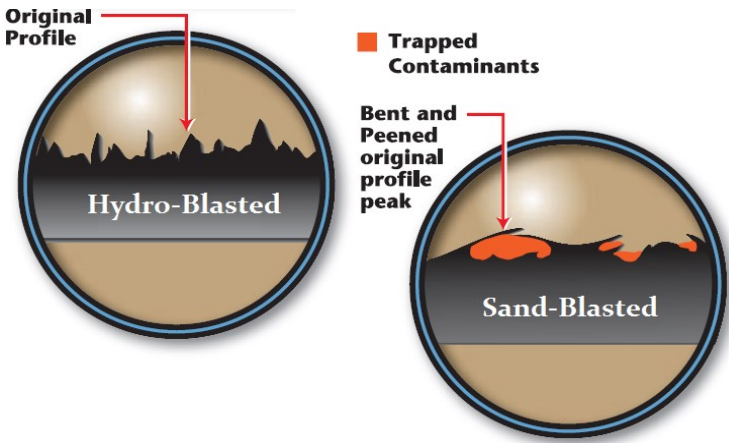


Table shows dramatic reduction in
airborne pollutants

The more variation in the profile of the surface post-blast, the stronger the mechanical bond.



Hollow, deteriorated pool plaster removed
Kansas City, KS

Plaster, Diamond Brite & Pebblecrete

by Mid-America Pool Renovation, Inc.

Overview

Re-plastering is the most economical pool resurfacing option we offer. We offer white and colored pool plaster (also called marcite), Pebblecrete, and other cement and aggregate products such as Diamond Brite®. These linings come with a limited 5-year warranty and are very long-lasting and suitable for specific pool environments.

Plaster
aqueduct
interior



Roman aqueduct to carry water

Cement based plaster has a long history in water containment systems. The hydraulic cement qualities of being able to harden and cure underwater were first developed by the Romans and used as linings for aqueducts and pools.



Roman
plastered
spa with
mosaic tile
floor



Pool re-plastered by Mid-America Pool Renovation, Inc.

At Mid-America Pool Renovation, Inc., we do not sub-contract out our re-plastering. We have our own crew trained in the best methods in California, New England and Australia.

During hand trowelling by our skilled tradesmen, the cement component of the swimming pool plaster matrix is worked to the surface and smoothed while it hardens. It is this smooth, hand-trowelled 'finish' surface that provides both a degree of moisture permeation as well as a degree of water-tightness.

Pool plaster is generally composed of 1-part white cement and 1½ - 2 parts crushed limestone or dolomite. It is applied in two coats to an ideal, minimum final thickness of 3/8-inch, but thickness will vary depending on the condition of the existing concrete surface that is plastered. Properly installed and finished, a plastered pool can be compared to a product shaped from a jello mold, smooth, yet following the contour of the shell. Highly trained, artistic plasterers shaping the surface of a swimming pool with trowels are often compared to and seen as if they are putting icing on a cake.

Cement based surfaces like swimming pool plaster are not susceptible to ultra-violet rays, nor do they become chalky from oxidation like all swimming pool paints.

Plaster and aggregate finishes can be colored, repaired and redone. Pool water chemical balance is very important in cement-based swimming pool surfaces. According to the Association of Pool and Spa Professionals - (APSP) the natural qualities of cement and aggregate will raise pH, affect total alkalinity and have a greater chlorine demand than inert surfaces.

Key to Success: Re-Plaster Preparation

Surface preparation is the most important phase in the re-plaster process. A thorough surface prep assures good adhesion and years of life. Shortcuts lead to problems.

Mid-America Pool Renovation, Inc. uses 40,000 PSI Hydro-Blasting on all re-plastering preps to provide the best mechanical bond to the remaining sound surface. "Scratch coats," "bondcoats" or sandblasting alone cannot provide the same levels of adhesion.

Our ultra-high pressure 40,000 PSI Hydro-Demolition system provides 100% coverage and powers through all layers, removing previous coatings, such as paint, as well as loose, deteriorated, or soft sub-surface material.

Pool Surface After Hydro-Blasting



Saw-cutting and carefully chipping away the old plaster from below your waterline tile allows the plasterers to lay-up the new plaster smooth and flush with the old tile. Eliminating this step leaves an ugly algae-trapping plaster bulge/ledge under the tile.



Saw-cut
and chip
below tile

New plaster flush with tile.
No ugly bulge.



Some projects require complete removal of the previous plaster prior to re-surfacing. While this type of removal process greatly raises the cost of re-surfacing, according to the **Society for Protective Coatings (SSPC)**, the **National Association of Corrosion Engineers' Surface Preparation specification 4.3.3**, and **Pool & Spa Service Industry News**, jackhammering all the old plaster off the shell *"can cause excessive trauma to the integrity of the pool shell and cause structural damage."* According to the **American Concrete Institute (ACI)** *"Hydro-blasting does not induce microcracking, a condition that can be detrimental to the longevity of a repair."*

Other Cement Based Options

Plaster can be colored with blue, green or charcoal oxides. In addition, other cement based linings have entered the market using quartz or rock aggregate base. Quartz and silica aggregates have less permeability than limestone or dolomite pool mix. Diamond Brite® and Pebblecrete are probably the most popular recognized choices.



Diamond Brite®- Aqua Color



Sunstone exposed aggregate

Replaster & Cement Based 5-Year Limited Warranty

There is a 5-year warranty from the date of installation on the new cement based lining against any flaking, peeling, popping-off or excessive color change providing the pool is maintained chemically balanced and full of water (with proper winterization included as per National Spa & Pool Institute's *BASIC POOL & SPA GUIDELINES*, th Edition, instructions for Plaster Finish pools). This warranty only applies to the labor and materials on the new cement based surface and does not cover any damage including, but not limited to: Defects in the structure including structural or hairline cracking; vandalism, intentional or accidental abuse, or neglect; improper acid washes; stains or discoloration due to, but not limited to, the improper use of chemicals, improperly maintained water chemistry, or any introduction of metals or metal ions into the water; improper winterization; underground or hydrostatic water pressure; any acts of God; from any intruder after the plaster crew has left the job site, or from any other action outside the course of normal everyday use and care of the surface lining, or from any other action over which Mid-America Pool Renovation, Inc. has no control. Consequential damages such as, but not limited to, loss of revenue, cost of water, etc., are not covered under the warranty.

Mid-America Pool Renovation, Inc.

Cement-Based Plaster, Diamond Brite® & Aggregate Surfaces

CEMENT-BASED SURFACES **TECHNICAL SPECIFICATIONS**

Compiled and Adapted from the National Plasterers Council TECHNICAL MANUAL, EIGHTH EDITION, The Association of Pool & Spa Professionals (APSP), Service Tech Manual, 5th Edition, the National Association of Corrosion Engineers (NACE) COATINGS AND LININGS FOR IMMERSION SERVICE, The Society for Protective Coatings (SSPC) The Fundamentals of Cleaning and Coating CONCRETE, the United States Department of the Interior, Bureau of Reclamation, Guide to Concrete Repair, publications from the INTERNATIONAL CONCRETE REPAIR INSTITUTE, the CSI *MasterFormat*, the American National Standard for Plastering of Swimming Pools and Spas, ANSI 2015, other chemical and technical publications and journals addressing swimming pool surfacing, materials usage and Mid-America Pool Renovation, Inc.'s SWIMMING POOL RE-PLASTER ISSUES.

PART 1-GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specifications sections, apply to this section.

1.02 SUMMARY OF WORK INCLUDED

- A. This section includes preparation and installation information on MID-AMERICA POOL RENOVATION, Inc.'s Cement-Based surfaces' procedures, including pool plaster (marcite), Diamond Brite®, pebblecrete or other aggregate materials, to items and surfaces scheduled, including MID-AMERICA POOL RENOVATION, Inc.'s surface preparation, cleaning procedures, and material placement recommendations.
- B. Types of materials or systems required for the project include:
 - 1. Cement-Based materials for Submerged Swimming Pool Use:
 - a. Pool Plaster (marcite), Diamond Brite®, pebblecrete and other aggregate materials made for submerged or immersed environmental conditions and comprised of a cement binder, silica quartz, limestone (dolomite), pebble rocks, additives and water, forming an integral fully bonded, low permeable, water-proofing system.

1.03 RELATED WORK

A. Related work which is specified elsewhere

1. EXISTING CONDITIONS, DIVISION 02, 70 00
 - a. 02 32 23 Groundwater Monitoring Before Construction
 - b. 02 71 00 Groundwater Treatment
 - c. 33 24 13 Groundwater Monitoring During Construction
2. CONCRETE, DIVISION 03, 03 00 00
 - a. 03 35 00 Concrete Finishing
 - b. 03 37 19 Pneumatically Placed Concrete
 - c. 03 39 00 Concrete Curing
 - d. 03 60 00 Grouting
3. MASONRY, DIVISION 04, 04 04 00 00
4. FINISHES, DIVISION 09
 - a. 09 01 00 Maintenance of Finishes
 - b. 09 25 00 Other Plastering
 - c. 09 27 00 Plaster Fabrications
 - d. 09 30 00 Tiling
5. SPECIAL CONSTRUCTION, DIVISION 13, 13 00 00

1.04 REFERENCES

A. Publications listed herein are part of this specification to the extent referenced. The criteria established in the specifications shall take precedence over the standards referenced herein.

1. American Society for Testing and Materials (ASTM)

- a. ASTM D 4259 - 88 (Reapproved 2012), Standard Practice for Abrading Concrete.
- b. ASTM D 4258 - 05 (Reapproved 2012), Standard Practice for Surface Cleaning Concrete for Coating.
- c. ASTM D 5295 - 00, Standard Guide for Preparation of Concrete Surfaces for Adhered (Bonded) Membrane Waterproofing Systems

2. American National Standards Institute (ANSI)

- a. Standard Specifications for the Installation of Ceramic Tile

3. International Concrete Repair Institute (ICRI)

- a. Concrete Repair Manual, Fourth Edition, Volumes 1 & 2
- b. Guideline No. 310.1R-2008, Guide for Surface Preparation for the Repair of Deteriorated Concrete Resulting from Reinforcing Steel Corrosion.
- c. Guideline No. 03732, Selecting and Specifying Concrete Surface Preparation for Sealers, Coatings, and Polymer Overlays
- d. Guideline No. 03733, Guide for Selecting and Specifying Materials for Repair of Concrete Surfaces
- e. Guideline No. 03731, Guide for Selecting Application Methods for the Repair of Concrete Surfaces
- f. Technical Guideline No. 03737, Hydrodemolition

4. American Concrete Institute (ACI)

- a. Field Guide to Concrete Repair Application Procedures, Concrete Removal Using Hydrodemolition
- b. Concrete Repair Manual, Fourth Edition, Volumes 1 & 2

5. The Construction Specifications Institute

- a. Construction Documents Technology

6. Society for Protective Coatings (SSPC)

- a. Surface Preparation Specifications and Practices
- b. SSPC-VIS 2, Standard Method of Evaluating Degree of Rusting on Painted Steel Surfaces

7. Association of Pool & Spa Professionals (APSP)

- a. SERVICE TECH MANUAL, 4th Edition

8. National Plasterers Council

- a. Technical Manual, Seventh Edition

9. National Association of Corrosion Engineers (NACE)

- a. COATING & LININGS FOR IMMERSION SERVICE

10. The Society for Protective Coatings (SSPC)

- a. The INSPECTION of COATINGS and LININGS
- b. The Fundamentals of Cleaning and Coating Concrete
- c. Surface Preparation Specifications and Practices

11. International Standards Organization (ISO)

- a. The Rust Grade Book

12. International Code Council (ICC)

- a. International Swimming Pool and Spa Code
- b. Concrete Manual, Concrete Quality and Field Practices

13. WaterJet Technology Association

- a. Recommended Practices for the Use of High Pressure Waterjetting Equipment

14. Tile Installations

- a. Tile Council of North America Handbook for Ceramic, Glass and Stone Tile Installation
- b. American National Standard Institute Specifications for Installation of Ceramic Tile

15. British Adhesives & Sealants Association

- a. Manual of Good Practice in Sealant Application

16. Laticrete International

- a. Tile Installation Handbook
- b. Technical Design Manual, Tiled Swimming Pools, Fountains and Spas

17. United States Department of the Interior Bureau of Reclamation

- a. Guide to Concrete Repair

18. Perkins, Philip H.,

- a. Swimming Pools, A Treatise on Planning Layout, Design & Construction
Water Treatment and Other Services Maintenance and Repairs

19. Plastering Plain and Decorative

1.05 DEFINITIONS & ACRONYMS

Acid Washing: Abrading a Cement-Based surface in order to clean and remove inorganic or chemical stains such as rust or copper sulfate, or to soften and remove calcium deposits; or to remove the film of a cement-based binder to expose aggregates or rock pebbles.

Additive: A material added to a Cement-Based mix to either accelerate or retard the setting time, or to aid in its workability, or to color the material being used.

Aggregate: An inert granular material such as Pool Mix (limestone / dolomite), sand, silica quartz, etc. Aggregates form a component of a material matrix mix and are generally held together by a cement binder.

APSP: Association of Pool & Spa Professionals

Beadcrete®: Pool surfacing material containing spherical glass particles, graded aggregates and a polymer-modified cement binder.

Binder: Cementing component of a mix that holds other components together.

Bleaching: Physical or Chemical action on the surfacing material resulting from the effects of direct sunlight, or drying, or curing process on the material matrix.

Bleeding: Diffusion of moisture arising from the material matrix to the surface.

Blister: Rounded or oval elevation of the surfacing material that is generally a product of trapped air in the material matrix and generally removed by troweling as the material matrix hardens.

Bond: Physical, mechanical or chemical adhesion forces between particles and or surfaces.

Bond Coat: Coating that is applied by rollers or spray to roughen an existing Cement-Based pool surface in preparation for re-surfacing. Bond Coats are generally mixtures of polymer-modified cements, acrylics and / or water based epoxies. Advertised as a suitable 'mechanical' bonding material to old surfaces, the technology is based more on a 'chemical' bonding theory.

Breathing: Ability of a material matrix to allow permeability of moisture to pass through the material without destroying the benefits of the material's waterproofing capability.

Calcium Carbonate: A chemical compound with the chemical formula CaCO_3 . It is a common substance found in rock in all parts of the world.

Calcium Chloride: Accelerating compound for Cement-Based material mixes.

Calcium Deposits: Generally whitish crystals, nodules or deposits precipitating on a hardened surfacing material, tile and tile grout, plastic fittings, etc., resulting from the water's attempt to balance itself (low calcium hardness, low alkalinity or low pH). Most noticeable in dark colored surfaces and in salt-generated chlorine treated swimming pools.

C.A.S.: Chemical Abstracts Service

Caulk: Elastomeric material used to seal against moisture penetration and to allow for expansion and contraction within various types of joints.

Cement: The binder component in a material matrix. Generally Portland and Hydraulic cements are used in the swimming pool industry.

Compressive Strength: The amount of force in psi placed on a flat object.

Copper Sulfate: A blue / green chemical deposit on a hardened material surface resulting from low pH pool water in contact with copper in heater cores and elements or in copper components in the pool equipment.

Coverage: Generally the spreading rate in f² for Cement-Based material mixes.

Check Cracking / Crazeing: Spider web random patterns in the surface of a plaster finish. These are minute, and are not open cracks. Disappear after the surface is submerged / immersed in water.

Cracking: Hairline; very small, generally static, and generally does not penetrate through the entire surface. Structural; varying in width, could be static or dynamic and generally penetrates through the entire surface.

Cure / Curing: The toughening and hardening of a material matrix through the process of hydration.

Diamond Brite®: Pre-mixed Material Matrix combining colored silica quartz aggregate and polymer-modified cement as a surfacing material for swimming pools.

Delamination: Separation in the bond between a material and substrate, or separation between layers of a material.

Elastomeric: Polymer having the elastic properties of rubber, being able to stretch or contract, and then return to its natural state.

Etching: Physical or Chemical deterioration of a surface.

Flexural Strength: Measurement of the maximum strength a material can withstand while being bent under a load before breaking

Freeze / Thaw Cycling: Changes in temperatures that create expansion and contraction stress.

Hydro-Blasting, Ultra High Pressure Water Jetting: Water blasting in the range of 10,000 psi - 40,000 psi.

Hydro-Static Pressure: Water pressure in the sub-surface under a swimming pool or other immersion vessel exerting upward force on the pool or vessel. Hydro-static Pressure can be significant enough to affect surface coating and linings, and can force a pool or vessel out of the ground.

Krystalkrete®: Pre-mixed Material Matrix combining colored silica quartz aggregate and polymer-modified cement as a surfacing material for swimming pools.

Marbelite: Synonym for Pool Plaster.

Marcite: Synonym for Pool Plaster.

Mottling: Varying degrees in shading and / or coloration in the surface of a material matrix.

Plaster Finish: (Proper, accepted standard) A surface finish no rougher than comparable 220-grit sandpaper.

Polyurea: Type of elastomeric compound that is derived from the reaction product of an isocyanate component and a synthetic resin.

Pool Plaster: Material matrix consisting of 1-part Portland cement (generally White Portland), and 1-1/2 or 2-parts aggregate (generally limestone / dolomite Pool Mix), or a pre-measured combination of these materials.

Pop-off: See Delamination.

Tensile Strength: Measurement of the maximum strength a material can withstand while being stretched or pulled before failing or breaking.

Winterization Levels: Where areas of the country are affected by freezing temperatures, a swimming pool or other water vessel may require lowering of the water levels, clearing of recirculation lines, etc. See ASAP, Service Tech Manual, 4th Edition, Section 10, pages 18 - 19.

1.06 SYSTEM DESCRIPTION

Types of special coating systems required for such projects include:

Cement-Based Surfaces for Submerged Environmental Use:

Systems developed for submerged / immersion service conditions, generally comprised of a cement & aggregate *in situ* terrazzo mix in proportions of 1-Part Portland Cement and 1-1/2 to 2-Parts of a graded limestone or dolomite aggregates, plasticizers and bonding agents as additives. This surface forms an integral, fully-bonded, permeable water proofing coating system for swimming pools and other vessels.

1.07 QUALITY ASSURANCE

A. Manufacturer / Installer Materials: MID-AMERICA POOL RENOVATION, Inc. has over 10-Years of successful experience as a Cement-Based surfacing and re-surfacing installer.

1. MID-AMERICA POOL RENOVATION, Inc. will provide Daily documented report Sheets during the preparation and installation process gauging surface conditions and the resulting finished product.
2. MID-AMERICA POOL RENOVATION, Inc. will provide and install the cement-based surface that is specified and that is compatible with the concrete, gunite, shot-crete or cement surface undercoat materials.
3. Prior to beginning Work and as a matter of protection for the Owner, MID-AMERICA POOL RENOVATION, Inc. will provide a current Certificate of Insurance, and shall maintain such insurance covering any claims under Workman's Compensation, bodily or property injury, and liability for the duration of the Project.
4. MID-AMERICA POOL RENOVATION, Inc. will provide Performance and Payment Bonds, and a Certified Payroll Report for Prevailing Wage paying Projects.

B. Source Responsibility & Compatibility: MID-AMERICA POOL RENOVATION, Inc. will provide all the specified materials and insure compatibility between all materials used for the Project.

C. Coordination of Work: MID-AMERICA POOL RENOVATION, Inc. will review job conditions, materials, and the substrate system, and shall notify the Architect or Owner of any problems anticipated in the execution of work or anticipated in using the Cement-Based material that is specified.

D. Field Samples: On actual wall and floor surfaces, MID-AMERICA POOL RENOVATION, Inc. will duplicate finished samples of the specified materials.

E. Material Quality:

1. MID-AMERICA POOL RENOVATION, Inc. will provide new, unused, bagged material identified as from the specified materials' manufacturer.
2. MID-AMERICA POOL RENOVATION, Inc. will provide the best quality grade of the cement-based surface that is specified. This surface is manufactured for submerged environmental conditions, including chlorine, muriatic acid and other swimming pool chemicals, within the limitations and conditions listed below or in application

warranties. Packaged materials not displaying the specified cement-based surface identification name will not be acceptable or used.

3. MID-AMERICA POOL RENOVATION, Inc. will leave a minimum of two (2) unopened bags of material of the same Lot # as used in the Project in the event of need for future use.

F. Value Engineering: MID-AMERICA POOL RENOVATION, Inc. is amenable to participating in Value Engineering principles if offered or part of the Construction Agreement specifications.

1.08 SUBMITTALS

- A. **Product Data:** Trade Names: 1) Pool Plaster, 2) Colored Aggregate finishes, 3) pebblecrete (rock pebbles). Mixture Ingredients: Grey Portland Cement, White Portland Cement, C.A.S. Number: 65997-15-1, made from especially Pure Chalk or Limestone, China Clay low in iron (shall contain not more than 0.50% by weight Ferric Oxide,) and white silica sand; Pool Mix, C.A.S. Number 471-34-1, made from Silica, Quartz, Calcium Carbonate Dust; Crystalline Silica, C.A. S. Number 14808-60-7. Complete Material Data Sheets on all materials used in the application process are available upon request.
 1. List each material and cross-reference the specific surface finish system and application. Identify each material by the manufacturer's catalog number and general classification. Complete material labeling placed on all materials used for application. Unique formulations or identification of special materials is a Trade Secret and may not be included.
- B. **Sample:** MID-AMERICA POOL RENOVATION, Inc. will submit samples for review of the color and texture of the surface to be provided.
 1. MID-AMERICA POOL RENOVATION, Inc. will provide samples of each color and material to be applied with texture to simulate actual conditions, on representative samples of the actual substrate within ten (10) working days of the General Contract award.
 - a. MID-AMERICA POOL RENOVATION, Inc. may provide two 6" square samples for each type color and finish.
 - b. Color : White. Specialty colors / mixes upon request.
 - c. Texture: Smooth, as defined as having the consistency of 220-grit, very fine sandpaper. Aggregate textures vary.

C. LIMITED WARRANTY

For a period of 5 years from the date of installation to _____, who is the original purchaser of this cement-based surface. This cement-based surface is warranted against any flaking, peeling, popping-off or excessive color change providing the pool is maintained chemically balanced, and full of water (with proper winterization included as per The Association of Pool and Spa Professionals (APSP) **Service Tech Manual, 4th Edition**, instructions for Plaster Finish pools, pg. 10-29.

LIMITATIONS AND EXCLUSIONS

This warranty only applies to the labor and materials on the newly placed surface material and does not cover any DAMAGE including, but not limited to or from: Failure to completely fill the pool with water within 3-days of receiving notice to fill; Defects in the structure including structural or hairline cracking; Vandalism, intentional or accidental abuse, or neglect; Improper acid washes; Stains or discoloration due to, but not limited to, the improper use of chemicals, improperly maintained water chemistry, or any introduction of metals or metal ions into the water; Improper winterization; Hydro-static water pressure; Any acts of God; or from any intruder after the plaster crew has left the job site, or from any other action outside the course of normal everyday use and care of the surface lining, or from any other action over which Mid-America Pool Renovation, Inc. has no control. Repairs, alterations, or modifications made by persons or entities other than Mid-America Pool Renovation, Inc., are not covered under this warranty. Consequential damages such as, but not limited to, loss of revenue, cost of water, etc., are not covered under warranty.

WARRANTY TRANSFER PROCEDURES

This warranty is hereby issued to the current owner (s) of this property at the time the work is being done, and is transferable only upon a written request. The Qualifications for a Warranty Transfer to a new owner to effect are: 1) An on-site inspection prior to sale completion, 2) A written report after inspection, 3) Handing over the PLASTER INFORMATION SCHEDULE, Guidelines for proper Pool Surface Care, a copy of this Limited Warranty, and any other pertinent reports on the pool to the new owner, and 4) Obtaining signature receipt of such materials from the new owner. The Fee for a Warranty Transfer is *\$500.00* .

NOTIFICATION – KEEP THIS WARRANTY

In the event of any claim under this warranty, Contractor shall be notified in writing within ten (10) days of the leak or crack occurring. A copy of the original sales contract and a copy of this warranty must accompany the claim. If not notified as stated and/or the pool is drained, emptied, or work is attempted on the pool area in question prior to an inspection by the Contractor, this warranty shall automatically become null and void with no further responsibility by the Contractor.

Notification shall be sent to:
Mid-America Pool Renovation, Inc.
5929 East 154th Terrace
Grandview, MO 64030

1.09 DELIVERY, STORAGE, AND HANDLING

A. MID-AMERICA POOL RENOVATION, Inc. will deliver all packaged materials to the job site in original, new, unopened packages, bags and containers bearing the name and label and the following information:

1. The name of the manufacturer and the Trade Name of the specified cement-based surface materials.
2. Federal Specification number, if applicable.
3. The name, stock & batch number and date of manufacture.

4. Contents by volume, for major pigment and vehicle constituents per each container.
 5. Application instructions.
 6. Color name and number.
 7. Handling instructions and precautions.
 8. Material Safety Data Sheets for all material to be used.
- B.** Materials not in actual use will be stored in tightly covered, dry containers at a minimum ambient temperature of 45 degrees, (7 degrees C) in a well-ventilated area. Containers used in storage will be kept in a clean condition, free of foreign materials and residue.

In addition, MID-AMERICA POOL RENOVATION, Inc. will take the necessary precautionary measures to ensure that workman and work areas are adequately protected from any health hazards resulting from handling, mixing and application of the cement-based surface materials.

PART 2 - PRODUCTS

2.01 MANUFACTURERS

- A.** Available Manufacturers: Subject to compliance with requirements, manufacturers offering products which may be incorporated in the work schedule, but not limited to, as follows:
1. Lehigh Cement Company.
 2. Imerys, Roswell, GA.
 3. Southern Grouts & Mortars, Inc.
 4. CL Industries
 5. 3M Construction
 6. Substitutions / Alternates must have equivalent or better physical properties.

2.02 INTERIOR AQUATIC CEMENT-BASED SURFACE MATERIALS

- A.** System: Cement-based system to be specified. Systems include pool plaster (marcite, marbelite), Diamond Brite®, Kyrstalkrete®, Beadcrete®, among others.
- B.** Inspection: MID-AMERICA POOL RENOVATION, Inc. will examine substrates and conditions under which the specified cement-based surface will be installed for compliance with requirements for application. We will not proceed with application until unsatisfactory conditions have been corrected.
1. Starting of installation work will be construed as MID-AMERICA RENOVATION, Inc.'s acceptance of surface within any particular area.
 2. MID-AMERICA POOL RENOVATION, Inc. does not apply cement-based surfaces over dirt, rust, grease, standing water, stuffed surfaces, or conditions otherwise detrimental to formation of a durable, fully attached, watertight surface.

PART 3 - EXECUTION

3.01 PREPARATION

- A. **General:** Remove hardware, hardware accessories, plates, machined surfaces, light fixtures, and similar items and store in a safe, secured place on site until surfacing is completed. On non-removable fixtures, provide surface-applied protection prior to surface preparation and application. Remove these items if necessary for complete surfacing. Following completion of the surfacing operation in each space or area, reinstall items removed using workmen skilled in trades involved. Securely cover all gutter areas. Place air-blown fittings in all main drain suction lines to block debris from entering the filter system. Plug all return, or other orifice lines throughout the entire pool.
1. Clean surfaces to be surfaced before applying the cement-based surface. Program cleaning and application so that dust and other contaminants from the cleaning process will not fall on the new, wet surface materials.
- B. **Surface preparation Summary:** Perform surface preparation and cleaning in compliance with MID-AMERICA POOL RENOVATION, Inc.'s instructions for the particular substrate conditions as specified herein.
1. Notify the Purchaser in writing of anticipated problems using surface preparation of methods and coatings specified with substrates furnished by the specified manufacturers.
 2. Verify that the surface is sound, that all surface preparation, expansion or control joint repairs if any, and other preparatory work are satisfactorily completed prior to applying the specified cement-based surfacing materials.
- C. **Cement / Concrete Surfaces:** Prepare cement or concrete surfaces, (shot-crete, gunite, formed concrete, pool plaster, marcite, pebblecrete, Diamond Brite®, brown-coat / render), to receive new surfacing materials by removing efflorescence, laitance, chalk, dust, grease, oils, and by various means of roughening (UHP-WJ Hydro-blasting) if required, to remove glaze. If hardeners or sealers have been used to improve concrete curing and detected by UV Light Testing or other means, use mechanical methods of surface preparation (brush-blasting, Hydro-blasting or scarification).

1. **Surface Removal of Previous Coatings (Total Removal)**

- a. The optimum, environmentally friendly surface preparation method for Total Removal is 40,000 psi (or +) Ultra High Pressure Water jetting (UHP-WJ). Water jetting achieves 100% surface contact, and can accomplish up to 100% removal of previous coatings. Water jetting prepares the surface for the best Mechanical Bond between new and existing materials. UHP-WJ procedures are to follow International Concrete Repair Institute Technical Guideline No. 03737, American Concrete Institute RAP Bulletin 14, and WaterJet Technology Association recommended practices.
- b. If specified, use of abrasive blasting methods such as sandblasting or mechanical grinding is allowed if the cement-based surface has been painted or seal coated, or if otherwise recommended by MID-AMERICA

POOL RENOVATION, Inc. All existing pool paint must be removed. Avoid direct circular sanding as a preparation method.

- c. If the pool has a failing thermoplastic, polyurea, fiberglass, or other type of elastomeric or PVC liner material, manually remove all of the existing materials including the liner, fleece and all of the metal fasteners used in the liner fastening system off from the pool structure. Manually grind or hydro-blast off all remaining adhesive materials, glues or paints used in or residing under the failed lining or coating system off of the pool structure.
- d. If the concrete surface of the pool shell below the plaster or other lining is deteriorated or degraded by freeze / thaw activity, reinforcement steel carbonation, or severe spalling from thermal interactions, follow these instructions:
 - a) Manually / mechanically remove all deteriorated and loose concrete materials, aggregates, or toppings.
 - b) If corroded reinforcement steel is found in the deteriorated areas, cut and remove the corroded steel.
 - c) Perform 40,000 psi Ultra High Pressure Water jetting (UHP-WJ) over the entire surface down to a sound base.
 - d) If specified, install new epoxy doweled reinforcement steel.
 - e) If sizeable areas or amounts of unsound concrete are found, consult a structural engineer for site inspection and remedial recommendations.
 - f) Prepare and patch all deteriorated areas with polymer modified cement according to manufacturer's instructions, in accordance with ASTM Standards C928-05, C-811 and D-5295, NACE 21082 , SSPC SP 13 / NACE 6, or other standards that may apply and be specified in the project's repair methodology.

2. Other Preparation Methods – When Total Removal is not Specified

- a. The optimum recommended surface preparation method is 40,000 psi Ultra High Pressure Water jetting (UHP-WJ), which achieves 100% surface coverage removing soft or deteriorated materials, previous coatings and hidden contaminants. UHP-WJ procedures are to follow International Concrete Repair Institute Technical Guideline No. 03737, and American Concrete Institute RAP Bulletin 14 and WaterJet Technology Association recommended practices..
- b. Mechanically chip the entire pool surface in accordance with the 'axe-chipping' preparation method to remove all unsound material. Do not attempt a total removal process by jack-hammering of an existing cement-based surface because it can cause excessive trauma to the integrity of the pool shell, micro-cracking of the pool shell, cause structural damage or expose old, chalky concrete.
- c. Slurry or Bond Coats can be successful over an existing pool surface if:
 - 1) All pool paint and all loose and spalling material is mechanically removed,
 - 2) Installed on an indoor pool facility when water is kept in the vessel a majority of the time, and only to manufacturer's application instructions with complete documentation and pictorial history of the installation, and
 - 3) Be listed as non-emulsifiable by manufacturer's letter.

If any of these three (3) conditions cannot be met, a Bond Coat should not be used.

- d. Cut a ¼" wide minimum groove into the existing surfacing materials around all fittings, pool light niches, drains, and other non-removable fixtures.
- e. Mechanically or manually chip the existing surfacing materials to remove the materials from below fixtures (such as tile) to a span minimum of 2" - 4" to allow for a uniform transition with the new cement-based finish to existing surfaces at all fixture locations.

3. Final Area Preparation & Site and Vessel Cleaning

- a. Clean the pool, decking and surrounds, and remove all debris from the job site.
- b. Water blast, or high pressure water blast (as needed) the entire surface using a minimum 3500 psi water blaster. Clean and pump out resulting water and residue while water blasting.
 - 1) As a preparation step, avoid muriatic acid washes on existing surfaces. Acid washes tend to deposit chlorides that cause contamination of the existing surface and can permeate the surface causing corrosion to the reinforcement steel and the dissolution of the cement and concrete matrix.
- c. After water blasting and initial cleaning, sound the entire surface and wash the entire pool surface using a hand held garden hose. Remove all delaminated areas failing the sounding test.
- d. Examine the dry surface for any weepers, i.e. penetration of hydro-static or other water source ingress into the pool.
- e. Control all hydrostatic water ingress into the pool before starting to apply new cement-based surfacing materials. Do not apply new surfacing materials onto continuous hydrostatic water ingress areas.
- f. Use application methods as advised by MID-AMERICA POOL RENOVATION, Inc. in each situation. Hydrostatic control methods are considered a Trade Secret and not specified herein.
- g. Should an FRP system be used on a structure crack or other swimming pool area that is specified for an FRP system, prior to the drying, broadcast dry sand into the final application of wet resin. Allow 24-hours for the resin and broadcast sand to thoroughly dry. Clean off any unbonded sand and proceed to install the Cementitious system over the FRP area.

D. Pools Left Empty During the Off-Season:

- 1. Monolithic gunite, shot-crete or formed concrete pools that have a cement-based surface cannot not be left empty during the off-season, or for periods of time exceeding 3-days for cleaning purposes.

E. Winterization of Monolithic Pools in Severe Climates in the Off-Season:

This partial list of MID-AMERICA POOL RENOVATION, Inc., instructions for winterization are referenced from the BASIC POOL & SPA TECHNOLOGY, 3RD EDITION, National Spa & Pool Institute, now known as the Association of Pool & Spa Professionals (APSP), page. 10-29. They are listed here as recommendations to protect the integrity of the monolithic pool structure.

1. “In climates where freezing temperatures are normal, a pool or spa should be completely winterized by cleaning, treating water (if left standing), and protecting pool and equipment against the weather. Even if your customers are planning to use their pool or spa as an ice skating rink, it's still necessary to winterize the plumbing, equipment, and pool structure before a freeze. This section provides standard procedures for winterizing, but it does not cover every type of equipment. It is important to check product information.
2. Water: Cleaning - Vacuum thoroughly. Vacuum waste water to the appropriate waste or sewer system since the water level must be lowered for winterizing. If the filter does not have a "waste" position, vacuum on "filter" only. Where appropriate, use a portable pump to vacuum directly to waste. Treatment - Test the water, balance the pH, calcium hardness, and Total Alkalinity. Chemically treat the water with disinfectant, stabilizer, and algaecide just as you would at other times. This treatment is very important so water will not become corrosive when the temperature reaches the freezing point. Depending on the chemicals, some are added before draining and some are added just before putting on a cover.
3. “Lower Water Level - Here are suggested winter water levels for different types of pools, with or without solid material covers or mesh covers (consult your cover manufacturer's literature):
 1. Vinyl-Lined: (Lined type) 1" below skimmer mouth (but lower in areas of heavy rain and snow precipitation's.)
 2. Plaster Finish, with a Solid Material Cover: 1" to 6" below the skimmer mouth or tile line, whichever is lower.
 3. Painted or Natural Finish, with Solid Material Cover: 6" below skimmer mouth.
 4. With No Covers or Mesh Cover: 18" to 24" below skimmer mouth. Hydrostatic pressure can destroy a drained pool if proper precautions are not taken. If there is a drainage bed beneath the floor, then the pool can be completely drained, subject to the designed strength of the walls. In this case, the bottom drain valves must be left open. If in doubt about drainage beds, it is best to leave pool almost full of water.”

- F. Structural Crack Repair & Prevention:** No swimming pool lining membrane will keep a concrete structure from moving. In situations where a structural crack is evident and depending on its severity, MID-AMERICA POOL RENOVATION, Inc. may exercise repair and precautionary measures such as: Bridging, Engineered Stress Relief, Placing in Control Joints, the use of Epoxy Injection, use of Type IV epoxy systems, the use of an expandable Two-Part

Epoxy Resin Grout System. Consult a structural engineer or the project architect for further directions.

3.02 INSTALLATION

- A.** Install the specified cement-based surface according to material manufacturers' recommendations and according to placement guidelines of the National Plasterers Council.
- B.** Spray or lightly dampen the entire surface area to receive new cement-based surfacing materials. Do not allow water to run freely or puddle on these areas.
- C.** Produce a minimum thickness of 3/8", with other varying thickness to produce an even, smooth surface, abutting all drains, lights, inlets and other fixtures without an uneven or irregular transition point.
- D.** After troweling materials to produce an even, smooth or textured surface depending on the material system specified, allow the materials to dry.
- E.** Fill the pool according to the directions given in PART 7 below.

3.03 PROJECT CONDITIONS

- A.** Apply the surface materials only when the temperatures of the surfaces to be coated and surrounding air temperature are as follows: (40° F minimum ambient & surface temperature), and not expected to fall below 32° within the immediate next 24-hour period.
- B.** After application, the surface materials are to be submerged within the next immediate 72-hour period, and remain submerged through their life-usage period (proper winterization levels excepted).
- C.** Surfaces not capable of submersion within a 72-hour period, or when specified are to be mist cured.

3.04 REMOVAL OF, OR APPLICATION OF RACING LANE & TARGET TILES, WATERLINE, HI-LITE, OR OTHER CERAMIC TILING

- A.** If existing tiles racing lanes are to be covered by new cement-based surfacing materials, all of the existing tile must be removed (during preparation stages). MID-AMERICA POOL RENOVATION, Inc., will not apply cement-based surfacing materials over existing tiling.
- B.** If new tiling is to be applied, all tiling must be placed prior to installation of new cement-based surfacing materials in accordance with the American National Standard Specifications for the Installation of Ceramic Tile and practices of the Tile Council of North America, Inc.
- D.** Colored cement-based surfaces are subject to the conditions of the National Plasterers Council White and Colored Plaster Agreement, and warranties as specified by the materials manufacturers.

To minimize fading and color differences in colored cement-based pool surfaces, only use inorganic coloring agents.

- E. All cement-based surfacing materials should remain submerged during their life usage period, requiring that a minimum of 6" of ceramic, frost-proof tiling be placed at the uppermost section of the top of the interior pool structure, so as to allow all of the new cement-based surface to remain submerged below the pool's natural operating water line.
- F. MID-AMERICA POOL RENOVATION, Inc. does not recommend applying any pool paint, sealers, or stains onto the newly applied cement-based surfacing materials, and does not recommend placing cement-based surfaces above the pool's natural operating water line.

3.05 CLEAN-UP & PROTECTION

- A. During process of the work, MID-AMERICA POOL RENOVATION, Inc. will remove from the project site discarded materials, rubbish, cans and rags resulting from use during installation on a daily basis.
- B. During process of the work, clean all spattered surfaces. Remove spattered materials by proper methods of washing and scraping, using care not to damage finished surfaces.
- C. Protect the work of other trades, whether to be coated or not, against damage. Correct damage by cleaning, replacing and / or recoating as directed by an Architect. Leave work in undamaged condition.
- D. Provide and post "Caution", and "Do Not Enter", and other signs as might be required on all entries into enclosed or indoor environments where application is taking place.
- E. Provide and supply fresh air circulation, and contaminated air exhaust on all enclosed or indoor environments where application is taking place.

PART 4 - CONTRACTORS EXPERIENCE AND QUALIFICATIONS

- 4.01 Contractor must have a minimum of 5-years of experience preparing and applying cement-based surfaces onto previously surfaced swimming pools and will submit a minimum list of five completed projects spanning over the last six years to quality this experience.
- 4.02 MID-AMERICA POOL RENOVATION, Inc. has the appropriate experience and training to submit proof of an ability to perform the work specified herein through a Statement of Qualifications as set out in Contract by the Architect; and experience in the application of cement-based surfaces.

PART 5 – MID-AMERICA POOL RENOVATION, Inc.'s

General Precautions:

- 5.01** All personnel concerned with the handling of these materials must maintain strict cleanliness, both of their person and of the area in which they work. There is no substitute for strict cleanliness and good housekeeping.
- 5.02** Employees and applicators must be properly trained and regularly reminded of the consequences of contact, and admonished to take the necessary precautions at the beginning of all projects.
- 5.03** Suitable protective clothing (including gloves, eye protection and dust masks to prevent contact are mandatorily required. All skin contact should be avoided by wear of light-weight clothing. Eye protection, such as glasses, safety glasses or sunshades are mandatory and required.
- 5.04** Smoking on or near job-site applications results in immediate dismissal.

PART 6 - FIELD QUALITY CONTROL

- 6.01** The owner reserves the right to invoke the following test procedures at any time, and as often as the owner deems necessary, during the cement-based surfaces installation.
 - A.** The Owner will engage the services of an independent testing laboratory for testing. Samples of the materials on the project site will be taken, identified and sealed, and must be certified in the presence of a representative of MID-AMERICA POOL RENOVATION, Inc.

The testing laboratory will perform appropriate tests for any of the following characteristics as required by the Owner:

- 1. Quantitative materials analysis.
 - 2. Absorption.
 - 3. Accelerated weathering.
 - 4. Accelerated yellowness.
 - 5. Color retention.
 - 6. Alkali and mildew resistance.
 - 7. Abrasion resistance.
 - 8. Apparent reflectivity.
 - 9. Washability.
 - 10. Dry Opacity.
 - 11. Re-coating.
 - 12. Skinning.
 - B.** If results show materials being used do not comply with requirements, MID-AMERICA POOL RENOVATION, Inc. may be directed to stop work, remove non-complying materials, pay for testing, prepare and re-surface previously surfaced areas, or remove rejected materials from previously surfaced areas.

PART 7 - PLASTER INFORMATION SCHEDULE AND GUIDELINES FOR PROPER SURFACE CARE

We have set down the following guidelines for proper care of cement-based interiors.

Fill the pool by the water hose as set up by the installation crew. Do not stop water until the pool is completely full. If the water is stopped before the pool is full, it is likely there will be a water-mark ring at the point where the water was stopped and that mark will be difficult if not impossible to remove.

Should a second hose be added later, make sure it is placed in the deep end of the pool striking the water accumulated by the first hose. Do not lay the hose on the pool floor or let the water strike any part of the new surface.

Pools lights are water-cooled so do not turn on the light until the pool is full.

No swimming, pets, or curiosity trips into the pool before the pool is full, as tracks are sure result.

NEVER under any circumstances spray or hose down the surface while the pool is filling.

The pool is safe to swim in once it is full of water.

Do not add salt or turn on a salt generator system until after the 30-day curing period is over.

MAINTENANCE

After the filter has been started, the pool should be brushed twice daily the first week and once a day thereafter for four week. An alkaline residue tends to accumulate in all newly cement-based surfaced pools and may produce a cloudy appearance until cleared by the filter system. This is normal but if not removed, the residue can harden and the surface becomes extremely rough.

Vacuum as normal.

Diatomaceous Earth filter pads should be removed and cleaned regularly during this period.

Keep the chemical balance of the pool water at the proper levels at all times. Check chemical levels after a storm. Failure to keep a correct chemical balance may result in either a scale build-up or a chemical etching of plaster.

Stains and calcium deposits that do develop on pool surfaces are normally removed professionally, either underwater or by draining and applying a light acid wash and/or sanding with a high speed sander and special sanding discs.

Do not drain the pool without consulting MID-AMERICA POOL RENOVATION, Inc., your contractor or your swimming pool service technician. Cement-based surfaces can be severely damaged if permitted to dry out. Draining is not recommended for at least 1-½ years, except for major repair and then only under professional supervision.

GENERAL MATERIAL QUALIFICATIONS

Cement-based surfaces are natural products, and as they are applied over other natural products, they cannot be warranted against any streaks, stains, discoloration and spotting caused by foreign impurities in the pool shell over which MID-AMERICA POOL RENOVATION, Inc. has no control, and which may bleed and appear through new surface, (including wood, insects, paper, steel, etc.), or any foreign impurity that may land on the surface during the filling of the pool, after the work crew has left the job site, or after the pool is full of water.

Mid-America does not accept responsibility if damage occurs to the cement-based surface for any of the following reasons: Acts of God; the pool owner or any intruder after the work crew has left the job site; water seepage which cannot be stopped in the normal course of lining the pool; any cracking or other damage caused by structural faults; allowing the pool to sit empty for any extended amount of time or taking over four (4) days to fill with water; chemical imbalance or chemical staining; acid washing or wire brushing; or any other action outside the course of normal everyday use and care of the pool; or any nature or sort of calcification on or throughout the cement-based surface.

Minor stains can be removed easily with wet and dry sanding paper, underwater.

Colored plaster interiors are susceptible to discoloration, fading and botching, even if inorganic colors are used, and therefore require more attention to achieve an acceptable result. We cannot guarantee the stability or shade of color dyes used.

**FURTHER INQUIRIES, PLEASE CONTACT US. (816) 994-3300 or
(800) 253 7349**

Cement-Based Surface Warranty
Pool Plaster, Diamond Brite®, Pebblecrete, etc.

Mid-America Pool Renovation, Inc.
LIMITED WARRANTY

SAMPLE

For a period of 5 years from the date of installation to _____, who is the original purchaser of this cement-based surface. This cement-based surface is warranted against any flaking, peeling, popping-off or excessive color change providing the pool is maintained chemically balanced, and full of water (with proper winterization included as per The Association of Pool and Spa Professionals BASIC POOL & SPA GUIDELINES, 4th Edition, instructions for Plaster Finish pools).

LIMITATIONS AND EXCLUSIONS

This warranty only applies to the labor and materials on the newly placed surface material and does not cover any DAMAGE including, but not limited to or from: Failure to completely fill the pool with water within 5-days of receiving notice to fill; Defects in the structure including structural or hairline cracking; Vandalism, intentional or accidental abuse, or neglect; Improper acid washes; Stains or discoloration due to, but not limited to, the improper use of chemicals, improperly maintained water chemistry, or any introduction of metals or metal ions into the water; Improper winterization; Hydro-static water pressure; Any acts of God; or from any intruder after the plaster crew has left the job site, or from any other action outside the course of normal everyday use and care of the surface lining, or from any other action over which Mid-America Pool Renovation, Inc. has no control. Repairs, alterations, or modifications made by persons or entities other than Mid-America Pool Renovation, Inc., are not covered under this warranty. Consequential damages such as, but not limited to, loss of revenue, cost of water, etc., are not covered under warranty.

WARRANTY TRANSFER PROCEDURES

This warranty is hereby issued to the current owner (s) of this property at the time the work is being done, and is transferable only upon a written request. The Qualifications for a Warranty Transfer to a new owner to effect are: 1) An on-site inspection prior to sale completion, 2) A written report after inspection, 3) Handing over the PLASTER INFORMATION SCHEDULE, Guidelines for proper Pool Surface Care, a copy of this Limited Warranty, and any other pertinent reports on the pool to the new owner, and 4) Obtaining signature receipt of such materials from the new owner. The Fee for a Warranty Transfer is \$500.00.

NOTIFICATION – KEEP THIS WARRANTY

In the event of any claim under this warranty, Contractor shall be notified in writing within ten (10) days of the leak or crack occurring. A copy of the original sales contract and a copy of this warranty must accompany the claim. If not notified as stated and/or the pool is drained, emptied, or work is attempted on the pool area in question prior to an inspection by the Contractor, this warranty shall automatically become null and void with no further responsibility by the Contractor.

Notification shall be sent to:
Mid-America Pool Renovation, Inc.
5929 East 154th Terrace
Grandview, MO 64030

Installation Date:
Warranty Number:

Issued To:
Address:

10/09



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/28/2021

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INSURED Mid-America Pool Renovation, Inc. 5929 East 154th Terrace Grandview MO 64030	INSURER(S) AFFORDING COVERAGE INSURER A: American Casualty Co of Reading PA INSURER B: Continental Casualty Company INSURER C: Transportation Insurance Company INSURER D: National Fire Insurance Company of Hartford INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 618115033**REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			4020096140	10/1/2021	10/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			4020096137	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			4020096123	10/1/2021	10/1/2022	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
D	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	WC650490916	10/1/2021	10/1/2022	☒ 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

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

*For Informational Purposes Only

CERTIFICATE HOLDER**CANCELLATION**

Sample Certificate
Mid-America Pool Renovation, Inc.
5929 East 154th Terrace
Grandview MO 64030

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

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City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Request for Proposal 2022-09P; Transportation Management Association Development and Activation Award
Action Requested:	Acceptance of Award
Department:	Engineering
Presented By:	Terri Partch
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	During 2021 City staff worked with RFTA to analyze parking needs, congestion, local transit and bus rapid transit. In this study, the consultant projected traffic to grow from it's current level of approximately 28,000-30,000 vehicles per day on Grand Avenue to 46,000 vehicles per day based on population growth in western Garfield County and existing annual traffic growth rates. Census data from 2019 indicates that approximately 78% of the people primarily employed within Glenwood Springs live outside of Glenwood Springs, and that approximately 62% of people living in Glenwood Springs commute to jobs outside of the City. Congestion on SH 82/Grand Avenue currently exists in the morning and afternoon peak hours. Should these trends continue, congestion on the SH 82/Grand Avenue corridor will expand to hours outside of the current peak hours and the quality of life in Glenwood Springs will be impacted by congestion, frustration and cut through traffic. One of the means to reduce the continued growth of traffic on SH 82/Grand Avenue is to incentivize people to use other means of travel than a single-occupancy vehicle. A transportation demand management program (TDM program) is a suite of activities to encourage these behaviors. The City released a request for proposals to establish a transportation management association (TMA) which is a group of local businesses, governments and other interested groups to develop the TDM program within Glenwood Springs and help the City implement the program over the next two years. The City received one proposal from Urban Trans, a national and Colorado-based firm with a lot of experience in TMA and TDM program development both locally and nationally. Urban Trans met the City's proposal requirements with a total cost for services over two years of \$79,601. The City received a CDOT grant to support TDM development in the amount of \$64,000 over two years. The City's match will be funded from the City's Bus Tax Fund in the amount of \$15,601 dollars over two years (\$7,800.50/year). The Bus Tax Fund realized an increase in fund balance of \$143,000 in 2021. The total fund balance as of March 31, 2022 is \$1,237,000 and the cash balance is \$1,169,000.
Issues:	None at this time
Fiscal Impact:	See above. Total \$15,601 from the City's bus Tax Fund over two years. Annual impact of \$7,800.50/year.
Legal Review:	Urban Trans will be engaged with our standard Professional Services Agreement and purchase order
Staff Recommendation:	Approve the contract with Urban Trans for TMA/TDM program development in the amount of \$79,601 over two years.

TMA Development and Activation

RFP 2022-09P



May 9, 2022

Ryan Muse
101 West 8th Street
Glenwood Springs, CO 81601

Dear Mr. Muse:

UrbanTrans North America is pleased to submit this proposal to assist Glenwood Springs with the creation and implementation of a transportation management association (TMA). We are Colorado-based with more than 20 years of experience as a niche TDM planning, engagement, marketing, and implementation firm. Our experience with both TDM planning and implementation gives us the experience and skills to help the community develop the best framework for a TMA and subsequently provide TDM services.

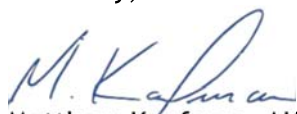
UrbanTrans has helped identify the best options for TMA service delivery in over two dozen communities throughout North America. We helped the city of Rochester, Minnesota develop a framework for delivering TDM services and then supported implementation of a TMA by leading strategy development, branding, and member recruitment. We also recently helped the city of Los Angeles analyze the feasibility of a TMA to serve the Sherman Oaks neighborhood. While a TMA was not a feasible option, we identified the actions that need to occur to make the TMA feasible and what alternative TDM implementation frameworks could work in the interim.

Our experience supporting TDM programs is extensive; we support more than 15 local and regional TDM programs across North America. Our work includes the development of annual work plans that include strategies, staffing, budgets, and evaluation. We also provide a full suite of marketing support from website development to social media and integrated marketing campaigns. Every day, our staff works directly with employers, transit agencies, local and regional governments, and travelers to change behavior through the implementation of TDM strategies.

We bring a knowledge of Glenwood Springs and the surrounding community in addition to our significant national and Colorado-based TDM experience. Our staff are currently supporting RFTA's Regional Bikeshare and First- and Last-Mile Mobility Studies, which include recommendations to improve mobility in the Roaring Forks Valley.

I will serve as the project director and be supported by Jonny Rotheram, who will serve as the project manager. Jonny is UrbanTrans' project manager for the RTFA study, and he has a decade of Colorado-based project experience supporting TMAs and improving mobility.

Sincerely,



Matthew Kaufman, AICP

Director | kaufmanm@urbantrans.com | 720.409.0689



Firm Qualifications

UrbanTrans North America is a woman owned urban and transportation planning and social marketing firm with North American offices in Denver, Atlanta, Toronto, and Los Angeles. UrbanTrans specializes in innovative transportation solutions, with a focus on multi-modal transportation planning, demand management programs, market-based policies, stakeholder outreach, and strategic planning. Additionally, UrbanTrans develops and implements marketing plans and campaigns specifically designed to alter travel behavior. Our audience-focused marketing strategies produce solutions designed to create sustainable travel behavior that improves our environment and communities. Our clients include public agencies, commercial developers, special-purpose districts, metropolitan planning organizations, employers, and TMAs.

UrbanTrans has a reputation for developing effective, non-traditional transportation solutions that maximize the performance of existing transportation investments and enhance travel options. Our philosophy is that increasing the availability and viability of convenient travel choices for all travelers benefits communities, employers, developers, and citizens by reducing transportation infrastructure spending, alleviating congestion, and improving air quality. Developing a balanced, multi-modal transportation system also supports more efficient and flexible land use alternatives for both public agencies and commercial developers.

Sample Project Work

Project: Destination Medical Center Transportation Study
Client: City of Rochester, MN
Timeframe: 2016 to 2020

The city of Rochester undertook a significant planning and economic development effort that aims to almost double employment in its downtown over a 20-year period. Much of the employment growth will come from the city's largest employer, the Mayo Clinic, and associated and ancillary businesses including biotech, medical service providers, hospitality, retail, and other service industries. To maintain an active downtown with minimal new parking, the city studied investments in transit, active transportation, TDM, and parking management. UrbanTrans was part of the parking and TDM planning team and identified strategies to reduce parking demand, increase the use of non-drive alone travel modes, and ensure that city investments in transit and active transportation are maximized.

Part of our work included developing recommendations for what TDM strategies should be provided and the organizational structure through which those strategies should be delivered. Answers to these questions were developed through stakeholder involvement that included interviews, surveys



of area employers, and a series of facilitated meetings to educate and obtain feedback from employers, government agencies, transit providers, and other key stakeholders. The effort was further supported by an analysis of transportation and employment conditions and a feasibility assessment of organizational options for delivering TDM services.

The study resulted in a recommendation that the city create a TMA to deliver TDM services to employers and employees. UrbanTrans piloted the TMA by helping the city plan and implement an internal TDM program for city staff. The effort included surveying employees, identifying applicable TDM strategies, and developing and implementing marketing and educational efforts to encourage travel behavior change. After a successful pilot, the program was expanded to downtown employers. UrbanTrans helped develop a brand, website, and marketing materials for the TMA. We subsequently provided interim management and transitioned the TMA to city management in 2020.

Project: RFTA First and Last Mile Mobility Study

Client: RFTA, Aspen, Colorado

Timeframe: 2021 to present

UrbanTrans is assisting RFTA with the development of a package of first and last mile strategies to improve transit access. The project is in partnership with RFTA's Bike Share Study, which is being led by Toole Design with support from UrbanTrans.

Our team began the project with an assessment of current technology used by the various mobility service providers within the RTFA region (transit and micromobility). The collection of this information was important to ensure our technology focused FLM recommendations create a seamless use of mobility options within the region. Our team then undertook research of other technology services around the country including:

- Integrated payment options
- Data aggregators
- MaaS (Mobility as a Service)
- Peer-to-peer carshare
- Peer-to-peer rideshare
- Smart parking
- Microtransit
- Micromobility
- Commute trip reduction platforms

Upon completing the research and analysis of existing technology services, our team presented technological recommendations focused on improving first and last mile connectivity.

Our team then created first and last mile typologies for transit stops and stations throughout the RFTA service area. A toolkit of FLM solutions is now being finalized for each FLM typology along with an implementation action plan.



Source: Design Workshop – Glenwood Springs outreach during RFTA FLMM Plan



Project: City of Carlsbad Citywide TDM Program
Client: City of Carlsbad, CA
Timeframe: 2019 to present

UrbanTrans was hired to assist the city of Carlsbad with implementing its new TDM ordinance that requires certain new non-residential projects and redevelopment projects to complete a TDM plan. UrbanTrans staff helped develop guidelines for this requirement, including creating a menu of TDM options developers can choose from, a process for TDM plan development and review, and a monitoring and evaluation plan that ensures that TDM plans are being implemented and achieve desired trip and greenhouse gas emissions reductions.

To further TDM in the community, UrbanTrans developed, launched, and currently delivers a city-wide TDM program available to all businesses in Carlsbad. The program launched the month prior to the COVID-19 pandemic, resulting in the need to immediately pivot modal strategies and associated resources. At launch, the program was instrumental in marketing and helping manage a new first/last mile microtransit pilot named Carlsbad Connector. The pandemic required a complete focus on work-from-home and active transportation modal programming. Our team built a comprehensive digital eco-system, branded Balanced Work, designed to equip Carlsbad businesses with hybrid work resources. The eco-system included a library of downloadable resources, scheduling software for digital meetings, automation, and updated content throughout the pandemic. The citywide TDM program also delivered several bicycle resources including one of the first programs to focus on e-bike safety training as the demand for e-bikes for all ages swelled during the pandemic. The program is adding new programs and resources for carpooling and transit to assist in the return to the office.

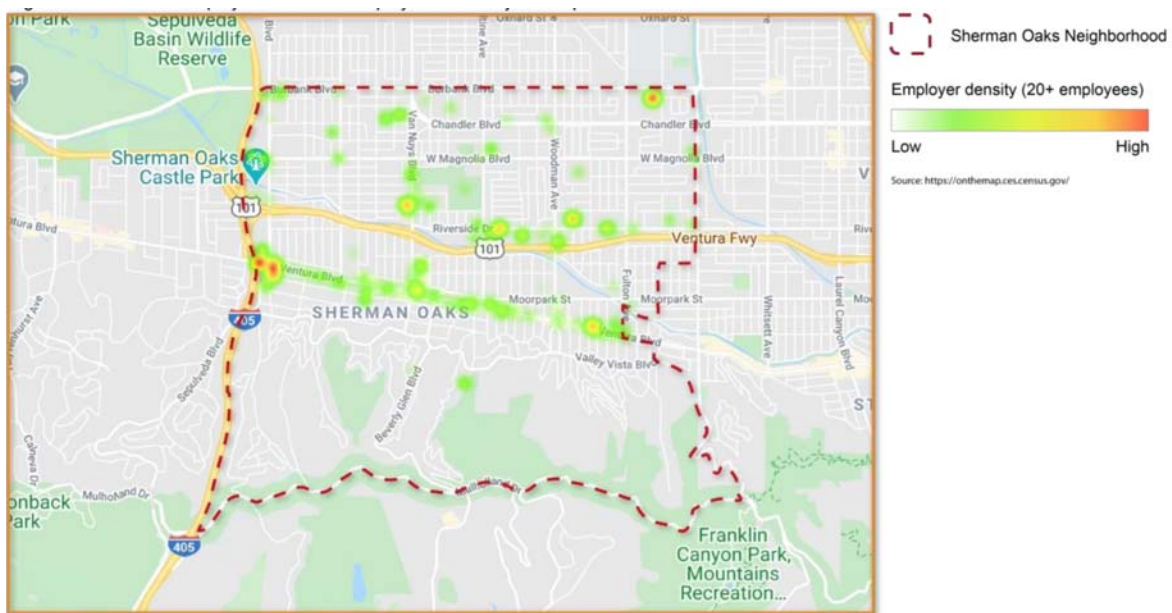
Project: Sherman Oaks TMO Feasibility and Business Plan
Client: imtResidential; Sherman Oaks, CA
Timeframe: 2020 to 2021

IMT Residential is constructing a multi-family development in Sherman Oaks. As part of the development approval process, they were asked by the city of Los Angeles to conduct a study to determine if creating and operating a transportation management organization (TMO) would be feasible in the long-term to reduce vehicle trips and improve mobility in Sherman Oaks. UrbanTrans used feasibility criteria it developed based on data gathered from almost 100 TMOs in North America and Australia and its own experience operating and supporting successful TMOs. Our staff evaluated



land use, congestion, available transportation services and infrastructure, economic development, local perceptions of transportation issues, available resources and funding for TMO operations, and other factors. The analysis identified a lack of funding and stakeholder support. The city of LA subsequently identified potential funding sources for service delivery.

UrbanTrans was then asked by the city and IMT to develop a business plan for TMO operations. The plan recommended strategies that the TMO could deliver to address local transportation needs, partnerships for hosting the TMO and delivering services, and the funding and staffing requirements that would be needed. The plan identified specific legal and organizational steps necessary to start the TMO along with an evaluation plan.



Key Project Staff



Jonny Rotheram

Role: Project Manager

Jonny is a principal at UrbanTrans and has 15 years of experience in transportation planning. A seasoned project manager, Jonny has led TDM, active transportation, new mobility, and first and last mile projects over the past 10 years in Colorado. Jonny has experience leading large projects with complex scopes of work and teams. Some of his recent work includes serving as the project manager for RFTA's First and Last Mile Mobility Plan and as the UrbanTrans project manager for Denver Moves Everyone, the city of Denver's long range strategic plan. Jonny is very familiar with TDM planning; he has helped support program delivery efforts for Transportation Solutions and West Corridor TMAs. He helped establish the West Corridor TMA and launched an equity focused e-bike share program, supported employee trip reduction efforts at the local and state level, and has



helped design, implement, and evaluate local engagement strategies to increase transit ridership and biking. Jonny's experience straddles leading both transportation planning projects and TDM program and implementation, frequently making connections between the two to create effective community-wide improvement strategies.



Matthew Kaufman, AICP

Role: Project Director

Matthew is the director of planning at UrbanTrans and has 20 years of experience. He specializes in the development and evaluation of TDM programs and focuses his work on data-driven recommendations. He has led TMA feasibility studies and created TMA implementation frameworks in Rochester, MN; Los Angeles; Denver; Syracuse, NY; Toronto, and other locations. He has also led evaluation efforts for dozens of TDM programs. He recently helped the city of Toronto create a TMA evaluation framework and is helping the Atlanta Regional Commission identify alternative methodologies to understand the impacts of employer focused TDM programs without the use of time consuming and expensive surveys. Matthew has also helped numerous communities identify TDM strategies to reduce vehicle trips. He is currently leading the development of TDM strategies for both the Austin region and South Orange County, California.



Ashley-Grace Jaber

Project Role: Marketing Lead

Ashley-Grace is the integrated marketing lead for UrbanTrans. She guides marketing and engagement strategies that support commuter and employer outreach and TDM program development. Ashley takes a people-centered marketing approach, translating behavioral data into actionable insights. The result is a clear path to empowering people to change for the better. Currently, Ashley leads the business-to-business employer engagement and marketing strategy for Georgia Commute Options, Atlanta's regional TDM program. She also oversees behavior change marketing strategies for TDM programs including the Perimeter Community Improvement Districts, the City of Inglewood, the City of Carlsbad, Hartsfield-Jackson Atlanta International Airport, and mixed-use private development Atlantic Station.



Katie Marticke

Project Role: TMA Implementation Lead

Katie is a senior program specialist and brings nearly a decade of success managing TDM projects and programs across the public and private sectors, with experience in TDM and commercial real estate and development. She currently manages Atlanta's Atlantic Station TMA, while supporting strategy and implementation for projects across the UrbanTrans portfolio. Katie's TDM specialties include employer engagement and consultation, TDM policy, and the intersection of TDM and the built environment.



Katie is a dynamic team lead with a passion for program and operations improvement, relationship management, and leading strategic re-positioning efforts.



Stuart Anderson

Project Role: TMA Advisor

Stuart joins UrbanTrans in a contractor role to advise on the TMA framework and help secure stakeholder commitment. He was one of the original founders of UrbanTrans and has over 35 years of TDM experience. He helped create numerous TMAs across the United States and Canada. In Colorado he helped guide the establishment of four TMAs in the Denver area, the oldest of which have been operating successfully for almost 20 years. Today, Stuart is the executive director of Transportation Solutions, a TMA that serves Glendale and parts of the city of Denver.

References

David Johnson (RFTA FLM)

Director of Planning

djohnson@rfta.com

Jeff Fawcett (Sherman Oaks TMO Feasibility Study)

Senior Project Manager

jeff.fawcett@imtresidential.com

Nathan Schmidt (Carlsbad TDM Program)

Transportation Planning and Mobility Manager

nathan.schmidt@carlsbadca.gov

Understanding of the Project Scope

Glenwood Springs offers a high quality of life and is home to numerous outdoor activities and experiences. The city's transportation system supports thousands of vehicle trips generated by locals and visitors. The number of trips can vary significantly, and at their peak negatively impact the walkability and experience of visiting downtown. These impacts will only worsen with time as Garfield county's population increases and new residents create more trips.

The community came together during the replacement of the Grand Avenue Bridge to reduce vehicle trips and minimize construction impacts using TDM strategies. Key partners included the hospital, Garfield County, the school district, and the tourism board. The successful effort showed that TDM could help the city reduce impacts from vehicle trips. The subsequent MOVE Study identified the formation of a TMA as a tool to improve mobility and reduce congestion.

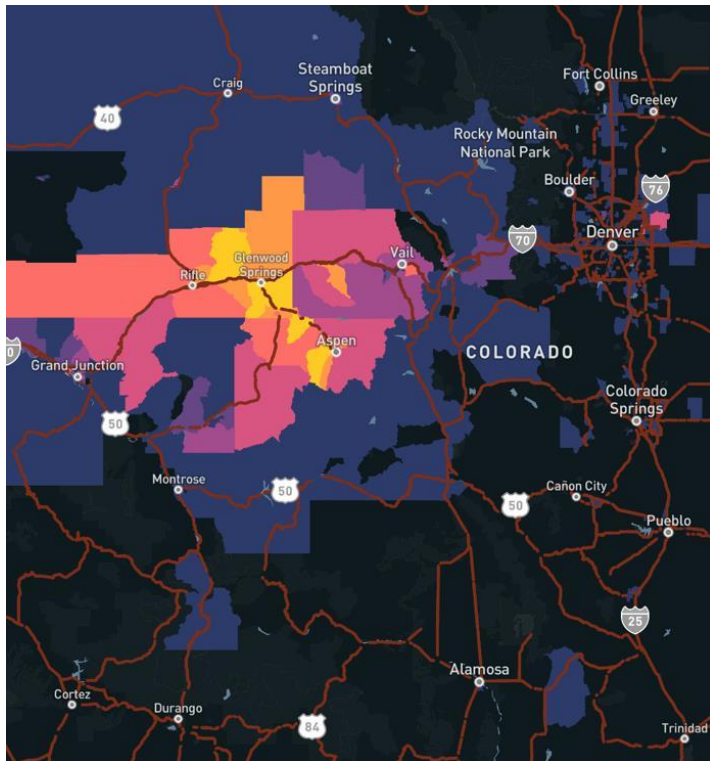


A successful TDM program will build on the partnerships and lessons learned from the Grand Avenue Bridge reconstruction and take advantage of the city’s high-quality transit connections, walkability, and bicycle supportive infrastructure. The program will need to address challenges associated with long commute trips, visitor trips, and significant through traffic. The plan should provide a clear framework to implement a successful TMA and identify the tools and resources needed to establish the TMA and reduce congestion, improve mobility, and minimize greenhouse gas emissions.

Task 1: Needs Assessment

The first task will include a kick-off meeting between UrbanTrans and Glenwood Springs staff. The meeting will offer an opportunity to review project goals, discuss the project timeline, determine communication preferences, establish processes for sharing data and reviewing documents, discuss initial data requests, and schedule regular check-ins.

The needs assessment will be used to: (1) identify issues that must be addressed to ensure a successful TMA; (2) identify partnerships and champions who will help guide creation of the framework for delivering a TMA; (3) secure data to guide strategy/program recommendations; and (4) establish baseline behavior to help set trip reduction goals.



During the needs assessment we will review existing planning documents, map existing and planned transportation infrastructure and services, map employment and residential locations and density, identify trip origins and destinations for key geographies and vehicle trips along Hwy 82/Grand Avenue, determine existing mode share, identify actual and perceived community transportation challenges, determine what short- and long-term TMA funding options exist, and identify community TDM champions and partners. The information will be collected from county, city, and RFTA datasets, Census information, Replica, and stakeholder interviews. The image to the left is an example of an origin and destination analyses. It was conducted with Replica and shows the origins of trips that pass along Hwy 82 on a typical weekday.

Results from the needs assessment will be mapped, geospatially analyzed, and summarized for use in subsequent stages of this study.



Task 2: Convene Partners/Launch TMA Advisory Board

Selection of participants for the TMA Advisory board should be done carefully; the members will provide key input to the study process, help guide the TMA framework, support identification of TDM strategies, and—ideally—help with the delivery of TMA programs.

We will work with city staff to identify a range of participants who represent government/transit agencies, employers that are likely to participate in a TMA or whose participation would be highly valuable, community representatives who can speak for various travelers and help drive equitable outcomes, representatives from business and tourism groups that can help identify opportunities to interact with often hard-to-reach visitors, and individuals and organizations that have a history of advocating for mobility.

We anticipate convening three meetings with the TMA Advisory Board during Tasks 3 to 5. Some key stakeholders may not have the time or a desire to participate in the Advisory Board. We may also desire more information from some stakeholders than they can offer during the Advisory Board meetings. For those cases, UrbanTrans staff will conduct one-on-one interviews with up to five interviews included within the scope.

We will work with city staff to develop an agenda, presentation materials, and meeting summaries for all Advisory Board meeting. Meetings can be in-person or online depending on COVID case levels and the availability/preferences of board members.

Task 3: Develop Institutional Framework

We recommend starting this task with a meeting of the Advisory Board. The meeting will offer an opportunity to share findings from the needs assessment, identify resources within the community that can help support TMA implementation, and obtain feedback from board members on typical TMA implementation structures.

Input from the Advisory Board and findings from the Task 1 will be used to conduct a TMA feasibility analysis. UrbanTrans developed TMA feasibility criteria based on data collected from almost 100 TMAs in North America and Australia and our experience supporting dozens of TDM programs. The criteria consider existing and future transportation challenges, area characteristics, stakeholder commitment, and financial stability. The analysis will help identify the strengths and weakness of a potential TMA. An institutional framework will be designed to address weakness and take advantage of strengths. The framework will include an organizational structure for the TMA, identify key TDM services and whether the TMA should deliver those service directly or through partnerships.

Task 4: Set Trip Reduction Goals

UrbanTrans staff will estimate the likely range of trip reductions that can be achieved based on existing mode share, trip counts, available transportation infrastructure and services, and the resources that are likely to be available to the TMA based on the recommended institutional



framework. The ranges will be based on potential funding levels and two to three options for targeting TDM services to certain trip types and/or modes.

We will conduct the second Advisory Board meeting to discuss the potential impacts and obtain input from members regarding ideal funding levels and the types of trips and/or modes that should be prioritized by the TMA. Their input will be further refined in coordination with city staff resulting in the development of specific goals and objectives for the TMA.

Task 5: Develop TMA Marketing and Work Plan

We find that work and marketing plans should be tightly integrated because marketing efforts are intended to support work plans and results. For this reason, we recommend combining the development of both into a single task. The focus of Task 6 would be the implementation of the resulting marketing and work plans.

We will use information gathered in previous tasks and the TMA goals and objectives to develop a work plan. The plan will identify the tools and services that should be provided by the TMA to drive behavior change. We will support this effort with our database of more than 100 TDM strategies with associated data on their applicability and impacts.

The marketing plan will identify strategies that advance the work plan. It will leverage both traditional and digital tools to broaden reach, build awareness, and drive actions. It will include detailed campaigns and the tools needed to implement the TMA including branding activities, promotional toolkits, press releases, and social media.

The combined marketing and work plan will also identify steps that must be taken to establish the TMA based on the selected framework. This may include items such as insurance, professional services, memorandums of understanding, needed technology investments, etc. We will also provide staffing estimates, a budget, and an implementation timeline. Activities will be detailed by month for the first 12-month period and then by quarter for the second 12-month period.

A draft document will be shared at a third Advisory Board meeting to obtain input and secure commitment to its implementation. The feedback will be used to refine the recommendations and develop a final TMA marketing and work plan.

Task 6: Support TMA Implementation

The efforts in this task will be driven by the combined work and marketing plan. The initial focus will be on tasks needed to establish and launch the TMA. This will include creation of a brand, associated design guidelines, and applicable collateral such as website content, business card design, and a partner recruitment kit (TMA Toolkit). We will also support efforts to identify and secure any trip planning tools that may be needed for the program.

The TMA Launch Campaign will focus on member recruitment. The process will be guided by a high-level recruitment plan that targets priority organizations for membership with a focus on securing



commitments and participation from TMA Advisory Board members, larger organizations/developers that offer opportunity to affect change via critical mass, well-connected and leading organizations, entities that will showcase TMA legitimacy, and employers and travelers in high-priority areas based on TMA goals and objectives.

As membership builds, the TMA will focus on member outreach and marketing. This will include custom developed events, campaigns, and services. A broad assortment of campaigns and events is necessary to ensure that members and travelers have multiple opportunities to participate in the TMA. We will develop applicable outreach schedules and maintain an events calendar of when materials should be distributed, incentives offered, modes of transportation promoted, and location-specific events conducted. We will support the development of applicable social media, earned media, print materials, and other supporting materials.

Task 7: Evaluate Results

The TMA will need to demonstrate results based on the goals and objectives established by the Advisory Board. Tracking program results walks a fine line between spending time and resources on evaluation efforts versus behavior change efforts. We will develop an evaluation plan that focuses on easily collected data that allows stakeholders to understand what results the TMA is achieving and what efforts are driving those results. We will look at using low-cost client relationship management (CRM) tools to track participation levels in various outreach efforts and overlaying that information with implementation costs/resources for the various efforts. Even at a high level, this type of analysis can help the TMA understand what efforts are most effective and how time is best spent thereby ensuring constant improvement.

Our evaluation plan will identify what tools should be used to track program performance, when and how those tools should be deployed, and how the resulting data should be interpreted to understand results. We will ensure that the plan can be implemented with the resources available to the TMA without negatively impacting efforts that directly change travel behavior.

Once in place, the plan will be used to evaluate TMA efforts toward the end of 2023. An associated report will be developed and provided to city staff.

Budget

The following budget excludes printing, website hosting, incentives, and the purchase of any licenses such as those for client relationship management tools, trip planning tools, and marketing automation tools. UrbanTrans is happy to work with Glenwood Springs staff to refine the budget and scope as needed or help identify potential funding sources to expand TDM program delivery.



	Rotheram	Kaufman	Jaberi	Marticke	Anderson	Planner	Graphic Design	
	\$159.70	\$220.81	\$145.54	\$138.04	\$120.00	\$92.77	\$120.00	Total
Task 1: Needs Assessment	24	14				30		\$9,707
Task 2: Convene Partners/Launch TMA Advisory Board	8	2			4			\$2,199
Task 3: Develop Institutional Framework	32	17		8	16	11		\$12,909
Task 4: Set Trip Reduction Goals	22	15		4	12	8		\$9,560
Task 5: Develop TMA Marketing and Work Plan	15	7	22	52	8		4	\$15,761
Task 6: Support TMA Implementation	22	4	18	50			45	\$19,318
Task 7: Evaluate Results	9	16		5		20	4	\$7,996
Total Hours	132	75	40	119	40	69	53	
							Labor	\$77,451
							Travel	\$2,150
							Total Cost	\$79,601

Schedule

	2022						2023											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task 1: Needs Assessment																		
Launch meeting																		
Data collection and analysis																		
Data summary																		
Task 2: Convene Partners/Launch TMA Advisory Board																		
Identify partners and TMA Advisory Board members																		
TMA Advisory Board meetings																		
Task 3: Develop Institutional Framework																		
Conduct TMA Advisory Board meeting #1																		
Conduct TMA feasibility analysis																		
Develop institutional framework																		
Task 4: Set Trip Reduction Goals																		
Estimate potential trip reductions																		
Conduct TMA Advisory Board meeting #2																		
Finalize goals and objectives																		
Task 5: Develop TMA Marketing and Work Plan																		
Create draft work plan																		
Conduct TMA Advisory Board meeting #3																		
Finalize work plan																		
Task 6: Support TMA implementation																		
Develop TMA brand and marketing materials																		
Conduct TMA launch campaign																		
Support on-going outreach and marketing																		
Task 7: Evaluate Results																		
Develop evaluation plan																		
Conduct evaluation																		





EDUCATION

Master of Transport Planning;
University of Leeds, UK

Bachelor of Science, Geography
and Computing; University of
Manchester, UK

SPECIALTIES

- Active Transportation Planning and transit
- Equity integration
- Project management
- Public/stakeholder engagement
- Bicycle training and marketing
- TDM initiatives and planning

Jonny Rotheram has 15 years of experience in transportation planning, community outreach and affecting travel behavior change. Jonny specializes in multimodal planning, managing projects from initial data collection through to prioritization of specific improvements and plan adoption. His experience also spans developing TDM (transportation demand management) programs to complement infrastructure improvements with an eye on equity impacts. Jonny has experience leading research, design and development of multimodal access to transit, the creation of mobility hubs and first and last mile solutions.

SELECTED PROJECT EXPERIENCE

West Corridor TMA Program Management; Denver Region, CO. Jonny is project manager to support the West Corridor TMA. This is the newest TMA in Colorado and as such Jonny has strived to fully establish the organization. Now in its third year, the TMA has multiple programs which are positively impacting the local community and reducing SOV travel. Jonny develops equity focused projects and grant funded programs, such as creating culturally sensitive marketing materials and funding to implement safety infrastructure in areas that have historically been disinvested.

RFTA First and Last Mile Plan; Aspen, CO. UrbanTrans Project Manager to develop a first and last mile plan for the RFTA (Roaring Fork Transit Agency) region. The region includes the cities of Aspen and Glenwood Springs as well as numerous smaller towns and communities. Our plan will create recommendations based around BRT transit stations as well as within individual communities using a first and last mile toolkit.

Denver Moves Everyone, Denver, CO (sub to Cambridge Systematics). Jonny is UrbanTrans' project manager for Denver Moves Everyone, a planning effort by DOTI that will guide transportation investment in the city to 2050. Jonny's role is to support the transportation safety and equity aspects of DME, including developing new goals and metrics for success. Jonny is also involved in developing performance driven goals for DOTI through DME.

Transportation Solutions TMA Support, Glendale, CO. Project manager for multiple support streams for Transportation Solutions, a TMA that provides services to a diverse geographic area that includes a university, mixed-use shopping district and major transportation corridor.

PPACG Regional Active Transportation Plan; Colorado Springs, CO. Jonny was the project manager for this long-range regional active transportation plan. The plan covered multiple towns and cities involved multiple outreach initiatives and led to an implementable and fully connected active transportation system that will increase the rate at which people walk and cycle in the region.



EDUCATION

Master of Science,
Integrated Marketing
Communications;
Medill School of
Journalism, Northwestern
University – Evanston, IL

Bachelor of Arts,
English Language and
Literature, Minor
Journalism;
Shorter College –
Rome, GA

SPECIALTIES

- Integrated Marketing Strategy
- Behavior Change Marketing
- Brand Strategy
- Content Development
- Media Relations & Crisis Communications
- Writing & Copyediting
- Digital Marketing & Analytics
- Graphic Design
- Project & Production Management

Ashley-Grace Jaber is the Senior Principal Marketing Consultant for UrbanTrans. In her role, she guides marketing strategy and creative development for our behavior design projects throughout North America. Ashley has nearly a decade's worth of experience working with economic development agencies, governments, and non-profits to develop practical solutions for transportation and civic challenges. Her approach is both exploratory and deliberate—she decodes data into actionable insights to understand human behavior. The result is a clear path to empowering people to change for the better. From targeted communications to programmatic campaigns, Ashley has been a pivotal contributor to some of our most dynamic projects.

REPRESENTATIVE PROJECT EXPERIENCE

Arrive Rochester; Rochester, MN. Oversaw brand and marketing development for the launch of the Arrive Rochester TMA. Led creative development for outreach and marketing campaigns, including the first-ever Arrive Rochester Carpool Week, as well as the Arrive & Earn rewards promotional campaign to aid direct conversions for registrations to the TMA's Arrive & Earn trip logging web platform.

Midtown Transportation and Midtown Alliance; Atlanta, GA. Promoted Midtown Alliance as the driving force behind the Midtown Atlanta neighborhood's progress and emergence as Atlanta's business epicenter. Engaged brand management, public relations tactics, and community outreach strategies for its initiatives, including transportation planning and transportation demand management. Managed marketing and communications campaigns for TDM and sustainability efforts that reached 140 employers and 80,000+ daytime workers. These efforts included the employer sustainability recognition program called Midtown Luminaries, which acknowledged the impact of employer-driven TDM programs that encouraged clean commuting; three annual modal campaigns: Try Transit, Walkable Midtown, and Go Car-Lite; and 3-month crisis response and commuter support in the aftermath of the I-85 Bridge Collapse (2017).

ASAP (Atlantic Station); Atlanta, GA. Support the marketing and engagement strategy for ASAP, the commute options program for major mixed-use retail core Atlantic Station. Lead content development and distribution through the TMA's digital communications channels and guide targeted marketing collateral development for the TMA's office, residential, and retail audience segments. Special projects include ASAP's retail employee parking intervention program, which leverages automated marketing and SMS communications to incentivize transit use among Atlantic Station's retail employees who have viable transit access.

Perimeter Connects (Perimeter Community Improvement Districts), Atlanta, GA. Oversee business-to-business (B2B) and business-to-commuter (B2C) marketing and engagement strategies for the TMA to scale support to the more than 140,000 commuters and 6,000 businesses that power Atlanta's Central Perimeter business center.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Request for Proposal 2022-12P; Sayre Park Basketball Court Painting Award
Action Requested:	Acceptance RFP Award
Department:	Facilities
Presented By:	Brian Smith
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The basketball courts at Sayre Park were rebuilt in Phase 1 of our upgrade and need to be painted. Staff launched RFP 2022-12P in April and received one qualified bid from Coatings out of Arvada for \$31,900 which is within the \$41,000 budget carried over from 2021. Staff expects work to be completed by the end of July.
Issues:	NA
Fiscal Impact:	\$31,900 in Capital Projects Fund as part of Sayre Park Phase 1
Legal Review:	NA
Staff Recommendation:	Award of 2022-12P to Coatings, Inc.

 COATINGS, INC.
ASPHALT AND TENNIS COURT MAINTENANCE

5903 LAMAR STREET
ARVADA, CO 80003
303.423.4303 • 303.423.4324 FAX
TENNIS/SPORT COURT PROPOSAL

To: City of Glenwood Springs	Date: March 23, 2022
Parks & Recreation	Job Name: Sayre Park
100 Wulfsohn Road	Location: 1701 Grand Ave.
Glenwood Springs, CO 81601	Glenwood Springs, CO 81601
	Phone No: 970-384-6368
Attn: Matt	Email: matthew.urmson@cogs.us

3 BASKETBALL COURTS 147' x 67'
COLOR COAT AND STRIPE

Mobilization

Lodging – Travel – Per Diem ----- **\$2,500.00**

Color Coat and Stripe 3 Basketball Courts

Power wash new asphalt with 4000 psi power washer and remove residue oil, dirt and debris.

Apply 1 Coat black Acrylic resurfacer Coat.

Apply 2 Coats Basketball Court Color System.

- 3 point area and key - Burgundy.
- Inbounds playing area – Dark Blue.
- Out of bounds area – Medium Green.

Layout and stripe 2" white Basketball lines with textured line paint per A.S.B.A. regulations

Owner to supply water for flushing. ----- **\$29,400.00**

TOTAL COST OF INSTALLED JOB ----- \$31,900.00

CONDITIONS

MOBILIZATION: If additional mobilizations are required, by customer request, other than that which would ordinarily be required for the job, an additional charge of \$ __450_____ per mobilization will be charged.

GUARANTEE: COATINGS, INC. guarantees workmanship and material for one year from date of completion unless specifically waived elsewhere in this agreement or in a separate written agreement signed by the person (persons) or their duly authorized agent accepting this proposal. **Excluded from this guaranty is the return of structural cracks that have been filled with conventional methods. These cracks are guaranteed to return at any time from temperature fluctuations.**

LATENT AND UNFORESEEN CONDITONS: This proposal is based upon observed conditions, and/or information provided by the Owner unless otherwise noted in the body of the proposal. Coatings Inc. cannot warrant against unknown conditions that may be present, such as excessive moisture under the court that may cause surface delamination, poor materials or workmanship from previous work that delaminates under our coatings, the appearance of vegetation or roots, etc. Acrylic coatings can be applied in a finite number of to a point where the surface becomes sealed and large-scale delamination can occur, requiring the removal of the existing coatings.

OFFER EXPIRES: This proposal expires automatically thirty (30) days from date if it is not accepted with that time. In addition, if the work is not performed during the current season, the price may be increased to reflect any market and/or material price increases.

ACCEPTANCE OF PROPOSAL: The person (persons) accepting this proposal represent that they are the owner or authorized representative of the owner, and that permission and authority is hereby granted to COATINGS, INC to perform work on premises. Owner agrees to save and hold harmless COATINGS, INC. from and against any and all damages, claims, costs, or expenses whatsoever arising from or growing out of this service during work as well as thereafter.

PERFORMANCE: COATINGS, INC. cannot give assurance as to a completion date since all work is subject to weather conditions, prior commitments of COATINGS, INC., third parties, mechanical failures, labor difficulties, fuel or material shortages, governmental authority or regulation, fire, acts of God, or any cause beyond our control. In the event COATINGS, INC. is delayed for more than 60 days during the current season in the performance of this contract for any of the reasons set forth herein, you shall have the right upon seven (7) days written notice to COATINGS, INC. to terminate this contract, in which event COATINGS, INC. shall be paid for the work performed by it to the date of such termination and all parties hereto shall be released of any obligation hereunder.

TERMS OF PAYMENT: The person (persons) and the company accepting this proposal each agree to pay COATINGS, INC. the full quoted price with any adjustments provided for herein for the work herein specified. Invoices may be issued monthly for work completed during that month. Each invoice rendered by COATINGS, INC. will be paid when rendered and payment shall be overdue and delinquent ten (10) days from the date thereof. Interest shall accrue and be payable on delinquent amounts at the rate of 1.5% per month (an annual percentage rate of 18%).

FINANCIAL RESPONSIBILITY: If at any time COATINGS, INC., in its sole judgment, determines that the financial responsibility of the person (persons) or the company accepting this proposal is unsatisfactory, it reserves the right to require payment in advance or satisfactory guarantees that invoices will pay when due. If any payments are not paid when due, COATINGS, INC., at its option, may cancel any unfulfilled portion of this agreement without further liability and all work therefore completed shall thereupon be invoiced and due and payable at once.

TAXES: The Colorado sales tax or any other State, City, or County taxes which are now in effect included in the price quoted unless specifically stated otherwise in this agreement.

Notes:

- * Please note all cracks will return and can at any time due to thermal contraction of the substrate.
- * Color of new coatings over repairs will not match existing colors due to UV fading.
- * We shall not be responsible for unstable base; soft or unstable areas will be corrected at owner's discretion.
- * Work cannot be performed on rainy days or when temperature is under 50 degrees.
- * Final billing will be based on actual field measured quantities at the above unit prices.
- * This quotation is subject to all terms and conditions listed on the reverse side hereof.

If contract is acceptable, please sign and return one copy to us.

Accepted by: _____

Coatings, Inc.

Company _____

George Tavaréz

Name _____

By: George Tavaréz

Title _____

Title: Project Manager

Date _____

Terms: Net on completion. A service charge of 1.5% monthly or 18% annum will be charged on accounts over 10 days



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Resolution 2022-22; Resolution of Support and Pledge of Matching Funds for the U.S. Department of Transportation Rural Surface Transportation Grant for South Bridge
Action Requested:	Approval of Resolution 2022-22 Supporting the Rural Surface Transportation grant for South Bridge
Department:	Engineering
Presented By:	Terri Partch
Strategic Goals:	Ensure Public Safety Preserve and Improve Infrastructure
Background Info:	This grant requests \$33.1 million from the U.S. Department of Transportation to construct the South Bridge evacuation route. The Resolution of Support states that the City will match the grant with \$20 million in bonded funds from our A&I budget. Bonding capacity for the project was authorized in 2016 by a public vote. RFTA will also provide \$4 million in matching funds from its Destination 2040 Tax measure. Senator Bennet and Hickenlooper have also supported the project with a \$1 million dollar Federal earmark.
Issues:	None at this time.
Fiscal Impact:	If the grant is awarded, the City will have to closely monitor the A&I budget over the term of the bond.
Legal Review:	
Staff Recommendation:	Staff recommends supporting Resolution 2022-22.

RESOLUTION 2022-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AUTHORIZING AND SUPPORTING THE APPLICATION FOR A U.S. DEPARTMENT OF TRANSPORTATION RURAL SURFACE TRANSPORTATION GRANT FOR THE CITY OF GLENWOOD SPRINGS SOUTH BRIDGE PROJECT.

WHEREAS, the City of Glenwood Springs is an eligible applicant for a grant awarded by the U.S. Department of Transportation (“DOT”); and

WHEREAS, the City of Glenwood Springs is submitting a grant application to DOT for \$33.1 million in funding. The City has secured matching funds including \$20 million in local funding from the City of Glenwood Springs, \$4 million in funding from the Roaring Fork Transportation Authority and a \$1 million federal earmark to support the Glenwood Springs South Bridge Project, and

WHEREAS, the City Council of the City of Glenwood Springs supports the completion of the project if a grant is awarded by DOT.

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

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. The City Council of the City of Glenwood Springs strongly supports the DOT Rural Surface Transportation Grant application for the South Bridge project and has secured \$24,000,000 as local matching funds for the grant.

Section 3. The City Council of the City of Glenwood Springs will authorize the expenditure of funds necessary to meet the terms and obligations of any grant awarded pursuant to a Grant Agreement with CDOT and/or the DOT.

Section 4. If the grant is awarded, the City Council of the City of Glenwood Springs hereby authorizes the Mayor or Mayor Pro-Tem to sign the grant agreement with the CDOT and/or DOT.

INTRODUCED, READ, AND PASSED THIS 19th 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 19, 2022

Agenda Item:	City of Glenwood Springs Letter of Support for the United States Department of Transportation Multimodal Project Discretion Grant
Action Requested:	Approve the Letter of Support for the United States Department of Transportation Multimodal Project Discretion Grant
Department:	City Administration
Presented By:	Debra Figueroa
Strategic Goals:	Preserve and Improve Infrastructure Protect and Preserve our Quality of Life
Background Info:	The Colorado Department of Transportation is applying for the MOVE Project under USDOT Rural Surface Transportation Grant. CDOT also applied for this project under the RAISE Grant. The project includes gap funding for the 27th Street Underpasses as well as funds the multi model hub for RFTA in West Glenwood. CDOT is supporting South Bridge in this round of grant funding as well.
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	Approve the Letter of Support

May 23, 2022

The Honorable Pete Buttigieg, Secretary
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590



RE: Support for the Multimodal Options for a Vibrant, Equitable (MOVE) Western Slope proposal for MPDG/Rural Surface Transportation grant funding

Dear Secretary Buttigieg:

As Mayor of the City of Glenwood Springs, I write to express my strong support for the Colorado Department of Transportation's (CDOT) MOVE Western Slope project, which will create three multimodal transportation hubs along the Interstate 70 corridor in Central Colorado and ensure that a critical pedestrian underpass is built that will safely allow a significant expansion of the existing 27th Street BRT station in Glenwood Springs.

Glenwood Springs will benefit particularly from the implementation of the West Glenwood Transit Hub and the 27th Street Underpasses. Development of the West Glenwood Transit Hub is the first step in RFTA's plan to connect RFTA's acclaimed BRT system on the SH82 corridor with the I-70 corridor, eventually operating on I-70 up to 40 miles between the Town of Parachute and Glenwood Springs. The City of Glenwood Springs is the region's center of employment, shopping, entertainment, tourism, and services; and it will be the midway point in this future inter-regional BRT system.

The West Glenwood Transit Hub will feature spacious, enclosed bus waiting areas, restrooms, sheltered boarding areas, real-time arrival, first and last mile mobility options (FLMM) and other amenities to make the critical connection between SH82 and Interstate 70 seamless and comfortable.

The 27th Street Underpass project will both increase pedestrian safety and allow RFTA to expand usage at its 27th Street Station. A pedestrian was killed in 2018 trying to cross this section of Highway 82. The proposed underpasses create a safe walkway for existing residents and transit users to access RFTA's 27th Street Station, while improving the operation and safety of State Highway 82 by removing a pedestrian signal on the most congested intersection in Glenwood Springs. In addition, it allows for improved access to an expanded parking lot for RFTA's 27th Street Station and will provide access to recreational and transit amenities for residents of a new 100-unit workforce apartment complex.

The 27th Street Underpasses were fully funded and supported by CDOT, RFTA and the City of Glenwood Springs. Recent supply chain issues and inflationary pressures have created a significant funding gap that the RAISE grant will help us overcome and provide a lifesaving amenity and improved transit for our growing local community.

I strongly urge you to fund this proposal. It meets the intent of the MPDG/Rural Surface Transportation grant and it is a perfect demonstration of leveraging modest Federal infrastructure grants to accomplish extraordinary results.

Sincerely,

Jonathan Godes
Mayor



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Parks and Recreation Commission Appointments

Action Requested: Parks and Recreation Commission Appointments

Department: City Administration

Presented By: Sara Weigel

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: **Councilor Wussow Recommendation**
Appoint Ashley Moffatt and Katy Knapp to alternate seats on the Parks and Recreation Commission with terms expiring March 2024 and March 2025 respectively.

Composition of the Parks and Recreation 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.

One (1) youth (under age of eighteen at appointment) who shall serve a one-year term from June 1 to May 31 of the following year.

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.

Vacancies

Current Vacancies:

- Two alternate seats with terms expiring March 2024 and March 2025.

Applicants

- Ashely Moffatt, a city resident, was interviewed April 6th by Councilor Wussow. Ashley was deemed eligible for appointment to an alternate seat with a term expiring March 2024.
- Katy Knapp, a city resident, was interviewed on April 6th by Councilor Wussow. Katy was deemed eligible for appointment to an alternate seat with a term expiring March 2025.

Issues:	None.
Fiscal Impact:	None.
Legal Review:	None.
Staff Recommendation:	Staff defers to City Council.

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)

Parks and Recreation Commission Application

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

Composition of the Parks and Recreation Commission:

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

(5) Parks and Recreation 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.
- 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.

Personal Information

1. Membership Qualifications *

You must qualify with one of the options below to be eligible to serve on the Parks and Recreation 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.
- ☐ Youth resident (under the age of 18) within the 81601 zip code.

2. Name *

Ashley Moffatt

3. Home Address *

509 Maple Street / GWS, CO / 81601

4. Mailing Address *

PO Box 1208 / GWS, CO / 81602

5. Home Phone *

303-859-1725

6. Work Phone *

970-945-6777

7. Mobile Phone *

303-859-1725

8. Email Address *

ashley.moffatt@lrewater.com

9. Occupation *

Water Resource Engineer

Personal and Professional Interests

10. Why are you interested in serving on the Parks and Recreation Commission? *

I just completed my second term with the River Commission, and there is potential for overlap on numerous projects. I'd like to work to develop a connection between the two commissions. Also, as a native who grew up playing in our parks and participating in all recreation sports, I appreciate the services that our Park & Recreation department provide the community. As such, I would welcome the opportunity to volunteer my time and energy toward ensuring that these important services are the best of the best (aim high!).

11. What do you view as your role if selected as a member of the Parks and Recreation Commission? *

Listen to the constituents both outside and during meetings. Provide input and collaborate with other commissioners and staff. Help support actions that will further improve and maintain the quality of our Parks & Recreation department.

12. What experience and/or interest do you have in programming, planning, and being a part of community meetings? *

I served 6 years on the City's River Commission, the last two years of which I was the Chairman. Also, as a member of the North Glenwood Caucus, I helped put on and facilitated a candidate forum event during the last council election cycle.

13. Do you have any particular areas of interest or a particular perspective relating to parks and recreation in Glenwood Springs? *

I live in North Glenwood and frequent Two Rivers Park. I also enjoy trail running on the City's Wulfsohn trails, and hiking and mountain biking on Red Mountain. Finally, I grew up in Glenwood participating in just about every sporting event that was offered through the recreation department.

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes.

15. Can you describe an experience making a decision that made people unhappy? *

During my time on the River Commission, the commission supported development language related to the riparian habitat. Some property owners along the river did not support the code, and spoke in opposition to its acceptance during Planning and Zoning meeting and at City Council.

16. Do you have any existing time commitments that will hamper your ability to serve? (The Commission generally meets monthly in the evening for approximately 90 minutes, with members encouraged to participate in ad hoc projects outside of the scheduled meetings.) *

No.

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

I was on the City's River Commission for 6 years (2-terms). Professionally, I work for numerous municipalities and water district's and have worked with and presented to Town Board and City Council.

18. Please select today's date. *

3/3/2022



19. Have you served on the Parks and Recreation Commission before? *

☒ No

☐ Yes

Powers and Duties of the Parks and Recreation Commission

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

(e) Powers and duties of Parks and Recreation Commission. The powers and duties of the Parks and Recreation Commission shall be:

(1) To investigate, study and report to the City Council all matters concerning City parks and recreation within the City and other matters concerning the subject of parks and recreation which may be pertinent to the City and requested of such Commission by the City Council.

(2) To investigate, study and report to the City Council on such other matters concerning parks and recreation within the City as the Commission may deem in the best interests of the City.

(3) To provide technical assistance, advice and planning support to the Parks and Recreation Director and City Council regarding tree planting and maintenance needs in the City.

(4) To provide recommendations from time to time regarding the administration and implementation of Article 090.050 of this Code.

(5) To investigate, study and report to City Council all matters concerning the burial and internment facilities of the City and other such matters as may be requested by City Council from time to time.

(6) To investigate, study and report to City Council on such other matters concerning burial and internment facilities and such other similar matters as the Commission may deem in the best interests of the City.

(7) To investigate, study and report to City Council any and all matters concerning the use and operation of the City's Community Center.

(8) To coordinate with other City boards and commissions on any aspect of the Community Center that may relate to the powers and duties of such other boards and commissions.

(9) To investigate, study and report to City Council on grants, donations and other forms of funding to assist in the operation of the Community Center, and to otherwise advise City Council on budgetary needs related to the operation of the Community Center.

(A 61-02 §4)

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the 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:

March:

Parks and Recreation 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)



Parks and Recreation Commission Application

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

Composition of the Parks and Recreation Commission:

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

(5) Parks and Recreation 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.
- 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.

Personal Information

1. Membership Qualifications *

You must qualify with one of the options below to be eligible to serve on the Parks and Recreation 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.
- ☐ Youth resident (under the age of 18) within the 81601 zip code.

2. Name *

Katy Knapp

3. Home Address *

1005 Walz Ave - Glenwood Springs

4. Mailing Address *

1005 Walz Ave - Glenwood Springs

5. Home Phone *

9703669574

6. Work Phone *

9703669574

7. Mobile Phone *

9703669574

8. Email Address *

glenwoodk8@gmail.com

9. Occupation *

Instructional Designer

Personal and Professional Interests

10. Why are you interested in serving on the Parks and Recreation Commission? *

I'm interested in becoming more integrated into the Glenwood Springs community and interested in helping make decisions which will impact our city in a positive way.

11. What do you view as your role if selected as a member of the Parks and Recreation Commission? *

I would like to become a P&R alternate to better our community for our residents. I worked as a race co-director for Cruise-a-thong for several years. The mission of that race was to raise funds to give back to our community. I helped make decisions about bike rack installments in Veltus Park, concrete furniture designed and built by GSHS students placed at Glenwood Whitewater Park, and changing station installation at Two Rivers Park. Also, race proceeds went to RFOV to benefit the Stewardship program for kids. It's important for me to give back to our community and I feel becoming part of the P&R committee will become a mutual benefit.

12. What experience and/or interest do you have in programming, planning, and being a part of community meetings? *

I've never served my community in a formal setting, so sitting in and observing how that's done will help fuel ideas for future programming and meeting planning.

13. Do you have any particular areas of interest or a particular perspective relating to parks and recreation in Glenwood Springs? *

I'm interested on helping fuel ideas for river recreation improvements and hiking/biking trail improvements.

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans, and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes

15. Can you describe an experience making a decision that made people unhappy? *

Not really, but I'm not afraid to help make a decision for the betterment of the greater good if it means someone will be unhappy because of it. I know we can't make everyone happy all the time.

16. Do you have any existing time commitments that will hamper your ability to serve? (The Commission generally meets monthly in the evening for approximately 90 minutes, with members encouraged to participate in ad hoc projects outside of the scheduled meetings.) *

I can work around most commitments to serve with and for the Commission.

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

As I said in question 11, I was race co-director of Cruise-a-thong. We were a committee of 5-8 depending on the year and coordinated everything from obtaining permits to race course planning to food/beverage decisions and choosing entertainment. We also coordinated volunteers, marketing outreach, and sponsorship. After proceeds were raised, we worked with the City of Glenwood and P&R to figure out the best way to disperse the funds back to our community.

18. Please select today's date. *

3/3/2022



19. Have you served on the Parks and Recreation Commission before? *

☒ No

☐ Yes

Powers and Duties of the Parks and Recreation Commission

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

(e) Powers and duties of Parks and Recreation Commission. The powers and duties of the Parks and Recreation Commission shall be:

(1) To investigate, study and report to the City Council all matters concerning City parks and recreation within the City and other matters concerning the subject of parks and recreation which may be pertinent to the City and requested of such Commission by the City Council.

(2) To investigate, study and report to the City Council on such other matters concerning parks and recreation within the City as the Commission may deem in the best interests of the City.

(3) To provide technical assistance, advice and planning support to the Parks and Recreation Director and City Council regarding tree planting and maintenance needs in the City.

(4) To provide recommendations from time to time regarding the administration and implementation of Article 090.050 of this Code.

(5) To investigate, study and report to City Council all matters concerning the burial and internment facilities of the City and other such matters as may be requested by City Council from time to time.

(6) To investigate, study and report to City Council on such other matters concerning burial and internment facilities and such other similar matters as the Commission may deem in the best interests of the City.

(7) To investigate, study and report to City Council any and all matters concerning the use and operation of the City's Community Center.

(8) To coordinate with other City boards and commissions on any aspect of the Community Center that may relate to the powers and duties of such other boards and commissions.

(9) To investigate, study and report to City Council on grants, donations and other forms of funding to assist in the operation of the Community Center, and to otherwise advise City Council on budgetary needs related to the operation of the Community Center.

(A 61-02 §4)

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the 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:

March:

Parks and Recreation 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 19, 2022

Agenda Item: Downtown Development Authority Appointments

Action Requested: Downtown Development Authority Appointments

Department: City Administration

Presented By: Sara Weigel

Strategic Goals: Provide Efficient and Responsive City Government
Generate Sustainable Economic Development

Background Info: **Mayor Pro Tem Willman and Councilor Dehm Recommendation**
Appoint Christian Henny, Shelley La Due Fishbein, and Matthew Cooke to regular seats on the Downtown Development Authority Board with terms beginning June 2022 and expiring June 2026.

Composition of the Downtown Development Authority Board (DDA)

The Board shall have no more than eight members who shall serve at the will of the Council. Seven shall be appointed from the general public and one member of the City Council shall be appointed annually by the Mayor to serve as a liaison between the Council and the Board. Each appointed member from the general public shall reside within, be a business lessee within, own real property within, or be an officer or director of a corporation having its place of business within the Glenwood Springs Downtown Development Authority district.

Vacancies

Upcoming Vacancies that will need to be filled this month:

- Three regular seats with terms expiring June 2026.

Applicants

- Christian Henny, a resident within the boundaries of the DDA and corporate officer of a business within the DDA, was appointed to a regular seat on the DDA Board in June 2018 and applied for a second term. Christian was deemed eligible for reappointment to a regular seat.
- Shelley La Due Fishbein, a business lessee within the boundaries of the DDA, was interviewed by Mayor Pro Tem Willman, Councilor Dehm, and Christian Henny; DDA Board President. Shelley was deemed eligible for appointment to a regular seat.
- Matthew Cooke, a business lessee within the boundaries of the DDA, was interviewed by Mayor Pro Tem Willman, Councilor Dehm, and Christian Henny; DDA Board President. Matthew was deemed eligible for appointment to a regular seat.
- Brittany Leigh Rippey, a business lessee within the boundaries of the DDA and owner of property within the boundaries of the DDA, was interviewed by Mayor Pro Tem Willman, Councilor Dehm, and Christian Henny; DDA Board President.

Issues: None.

Fiscal Impact: None.

Legal Review: None.

Staff Recommendation: Staff defers to City Council.



Downtown Development Authority Application

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

Composition of the Downtown Development Authority:

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

Personal Information

1. Membership Qualifications *

In order to serve on the DDA Board, you must qualify as one of the following (please select the choice that applies to you):

- ☒ Resident within the boundaries of the DDA
- ☐ Business Lessee within the boundaries of the DDA
- ☐ Owner of property within the boundaries of the DDA
- ☒ Corporate Officer/Diretor of business within the DDA

2. Name *

Christian Henny

3. Home Address *

526 Pine Street Glenwood Springs, CO 81601

4. Mailing Address *

PO Box 1670 Glenwood Springs, CO 81602

5. Home Phone *

951-941-7720

6. Work Phone *

970-928-3760

7. Mobile Phone *

951-941-7720

8. Email Address *

chenny@hotelcolorado.com

9. Occupation *

President - Hotel Colorado

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

I have enjoyed serving on the DDA for the past three years and would like to continue for another term. I believe the DDA is a valuable tool to continue to drive economic vitality in downtown Glenwood Springs.

11. What do you view as your role if selected as a member to the DDA Board? *

I believe that the role of a DDA board members is to listen to the businesses we represent and provide direction and support to the DDA Executive Director. I believe that working with City staff and along with the Chamber we can continue to make downtown Glenwood Springs thrive for both visitors and the residents of Glenwood Springs.

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

I have been on the DDA board for the past three years and have been the chair of the board since last June. I look forward to seeing phase 1 of the 6th Street master plan built.

13. Can you describe an experience making a decision based on public opinion? *

Last year we updated the plan of development for the DDA. We took input from the public and I used this when forming my position as we worked on this plan. As a member of a public board I am comfortable incorporating public opinion while looking out for the greater good.

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes

15. The DDA Board members generally attend one meeting a month in the morning in the weekday. Do you have any existing time commitments that will hamper your ability to serve? *

No

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

3-years on the DDA board, 3-years on the Chamber board, 2-years on FAB, and 2 years on Red Lion Hotels Franchise Advisory Council.

17. Please select today's date. *

3/22/2022



18. Have you served on the Downtown Development Authority Board before? *

☐ No

☒ Yes

Reappointment Applicants

19. Why do you think you should be reappointed? *

I believe I have served council well for the past three years and I have enjoyed being the chair for the past year. I would like to continue to serve my community.

20. Have you served two full successive terms on the Downtown Development Authority Board? *

No

Terms of Office of the Downtown Development Authority Board

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

(2) The board shall be constituted as follows:

- (a) At least one member shall be a member of the governing body, appointed to serve at the pleasure of the governing body.
- (b) Two members shall be appointed for terms expiring June 30 of the year following the date of the ordinance adopted by the governing body establishing the authority.
- (c) Two members shall be appointed for terms expiring June 30 of the second year following the date of the ordinance adopted by the governing body establishing the authority.
- (d) Two members, if the board consists of seven or more members, shall be appointed for terms expiring June 30 of the third year following the date of the ordinance adopted by the governing body establishing the authority.
- (e) All other members shall be appointed for terms expiring June 30 of the fourth year following the date of the ordinance adopted by the governing body establishing the authority.

(3) A member shall hold office until his successor has been appointed and qualified. After the terms of the initial members of the board have expired, the terms of all members (except any member who is a member of the governing body) shall expire four years from the expiration date of the terms of their predecessors. Appointments to fill vacancies shall be for the unexpired term. In any municipality in which the charter provides that the appointive authority is the mayor, the mayor shall make appointments to the board.

Powers and Duties of the Downtown Development Authority Board

(Per the Colorado Revised Statutes; Title 31 - Government - Municipal Powers and Functions of Cities and Towns)

(1) The general assembly declares that the organization of downtown development authorities having the purposes and powers provided in this part 8 will serve a public use; will promote the health, safety, prosperity, security, and general welfare of the inhabitants thereof and of the people of this state; will halt or prevent deterioration of property values or structures within central business districts, will halt or prevent the growth of blighted areas within such districts, and will assist municipalities in the development and redevelopment of such districts and in the overall planning to restore or provide for the continuance of the health thereof; and will be of especial benefit to the property within the boundaries of any authority created pursuant to the provisions of this part 8.

(2) The general assembly determines, finds, and declares that because of a number of atypical factors and special conditions concerning downtown development unique to each locality, the rule of strict construction shall have no application to this part 8, but it shall be liberally construed to effect the purposes and objects for which it is intended.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

Members shall be appointed for terms expiring June 30 and shall expire four years from the expiration date of the terms of their predecessors.

(Per the 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:

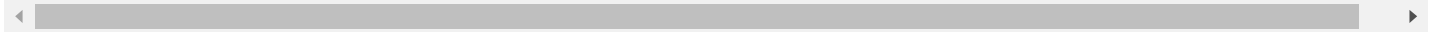
(b) Alternate members. The City Council at its discretion may appoint up to three (3) persons as alternate members for each board or commission. If a regular member of a board or commission is to be absent from a meeting, the presiding officer for the meeting may select an alternate member to fill such 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)



Respondent



6

Anonymous



207:13

Time to complete



Downtown Development Authority Application

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

Composition of the Downtown Development Authority:

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

Personal Information

1. Membership Qualifications *

In order to serve on the DDA Board, you must qualify as one of the following (please select the choice that applies to you):

- ☐ Resident within the boundaries of the DDA
- ☒ Business Lessee within the boundaries of the DDA
- ☐ Owner of property within the boundaries of the DDA
- ☐ Corporate Officer/Diretor of business within the DDA

2. Name *

Matthew Cooke

3. Home Address *

807 Montclair Dr. Palisade Co 81526

4. Mailing Address *

807 Montclair Dr. Palisade Co 81526

5. Home Phone *

(540) 250-6497

6. Work Phone *

(970) 945-6994

7. Mobile Phone *

(540) 250-6497

8. Email Address *

matt@summitcanyon.com

9. Occupation *

Business Owner

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

In order for a community to be healthy, and benefit all of its members, it requires a healthy downtown/business district. Glenwood Springs DDA Board has the opportunity to improve the aesthetic and infrastructure and have a positive long-term impact on the community as a whole. I believe that I have the attention and focus to be a good advocate for Glenwood Springs.

11. What do you view as your role if selected as a member to the DDA Board? *

My role as a board member is to facilitate the growth and well-being of Glenwood Springs, through the appropriation of funds, for projects, that benefit the township. As a board member, I along with fellow board members, would ultimately be responsible for positive impact in the community and in the downtown experience.

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

Communities often thrive when they have a solid infrastructure and a solid outreach program. Glenwood Springs is unique due to the geological surroundings, making it difficult and expensive to improve or change the infrastructure. I believe that we could focus on community events, as well as infrastructure, to improve the downtown experience, resulting in a more attractive place for families and businesses to flourish.

13. Can you describe an experience making a decision based on public opinion? *

I have not found myself in the position to make decisions based off of a public opinion. I have, in my personal and professional life/career, only had to make decisions based on physical data or through discourse with peers. However, I am aware that public opinion is paramount when you are acting on behalf of, or in the interest of, the public. There are countless topics in which the community relied on popular opinion to make decisions. For example, the removal of confederate statues is a topic that had to be decided through

public opinion. Since there was not a way to measure the positive/negative impact, the decision was rightly left to public opinion.

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion? *

I can, and do, have the ability to separate my opinions from my decision making. I intend to represent the Cities goals and policies as a business owner, and if the opportunity exists, as a member of the DDA.

15. The DDA Board members generally attend one meeting a month in the morning in the weekday. Do you have any existing time commitments that will hamper your ability to serve? *

As a business owner, time is one of the commodities I most lack. However, it is important to me to see the town I am vested in thrive and can set aside the time to perform the necessary tasks and advocate for the interests of the city.

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

I have not had the opportunity to sit on any boards, commissions, or committees. My experience with group decision making has been in my professional life in management. Part of the management teams responsibilities was to discuss and delegate the actions required to meet the goals of the company and mitigate the costs of reaching those goals.

17. Please select today's date. *

4/22/2022



18. Have you served on the Downtown Development Authority Board before? *

☒ No

Terms of Office of the Downtown Development Authority Board

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

(2) The board shall be constituted as follows:

- (a) At least one member shall be a member of the governing body, appointed to serve at the pleasure of the governing body.
- (b) Two members shall be appointed for terms expiring June 30 of the year following the date of the ordinance adopted by the governing body establishing the authority.
- (c) Two members shall be appointed for terms expiring June 30 of the second year following the date of the ordinance adopted by the governing body establishing the authority.
- (d) Two members, if the board consists of seven or more members, shall be appointed for terms expiring June 30 of the third year following the date of the ordinance adopted by the governing body establishing the authority.
- (e) All other members shall be appointed for terms expiring June 30 of the fourth year following the date of the ordinance adopted by the governing body establishing the authority.

(3) A member shall hold office until his successor has been appointed and qualified. After the terms of the initial members of the board have expired, the terms of all members (except any member who is a member of the governing body) shall expire four years from the expiration date of the terms of their predecessors. Appointments to fill vacancies shall be for the unexpired term. In any municipality in which the charter provides that the appointive authority is the mayor, the mayor shall make appointments to the board.

Powers and Duties of the Downtown Development Authority Board

*(Per the Colorado Revised Statutes; Title 31 - Government - Municipal Powers and Functions of Cities and Towns
Article 25 - Public Improvements, Part 8 - Downtown Development Authorities; § 31-25-801.
Legislative Declaration)*

(1) The general assembly declares that the organization of downtown development authorities having the purposes and powers provided in this part 8 will serve a public use; will promote the health, safety, prosperity, security, and general welfare of the inhabitants thereof and of the people

of this state; will halt or prevent deterioration of property values or structures within central business districts, will halt or prevent the growth of blighted areas within such districts, and will assist municipalities in the development and redevelopment of such districts and in the overall planning to restore or provide for the continuance of the health thereof; and will be of especial benefit to the property within the boundaries of any authority created pursuant to the provisions of this part 8.

(2) The general assembly determines, finds, and declares that because of a number of atypical factors and special conditions concerning downtown development unique to each locality, the rule of strict construction shall have no application to this part 8, but it shall be liberally construed to effect the purposes and objects for which it is intended.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

Members shall be appointed for terms expiring June 30 and shall expire four years from the expiration date of the terms of their predecessors.

(Per the Glenwood Springs, CO Municipal Code 020.020.040)

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(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.

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(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)



Downtown Development Authority Application

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

Composition of the Downtown Development Authority:

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

Personal Information

1. Membership Qualifications *

In order to serve on the DDA Board, you must qualify as one of the following (please select the choice that applies to you):

- ☐ Resident within the boundaries of the DDA
- ☒ Business Lessee within the boundaries of the DDA
- ☐ Owner of property within the boundaries of the DDA
- ☐ Corporate Officer/Diretor of business within the DDA

2. Name *

Shelley La Due Fishbein

3. Home Address *

17 Wildwood Lane Glenwood Springs Co 81601

4. Mailing Address *

Same as above

5. Home Phone *

9702740656

6. Work Phone *

9709287426

7. Mobile Phone *

9702740656

8. Email Address *

holeinthewalltat@hotmail.com

9. Occupation *

Business owner tattoo artist

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

I have had a business in the downtown core for over 22 years and I am very familiar with the the downtown area and issues

11. What do you view as your role if selected as a member to the DDA Board? *

Help support downtown business

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

Help keep downtown clean, safe and prosperous

13. Can you describe an experience making a decision based on public opinion? *

There have been many occasions where I have had to set aside my personal opinion for the greater good of our artists along with the shared businesses in our building. I feel I am capable of making decisions and facilitating an outcome wherein all parties are considered not just my opinion or ideas. I honestly believe that has been on contributing factor to my success as a business owner for over two decades

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes I am run my business as a team and know that I would have no problem following the city laws and codes.

15. The DDA Board members generally attend one meeting a month in the morning in the weekday. Do you have any existing time commitments that will hamper your ability to serve? *

I would be available for the meetings

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

I was the Secretary of the San Luis Obispo Ca. Opera Board for two years. I was part of the volunteer coordinator Monarch Grove Elementary for three years.

17. Please select today's date. *

4/8/2022



18. Have you served on the Downtown Development Authority Board before? *

☒ No

☐ Yes

Terms of Office of the Downtown Development Authority Board

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

(2) The board shall be constituted as follows:

- (a) At least one member shall be a member of the governing body, appointed to serve at the pleasure of the governing body.
- (b) Two members shall be appointed for terms expiring June 30 of the year following the date of the ordinance adopted by the governing body establishing the authority.
- (c) Two members shall be appointed for terms expiring June 30 of the second year following the date of the ordinance adopted by the governing body establishing the authority.
- (d) Two members, if the board consists of seven or more members, shall be appointed for terms expiring June 30 of the third year following the date of the ordinance adopted by the governing body establishing the authority.
- (e) All other members shall be appointed for terms expiring June 30 of the fourth year following the date of the ordinance adopted by the governing body establishing the authority.

(3) A member shall hold office until his successor has been appointed and qualified. After the terms of the initial members of the board have expired, the terms of all members (except any member who is a member of the governing body) shall expire four years from the expiration date of the terms of their predecessors. Appointments to fill vacancies shall be for the unexpired term. In any municipality in which the charter provides that the appointive authority is the mayor, the mayor shall make appointments to the board.

Powers and Duties of the Downtown Development Authority Board

(Per the Colorado Revised Statutes; Title 31 - Government - Municipal Powers and Functions of Cities and Towns

Article 25 - Public Improvements, Part 8 - Downtown Development Authorities; § 31-25-801. Legislative Declaration)

(1) The general assembly declares that the organization of downtown development authorities having the purposes and powers provided in this part 8 will serve a public use; will promote the health, safety, prosperity, security, and general welfare of the inhabitants thereof and of the people of this state; will halt or prevent deterioration of property values or structures within central business districts, will halt or prevent the growth of blighted areas within such districts, and will assist municipalities in the development and redevelopment of such districts and in the overall planning to restore or provide for the continuance of the health thereof; and will be of especial benefit to the property within the boundaries of any authority created pursuant to the provisions of this part 8.

(2) The general assembly determines, finds, and declares that because of a number of atypical factors and special conditions concerning downtown development unique to each locality, the rule of strict construction shall have no application to this part 8, but it shall be liberally construed to effect the purposes and objects for which it is intended.

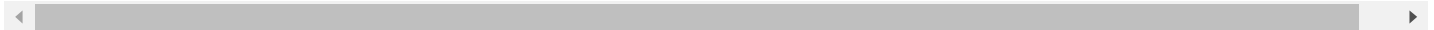
Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

Members shall be appointed for terms expiring June 30 and shall expire four years from the expiration date of the terms of their predecessors.

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



Respondent



3

Anonymous



24:44

Time to complete



Downtown Development Authority Application

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

Composition of the Downtown Development Authority:

(Per the Colorado Revised Statutes; Title 31 - Government – Municipal; Powers and Functions of Cities and Towns; Article 25 - Public Improvements; Part 8 - Downtown Development Authorities; § 31-25-805. Board - membership - term of office)

(1) The affairs of the authority shall be under the direct supervision and control of a board consisting of not less than five nor more than eleven members appointed by the governing body. A majority of the members appointed shall reside or own property in the downtown development district.

Personal Information

1. Membership Qualifications *

In order to serve on the DDA Board, you must qualify as one of the following (please select the choice that applies to you):

- ☐ Resident within the boundaries of the DDA
- ☒ Business Lessee within the boundaries of the DDA
- ☒ Owner of property within the boundaries of the DDA
- ☐ Corporate Officer/Diretor of business within the DDA

2. Name *

Brittney Leigh Rippy

3. Home Address *

739 Cleveland Ave.

4. Mailing Address *

739 Cleveland Ave.

5. Home Phone *

970-319-4703

6. Work Phone *

970-319-4703

7. Mobile Phone *

970-319-4703

8. Email Address *

brittney.rippy@gmail.com

9. Occupation *

Executive Chef/Owner

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

I would like to be involved in the direction of downtown development because I am a business owner and employee of a long standing restaurant in town. I was also born in Glenwood Springs and have lived here most of my life. I love this community and would like to be involved in where we are headed in the future.

11. What do you view as your role if selected as a member to the DDA Board? *

I would love to be involved in implementing measures to make our downtown more accessible to walkers and bikers. I also feel strongly about keeping the historical feel to our downtown. We have a robust history and I think it is important that we hold onto parts of where we came from. I would also like to see our downtown continue to flourish and expand in what it has to offer overall to our locals and tourists.

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

I would like to be involved in creating beautiful outdoor public spaces, and I am interested in a downtown that encourages people to be outside moving around. I would love to see residents and tourists not just parking and walking to where they are headed, but intrigued to wander around the entire area because of all we have. I would love to help facilitate creating spaces that invite people to explore.

13. Can you describe an experience making a decision based on public opinion? *

I sat on the Carbondale Chamber Executive Committee for 4 years and was involved in making decisions that were best for our chamber members. During COVID, the idea of expanding seating outside for restaurants and closing down part of the street became a big topic of discussion. While I felt one way about this topic, there were several business owners not on board with the idea because of the impact they feared it may have on their particular

business. As members of the community, and business owners, it was very important to hear them out and come up with a solution that was also tailored to their needs.

14. Can you separate yourself from your personal opinions and represent the City's goals, policies, plans and the Glenwood Springs Municipal Code in an equitable fashion? *

Yes

15. The DDA Board members generally attend one meeting a month in the morning in the weekday. Do you have any existing time commitments that will hamper your ability to serve? *

No

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

I served for 4 years on the Carbondale Chamber as the Secretary.

17. Please select today's date. *

3/12/2022



18. Have you served on the Downtown Development Authority Board before? *

☒ No

☐ Yes

Terms of Office of the Downtown Development Authority Board

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(Per the Glenwood Springs, CO Municipal Code 020.020.040)

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 - (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 19, 2022

Agenda Item:	Imagine Glenwood Take a Minute Campaign Presentation
Action Requested:	Request for funding support for new signage to slow traffic through town.
Department:	Engineering
Presented By:	Diane Reynolds, Sumner Schachter
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	Diane Reynolds and Sumner Schachter will present recent progress in the Community Take a Minute campaign and new ideas for slowing traffic through town. They will also discuss a request for funding support for new signage. Any funding would be allocated through the traffic calming budget in the Maintenance and Repair line item in the Street Tax Fund. The traffic calming budget is currently \$25,000.
Issues:	None at this time.
Fiscal Impact:	Request from the community group to use Traffic Calming Funds in the Street Tax Fund. The total amount is unknown at this time but will not exceed \$25,000.
Legal Review:	NA
Staff Recommendation:	Staff defers to Council.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: South Midland Update

Action Requested: No action needed.

Department: Engineering

Presented By: Terri Partch

Strategic Goals: Preserve and Improve Infrastructure
Protect and Preserve our Quality of Life

Background Info: The City is nearing completion of the South Midland Reconstruction. The project public information team will give a presentation to the Council to update them on the project progress and timeline to complete the project.

Issues: None at this time.

Fiscal Impact: None.

Legal Review: NA

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 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 Ad 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 Springs. 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.

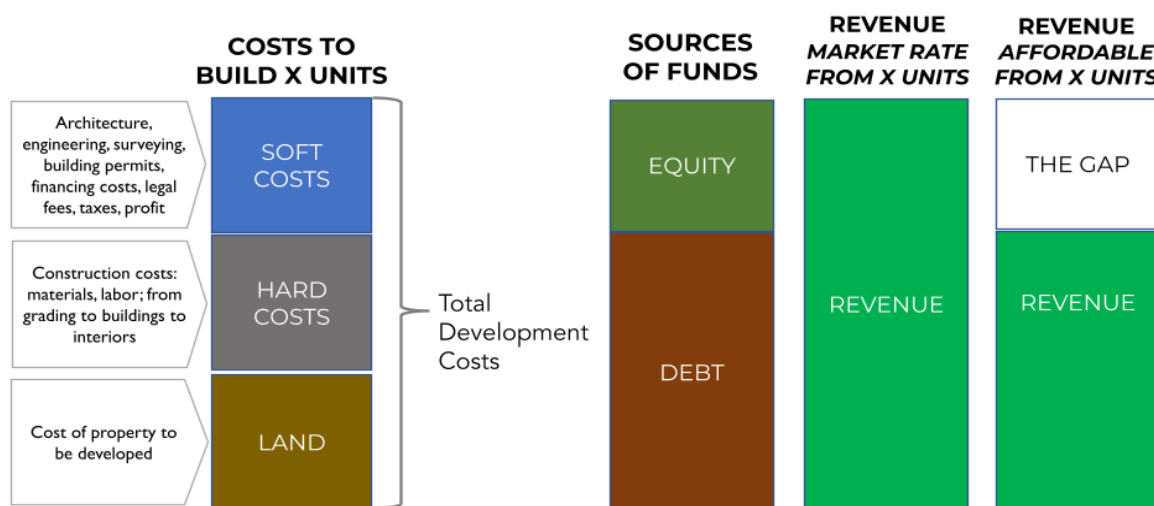
Typical market rate rents for a 2BR apartment range from \$2,065 for rentals of existing housing stock advertised to the public, to between \$2,313 and \$2,700 at one specific new apartment building in the City. At this large new apartment building, advertised rents would be considered affordable for 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.

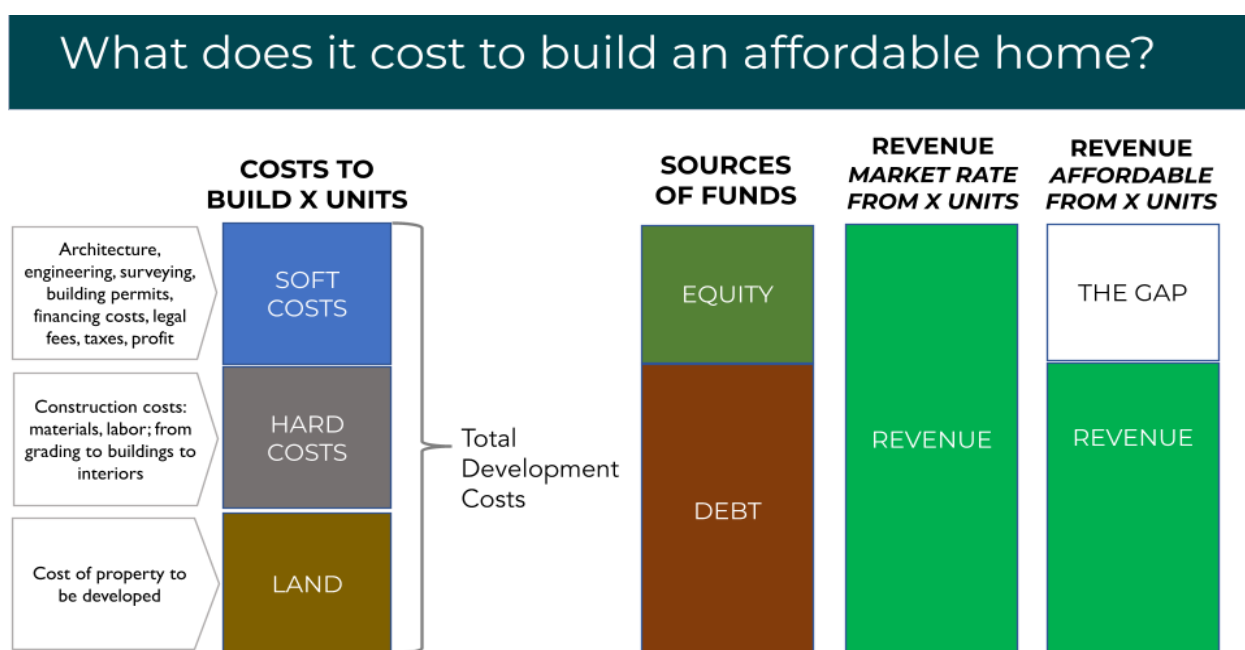
¿Cuánto cuesta construir una casa asequible?

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		

City of Glenwood Springs Affordable Housing Measures Progress Report



Where we were, Where we are

Code Amendments & Policy Changes

2016	Voluntary Deed Restriction Program
2018	Development Code Rewrite
2019	Vacation Rentals
2020	Accessory Dwelling Units
2021	Inclusionary Zoning

On the Horizon:

2022	Affordable Housing Tax Question City Owned Property Request for Proposals
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Voluntary Deed Restriction Program



System improvement fee waivers for voluntarily deed restricted rental prices to average 100% AMI for 30 years, or unless otherwise terminated.

- Primary occupancy requirements based on employment or student/retired/disability benefit status.
- Units must average 100% AMI
- 30 year Timeline
- Accessory Dwelling Units are Eligible
- Amortization begins in year 5 (Amended in 2020)



RESULTS:

45 Rental Units in the Program

Two Major Employers:

- **Iron Mountain Hot Springs (15 Units)**
- **Roaring Fork School District (23 Units)**

On the Horizon:

Parking

2018 Development Code Rewrite

- 1.5 spaces/unit + 1 space per 5 units for guest parking
- 30% Administrative reduction allowance
- Maximum reduction to 1.2 spaces/unit

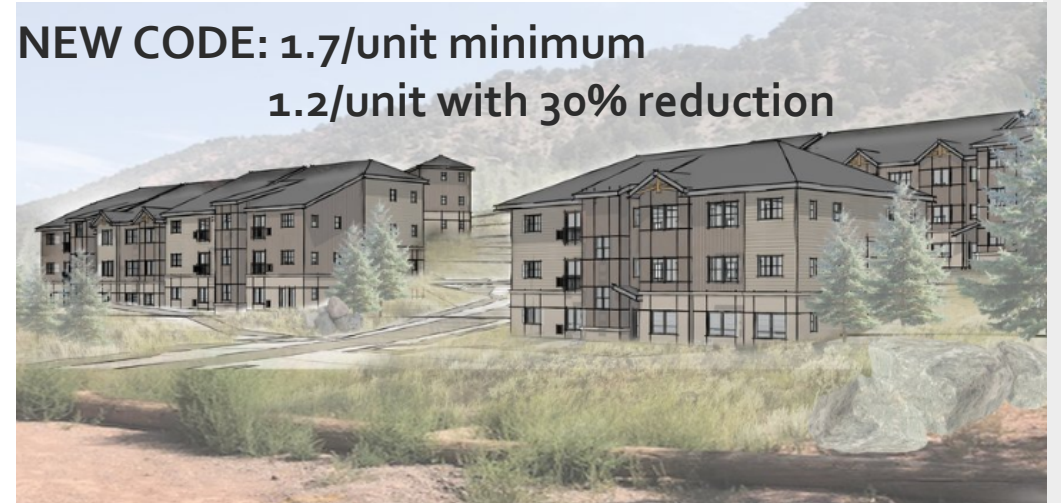
OLD CODE: 2.4/unit minimum



Approved 2015
181 Parking Spaces for 116 Units
(1.6/unit)
Required Contentious Variance

NEW CODE: 1.7/unit minimum

1.2/unit with 30% reduction



Approved 2020
148 Parking Spaces for 100 Units
(1.48/unit)
20% reduction from required

Vacation Rentals



2019 Vacation Rental Policy and Code Update

OLD CODE:

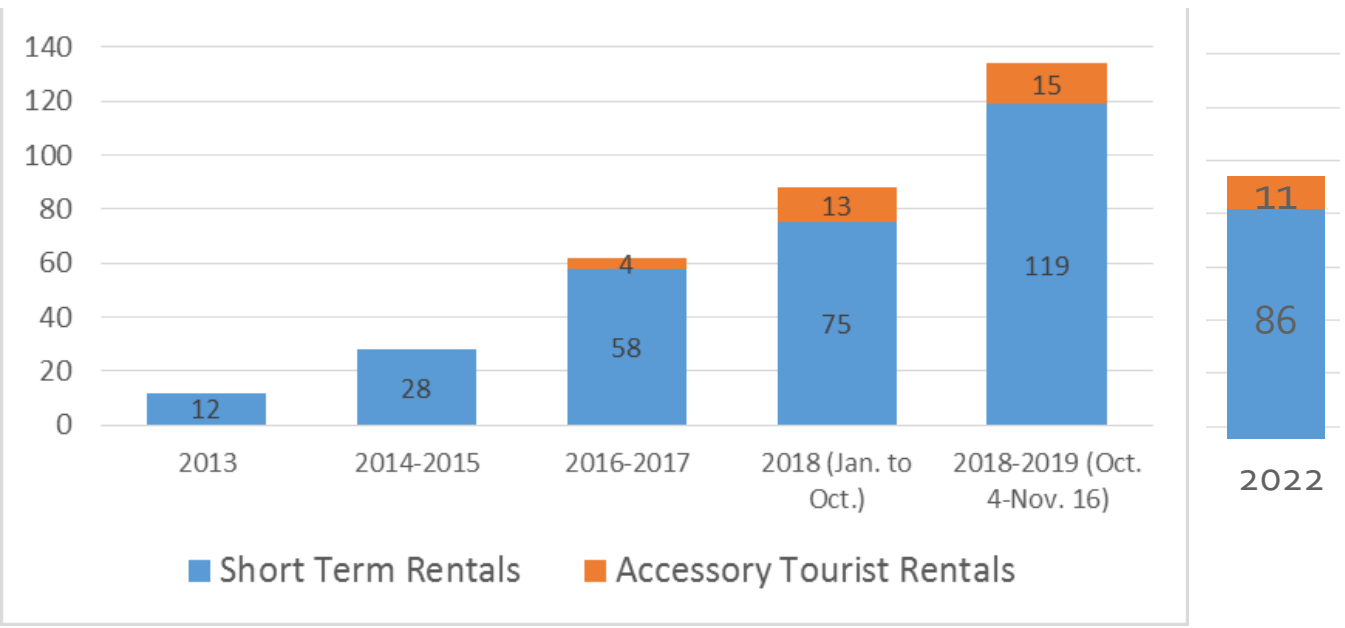
- \$100 Permit, One time
- No Building Inspection
- Not Permitted in ADU's
- Non-Transferable

NEW CODE:

- \$500 Permit, \$300 Renewal
- 250 Foot Buffer
- 10% Multifamily Cap
- Not Permitted in ADU's
- Non-Transferable
- Building Inspections
- City Permit Cap

RESULTS: 134 Permits in 2019

RESULTS: 97 Permits in 2022



Accessory Dwelling Units



Over the Garage



Garage Conversion



Stand-Alone Unit



Basement or Attic Conversion

- ⌘ Increasing maximum ADU size from 850 to 1000 square feet
- ⌘ Increasing % of Primary Dwelling from 49 to 55%
- ⌘ Adding Unit Size Exception for ADU conversions in existing homes without footprint increase, can be 50% of structure, up to maximum size allowance.
- ⌘ Front Yard Placement Exemption for detached product.
- ⌘ Reduced Rear Yard Setback allowance of 5 feet.

RESULTS: 5 Accessory Dwelling Units permitted that were not previously allowed.

On the Horizon: Concept Review of allowing more than 1 ADU on a lot

Packet Page 237

Inclusionary Zoning



- œ Applies to Rental and For Sale projects
- œ 20% of units must be Resident Occupied
- œ 10% of units must be Deed Restricted to 100% Area Median Income
- œ Occupancy requirement is tiered geographical employment:
 - œ City Boundary
 - œ 81601 Zip Code
 - œ 30 miles of City Limit

RESULTS: All units have been APPROVED, but not built.

RENTAL, 12 Resident Occupied, 6 Deed Restricted to 100% AMI

FOR SALE, 3 Resident Occupied, 1 Deed Restricted to 100% AMI

On the Horizon: Review of percent of units required

Summary

œ Reduced Parking Standards help Residential projects utilize land efficiently.

œ Reduced number of homes being utilized as vacation homes.

œ Increased production of Accessory Dwelling Units

œ 51 rental units rent capped at 100% AMI

œ 1 For Sale Townhome Deed Restricted to 100% AMI

œ 15 Resident Occupied restricted units





CITY OF GLENWOOD SPRINGS

Housing Commission

FROM: Housing Commission

TO: City Council

DATE: May 13, 2022

RE: Findings and Recommendations Put Forth by Ad Hoc Committee

The Housing Commission, at their regularly scheduled meeting on May 12, 2022 made the following motion for City Council consideration.

The Housing Commission supports the findings, recommendations, and urgency of the Ad Hoc Housing Committee. The Housing Commission supports a ballot issue for consideration of a tax source(s) dedicated to a long-term deed-restricted housing fund.

Motion made by Sumner Schachter, Seconded by Ellen Dole. Unanimously approved.

The Housing Commission has discussed many times possible projects that could be undertaken if there were a dedicated affordable housing source of funding. The Commission believes the actions recommended by the Ad Hoc Committee are a unique opportunity and urges City Council to follow through on the recommendations.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Real Estate and Market Demand Study
Action Requested:	This item is associated with the work session regarding the retail overlay. If Council would like to proceed with this market study, staff would ask for direction to enter into a contract with EPS and to add this to the next supplemental appropriation.
Department:	Economic and Community Development
Presented By:	Jenn Ooton, Hannah Klausman
Strategic Goals:	Generate Sustainable Economic Development
Background Info:	Several members of Council indicated that a market study would be beneficial for determining the amount of retail needs within Glenwood Springs, as it relates to the Downtown Design Standards and Retail Uses overlay conversation. Staff contacted the company Economics and Planning Systems out of Denver to get a scope of work for such a market study and an estimated cost. The Market Study Scope of Work has been attached to this report.
Issues:	See the work session agenda item on Downtown Design Standards for background.
Fiscal Impact:	The proposal for services is \$49,650. Additional presentations would be at an additional cost. This item would need to be part of a supplemental appropriation from General Fund and potentially with a contribution from the DDA, which would require a request to that board.
Legal Review:	NA
Staff Recommendation:	Staff defers to Council.



Real Estate and Market Demand Study

Prepared for:



Prepared by:



May 18, 2022

EPS #223050

PROPOSAL

Project Understanding & Goals

The City of Glenwood Springs is interested in retaining EPS for a study to evaluate existing economic and real estate conditions and identify opportunities for growth and diversification. EPS proposes to start the study with the existing conditions analysis focusing on the economic and demographic characteristics of the population and workforce and trends over the last 10 years. We will also analyze real estate development conditions and trends by land use category including data on the total space, geographic distributions, and performance indicators. Each sector, including retail/commercial, office, industrial, and residential, will be evaluated including their overall inventory, markets served, and performance indicators to identify the strengths, weaknesses, and unique characteristics of the components of the Glenwood Spring's economic base.

With a solid understanding of the current market, we will focus on growth potentials over the next 10 years. This analysis will take into consideration national and global changes, including the impacts of the pandemic, along with the specifics and changing dynamics of the local and regional economy. For instance, with respect to the commercial sector, the growth of online retail has decreased demand for brick-and-mortar space and changed the format of new stores and restaurants. Much of the growth in retail has been in food, beverage, and entertainment formats. Technology is also driving changes in the market at an increasing pace. Remote working, in particular, has changed the demand curve for employment space.

With respect to the residential sector, new construction is not keeping pace with demand, inflating prices and rents, and impacting the ability of the local workforce to live in the community. More workers are needing to commute in from down valley or to rent rather than buy a home. While these trends get a lot of attention, there are still large portions of the residential and commercial markets that live and work in more conventional development formats, such as single family and multifamily housing, business parks, and retail centers. This study will consider the impact of these national and local market conditions on future demand and supportable product types and mixes, in order to make an informed evaluation and not a "crystal ball prediction" of how the Glenwood Springs market can be expected to change over the next decade.

Glenwood Springs is a vibrant community with strengths in multiple markets. It is a tourist destination, an outdoor recreation gateway, and a retail trade and service center for the Roaring Fork Valley and larger western Colorado region. As a result, Glenwood has a diverse economy with a strong base in retail, accommodations, real estate, professional services, and health care. Determining how the local and regional economy may shift and identifying opportunities for development and investments to capitalize on these changes is the focus of the study.

The goals of this study are as follows:

- Document current economic, demographic, and real estate conditions by industry and by location in the local market.
- Provide the City with an understanding of its future market opportunities and needs from well documented research based on sound defensible data.
- Identify opportunities to strengthen and diversify the economy of Glenwood considering national market shifts and local conditions and forecasts.
- Identify land use types and development formats not yet present in Glenwood but likely to be in demand based on national and similar community trends.
- Provide insight into the strengths and opportunities for the major commercial and mixed use areas in the city including Downtown, 6th Street, and Confluence areas.
- Provide direction to City staff on the prioritization and use of economic development incentives to maximize economic growth and diversify the economy.

Scope of Work

EPS proposes to complete the tasks described below to respond to the City's request for a proposal.

Task 1: Project Initiation

EPS will schedule a trip to Glenwood to meet with the City's project manager and other members of the project team. Prior to this meeting, EPS would begin the research and analysis under Tasks 2 and 3 to update our familiarity with Glenwood and to inform a discussion of key issues to be addressed in the study. During this trip we would also plan to meet individually with a select group of area developers and other key stakeholders identified by the City to get local input on real estate conditions and opportunities and constraints.

Task 2: Economic and Demographic Assessment

The economic and demographic assessment will document the baseline conditions and trends over the past 10 years in Glenwood Springs including the following:

- Document and analyze employment trends and conditions including the number of jobs by industry and major employers using data from the Bureau of Labor Statistics (BLS), Bureau of Economic Analysis (BEA), and the Colorado Department of Labor QCEW data.
- Determine the strengths and weaknesses of the existing employment sectors and assess near and long term prospects for growth.
- Analyze trends in population and households, age and income distributions, and race and ethnicity. Data sources will include the U.S. Census and third-party

demographic data providers.

- Inventory the existing housing inventory and categorize by housing type and location. Analyze trends in household size, household type, units in structure, and affordability metrics such as cost burden.

Task 3: Commercial Real Estate Market

The major components of the commercial real estate market are employment-supporting land uses such as retail, office, industrial, and hotel space. Flexible and shared workspace formats are also becoming more popular nationally. Under this task, we will document development trends in the Glenwood Springs market including total inventory, new construction by year, and vacancy and rental rates.

- Compile development data from a variety of sources including building permits, assessor parcel data, the CoStar commercial property database, and local published statistics from brokerage firms.
- Document and analyze development trends and market share by land use type and area of the city and larger regional market area.
- Identify and characterize major submarkets and locations of concentration for each land use type.
- Assess the strengths and weaknesses of each market segment in terms of the City's ability to be competitive for employment, retail, and tourism development that support both economic development and quality of life.

Task 4: Retail Sales and Expenditures

The city's retail sector performance and capture will be an important area of focus. Vibrant downtowns and neighborhood commercial districts are important to quality of life and place, yet the number of potential retailers and other tenant types has diminished with the growth of online retail. In some cases, restaurants and entertainment can fulfill this role. We will need to evaluate the impact of these trends on the most important commercial areas in Glenwood Springs including downtown, Confluence, 6th Street, and West Glenwood.

- EPS will analyze and aggregate individual business sales tax data (to be obtained from the City under a confidentiality agreement) to quantify total retail sales volumes and performance by store category and by location within the city. Based on previously compiled data on the retail inventory from Task 3, we will also estimate sales per square foot by store category and location.
- We will estimate retail expenditures by store category by Glenwood Springs trade area residents based on average household income, total personal income (TPI) for the city, and the percent of TPI spent by store category.
- Using EPS' retail sales inflow-outflow model, we will compare the level and distribution of sales by local businesses with the spending patterns of area

residents. The model will distribute Glenwood retail store sales by consumer segment including sales to residents, inflow from the surrounding regional trade area, and sales to visitors.

- The sales flow model will also estimate the share of area resident expenditures made in local stores and the portion of spending that is outflow (leakage) to other locations.
- Based on the sales flow analysis, we will identify existing unmet demand by store category focusing on grocery stores and other key anchors. We will also estimate the additional sales potential associated with projected growth of households and income over the next 10 years.

Task 5: Residential Real Estate Market

EPS will characterize the City's housing sector including data on the total inventory by product type as well as the change in median and average sale prices and average rents over the last 10 years. Estimates of future demand will be made based on projected population and employment growth.

- EPS will collect and analyze secondary data on the ownership and rental housing inventory and development trends over the last 10 years.
- Working with a local realtor, we will track the annual sales volume and prices for the sales of new housing and resales from the Board of Realtors Multi-List database.
- EPS will document and evaluate sale and rental price trends and compare to wages and household incomes to gauge changes in affordability conditions.
- Based on current commuting patterns, we will estimate the current housing shortage for rental and for sale housing.

Task 6: Emerging Development Trends

After completing Tasks 2 through 5, EPS will have thoroughly documented market conditions, trends, and gaps in Glenwood Springs. Drawing from data on national and global shifts in economic and real estate demand, as well as our knowledge and experience working in other markets, we will identify other development formats that could be developed in Glenwood but are not yet supplied. Some major themes could include:

- **Retail evolution** – How will online retail continue to effect Glenwood's retail development opportunities? What new concepts could be viable?
- **Housing market expectations** – How will regional trends affect the demand for housing products?
- **Workplace trends** – How much of Glenwood's workforce is comprised of remote workers? Is the impact of the pandemic temporal or more structural affecting long term demand? Are there any industrial and R&D innovations relevant to Glenwood?

Task 7: Land Demand Forecasts

EPS will prepare space demand forecasts by major development category for a 10 and 20-year forecast period. First, we will develop 20-year population and employment projections, and estimates of visitation growth as underlying drivers. Using the analysis in the previous tasks to inform the assumptions on the land use mix, EPS will:

- Forecast housing demand based on current needs and the growth of households over the next 10 years by unit type and price point.
- Project office and industrial space including data on product type and locational preferences.
- Forecast retail space demand by type of space, location, and consumer market orientation.
- Estimate future lodging demand by number of rooms with additional data on product types and locations.

Task 8: Key Development Locations

Based on the space and land development forecasts, EPS will provide input on the supportable amount and mix of development at key development and redevelopment locations including downtown, 6th Street and Confluence. We will estimate the supportable product types and price points for each location and provide input on the need for an appropriate use of economic development incentives.

Task 9: Draft and Final Reports

EPS will prepare a draft report to document the key information and analyses and input from stakeholders described in this draft work plan. EPS will make the report reader-friendly by avoiding technical jargon and relying primarily on charts, figures, and maps. EPS will complete a final report within two weeks receipt of edits and comments on the draft report. If a second trip to present the final report is needed or desired, it will be billed as an additional cost item.

Budget and Schedule

EPS agrees to complete the above scope of work within approximately four months on a time and materials basis not to exceed \$49,650 without prior approval of the City. The approximate level of effort by staff level and task is shown in **Table 1** below.

Table 1. Level of Effort by Task and Staff Level

	Principal	Associate	Production/ Research	Total
Billing Rate	\$250	\$140	\$110	
Labor Cost				
Task 1: Project Initiation	16	16	4	\$6,680
Task 2: Economic and Demographic Assessment	8	24	8	\$6,240
Task 3: Commercial Real Estate Market	8	16	8	\$5,120
Task 4: Retail Sales and Expenditures	8	16	16	\$6,000
Task 5: Residential Real Estate Market	8	24	18	\$7,120
Task 6: Emerging Development Trends	8	16	12	\$5,560
Task 7: Land Demand Forecasts	4	12	4	\$3,120
Task 8: Key Development Locations	4	8	8	\$3,000
Task 9: Draft and Final Reports	12	12	8	\$5,560
Total Labor	76	144	84	\$48,400
<i>as % of total staff hours</i>	<i>25%</i>	<i>47%</i>	<i>28%</i>	
Direct Costs				
Travel Costs (1 two-person trips)				\$750
Economic and Real Estate Data				\$500
Total Direct Costs				\$1,250
Total Budget				\$49,650

Source: Economic & Planning Systems, Inc.



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epsys.com

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About Economic & Planning Systems

Economic & Planning Systems, Inc. (EPS) is a land economics consulting firm experienced in the full spectrum of services related to real estate development, the financing of public infrastructure and government services, land use and conservation planning, and government organization.

EPS was founded on the principle that real estate development and land use-related public policy should be built on realistic assessment of market forces and economic trends, feasible implementation measures, and recognition of public policy objectives, including provisions for required public facilities and services.

AREAS OF EXPERTISE

- ▶ Real Estate Economics
- ▶ Public Finance
- ▶ Land Use & Transportation
- ▶ Economic Development & Revitalization
- ▶ Fiscal and Economic Impact Analysis
- ▶ Housing Policy
- ▶ Public-Private Partnership (P3)
- ▶ Parks and Open Space Economics

Clients Served

Since 1983 EPS has provided consulting services to hundreds of public- and private-sector clients in Colorado and throughout the United States. Clients include cities, counties, special districts, multi-jurisdictional authorities, property owners, developers, financial institutions, and land use attorneys.

Staff Capabilities

The professional staff includes specialists in public finance, real estate development, land use and transportation planning, government organization, and computer applications. The firm excels in preparing concise analyses that disclose risks and impacts, support decision making, and provide solutions to real estate development and land use-related problems.



RETAIL DEVELOPMENT ANALYSIS

EPS prepares retail supply and demand studies ("leakage" analysis) as well as highly-tailored strategies for retail districts. In our retail work, we strive to fully recognize the range of assets and challenges central to devising a successful retail strategy, including the location-specific attributes of the neighborhood and the dynamics of the community. Our combination of analytics and locational competitiveness assessment provides EPS clients with highly effective strategies for retail sustainability and enhancement. As a central part of its consulting practice, EPS has consulted on all aspects of retail development including retail development strategies, project feasibility analyses, financing programs, and impact analyses as described below.



-
- **Project Feasibility** – EPS prepares real estate market and feasibility analysis for retail stores, shopping centers, and mixed-use retail and entertainment projects. Market research often includes household surveys of expenditure patterns and detailed analysis of sales tax data to accurately portray current inflows and outflows and specific store opportunities.
 - **Retail Development Strategies** – EPS assists cities with larger community-wide and project specific strategies to attract desirable retail tenants and retail centers based on market research, tenant contacts, financing strategies, and incentive packages.
 - **Revitalization and Redevelopment Plans** – EPS collaborates with planners and urban designers to develop overall development and revitalization plans and programs for downtowns and other existing commercial districts.
 - **Public/Private Financing** – EPS assesses the required levels of public support to attract developer interest or to complete the financing program for a proposed project. The includes identifying and forecasting potential funding sources; allocating capital costs among participating entities; and public finance negotiations.
 - **Tax Increment Financing** – EPS prepares detailed, market analysis-based tax increment forecasts and evaluation of historical assessed value growth and allocation of tax increment receipts.
 - **Developer Negotiations** – EPS conducts feasibility studies and economic analyses to support real estate and infrastructure negotiations often resulting in development agreements, owner participation agreements and participation and disposition agreements.
 - **Impact Studies** – EPS analyzes the positive and negative effects of new retail development projects including impacts on existing retailers, net sales tax revenues, and justification for retail incentives.

Project Profiles

Sixth Street Corridor Master Plan Glenwood Springs, Colorado

Located on Colorado's western slope of the Rocky Mountains, the City of Glenwood Springs is a vibrant community known to guests for its hot springs and also recognized as a regional hub for locals that supports a number of resort communities in the immediate region. As a result of a multi-million dollar Colorado Department of Transportation (CDOT) project to demolish and realign the Grand Avenue/ State Highway 82 bridge over the Colorado River, the 6th Street Commercial Corridor was expected to change dramatically. To ensure the vitality of this corridor, the City sought to create a master plan for the roughly 3/4 mile-long portion of 6th Street on the north side of the river.

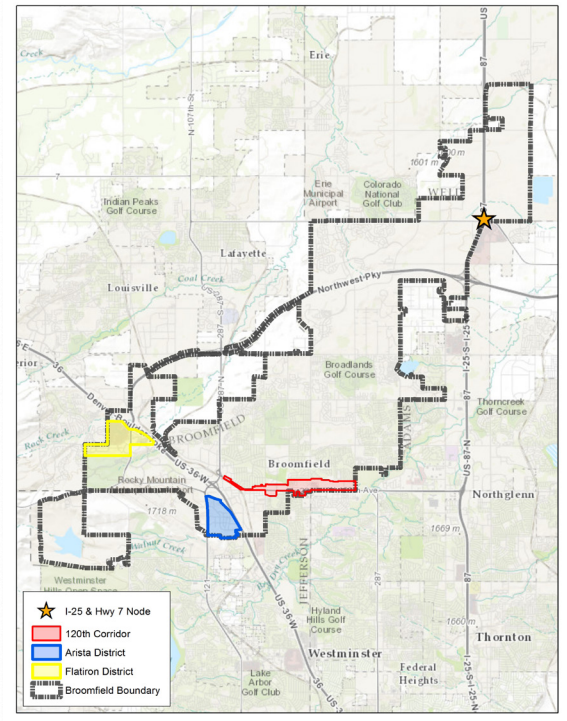


EPS provided the market and economic analysis for the Corridor Plan. The study focused on the sites that were underperforming for potential redevelopment, with an emphasis on linking redevelopment concepts with infrastructure improvements. The team addressed ways to alleviate traffic volumes on 6th Street by linking redevelopment sites with better pedestrian connections and incorporating a transit shuttle linking corridor hotels with the historic hot springs, the cavern gondola base, and a recently developed set of hot springs. EPS then completed an evaluation of alternative financing districts for generating revenues for the recommended improvements including; a general improvement district, business improvement district, special improvement district, and downtown development authority area expansion. Each mechanism is described, along with formation requirements, revenue sources and potentials, governance structure, and relative strengths and weaknesses for application to the project context.

Broomfield Retail Study Broomfield, Colorado

The City and County of Broomfield experienced robust retail development and sales increases between 1990 and 2007 including development of Flatirons Crossing Mall, as well as numerous neighborhood and community retail centers serving residential growth. However, during and after the 2008 to 2010 recession, the retail sector dramatically slowed due to the growth of on-line sales and related declines in bricks and mortar retail sales, as well as increasing competition for major one-in-the-market retailers in neighboring jurisdictions. Growing the City's revenue base through retail development, recruitment, and expansion nevertheless remains an economic development priority and a focus for City Council.

The City retained EPS to evaluate retail conditions and potentials citywide with a focus on four districts including: the Flatirons District including the Mall and its surrounding ancillary retail and accommodation uses; the Arista Entertainment District including the 1stBank Event Center; the 120th Avenue Corridor; and the I-25 Corridor and State Hwy 7 interchange. The study was grounded on a comprehensive analysis of existing retail conditions, including retail buying power, existing sales performance, and retail and expenditure sales flows and estimates of capture and leakage. It also included a retail survey of 1,200 households regarding existing spending patterns and preferences for new shopping and entertainment options. Assets and barriers and development opportunities were provided for the four districts including additional retail potentials by store category and key target tenants for recruitment and attraction. The report also provided a retail development and revitalization strategies for the city as a whole and for the four focus districts.



Development and Land Demand Forecasts Bozeman, Montana

EPS was retained by the City of Bozeman to provide economic and demographic data analysis and to identify future land use needs over the next 25 years. The purpose of this analysis was to support the City's update of its comprehensive plan and to identify what land area and land characteristics are needed for the continued economic and physical growth of the city.

To provide staff and the Planning Board with the framework necessary to fully understand the factors that influence growth in the city, EPS completed a comprehensive summary of economic and demographic trends and conditions in and around the city. This information was used to provide the framework and inputs necessary to develop the final land demand forecasts.



EPS developed an employment-based land demand model to estimate the total demand for commercial and residential space. Based on anticipated employment growth in Bozeman, EPS estimated the annual demand for varying commercial space types (i.e. office, retail, and industrial) as well as the demand for residential housing types (i.e. single family, townhome, and multifamily) over the next 25 years. These estimates were used to provide policy and strategy recommendations

to the City after discussions with the City Planning Board and City staff. These recommendations were included in a final report along with an interim and final presentation to the City's Planning Board.

Downtown on the Rio Design and Action Plan Alamosa, CO

The City of Alamosa is the county seat of Alamosa County and a regional commercial hub for the greater San Luis Valley in southern Colorado. The City of Alamosa is a tourism destination due to this proximity to the Great Sand Dunes National Park and other outdoor attractions in the area. Alamosa's downtown has been the center for commerce for several decades, but has been experiencing a decline in its role a retail center as large, big-box retailers have located on the edge of the City and long-time retailers have closed in downtown. Despite the struggles of retailers, the downtown area does serve as the restaurant and services destination for many tourist and is home to Adams State University. The City of Alamosa identified improving the downtown areas a major goal within their 2017 Comprehensive Plan and commissioned a design and action plan for the downtown area to identify short and long term actions the City can take to help improve the appeal and condition of downtown.

BUSINESS ORGANIZATION HIGH-LEVEL TAKEAWAYS

Organizational Options • Business improvement district • Downtown membership organization • Creative District	Essential Elements • Ownership and participation from businesses and stakeholders (public-private partnership) • Defined role • Focus on downtown
Preliminary Roles • Event coordination • Promotion, marketing, and branding • Downtown advocacy and community outreach/engagement	Future/Additional Roles • Public space management and activation • Cleanliness, safety, maintenance and operations • Limited capital improvements

EPS, as part of large consulting team, was engaged to develop the Downtown Design and Action Plan. EPS completed a market analysis for the Downtown area to identify supportable uses in the downtown area. The feasibility of preferred development types, specifically a hotel and multifamily residential, was tested to understand the barriers and gaps to attracting these uses downtown. EPS develop strategic plan for organization of the business community in downtown and the formation of a tax-increment district to help fund improvements identified in the plan. The City is currently working to decide between the formation of urban renewal area or downtown development authority depending on the desired involvement from area businesses and property owners. EPS provided guidance on the pros and cons of each approach and suggested a path forward for the community using urban renewal as the most appropriate tool given the lack of an existing downtown business group to lead the creation of DDA Lastly, EPS lead the development of a developer resource and opportunities toolkit and retail store-front activation toolkit for use by the City to support downtown efforts.

McCaslin Parcel O Redevelopment Study Louisville, Colorado

The McCaslin Boulevard corridor in Louisville was on the first areas to attract regionally oriented retail uses along US-36 corridor in the early 1990's. As the communities along the US-36 corridor have grown and matured, other cities and towns have captured large regional retail centers including the FlatIron Crossing in Broomfield and Superior Marketplace in Superior. As a result, the McCaslin corridor's role in the region has shifted, which has led to the loss of some retailers, most notably

Sam's Club in 2009 with Kohl's also expected to leave in 2019. The McCaslin corridor and the retailers along it are a vital component of the City of Louisville's fiscal health due to the retail sales tax dollars generated there. Unfortunately, the Sam's Club vacant building has remained largely vacant since 2009 except for some transitional uses. As retail conditions and trends have shifted more locally and nationally, the City is at risk of losing additional major, regional retailers. The City of Louisville wanted to explore the potential for the introducing non-retail uses to the corridor that fit with the community needs and character and also still generate a positive fiscal impact to the City.



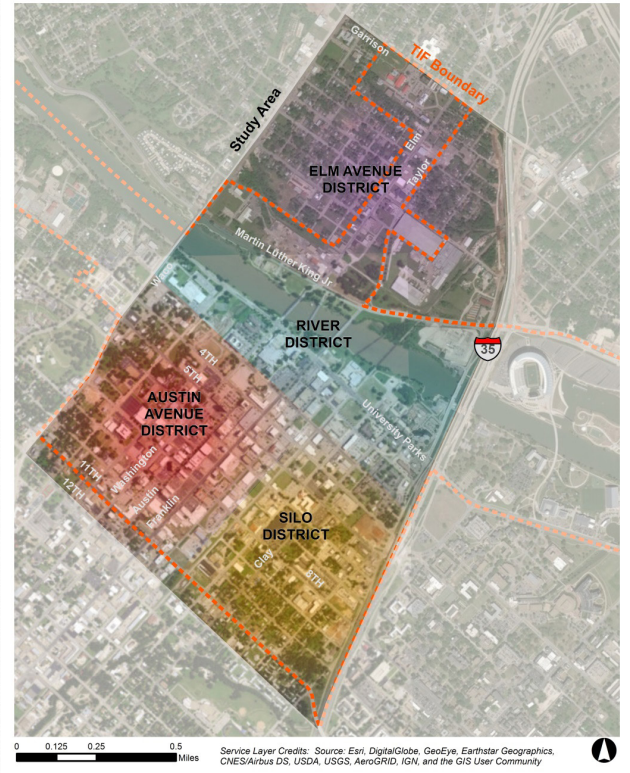
The City retained EPS and Trestle Strategy Group to evaluate retail conditions and potentials along the McCaslin corridor to understand the market realities and competitive position in the region. EPS was tasked with identifying the market demand for non-retail uses that could support the existing retail centers. A market analysis for retail, office, residential, and hotel uses was performed to identify market opportunities. Community support for new uses was gauged through outreach efforts. Potential redevelopment scenarios were developed to test the market and financial feasibility, community support, and fiscal impact of changes to existing retail centers, specifically the Sam's Club and Kohl's parcels. The analysis will result in an action strategy for the City to use to proactively address needed regulatory and development plan changes to allow for desired redevelopment and repurposing projects to move forward.

Downtown Market Study and TIF Investment Strategy Waco, Texas

Downtown Waco is the historic center of the City of Waco as well as the county seat for McLennan County. Like many cities of a similar size, the Downtown area experienced a noticeable decline when regional and community serving retail uses began to move to planned shopping centers at suburban locations in the 1960s and 1970s. The retail and commercial sectors languished in Downtown resulting in several vacant store fronts and buildings. Despite the decline in retail and office uses, Downtown remained an important government center. The City of Waco completed a number of plans for Downtown revitalization over the last 30 years

with some modest successes. Recently, the City made several investments in major civic/public space projects, downtown housing projects, and building rehabilitation and historic preservation projects. These investments have generated renewed interest and activity in Downtown and increased the amount of people living and working in the area. The Waco Downtown Tax Increment Financing (TIF) District has been the most impactful implementation tool for funding these downtown efforts. The Downtown TIF District expires 2032 and loses the increment contribution from the Waco Independent School District in 2023, which accounts for approximately 50 percent of increment generated in the district.

The City of Waco and TIF Board sought the development of a strategic plan to maximize return on investments made in Downtown over the remainder of the TIF District life. EPS was hired to complete a Market Study and TIF Investment Strategy. EPS assessed market conditions and opportunities within the TIF District boundary that includes the downtown core as well as the larger Brazos River front zone and the edge of the TIF District bordering the Baylor University campus. The market study included development potentials over a 10-year period for a full range of downtown uses by property classification including retail, entertainment, office, residential, and lodging. The intent of the market study was to compile a well-grounded assessment of development opportunities and potentials to inform the TIF Investment Strategy. The TIF strategy provided a strategic plan for use of remaining TIF resources plus the anticipated revenues to be collected over the remaining years of the TIF District. EPS developed a prioritized list of projects and investments the TIF Board and the City of Waco should implement to address market gaps and attract additional private investment.



Downtown Retail Strategy Steamboat Springs, Colorado

Steamboat Springs has one of the strongest mountain downtowns in Colorado, however there are several areas where the customer and visitor experience could be improved. EPS was hired by Main Street Steamboat Springs and the Steamboat Springs Chamber and Resort Association to prepare an assessment of downtown retail strengths and weaknesses and to develop a strategy for addressing challenges.

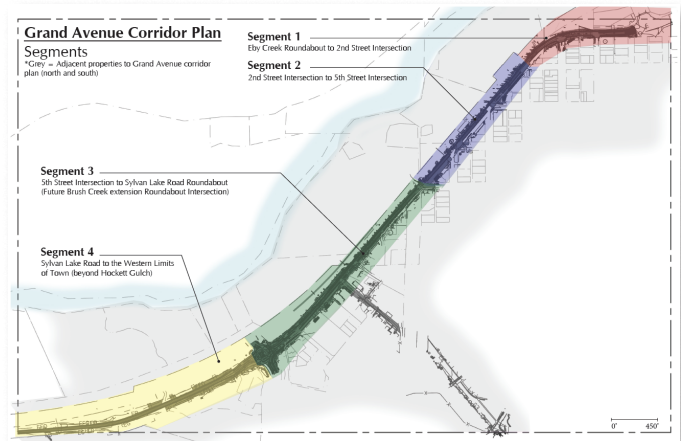


First, the evolution of retail is affecting retail development and tenanting opportunities in all market settings, from urban to resort and rural. EPS prepared a summary of the major retail trends and its evolution coming from the growth of online shopping and the proliferation of mass merchandising “big box” stores. These retail trends, coupled with interest in marketing to younger demographics, indicated that Steamboat should focus on locally produced goods and other unique items and experiences that build on the Steamboat brand and “story”.

While downtown Steamboat has the bones for a vibrant pedestrian environment with its historic building stock and street grid, there is a lack of basic pedestrian/customer amenities. Many initiatives are underway to add basic features such as benches, shade, water fountains, and public restrooms. This study highlighted the importance of these needs to Main Street Steamboat to continue to work with the City and private businesses on improving downtown amenities. There are also several buildings and sites in Downtown that could better contribute economically and aesthetically to Downtown. EPS identified key sites to pursue redevelopment or re-use, with a focus on the eastern and western gateways to downtown.

Grand Avenue Corridor Plan Eagle, Colorado

The Town of Eagle received control of a portion of Grand Avenue (Highway 6) from the Colorado Department of Transportation (CDOT) that extends from Eby Creek roundabout on the east to the western edge of the town boundary. The Town of Eagle is now responsible for the roadway improvements and maintenance, which prefaced the Grand Avenue Corridor Plan. The Corridor Plan aims to improve mobility, establish a strong sense of place and identity, and direct future development along the corridor such that it creates connectivity between major destinations and enables walkability and biking along the corridor and to the downtown commercial core.



EPS is responsible for the economic analysis of redevelopment opportunities along the corridor. This includes an in-depth market analysis of the demand and supply metrics of the Town and market area. EPS held business and property owner stakeholder groups to integrate findings with data analysis and identify opportunities to catalyze development. EPS is identifying value capture and public financing strategies for the Grand Avenue corridor and providing an evaluation matrix and revenue estimates to enable the Town to identify best-fit options to include in a final set of recommendations. EPS will workshop with Town staff to define, evaluate, and rank the options. An implementation strategy and timeline for improvements will be created by EPS to identify aggregate proceeds (sources) and total project costs (uses) that address capital improvements by phase.



Education

M.A., Urban Geography,
University of Colorado

B.A., Political Science,
University of Colorado

Employment History

21 Years with EPS

35+ Years Experience

Previous Employment

1999-present
Principal
Economic & Planning
Systems, Inc.

1997-1999
Principal, In Motion, Inc.

1993-1997
Vice President, BRW Inc.

1978-1992
Vice President, Hammer
Siler, George Associates

1976-1978
Planner, Jefferson County
Planning Department

Affiliations

American Planning
Association

Urban Land Institute

International Downtown
Association

Denver Planning Board,
1992 to 2005

ICSC Colorado Alliance



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Daniel R. Guimond

Senior Principal

Daniel Guimond is an economist and planner with over 35 years' experience in market and financial analysis. He has specialized in retail feasibility analysis, including market studies for shopping and mixed use town centers, department stores, discounters, and grocery stores. For the public sector, he has conducted citywide and district specific retail development strategies. Dan has extensive project experience with redevelopment projects including commercial corridors, outmoded malls and centers, and infill and transit-oriented development sites.

SELECTED PROJECT MANAGEMENT EXPERIENCE

● DENVER RETAIL CONDITIONS AND OPPORTUNITIES STUDY DENVER, CO

Analysis of retail conditions and sales flows for the City and nine sub-districts identifying gaps by category and location. Also evaluated the incentives programs of peer cities and recommended an expanded tool box of business assistance and financial incentives.

● MARKET HALL FEASIBILITY STUDY | BOULDER, CO

Market analysis and development strategy for a year-round public market hall within the Civic Center Area Plan. Identified comparable markets, interviewed existing farmers market vendors, and conducted community meetings with a stakeholder advisory group. Defined a recommended project program in terms of tenant mix, types and sizes of spaces needed, lease parameters, and total square footage. Identified supportable market rents, CAM charges, and other operational characteristics for use in the financial analysis.

● UNIVERSITY HILL MARKET AND FEASIBILITY STUDY | BOULDER, CO

Completed analysis of market potentials for non-student oriented uses within the University Hill commercial district. Analyzed feasibility of market rate and affordable housing and commercial and office uses to understand barriers to development and identified financial tools to help address feasibility gaps.

● MCCASLIN CORRIDOR REDEVELOPMENT STUDY | LOUISVILLE, CO

Market and feasibility analysis for reuse or redevelopment of two large format stores in the McCaslin retail corridor.

● BROOMFIELD RETAIL STUDY | BROOMFIELD, CO

Citywide retail conditions and potentials with a focus on four key districts. Analysis included existing retail conditions, retail buying power, existing sales performance, and sales flows, captures and leakage.

● DOWNTOWN RETAIL STRATEGY | STEAMBOAT SPRINGS, CO

Market assessment of downtown retail sectors' strengths and weaknesses in light of current challenges of competition from e-commerce and big box stores. Retail/development and tenancy



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strategy to maintain unique mountain community character and appeal to new target demographic segments.

- **LOWENSTEIN THEATRE FEASIBILITY ANALYSIS | DENVER, CO**
Market analysis and public financing for infill retail project including Tattered Cover bookstore, Twist and Shout music store, and an independent cinema.
- **DENVER UNION STATION MARKET ANALYSIS AND DEVELOPER SELECTION | DENVER, CO**
Market analysis of development and tenanting options for historic terminal building and economic and financial analysis support on developer selection, evaluation and negotiation of lease terms.
- **OKLAHOMA CITY RETAIL PLAN OKLAHOMA CITY, OK**
Citywide retail development plan including analysis of citywide and subarea sales flows, identification and categorization of retail nodes, centers and corridors, performance evaluations, and development and revitalization policies and strategies.
- **MIDTOWN CORRIDOR REDEVELOPMENT STUDY | FORT COLLINS, CO**
Commercial corridor redevelopment plan including Foothills Mall redevelopment options, infill development potentials, opportunity site feasibility analysis, and public-private financing strategies and partnerships.
- **DIAGONAL PLAZA FEASIBILITY ANALYSIS BOULDER, CO**
Evaluation of the market and financial feasibility of redevelopment options for an aging community shopping center.
- **WINROCK TOWN CENTER REDEVELOPMENT ALBUQUERQUE, NM**
Market analysis, financial feasibility, public financing and fiscal impacts for the redevelopment of the former Winrock Mall as a mixed use town center.

- **TAMARAC DDR MARKET STUDY | DENVER, CO**
Identified redevelopment market potentials for the outmoded Tamarac Square Mall in south Denver. Market analysis of residential, retail and office development potentials and financial feasibility analysis of alternative supportable development programs.
- **COSTCO IMPACT ANALYSIS | OKLAHOMA CITY, OK**
Economic impact analysis of first Costco store in the city including: a profile of Costco compared to its major competitors; future sales levels; projected new sales tax inflow to Oklahoma City, estimated sales transfers from existing Oklahoma City stores, and net new sales tax revenue to the City.
- **FLATIRON MARKETPLACE REDEVELOPMENT IMPACTS | BROOMFIELD, CO**
Fiscal and land use impact analysis of proposed redevelopment of 435,000 square foot power center to a mixed use lifestyle district including 860 apartments and 30,000 square feet of restaurant and entertainment retail.
- **DOWNTOWN MARKET STUDY | PARKER, CO**
Market and feasibility analysis for four Town-owned parcels in downtown that are planned to be available for private development by the P3, the Parker URA.
- **DOWNTOWN MARKET STUDY | WACO, TX**
Market analysis for retail, office, housing, and arts and culture sectors. TIF investment strategy for investing approximately \$100 million in remaining funds in the downtown TIF District over the 2018-2033 time period.
- **MAIN STREET RETAIL STRATEGY STEAMBOAT SPRINGS, CO**
Market assessment of downtown retail sector's strengths and weaknesses in light of current challenges of competition from e-commerce and big box stores. Retail development and tenanting strategy to maintain unique mountain community character and appeal to new target demographic segments.



Sarah Dunmire

Associate

Education

Masters of Urban and Regional Planning at the University of Colorado Denver

BS in Community, Environment, and Development; Minors in Economics and Communication Arts and Sciences—The Pennsylvania State University, 2015

Employment History

7 Years Experience

4 Years with EPS

Affiliations

Urban Land Institute



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Sarah joined EPS in 2017, bringing her academic and professional experience in planning and economics. Prior to EPS, Sarah worked in the public sector as a Regional Planner gaining experience in regional planning, growth management, and community development. Additionally, through her time as an Economic Analysis Program Assistant for Penn State Extension, Community and Economic Development she learned skills of economic development, strategic planning, and facilitation. She has a passion for community and economic development, affordable housing, and sustainability.

SELECTED PROJECT EXPERIENCE

● DOWNTOWN MARKET STUDY | PARKER, CO

Market analysis for residential, office, retail, and hospitality development in downtown. Market feasibility and potential for each development type were identified within a range of short, mid, and long time frames using both a top-down demand forecast and bottom-up financial analysis for individual projects.

● GRAND AVENUE CORRIDOR PLAN | EAGLE, CO

Currently providing an in-depth market assessment of demand and supply metrics of the Town and market area to identify redevelopment opportunities that will have traction with local market conditions. Identifying and evaluating value capture and public financing strategies relevant to the Town based on criteria matrix and revenue estimates. Creating an implementation strategy and timeline with an integrated set of sources and uses that address capital improvements by phase.

● DOWNTOWN DESIGN PLAN | ALAMOSA, CO

Real estate and economics lead on a new Downtown Plan that will define catalyst projects, and infrastructure and design strategies to energize Downtown Alamosa.

● THREE SPRINGS METROPOLITAN DISTRICT MARKET STUDY DURANGO, CO

Currently working on a market study to support metro district bonds and forecast revenue for commercial and residential developments. The study will provide an overview of current demographic and economic conditions, estimated property values, and absorption estimates.

● REDTAIL RIDGE MARKET ANALYSIS | LOUISVILLE, CO

Market analysis for 400 acre corporate business park and mixed use development on prominent site of the former StorageTek Corporation in the US-36 corridor south of Boulder.



730 17th Street, Suite 630, Denver, CO 80202



303 623 3557



sdunmire@epsdenver.com

● **STROH AND CHAMBERS NEIGHBORHOOD CENTER MARKET ANALYSIS | PARKER, CO**

Completed a market analysis for a proposed neighborhood commercial node in south Parker. Demand for commercial space (sq. ft.) and retail sales potential were estimated based on a retail expenditure model and forecasted household growth.

● **MESA COUNTY 29 ROAD INTERCHANGE PEL MARKET AND ECONOMIC IMPACT STUDY**

Completed a Planning and Environmental Linkage Study for Mesa County and the City of Grand Junction for a proposed 29 Road interchange on I-70 for the Colorado Department of Transportation (CDOT) and Federal Highway Administration (FHWA). Analyzed the economic development benefits that could occur to the City and region if the proposed transportation project was determined to be needed and completed.

● **WEST VAIL MASTER PLAN | VAIL, CO**

Market analysis and evaluation of funding sources for to be leveraged for key infrastructure and redevelopment projects for a more vibrant neighborhood. Currently working on an economic impact analysis of existing commercial uses, market trends, needs for future commercial uses, redevelopment of commercial, strategies for public finance mechanisms, and housing analysis for affordable and workforce housing.

● **WEST CENTRAL ROUTE 66 VISITOR CENTER FEASIBILITY EVALUATION | BERNALILLO COUNTY, NM**

Evaluated the market and financial potentials for a visitor center for Bernalillo County and the City of Albuquerque. The proposed plans included a 21,000 square foot multipurpose center with a banquet/event hall, outdoor performance venue, "lowrider" museum, taproom, gift shop, and drive-in movie theater. Evaluated the reasonableness of the operating plan and provided recommendations for program refinements that could increase utilization and operating revenues.

● **MRA PLAN UPDATE | FARMINGTON, NM**

Market analysis and development potentials for 500-acre redevelopment area including and surrounding downtown with a focus on implementation steps for a recently funded Outdoor Recreation Industry initiative.

● **SA TOMORROW COMPREHENSIVE PLAN SAN ANTONIO, TX**

Completed the economic competitiveness, housing, and growth and city form policy components for the City's comprehensive plan. Developed land use framework for future growth in San Antonio, which is planned around the City's regional activity centers and multimodal transportation corridors.

● **COMPREHENSIVE PLAN UPDATE SAN MARCOS, TX**

Creating a detailed land use plan by identifying areas of change and stability through a parcel analysis focused on economic value, desired land uses, and building/community character. Areas identified will have in-depth analysis and planning in the comprehensive plan with profiles identifying character and potential opportunities.

● **MARYLAND PARKWAY TOD CORRIDOR STUDY | LAS VEGAS AND CLARK COUNTY, NV**

TOD study of the Maryland Parkway corridor in anticipation of high-frequency transit development. Work includes a market analysis of districts and transit stops with the greatest potential for TOD, identifying both the "market readiness" of areas based on a number of real estate and demographic factors, and regulatory opportunities that support development, and a value capture "toolkit" that identifies and evaluates potential value capture tools for use along the corridor.



Education

B.A. in Economics and a minor in Environmental Studies - The University of North Carolina at Chapel Hill

Employment History

2 Year with EPS



Economic & Planning Systems, Inc.

The Economics of Land Use

www.epsys.com

Adam Illig

— Research Analyst —

Adam joined EPS as a Research Analyst in 2020 bringing his academic and professional experience in real estate and economics. Prior to EPS, Adam worked as an analyst for a commercial real estate appraisal firm gaining experience in land economics and commercial real estate valuation and development. His interests include sustainability, community and economic development, affordable housing, and transit policy.

SELECTED PROJECT EXPERIENCE

- **GLENDALE 180 MARKET AND REVENUE STUDY | GLENDALE, CO**
Completed a study for the proposed 12.5-acre mixed-use development analyzing trends and conditions related to economic and demographic factors, the commercial real estate market, estimated statutory actual values, and supportable sales levels. The study established project valuation, sales levels, and anticipated development timing used to service future bond debt service.
- **PLANNING AND CODE UPDATES ECONOMIC STUDY | EL PASO, TX**
Currently assisting the City of El Paso on a unified economic analysis for the Uptown/Downtown Area Plan and the Alameda Corridor TOD Framework Vision and Plan. EPS will provide a market assessment, development feasibility component, and conduct a soft parcel analysis to identify sites with the highest potential for redevelopment.
- **ECONOMIC DEVELOPMENT PLANNING SUPPORT | BOZEMAN, MT**
Provided data and metrics for Bozeman's Economic Development Strategy (EDS), including a detailed analysis of traded and local industry sectors and targeted recommendations for economic growth. Additional data on socioeconomic and racial equity collected for Bozeman and selected peer cities.
- **SANTA FE COUNTY IMPACT FEES STUDY | NEW MEXICO**
This capital improvements plan study included an analysis of the revenue generation potential implementing impact fees to fund the identified capital and infrastructure project priorities.
- **BRIGHTON FACILITIES SPACE PLANNING | BRIGHTON, CO**
Ongoing project with the City of Brighton on recommendations for the City's real estate holdings. Project includes a detailed evaluation of key properties for utilization of City's planning and growth efforts.



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- **FOUR CORNERS MARKET AND REVENUE STUDY | ERIE, CO**

Completed a review of a request for tax increment financing submitted by multiple projects seeking assistance in the Town of Erie's downtown area. Completed an evaluation of each project's financial feasibility using both a static and time series approach. Estimated potential public revenues generated by each project. Worked closely with staff to identify a gap closure strategy that allowed the projects to move forward and provided the Town and URA a reasonable return on investment.

- **SAGE REVITALIZATION STUDY | SAN ANTONIO, TX**

In the process of developing a report and strategic plan for the San Antonio for Growth on the Eastside (SAGE), community stakeholders, City representatives, and public/private investors that will help guide sustainable and equitable growth on San Antonio's Eastside.

- **365 TOLL ROAD INVESTMENT GRADE T&R SOCIOECONOMIC PROJECTIONS | HIDALGO COUNTY, TX**

In the process of evaluating land use demand and development growth potentials for construction and operation of a new toll road crossing the US-Mexico border.

- **COLORADO HPTE FLOYD HILL PROJECT FUNDING GAP STUDY**

In the process of generating macro- and TAZ-specific socioeconomic projections for the I-70 intermountain corridor, adjusting for the impacts of COVID-19, as well as project-specific land use development research, future land use plans, and land availability.

- **LONGMONT STATION INFRASTRUCTURE MASTER PLAN | LONGMONT CO**

Currently assisting Regional Transportation District and the City of Longmont on a due diligence analysis of the Longmont Station Master Plan (IMP). Providing analysis regarding phasing considerations, land acquisitions, and value capture revenue potential.

- **DENVER UNIVERSITY LINKAGE ANALYSIS DENVER, CO**

Provided an economic analysis study to quantify the housing and employment related impacts of new campus facilities for Denver University on affordable housing demand in Denver.

- **DIAMOND HILL REDEVELOPMENT MARKET AND FEASIBILITY STUDY | DENVER, CO**

Diamond Hill is a 10.5-acre office complex located at West 26th Avenue and Alcott in the Jefferson Park neighborhood overlooking I-25 and downtown Denver. EPS is evaluating a number of redevelopment alternatives for the developer of the site including a market analysis for a range of commercial uses, including office, retail, restaurant and hospitality, and multifamily residential uses to be considered for the site. The study will determine the amount and type of space supportable by use and achievable sales prices and lease rates by use.

- **PERFORMING ARTS RFP EVALUATION ALBUQUERQUE NM**

Reviewed three development proposals for a new performing arts center, including the development program, financial proforma, and other supporting information with regard to funding and construction, utilization levels, and associated operating costs and revenues. EPS also reviewed comparable existing performing arts centers. Identified strengths and weaknesses for each proposal.

- **NAVONA MARKET STUDY | AURORA, CO**

Provided market research for the development of a mixed-use development project on a 65-acre site on the southeast Aurora. Documented current development conditions and values and to estimate potential absorption by product type. Based on this research, EPS provided input to refining the land use plan and data to support the request for public financing.

- **HOUSING AFFORDABILITY MARKET STUDY OKLAHOMA CITY, OK**

In the process of analyzing housing impediments, affordability, and overall housing market conditions for Oklahoma City.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Ordinance 2022-16; Amending Title 080
Action Requested:	Approval of Ordinance 2202-16
Department:	Economic and Community Development
Presented By:	Jenn Ooton
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	Staff is requesting additional language within the Municipal Code relating to system improvement fee administration. The changes would allow for uses without classifications to provide water usage from a like business to determine the system improvement fee that would need to be paid and also clarify that the category for athletic clubs would include aquatic facilities.
Issues:	Certain categories of businesses are difficult to categorize within the classifications identified in the code. This would provide staff clear direction about how to calculate system improvement fees for businesses such as class studio places (yoga, martial arts, dance) and medical office buildings (for example: esthetician services and spas that offer treatments like Botox).
Fiscal Impact:	The fiscal impact is unknown but it would be limited. The ordinance would allow for a review of the water use after one year.
Legal Review:	Legal drafted the attached ordinance.
Staff Recommendation:	Approval of Ordinance 2022-16

ORDINANCE NO.

Series of 2022

**AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS,
COLORADO AMENDING TITLE 080 OF THE GLENWOOD SPRINGS
MUNICIPAL CODE.**

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, pursuant to its home rule authority, the City, acting through its City Council (the “Council”), is authorized to adopt ordinances amending the Municipal Code; and

WHEREAS, Title 080 of the Glenwood Springs Municipal Code regulates system improvement fees; and

WHEREAS, the City Council finds and declares that the amendments to Title 080 set forth in **Exhibit A**, attached hereto and incorporated herein by this reference, are in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AS FOLLOWS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Title 080 of the Glenwood Springs Municipal Code is hereby amended as set forth in **Exhibit A** attached hereto.

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.

Section 4. With the exception of the provisions of the Municipal Code of the City of Glenwood Springs which are modified as provided herein, all remaining provisions of the Municipal Code of the City of Glenwood Springs shall remain in full force and effect.

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

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Ryan Muse, City Clerk

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

CITY OF GLENWOOD SPRINGS, COLORADO

Jonathan Godes, Mayor

ATTEST:

Ryan Muse, City Clerk

EXHIBIT A

New language double underlined.

ARTICLE 080.060 - SYSTEM IMPROVEMENT FEES

080.060.010 - Required.

- (c) *Change in use*. Whenever the use of any structure changes, as such change in use would be defined in Title 070 so that a larger number of EQR units or proportions of EQR units would become assessable in accordance with the classifications set forth in Section 080.060.020, there shall be charged to and paid by the owner of such structure the system improvement fee for the EQR units attributable to the usage increase caused by the change in use. When a use is proposed that has no classification within Section 080.060.020, staff shall use actual water usage from a like business' actual usage to calculate the system improvement fee to be paid. This may include information from a business' previous location to be scaled to the square footage for the location where the change of use is proposed. This estimate is to be verified over a 12-month period with water meter data and any corrections to the EQR will be made at that time.

080.060.020 – Classification.

- (2) q. Athletic Club

Note: Athletic Clubs include aquatic facilities.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item:	Notification of Certified Election Results
Action Requested:	None
Department:	City Clerk
Presented By:	Ryan Muse
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	On May 3rd, 2022, the City of Glenwood Springs had a Special Election for two questions. Question A was to determine whether to insert into the City Charter that there would be no substantial changes to the Municipal Airport Property without a vote by Glenwood Citizens. Question B was regarding whether or not to repeal the Council's passage of Ordinance 2021-08 that approved the annexation of 480 Donegan. Question A was affirmed by a vote of 1911 voting yes and 444 voting no. Question B was affirmed, thus rescinding Ordinance 2021-08, by a vote of 1475 voting yes and 912 voting no.
Issues:	The election went very smoothly. My Deputy, Tim Mitchell, My Head Judge, Pat Tomasko, and the 7 other Election Judges made this election seamless. After the election was over, my Deputy and myself reviewed methods to streamline the election day rush of ballots and we believe we have come up with ways to more efficiently help the voters and process ballots. We are hopeful this will produce an earlier unofficial result. Many people throughout the City were unhappy with the campaigning. However, complaints were followed up on, and when the law was not being followed, steps were taken to correct the problem. This was very difficult given that these were highly contentious issues and this was the first election after the passage of Ordinance 2022-02 which gave the City Clerk the ability to look into campaign finance violations.
Fiscal Impact:	I have yet to receive bills from the County but expect the total cost to be around \$10,000. The budget for elections in the Clerk's department is \$15,000.
Legal Review:	Regarding campaign finance, Legal was a tremendous help.
Staff Recommendation:	NA

Statement of Votes Cast by Geography
2022 Special Glenwood Springs, May 03, 2021
All Precincts, All Districts, All Counter Groups, All ScanStations, All Contests, All Boxes
Official Final
Total Ballots Cast: 2400, Registered Voters: 5874, Overall Turnout: 40.86%

Page: 1 of 1
2022-05-12
15:44:45

Choice	Votes	Vote %	VBM
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All Precincts

Ballot Question A (Vote for 1)

2400 ballots (1 over voted ballots, 1 overvotes, 44 undervotes), 5874 registered voters, turnout 40.86%

Yes/For	1911	81.15%	1911
No/Against	444	18.85%	444
Total	2355	100.00%	2355
Overvotes	1		
Undervotes	44		

Ballot Question B (Vote for 1)

2400 ballots (2 over voted ballots, 2 overvotes, 11 undervotes), 5874 registered voters, turnout 40.86%

Yes/For	1475	61.79%	1475
No/Against	912	38.21%	912
Total	2387	100.00%	2387
Overvotes	2		
Undervotes	11		

CITY OF GLENWOOD SPRINGS, COLORADO

CERTIFICATE OF ELECTION

FOR THE SPECIAL MUNICIPAL ELECTION

MAY 3, 2022

TOTAL NUMBER OF BALLOTS VERIFIED AND COUNTED

The following election results correctly show the votes cast at the special municipal election for the City of Glenwood Springs, Colorado, on May 3, 2022.

Total number of ballots initially mailed by printer	5835.
Total number of ballots mailed or handed out by City	5945.
Total number of ballots given to citizens	30.
Number of ballots returned undeliverable	279.
Number of ballots held for official total	10.
Number of ballots rejected for sig ver	41.
Number of ballots returned by election day for sig ver	8.
Number of ballots returned after election day from sig ver	10.
Final number of ballots rejected	0.
Number of Undervotes	55.
Number of Write-in votes	0.
Total number of votes	2400.

FOR CITY COUNCIL

There were two questions on the ballot. Question A was regarding putting the airport property in the city charter so it would not be able to be substantially changed without a vote by the Citizens of Glenwood. Question B was regarding rescinding Council's passage of Ordinance 2021-08 where Council approved the annexation of 480 Donegan.

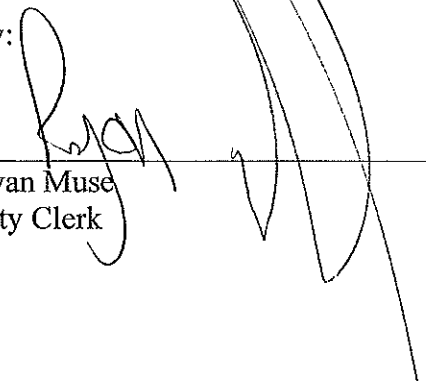
Question A passed, with 1911 voting yes and 444 voting no. Question A will be added to the Glenwood Springs Charter.

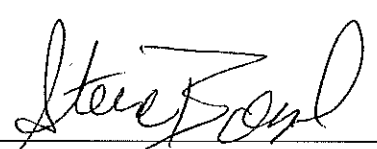
Question B passed, with 1475 voting yes and 912 voting no. Ordinance 2021-08 has been repealed.

Voter turnout was 40.86%.

Certified this 13th day of May 2022.

By:


Ryan Muse
City Clerk


Chief Operating Officer
Steve Boyd



FINAL RESULTS OF THE MAY 3, 2022, SPECIAL ELECTION

I, Ryan Muse, City Clerk for the City of Glenwood Springs, Colorado, certify the following as the final results, as declared by the Judges of Election and Canvass Board, for the Special Municipal Mail Ballot Election held on Tuesday, May 3, 2022:

CITY OF GLENWOOD SPRINGS BALLOT QUESTION A:

Shall section 13.2 of the City of Glenwood Springs home rule charter be amended as set forth below, with new language in **bold and underline**?

Sec. 13.2 - Restriction on sales of land and water rights.

Neither lands owned and used by the City for park, **airport**, or governmental purposes, nor water rights, shall be sold or conveyed without an affirmative vote of a majority of the qualified electors. Nothing in this provision, however, shall prohibit the City from exchanging, or changing point of diversion of water rights without such vote.

The City shall continue to own, operate, repair, and maintain the Glenwood Springs municipal airport, including its facilities, improvements, and runway, in at least the general condition and configuration that existed on January 1, 2021, unless and until most of the qualified electors of the City approve the sale or permanent closure of the airport. Nothing in this provision shall (i) prohibit the City from constructing a tunnel under the airport runway, improving the airport, or extending the runway, or (ii) compel the City to use non-airport enterprise funds to operate, repair, maintain, or improve the airport.

Ballot Question A received **1911 YES votes, 444 NO votes**

Ballot Question A **PASSED**

CITY OF GLENWOOD SPRINGS BALLOT QUESTION B:

Shall Ordinance Number 8, Series 2021 of the City of Glenwood Springs, an ordinance that authorizes the City of Glenwood Springs to annex a 15.818-acre parcel of land known as 480 Donegan into City limits, be repealed?

Ballot Question B received **1475 YES votes, 912 NO votes**

Ballot Question B **PASSED**

Certified by Ryan Muse

City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Options for Minutes

Action Requested: Provide staff with direction on preparing minutes for future Council meetings.

Department: City Administration

Presented By: Debra Figueroa

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Council has requested that Staff analyze and present options for providing more detailed minutes to City Council regarding regular council meetings as well as work sessions.

Attached as **Exhibit A** to the Staff Report is a set of draft minutes from May 20, 2021. These minutes summarize a four-hour council meeting and took approximately 8 to 9 hours to prepare. At this time, Council is averaging between 8 and 12 hours of regular council meeting and special meetings per month. This results in approximately 16 to 24 hours of staff time monthly to prepare meeting minutes in the form of the May 20, 2021 minutes. When work sessions are added that number rises to between 60 and 90 hours per month to prepare minutes for Council. In either scenario, it results in the need for between a quarter and full-time person dedicated to the preparation of meeting minutes for Council.

Other options for preparing minutes include using an outside transcription service or using voice recognition software. The approximate cost of a transcription service would be \$120 per hour with an average turnaround time of one week. After having explored several options for voice recognition software, Staff has found that both Teams and Zoom can do this natively for no additional cost. Both these options have limitations in that there will be numerous errors, no line breaks between speakers, and there is no way for the software to know who the individual speakers are, so it would certainly take additional staff time to fix the errors and insert that information into the minutes. Since Staff has never prepared minutes in this fashion, it is unknown what additional time may be necessary to complete that. If you would like to see an example of a Zoom transcription, it can be watched on the 2022/04/26 Planning and Zoning meeting on YouTube or view the attached document "closed_caption.txt". All meeting recordings would include these subtitles.

Council also requested that Staff investigate maintaining audio and visual recordings of all work sessions. At this time, the increasing demands on the IT department to provide AV services for Council, Planning Commission, and other events has exceeded the resources of the IT department and is pulling IT away from critical and necessary projects. As a result, Staff is recommending that we do not broadcast work sessions on Zoom or take video recordings unless we increase IT resources. It is possible to maintain an audio recording without utilizing IT personnel, but it is recommended that Council do work sessions at the dais to provide the clearest audio, if they choose to maintain an audio recording. IT has discussed contracting with Grassroots Television to provide A/V services related to Council Meetings. Grassroots may be able to provide coverage

for work sessions as well, if council decides it is important to broadcast them; again, work sessions would be best held at the dais if this were the decision made.

Issues:	A balance needs to be found between providing sufficient detail in minutes and cost-effectiveness.
Fiscal Impact:	A full-time employee at this level would cost approximately \$94,000 per year including benefits
Legal Review:	NA
Staff Recommendation:	Staff defers to Council



MINUTES
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
MAY 20, 2021
101 W. 8TH STREET
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

04:30 Roll Call

Present: Mayor Godes, Mayor Pro Tem Willman, Councilor Kaup, Councilor Stepp, Councilor Hershey, Councilor Davis. Also present were Debra Figueroa, City Manager; Steve Boyd, COO; Jenn Ooton, Assistant City Manager, Matt Langhorst, Director of Public Works, Gretchen Ricehill, Assistant Director for Economic and Community Development, and Karl Hanlon, City Attorney.

04:58 Pledge of Allegiance

Mayor Godes led the Pledge.

05:13 Agenda Changes and Conflicts

Councilor Hershey requested agenda item 25 to agenda item 11 or 12. Mayor Godes suggested moving it to agenda item 13. All council members agreed.

No conflicts of interest.

06:42 Citizens Appearing Before Council

Sharma Phillips requested clarification on for pay exercise classes at City parks. She is looking for a permit for less than one hour twice a week and believes that fitness instructors are being singled out. There is no rule, law or ordinance that prevents her from doing her classes for pay at the park. Her class had a warmup event to see who could pick up the most trash.

10:45 Council Comments

Mayor Godes responded to Sharma Phillips. A lot of latitude was given to a lot of groups and people due to COVID-19. This situation is unique, and the process is currently being referred to the Park and Recreation Commission to give a recommendation to Council. Mayor Godes supports waiving park fees for thirty to forty-five days while they wait for the recommendation. Debra Figueroa, City Manager, stated that rules have been in code since 2018. Karl Hanlon, City Attorney, commented that there is a process to follow and that the thirty-to-forty-five-day waiver could be a slippery slope. Mayor Godes appreciated the clarification but would still be okay with waiving the code.

Mayor Pro Tem Willman is empathetic to Ms. Phillips' position but is not prepared to waive the code. He also commented about a CML Board retreat and how travel and costs will be covered. Debra Figueroa replied that there is money in the budget available. Mayor Godes asked to have this subject moved to another Council meeting.

Councilor Stepp is for flexibility for the parks fee waiver. She stated that she felt there would not be a rush on businesses who wanted to have a waiver. Councilor Stepp was contacted by a citizen on if it were possible to comment in another way on controversial issues. Karl Hanlon commented that most jurisdictions allow use of a name and a town. Councilor Stepp received a letter about having a porta-potty set up on Rio Grande Trail by the High School due to people using bushes to relieve themselves in. Brian Smith, Parks and Recreation Director, is aware of the request and stated that the City spent over \$7,000 last month and are trying to be careful with their budget. Councilor Stepp commented that some City Board and Commission members have departed or have been termed out and did not receive a 'thank you', she suggested a letter expressing gratitude from the Council. Debra Figueroa replied that a letter is usually sent but some people may be missed.

Councilor Kaup agreed with making sure a letter from Council is sent to Board and Commission members. Councilor Kaup agreed there should be changes to permits to allow for pay activities but does not agree with out and out waiving of the code. Debra Figueroa commented that for pay activities can occur three times a year or through special permit requests directly with City Council. City Attorney stated that these are for contracts for use of City property. Hanlon said that there is an internal meeting next week for options for Parks and Recreation so something can come before council.

Councilor Kaup received a link from a citizen to a 9-News article about the housing crisis in Frisco, and the apparent transfer to a 'second homeowner' community in Glenwood. She wanted Legal to bring them options to discourage this. Mayor Godes thinks a conversation with the Housing Commission, Planning and Zoning and Legal should happen. Karl Hanlon commented that the housing issue is affecting employment and all mountain communities, and that the conversation should start with the Housing Commission.

Councilor Davis is sympathetic to Ms. Phillips and stated that exceptions should be made for schools and classes and that currently school already use the parks without interference from the City.

34:15 Councilor Davis moved, seconded by Councilor Hershey, to allow Sharma Phillips a 45-day permit to hold her exercise class for no more than 2 days per week.

Ayes: Kaup, Godes, Hershey, Stepp, Davis

Nays: Willman

Motion passed 5-1

Debra Figueroa commented that there will be other requests and asked if they should go on the agenda. Mayor Godes commented that each request should come before Council on Citizen Comments.

38:16 Bryanna Starbuck, Public Information Officer, played a video presentation on Glenwood Springs Emergency Watershed Protection Project – Project Complete Celebration. Mayor Godes thanked Manager Figueroa, Attorney Hanlon, Matt Langhorst, and all the partners and staff for all their hard work in completing this project.

47:43 Motion for Consent

47:48 Mayor Pro Tem Willman moved, seconded by Mayor Godes to approve the consent agenda.

Passed unanimously.

ACTIONS AND/OR PRESENTATIONS

48:04 Office of Financial Empowerment

Jon Fox-Rubin and Barbara Freeman presented on a new state office – the Office of Financial Empowerment.

Mayor Godes thanked Jon and Barbara for their presentation and all the work that they do in the community.

1:01:28 Planning File 69-20 Consideration of a Special Use Permit for a Retail Marijuana establishment at 2114 Grand Avenue (PIN 2185-164-00-095).

Trent Hyatt of Community Development advised that any comments since the last council meeting on May 6, 2021 have been included in the agenda packet.

Chris Hawkins of Alpine Planning, representing the applicant, presented, and requested that council keep an open mind, that Planning and Zoning recommended approval and offered rebuttal to comments.

Eric Marquez, traffic engineer, representing the applicant, presented, and offered rebuttal to comments.

John Dyet, owner, thanked the Council for allowing this to come before them again and offered rebuttal to comments.

Mayor Pro Tem Willman who would like to move this out of Council discussion. He also expressed concerns regarding the Chief of Police comments, traffic, and safety.

Mayor Godes commented on the concerns of the prior applications, its morality, parking, that there will be a new nice-looking building in the community if the store fails, and if denied it would be for the wrong reasons.

Councilor Stepp commented on the image of marijuana, usage, and her concerns on the closeness to residential and school areas.

Councilor Kaup asked if concerns raised by the Chief of Police for rear access and possible break-ins have been mitigated. Treat Hyatt replied that he does not know about the walls to prevent break-ins, but the no-parking area can be required. Mayor Godes commented that the yellow lining can become a condition. Councilor Davis moved to approve, Councilor Kaup seconded with the condition of added yellow lining to allow access to the rear of the building.

1:37:53 Councilor Davis moved, seconded by Councilor Kaup, to approve with conditions found in the May 5, 2021 Staff Report and with the condition that the parking lot is striped, Planning File 69-20 Consideration of a Special Use Permit for a Retail Marijuana establishment at 2114 Grand Avenue.

Ayes: Davis, Godes, Kaup

Nays: Stepp, Hershey, Willman

Tied 3-3

Motion failed.

Karl Hanlon commented because this is a land use hearing he would like to consider a motion in the alternative. Mayor Pro Tem Willman commented that the motion was not approved and was not denied. Karl Hanlon agreed and commented that if there was something missing that could be added to change a councilors vote, or continue the item until all councilors are present, to reach a resolution.

1:41:36 Mayor Pro Tem Willman moved, seconded by Councilor Kaup, to continue Planning File 69-20 Consideration of a Special Use Permit for a Retail Marijuana establishment at 2114 Grand Avenue, to the next meeting on June 3, 2021 to allow Councilor Wussow to review this section of the hearing so all seven members of the Council can vote.

Passed unanimously.

1:42:30 COVID 19 Update and Face Covering Extension

Councilor Hershey commented that he would like the City to be consistent. Mayor Godes would like to encourage unvaccinated staff to continue to wear masks.

1:42:35 Mayor Godes moved, Seconded by Councilor Stepp, to revoke everything that is not in line with CDC and State guidelines and recommendations and encourage unvaccinated people to continue to wear masks but not make it a requirement by special order or law.

Passed unanimously.

1:45:05 Appointments to Historic Preservation Commission

Gretchen Ricehill, Assistant Director for Economic and Community Development, commented that there are two available seats. She recommends that Patricia Stark be moved from an alternate seat to a regular seat, and that after interviewing Grant Stevens, he be given an alternate seat. Councilor Hershey agrees it is important to move someone up and appoint someone to the alternate seat.

Mayor Godes commented that appointees should be interviewed by a Council member and not by staff.

1:47:15 Councilor Hershey moved, Seconded by Councilor Kaup, to approve the motion as presented by staff.

Ayes: Davis, Willman, Stepp, Kaup, Hershey

Nays: Godes

Passed 5-1

Mayor Pro Tem Willman requested that the Tourism Board be moved to the next agenda item.

1:50: Mayor Pro Tem moved, Seconded by Councilor Stepp, to move the Tourism Board agenda item to the next agenda item.

Ayes: Davis, Willman, Stepp, Kaup, Godes

Nays: Hershey

Passed 5-1

1:50:45 Tourism Promotion Board Composition and Terms

Lisa Langer would like an adjustment to the ordinance to allow citizen seat who may have an interest in tourism and to promote a couple of the alternates to fill the two empty seats, a tourism seat, and a citizen seat. Mayor Pro Tem Willman asked if the code needs to be changed. Karl Hanlon replied that if the council wants to appoint like this, he will catch the code up with a cleanup ordinance at the next meeting.

1:52:17 Councilor Stepp moved, Seconded by Mayor Pro Tem Willman, to approve the change in fulfilling the roles on the Tourism Board and move the two people up to fill out the positions on the Tourism Board.

Ayes: Stepp, Davis, Willman, Hershey

Nays: Kaup, Godes

Passed 4-2

1:55:20 Award Proposal for Council Chambers

Steve Boyd, Chief Operating Officer, presented. Councilor Kaup commented on individual IT set up for each member. Alissa Owsley, Information Technology, replied that monitors will be replaced by laptops, each will have a touchscreen and a microphone and the ability to share any computer in the room and to the screen. Mayor Pro Tem Willman asked if microphones will be open all the time. Jim Post replied that every position will be able to mute their microphone and will have the ability to have someone running the meeting capable of muting microphones as needed. Microphones will be off unless activated. There will be a total of four displays set up for council and the public to view. Mayor Godes asked if there is anything technologically missing and are the microphones capable of being heard in the live YouTube broadcast. Jim Post replied that this will be as advanced as needed but simplistic, and that the design will be zoned for better microphone pickup.

2:07:17 Councilor Kaup moved, Seconded by Mayor Godes, to award Ford AV the contract for the Council Chamber Technology Upgrades.

Passed unanimously.

2:09:15 Recess

2:22:19 Second Reading, Ordinance No 2021-03 of the City of Glenwood Springs, Colorado, Amending Title 070 Sections 070.010.070, 070.020.020, 070.030.020, 070.030.030, 070.030.040, 070.040.020, 070.040.050, 070.040.060, 070.040.080, 070.040.090, 070.040.110, 070.050.040, 070.060.020, 070.060.050, 070.060.070, 070.070.020, AND 070.070.030 of the Glenwood Springs Municipal Code.

Gretchen Ricehill presented. Question from Councilor Kaup if screening on shipping containers would meet the new code. Gretchen Ricehill said that it would.

2:27:20 Councilor Kaup moved, Councilor Stepp, to approve the adoption of the amendments to No 2021-03 of the City of Glenwood Springs, Colorado, Title 070 Sections 070.010.070, 070.020.020, 070.030.020, 070.030.030, 070.030.040, 070.040.020, 070.040.050, 070.040.060, 070.040.080, 070.040.090, 070.040.110, 070.050.040, 070.060.020, 070.060.050, 070.060.070, 070.070.020, AND 070.070.030 of the Glenwood Springs Municipal Code as revised by staff.

Passed unanimously.

2:28:55 Ordinance No 2021-05 for CWCB Loan

Matthew Langhorst, Director of Public Works, presented that the previous Resolution was requested to be upgraded to an Ordinance by the Bond Council.

No public comment

2:30:05 Mayor Pro Tem Willman moved, Seconded by Councilor Stepp, to approve Ordinance 2021-05 for the CWCB Loan.

Passed unanimously.

2:31:24 Memorandum of Understanding regarding Residential Development within RH District of Glenwood Meadows

Karl Hanlon presented. Councilor Stepp asked about the amount of housing allowed, if a lift station is not put in there would be no development, if a new lift station would be able to serve nine hundred units, what the cost reimbursement is and the time commitment to when units would come online. Karl Hanlon replied that the amount of housing should apply to the residential development, but two open lots in the business development could potentially be used for residential development. He said that the current lift station would need maintenance and upgrades to serve any future development. He also replied that it is designed to serve eleven hundred to twelve hundred units and that the company could recover around eight hundred dollars per unit that they do not develop, which is not uncommon for large projects. A per unit surcharge would be added to a future development as a cost recovery and passed on to the contractor who originally fronted money and that it is hard to predict a timeline for development, with apartment units are the most sought after.

Mayor Pro Tem Willman asked about the traffic impact fee, the meaning of an “equitable share” and “no further extractions”. Karl Hanlon replied that future traffic mitigation has been waived due the original significant investment and it will get the City through the planning phase to shovel ready. A traffic study had been done and the most significant thing is signalization at West Wolfson intersection. The equitable share is five hundred dollars per unit. No further extractions is the contractor saying they have put in their value and they are done with their share.

No public comment.

2:47:55 Councilor Hershey moved, Seconded by Mayor Pro Tem Willman, to ratify the Memorandum of Understanding between Glenwood Meadows LLC and the City executed by the City Manager.

Passed unanimously.

2:49:12 City Owned Property Housing RFQ

Hannah Klausman, Economic and Community Development, presented.

Mayor Godes mentioned that this matter was addressed at a workshop prior to the regular session.

No public comment.

Councilor Davis commented that south of 27th Street project until South Bridge is in place is out of the question and the parcel on 8th Street and Midland is prime corner of real estate and not a location for affordable housing.

Councilor Stepp commented that from thirty possible sites, these two sites are the most viable for good standard affordable housing projects.

3:03:45 Councilor Stepp moved, Seconded by Councilor Kaup, to request an RFQ to establish any potential partnerships for the 27th Street and 8th Street Projects.

Councilor Kaup commented that this project was initiated by City Council and the two locations are the best potentials for investment for a community housing project and the South Bridge project is waiting for the potential award of the brick grant.

Hannah Klausmen commented that thirteen thousand dollars from last year could fit into the Community Development Department budget.

Mayor Godes commented that they must wait to see if the brick grant is awarded and if not, he does not see how they can move forward with, as of today, thirty-five million dollars needed.

Mayor Pro Tem Willman is concerned for further prior to South Bridge being approved but this is a commitment to begin to solve the housing problem and the feasibility of it, and for future projects.

Councilor Kaup requested to withdraw her Second for the motion and continue to when there is a full council.

03:13:57 Councilor Kaup withdrew her second to request an RFQ to establish any potential partnerships for the 27th Street and 8th Street Projects.

03:14:05 Councilor Kaup moved to continue, seconded by Councilor Hershey, to continue City Owned Property Housing RFQ to the next City Council meeting on June 3rd.

Ayes: Stepp, Willman, Kaup

Nays: Godes, Hershey, Davis

Tied 3-3

Motion failed.

3:15:28 Councilor Stepp moved, Seconded by Councilor Hershey, to request an RFQ to establish any potential partnerships for the 27th Street and 8th Street Projects.

Ayes: Willman, Stepp, Kaup

Nays: Davis, Godes, Hershey

Tied 3-3

Motion failed.

Councilor Hershey commented that the community does not want more growth and highlights the issues around 8th Street and Colorado of traffic, parking and the amount of business conducted by the State Courts, the County, and the City.

Mayor Godes thanked the Housing Commission for their work.

3:19:35 South Canyon Planning

03:19:50 Mayor Godes moved, Seconded by Councilor Davis to continue South Canyon Planning to the next City Council meeting on June 3rd.

Passed unanimously.

3:20:10 Electronic Participation City Council Meetings

3:20:16 Mayor Pro Tem Willman moved, Seconded by Councilor Hershey, to continue Electronic Participation City Council Meetings to the next City Council meeting on June 3rd.

Passed unanimously.

3:20:43 To-Go Alcohol Locations

Jennifer Ooten, Assistant City Manager, wanted to check that City Council is still in favor of to-go alcohol to be consumed in the Bethel Plaza area. Councilor Hershey asked for confirmation that this is consistent with State's temporary COVID-19 orders. Karl Hanlon confirmed.

3:22:34 Councilor Hershey moved, seconded by Council Davis, to continue to-go alcohol locations consistent with State of Colorado temporary COVID-19 orders.

Passed unanimously.

3:23:07 Ordinance No 2021-04; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Amending the 2021 Appropriation Ordinance to Reflect Carryovers from the 2020 Budget, Reallocation of Funds, and Expenditures Approved after Submission of the 2021 Budget (ONE READING)

Steve Boyd and Debra Figueroa presented. Councilor Stepp asked if the city has the staff to put into place projects, or if this money should be kept in reserve over for 2022 budget discussion. Steve Boyd replied that staffing is an issue, and the city will prioritize and complete projects where possible.

No public comment

Councilor Hershey commented for clarification of extra action to replace reduced salary for the City Manager. Steve Boyd replied that he would produce a contract adjustment for the City Manager and something to give the Council members money back, for the Council to vote on.

Mayor Godes thanked Steve Boyd and Yvette Gustad for all the long hours and hard work to get the City to this point throughout the last year and a half and recognized the staff as they City's biggest asset.

Mayor Godes asked if there was a suggestion to revisit the City Manager repayment in the next few meetings. Councilor Hershey confirmed.

3:28:15 Mayor Pro Tem Willman moved, seconded by Councilor Kaup, to approve Ordinance No 2021-04; An Ordinance of the City Council of the City of Glenwood Springs, Colorado, Amending the 2021 Appropriation Ordinance to Reflect Carryovers from the 2020 Budget, Reallocation of Funds, and Expenditures Approved after Submission of the 2021 Budget.

Passed unanimously.

Mayor Pro Tem Willman commented that Staff should not return with a recommendation to repay Council for lost wages. Councilor Hershey concurs.

Steve Boyd asked for confirmation not to bring back the pay lost by the Counsel. Councilor Hershey and Debra Figueroa agreed.

3:34:02 Repeal Resolution 2020-32 and 2020-4 Temporarily Suspending the Sign Ordinance.

3:34:49 Mayor Pro Tem Willman moved, Seconded by Councilor Kaup, to Repeal Resolution 2020-32 and 2020-4 Temporarily Suspending the Sign Ordinance.

Councilor Kaup asked if this repeal would affect the 'take-a-minute' signs in the City and how quickly can the community signs be replaced. Mayor Godes said it would affect all signs. Karl Hanlon suggested that the signs would just need to be moved to another property rather than just being taken down and put back up again.

3:37:29 Councilor Kaup withdrew her second, to Repeal Resolution 2020-32 and 2020-4 Temporarily Suspending the Sign Ordinance.

3:37:39 Mayor Pro Tem Willman moved, Seconded by Councilor Hershey, to Repeal Resolution 2020-32 and 2020-4 Temporarily Suspending the Sign Ordinance

Ayes: Stepp, Davis, Willman, Godes, Hershey

Nays: Kaup

Passed 5-1

3:40:00 Downtown Banners.

Brian Smith presented. Councilor Kaup objected to one of the images being presented. Brian Smith also mentioned that one of the images may be replaced. Mayor Godes asked if the images had been presented to the Arts Commission and Parks and Recreation for suggestions. Brian Smith replied that the Arts Commission had seen the images, but the Parks and Recreation Commission has yet to see them. Smith said the Downtown Development Authority have seen them and they are excited to have them displayed. The project is being funded by CDOT and DDA.

3:49:54 Report from City Administration

A. City Manager

Debra Figueroa commented that she attended a detox meeting and they requested if City Council would consider setting aside, in the marijuana fund, a fifty-thousand-dollar detox reserve in the 2022 budget for matching funds. Councilor Stepp commented that matching funds are available from the County, and she will help in grant applications. Debra Figueroa commented that if okay it will just be included in the 2022 budget.

Mayor Godes asked about the grants recently awarded to the City. Debra Figueroa commented that the City received a three hundred-thousand-dollar grant to assist with the homeless. The Deveraux sidewalk project is very close to being funded by CDOT, who also gave fifty-thousand-dollar grant for the Main Street project. DOLA gave one hundred-thousand-dollar grant to move forward with the comprehensive plan.

B. City Attorney

No report from Karl Hanlon.

C. Correspondence Incoming/Outgoing

3:53:45 Adjournment

09:56 Mayor Pro Tem Willman moved, seconded by Councilor Kaup, to adjourn.

Passed unanimously.

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could end up being expensive

18:04:27 see it under Commissioner Questions to Staff, but not a response

18:04:41 Alright, just just a clarification. I thought that was an important thing to do.

18:04:50 To have that element in that elevation would be really important Hopefully, that's in the case.

18:04:55 I'll sorry next review the recording to make sure we Alright, thank you.

18:05:02 So any other discussion, seeing none, i'll call the question on the receipt of the minutes of March, 20th s 2022

18:05:35 The motion passes unanimously. Okay, and we've had a request to alter the agenda, which will require motion, and that is to move.

18:05:47 Item, c. Oh, wait a minute. Forgotten something here. comments of citizens appearing for items that are not on the agenda

18:06:08 Don't see any any any online

18:06:35 That's James and Susan Annoy

18:06:41 Are you wishing to comment

18:07:01 I'll take that as a no

18:07:18 Hmm

18:07:31 , Yeah, they're trying it, looks like Oh, there it is would you care to comment, James and Susan annoy

18:07:43 What are What are you talking to? ? yeah this is the public comment, period And notice, you had your hand up.

18:07:52 Oh, I'm, I'm sorry I didn't mean to do that.

18:07:55 Oh, okay, alright, thank you , we'll close the public comment, period and i'll accept a motion to move item, c.

18:08:10 In the new items up as the first item to be addressed

18:08:17 Okay. I have a motion second motion from Commissioner Weimer and a second by Commissioner Waller.

18:08:25 Any discussion. i'll call for a voice vote all in favor say aye, opposed hearing none.

18:08:36 The motion passes. Kerry, please,

18:08:50 Good evening, everyone. and here to give you a presentation about an update in our regulations for the State.

18:08:58 The State recently adv advised all the the flex line regulations as they applied every community in the State.

18:09:05 They were effective in January, and we at this meeting to adopt the new regulations. And the reason why we have the regulations is that it allows our citizens to be insured under the national floodplain insurance program and

18:09:18 without compliance with the regulations. our citizens wouldn't be able to have insurance, and so it's important that we apply the correct rules.

18:09:29 We do have luckily. regulations in place now.

18:09:34 I think that you know we will replace most of them.

18:09:39 With the new rules. in general they're very similar you know there's a lot of criteria about how how where they apply.

18:09:50 You know residential structures for commercial structures.

18:09:55 What facilities are affected? in terms of their designation.

18:09:58 Designated use, like critical facilities and that kind of thing.

18:10:00 I think the most important changes are that the new regulations have more definition about how the flood plane should be calculated.

18:10:09 Who's qualified to calculate it How no the the criteria for mapping hydraulics and hydrology topography?

18:10:19 Those kinds of things. So I think in some ways it is more strict than the old regulations, and there will be, you know, more dialogue, I think, with developers and engineers about how the flood planes need to be
18:10:30 calculated. there are criteria about when there's a proposal, a development proposal in a flood way for those of you who aren't familiar.
18:10:47 The fema maps too well, mostly for for large streams.
18:10:52 They map a floodway in a flood plane. The flood way is the most restrictive You can be in the flood plane as long as you elevate your structure.
18:10:59 Usually but within the flood way really no development is possible without green mapping, and they define how how that will be addressed, and how it will be remapped into what criteria you need to read through map if you're in the flood
18:11:14 way. So those are some of the more substantial changes with the ordinance. Some of the things will stay the same, you know.
18:11:22 There's some administration things that are that proceed our our regulations, and I think for the most part, those will stay the same.
18:11:29 One more thing to highlight is that in our current code we have a various procedure, and variances can be allowed by the planning commission in the new code.
18:11:39 It says that variances can be allowed by the community and allows for a provision, and for us to establish our own rules.
18:11:48 And so I think that we can continue with the idea that the planning Commission allow experiences of the flipping regulations.
18:11:54 But I would say that it should come with a lot of caution.
18:11:59 You know, if we aren't able to demonstrate to the Colorado Water conservation board.
18:12:04 Homogeneous these rules that we haven't caused any additional hazard or increased hazard downstream to any other you know, person or below the alteration Then we have some liability
18:12:21 as a as a community. So with that I think you know there. There's a lot to it, and I would ask that you guys support us and in changing the fluctuating regulations is required by the seat.
18:12:35 You guys have any questions, specific questions,
18:12:43 Okay, So So one question I have so so it's passed by the State, and then so does every municipality jurisdiction in the State have to approve it.
18:12:55 And then it's tied to insurance that if they don't do it.
18:12:58 They're like scoundrels the short answer yeah so that's yes, that sounds pretty screwed up
18:13:08 And then the the other question I had was so the the 35 foot setback that we have from the high water mark.
18:13:15 You know that is that still is that in that or is that?
18:13:25 And it will say exactly the way it is I I will probably try to move it to one side or the other.
18:13:30 So it's more clear to the doors that it's not necessarily a part of our client regulations.
18:13:35 But you know they're they're thank you did the flood plane maps change with this or no but
18:13:51 We are in the process of robbery mapping effort.
18:13:55 Yes, our current maps are like from 1985 and you know, don't even have the same basis to elevation.

18:14:03 That we we currently use today. so fema through wood who's a contractor and engineering contractor are working on remapping them at Colorado, and the roaring fork rivers along with a lot of our
18:14:17 tributaries, the free mile, the format creeks
18:14:20 A number of our that come out of the north side. Even the you know the small ones.
18:14:25 With that read mapping number. I think he will be back in front of this board to explain the changes.
18:14:33 The good news is that the hydrology behind that thing is changing.
18:14:39 So i'm already. they've already done the hydrology, which is, you know, how how much water is coming.
18:14:48 Through the Colorado, and the overall elevation of the water is lowering for the Colorado.
18:14:58 We're just seeing the same thing on the wrong port But you know I can't say what the changes are gonna be yet for our our small tributary creeks.
18:15:09 That will be coming up be going through an adoption process and that's for debris flow zones as well.
18:15:17 So to recall those will be included. The city has a number of degree photos, sounds, particularly on the on the east side.
18:15:25 With the degree close that happens in the canyon.
18:15:32 We have conversations, I guess, with via about whether insurance was provided for debris flow, or whether it was only provided for flood events, and they assured us that that debris flow would be covered under the pled insurance as
18:15:46 Well, So with that, you know we will you know go ahead and model those those areas and people will likely want to obtain insurance up there, because I do think that hasn't exists.
18:16:02 Okay, Good idea.
18:16:09 Thanks, Jerry. So with the remaping you say you have to.
18:16:14 Your department has to remap everything. is is that part of the State regulation like, who pays for that, too. So fortunately it's not my department.
18:16:31 We are in involved and we review mapping changes, but it really is.
18:16:41 It's a contractor, an engineer can be engineering from a Denver called wood that's doing the work for 4 weeks.
18:16:50 And so you know our role in the mapping has been to which Creeks say we're gonna map which areas help them with some of our information that we have internally about Culbertson crossings and that kind of thing
18:17:02 and but we're not paying for or or doing them
18:17:09 Thanks, Terry. could you give us an example of a variance that would come before us?
18:17:18 You know the the and let's say we we grabbed it could you?
18:17:22 Then talk a bit about like the implications of granting that hypothetical variance like liability insurance.
18:17:34 You know facts of God. you know. you know we do have a variance procedure, and I have never had a developer or a contractor.
18:17:47 And if the variants were requested in front of the sport, I would like to admit you deny it like something like variance to field
18:18:05 And because i'm building in the flood plane is around you have to elevate your structure but once you touch the flood away, we, the city has a requirement for I have a requirement.

18:18:17 There's a floodline administrator to ask them to do a hydraulic and model.

18:18:22 Essentially if what's going to happen, to the flip and you know they would go through a process of demonstrating that to me through an engineering study. and then, you know, if they've still wanted to see the the various and there

18:18:36 was a variation in the flood plane elevation by more than 3 tens of a foot.

18:18:42 They're required by team to submit What they call a letter of not a macrovision or and FEMA gets involved with those those processes.

18:18:53 We expect the ability to say that we don't think that the downstream impact will be that great.

18:19:03 And and there you know that we believe that the there really won't be a problem.

18:19:05 But I feel that, you know it. That is a subjective measure, And I would be really reluctant to recommend you guys that we, I think that a lot of this is engineering and science based, and I would be uncomfortable making a

18:19:22 record recommendations, you guys that we accept something

18:19:29 Thanks, Jerry. So this remapping that's going to happen on the on the royl fork

18:19:37 The 35 foot setback is defined by somebody yeah but it's but that's by I can't remember It's Corbin engineers or somebody that's created that standard right and Then this mapping may

18:19:51 be different. Will they breathe some, bringing together the minds?

18:19:57 Then, you know, I I think that the ordinary high water will stay the same.

18:20:04 Then, because no ordinary high water was not based on biological standards about, you know where they can see a certain type of plan and a certain type of servants, you know, that happens on a regular basis.

18:20:20 This clubby elevation is really a 100 year event, or a 1% chance every year.

18:20:27 So , idea where it was luckily line and or where the flooding line would be in board Mary.

18:20:33 High water looking If you I think they're they're they're different, . So the flow what'd you call it the ordinary high water.

18:20:49 Ordinary high water that would be in in board of that so I think you're thinking of and now. 3 things, cause I think I've confused everybody. so from a flood standpoint, you know we get we're concerned about the flood plane which is where the your flow goes to a

18:21:09 channel, and within that plane there's there's a really a narrower fan, and we called the Flood Way.

18:21:17 Most of the water flows. There is a kind of a thinner strip on either side about where we anticipate.

18:21:23 You know, structures could be as long as they're elevated

18:21:29 In addition we regulate the ordinary high water, which, you know, compared to the flood plane and the flood way, you know, is is somewhere where the water flows.

18:21:38 You know. Ordinarily, you know, on on most years, so it would be different than the flood plane, and I think that elevation will work.

18:21:51 Are there places where that 35 foot set back would fall within the 100 year flood plane?

18:22:00 Then, yeah, i'm sure that's true yeah I mean so much as canyons.

18:22:04 And you know things straight up in the city. It seems to me channels that are really well defined.

18:22:15 It floods, You know we have a pretty sweet channel that it normally saves in

18:22:21 If we were, you know, in other places where they have wider channels.

18:22:27 , Okay, and go ahead. Am I just have one comment just to the variance that you discussed.

18:22:38 There is like a clause in here saying that if a variance is asked that would cause some undo hardship.

18:22:45 It should be like allowed, or it is allowed, or it permits something.

18:22:52 That otherwise would be prohibited. so just wanted to make that comment. Yeah, it's true.

18:22:57 We have, we have some flexibility. but I would say, you know we have to.

18:23:05 Within our approval. Criteria, We have to determined that there's no increase, no additional threat to policy some subjective things as well from a risk scale point, and I will probably always advise you not to

18:23:27 Caroline and I I might presume. but I figure it's safe to ask that, would any of these regulations be applied to developments retroactively.

18:23:36 No. Okay, you know, when ,

18:23:44 Sort of an aside. If these regulations had been in place, would 2 reverse Park have been able to be constructed.

18:23:51 We did about the 100 year, but saying and the fun way

18:23:59 With every city projects. we're very careful to do our due diligence to make sure that we're constructing outside of the fun way in particular, in anticipating future regulations.

18:24:12 To it, I guess. Okay, Thanks. So does this get kind of sprinkled throughout?

18:24:22 70, 40, 20, I mean is it it's not in one lump sum.

18:24:25 It gets distributed in into the code. So 70 42 starts with it.

18:24:31 But sensitive area. there are a number of sensitive areas, and so, where, you know, we can start to modify Section 15

18:24:48 Up there I I probably keep things kind of general provision, or things that are always same.

18:25:03 Come in addressing hazards methods of reducing for losses.

18:25:08 You know, recommendations to have avoid these kinds of things.

18:25:13 I would probably start to alter in section 4 lands to which the subsection applies, and special for hazard.

18:25:25 All definitions. All of these things will be updated with the but we would anticipate that 24 which is where you're right.

18:25:34 Parents set back is would stay so it probably you know the sections in between.

18:25:41 Yes,

18:25:46 One side or the other. you can all see it

18:25:52 Okay, and and we are the recommending body to council. I think Zoom as a code change

18:26:04 Well, i'll entertain a motion on planning item 1222 code amendments to title Oh, 7 o 4.

18:26:11 Oh! as a ring to flood plane regulations, group and a motion to approve.

18:26:19 Second,

18:26:24 Commission High Castle, and second by Commissioner Sipperly, any for any discussion

18:26:35 Okay? The question.

18:27:00 And the motion passes unanimously. Thank you. Thanks.

18:27:07 Thanks, Jerry. Okay. Back to our agenda. in order. now planning Item: 66, 21 variants on 7, 27 Blake Avenue,

18:27:31 ,

18:28:01 There you go. Okay. So right now we have my file.

18:28:11 66, 21, a variance or is that it's one-seven blake avenue.

18:28:15 And so there is one action item for this variance. It is a application for a variance to consider variance from section 77 to 30 accessory structures to allow an accessory structure within 5 feet.

18:28:30 Of the side yard, set back on the north side of the property located in the M.

18:28:34 2 makes you central for zoning district. So again, this is for an accessory structure.

18:28:42 Side. Set back. Start out Your system General Information on the property.

18:28:46 So it's located here downtown over on Blake again.

18:28:53 This is the action. Item: Finding his only commission is exciting body and drop the options to prove conditions, Deny or continue The item, and Staff recommends approval of the variance across the findings and conditions on page 6 to the staff

18:29:08 report just some background. this is the property location in yellow. Everything kind of that pink color is the M.

18:29:19 2 zoning district, which is a lot of the downtown area.

18:29:22 Excuse central course. So and then this is just the same image without the zoning.

18:29:31 See it's next to the manor building

18:29:40 Buildings, 7, 27, Blake. So one thing about this application is so.

18:29:47 This structure has already been built. Read that in your staff report, and so initially the owner of the property approach city staff and asked about building an accessory structure set in this location, and the M.

18:30:01 2 zoning district. This is a picture of it in the M.

18:30:07 2 zoning district, you're allowed to build up the , next page.

18:30:12 I have here. So here are the code standards in the M.

18:30:15 2 zoning district you're allowed to build up for a lot line for the primary structure.

18:30:19 So if you think about those 3 buildings for anger around all those you know, they come up right up the sidewalk.

18:30:24 They're built for a while, and that's your timeline structure in accessory structures, accessory structures are held to their own specific setbacks, which includes the 5 feet from side. and so what happened was Zoner

18:30:38 has staff. Where can I place my shed and staff?

18:30:45 Explain that, you know you can put it right up to the lot line in the end. to zoning district.

18:30:49 This shed is smaller than the size required for your building.

18:30:51 Permit. And so, based on that response from staff, the owner and good Faith went ahead and built the set

18:30:57 And then, later on, kind of further staff review we found that since it's an accessory structure technically setback, which is what prompted experience application.

18:31:12 It would need to be officially approved to be there, otherwise it would be not so again.

18:31:19 So when you look at a variance, and this is a regular variance.

18:31:24 So we have 7 criteria. and they all need to be met.

18:31:28 So these are the 7 different criteria and i'm gonna go through in a second.

18:31:31 How Staff finds that this application meets each one of these criteria.

18:31:37 So first is just that the property has an exceptional shape.

18:31:42 Phot photography, building, configuration of the condition that is in general condition throughout the zoning district, and so most properties in the zoning district.

18:31:51 Our mixed use building that's built wraps to a lot. The fact that this property is a single family dwelling or detached, not up the outlines.

18:32:03 That in itself is a little typical, so it's not a general condition.

18:32:06 So to the strict application of code standards for which a variance is shot sought would produce undo hardship.

18:32:12 So the structure was built, following initial approval by staff.

18:32:17 So in this case scripted application of code standards would require either tearing the structure down or moving it

18:32:28 3 of the applicant did not create the hardship by their own actions.

18:32:31 So again, structure was built, you know, in good faith, and without that initial approval by staff, the structure would not have been built for the variance request is not on the public or impair the intended groups.

18:32:44 The code. So the variance does not harm the public.

18:32:48 And then again, there is sort of the disconnect between zoning district around building up selling case for primary structure.

18:32:56 But then the accessory structure requirements again doesn't harm the public, or impair the intent to the code.

18:33:05 5 variants or best demonstrates exceptional hardship, not related to purpose of communities or financial burden structure.

18:33:14 Sorry part of the physical environment. It was you know built in good faith

18:33:18 So again it's not it would be a financial burden to have to rebuild it.

18:33:22 But it will send off to the owner. 6. The variance will not violate building or fire code requirements. Infrastructure is built with fire, rated materials on the north side.

18:33:33 Structure and the construction planes are reviewed by building department prior to construction, even though there wasn't a building permanent.

18:33:41 You know it's because it's anything 120 square feet or less is not required for the permit There was review by staff.

18:33:49 I built it. And then again, the variance is the minimum variance that will afford to leave the subject standards of the code structures already existing just the minimum minimum

18:34:03 So rearing agencies referred to different city departments.
comments on it.

18:34:12 Basically, no official public comments were received. did receive
one phone call, just asking about the variance.

18:34:18 And I just curious what it's for opinion so again this is the
action.

18:34:25 I don't planning is on a commitment considering advance request
to a lot of the accessory structure 5 5 foot side

18:34:38 Okay, Thanks. everyone. questions for Emory

18:34:46 Did the building commence work after a pre application
development meeting in in your offices, which might have had a result of
of notes or emails or communication back and forth?

18:35:00 So there included, in the packet, there were some email.

18:35:04 This is summer, 2021. So where? Not sure if we were right back in
the building.

18:35:11 So a lot of this is email correspondence.

18:35:18 So they submitted the plans again. It doesn't require local
permit.

18:35:24 This is for a library structure anything less than a 100 point
square.

18:35:33 Feet. , Yeah. What do you, wanna Bill? The worst points to go

18:35:44 Understand what they would like to do. communication emails.

18:35:53 Yeah. Thanks. ,

18:36:05 Okay with the applicant care to offer any comments or so.

18:36:12 Anything to us is the Commission

18:36:19 Hmm

18:36:30 There we go. Can you hear me now? Yes, we can hear you.

18:36:35 Okay, if you have any questions of me about the process i'd be
glad to answer any questions.

18:36:42 I am finished with building the shed. and I I mean it is working
out good for me and so I I don't know.

18:36:55 Do you have questions for me

18:37:01 Repeat your question,

18:37:04 Oh, I I was satisfied, but just in terms of whether there was a
pre application development meeting.

18:37:13 It sounds like you move forward in as an advocate for your own
best interest, but as a due diligence to to check with the the city.

18:37:22 It. It seems like you were i'm I'm happy with the answer, James,
They were just asking about like previous correspondences between like
Gretchen and Victor and different emails before you went

18:37:35 ahead and built the shit who referred me to Gretchen.

18:37:49 And I invited Gretchen over to the property, and she came over
and walked it through with me, and I.

18:37:57 I staked out where I wanted to put the the shed.

18:38:07 And with you know the understanding that you know it was she was
saying.

18:38:11 It could possibly be on the property line, but there are a couple
of rules that she would have to check on.

18:38:20 And then we also looked at the pin that's in the ground, and we
establish the the property line, and I had sent her a copy of the shed
that I wanted to build, and she said she would check on it and I

18:38:37 know there's a garage next door to me that sits right on the
property line on both the back and the side property line, and she said

she was going to go research that and then we had a couple of other conversations

18:38:54 in there a couple of emails, and then she she verbally told me it was okay, and then sent me an email explaining to me that she checked out with the building department, and as long as I did it you know with

18:39:11 a with up to the fire code, and it was fire rated which I did do that with the 2, 5, 8 she brock for the fire rating, and I, had an architect draw that up for me and I sent that back to

18:39:29 her, and she, you know, approved it, and said I was all good to go this, and I didn't need a permit.

18:39:36 If it was a 120 square feet, or under

18:39:45 Okay, Thanks. Jim,

18:39:49 Jim, go ahead this would just it's not necessarily for an answer is just general consideration for us to think about.

18:39:56 If it does meet 7 points of criteria consideration and it really doesn't impact negatively in the surrounding community, what's to keep us in future from approving other requests like this before they come in and then to add to

18:40:12 that. what's to prevent other future mistakes misunderstandings or misinterpretations from others who move forward and especially quickly, and build it, and then claim the same kind of condition with no judgment to the applicant

18:40:28 today with that with that comment. So first part is so like with this situation, where we kind of have This is what to zoning district allows.

18:40:39 And this is what accessory structures. I would say that now Staff is very aware of that particular very well.

18:40:51 Okay. Which again District similar situation. as far as building it.

18:41:08 And then you know, coming back, I think that also takes a new account, you know.

18:41:13 Here. there's a lot of communication I Think staff as far as making a recommendation in their staff.

18:41:19 Report would have a different attitude if someone maybe had a preliminary conversation that wasn't having such a final conclusion.

18:41:26 And then I went ahead. , Okay, i'm i'm coming.

18:41:31 With that answer I I appreciate it as opposed to a quick.

18:41:33 Give me an answer, and then they hang up on you you you're you're comfortable and confident that you had the ability in time to speak with the applicant long enough to where you feel like they didn't move forward against what

18:41:44 it is that you were interpreting. Thanks,

18:41:53 Can I make a motion to approve

18:42:00 I'll do that. Now, anybody here or online if you're online, please raise your hand, alright in attendance

18:42:14 Not seeing any I will entertain a motion on planning File 66, 21 variants at 7, 27.

18:42:23 Blake Avenue staff, who is recommending approval with funding its condition and conditions.

18:42:32 On page 6 of the staff report i'll make a motion to approve finding file, one variance for 7, 27 like avenue.

18:42:41 I feel like it meets all of our variance criteria on pages.

18:42:46 4 and 5, and where are the conditions? Okay, and

18:42:54 The approval would be with the staff conditions on page 6.

18:42:58 Okay, we have a motion to approve. Second and a second.

18:43:06 Make sure, Hardcastle, any comments, please. I just have one comment.

18:43:13 People build stuff like this all the time without guidance from from the planning department.

18:43:18 So I commend you for a consulting with them out the gate, and then also coming through to clear up, you know.

18:43:27 Request the variance to clear up the scenario. So well done, Thank you.

18:43:35 Any other comments, seeing none, i'll call the question

18:43:48 The motion passes unanimously,

18:43:54 Okay, moving on to planning the item. 82, 21 design variants 1120.

18:44:02 Palmer and Emory is got a busy night going here I didn't make a comment.

18:44:13 A free company. A Prec. comment. I talked to Richard.

18:44:18 These are dear friends of mine. but I I really have no knowledge we've made, you know. they made a point of not talking with me about any parts of the project, so I just wanted to put that on record.

18:44:34 I don't know good thank you and that's we looked at the the situation.

18:44:39 Determine if there's no conflict I would also make the same comment.

18:44:43 I know the applicants, and we're friends, as well but I have no vested interest, thank you.

18:44:50 We, we acknowledge that we all live in a relatively small community

18:45:00 Emory, please. Alright, so So this is planning file 82, 21 a design, variance, and administrative adjustment for 1120 Palmer.

18:45:12 So this request has 3 pieces to it. So again, this is gonna be a design variance which has different criteria.

18:45:20 But the 3 items are one consideration of a design variance to a front-loading garage in the downtown core.

18:45:31 2 consideration of a design variance to allow roof pitch with the minimum.

18:45:36 Less than 6, 12 in the downtown court, and 3 consideration of an administrative adjustment for building 15% excess of maximum allowed building type 27 feet in the residential medium density

18:45:51 zoning district. This property is located at the last 20 farmer surrounded by the residential uses.

18:46:00 In the back. it's undeveloped again, so on Rm.

18:46:05 One. So again we're gonna have different action items so i'll go through this presentation kind of present all of it, and then take each each item as it goes, and against similar options.

18:46:16 Approve item with suggested conditions, with additional conditions, not findings, or continue the item.

18:46:23 And so for action. Item, one for the frontloading garage.

18:46:27 Staff has recommended approval with suggested binings and conditions on pages 14 to 17 to the staff report for action.

18:46:36 Item, 2 for considering the design variance for the roof pitch.

18:46:40 Staff also recommends approval of the that design experience with finding some conditions on pages 14 to 17 of the staff report an action item 3, which is considering the administrative adjustment staff recommends approval for the

18:46:56 administrative adjustment. suggested findings and conditions on pages 1417 of the i'll get more in depth on each other's second, And so the project summary is on this property.

18:47:10 There's currently a trailer an applicant proposes to build a single family home with an attached to you on the property, and so the property is located in the Rm.

18:47:21 One zoning district, and then is also subject to downtown port.

18:47:25 Associated design standards in the downtown core.

18:47:29 Is any property that is part of like the original town site or done with springs.

18:47:35 The city was founded, and they went out and applied it.

18:47:37 All the original lots that's what's considered with downtown corn.

18:47:42 So again, more reference properties highlighted in blue.

18:47:48 Everything kind of orange oranges is the Rm.

18:47:52 One zoning district, and then to the kind of the east of the property slope goes up a lot got some areas on Hillsets preservation. and if you go to the south there is an area, so our our real estate

18:48:04 that's context. And again, this is just with the zoning hold off.

18:48:14 So again, if that under block, and again just a little while, these are some neighborhood photos.

18:48:22 So, looking south down Palmer to the east so That's what the existing structure on the property that would be demolished as part of the project.

18:48:31 West, is just looking across the street, and then just North Homer as well.

18:48:38 More senses, and this is the site plan for the project.

18:48:43 So you can see it's up into the front. of the property existing trailer home is sean that's going to be would be demolished. and again.

18:48:56 They So there's an existing curve cut it's already there.

18:48:58 But

18:49:04 And just some design review on the general project. so this is kind of Steph went through the design, not just the variances.

18:49:11 I'm just going through for how it makes code just couple of things.

18:49:18 So one. So this zoning district has a twenty-foot setback for the front an uncovered front porch can go 10 feet into that setback front port.

18:49:29 You see on the front part of the house about the garage.

18:49:34 But would be allowed a second part is so you'll see the maximum height, or using the heights, and it's broken down for each elevation and on the north and we west elevations that

18:49:47 height exceeds the maximum limit allowed by the zoning standards, but is within the when it allowed by administrative adjustment. and and then number 3 is just against the roof.

18:50:02 That. So all these other items and then also I think I forgot to mention

18:50:11 I'll get i'll get to so with the design variance how that is different.

18:50:21 Then regular variance is, You do have 7 criteria.

18:50:27 However, they are split into 2 sections, and so you have section A with 3 items.

18:50:31 You need to meet all 3 of those and then there's section B.

18:50:34 Which has, I think, 6 items and we need to mute for this.

18:50:39 So it's kind of all 3 of the first one and then at least for the site.

18:50:44 And so for this particular standard. So this is considering a design variance to allow frontloading garage in the downtown for.

18:50:53 So what that would be is, you know, this property. You access it from Palmer and other garage that is frontloading.

18:51:02 Is for any property in the downtown that's not allowed. So that's what the variance request is asking for is just having a frontloading.

18:51:14 Typically. So you can see here the code, The intent of code is that you would have a rear accessing garage from an owl.

18:51:24 This property. There is no alley, stops

18:51:34 So criteria here. Section 8. So a variance request is not on the public safety welfare.

18:51:45 All cell phones that harm public health, safety, welfare.

18:51:49 And then 2. The variance requested is in general conformances comprehensive plan with the state of purpose and intent to the code for which the variance is sought.

18:51:58 So Staff found variances and conformance redevelopment of this slot.

18:52:02 It's an adu meets the following comprehensive bangles, Jack Development to locations and buildings forms that are classified, conserved, and to provide housing up for the entire community.

18:52:12 And Steph also found the intent of the code which is to require alley access is really not possible with practice in this location, because and and then 3 of the variants requested will not violate building the fire code requirements

18:52:25 that's section 8

18:52:29 That's Section 8 3 that found all through we met and then you have Section B.

18:52:38 So there are 6 criteria here, and Staff found that 5 of the criteria were met.

18:52:47 So one is the variance requested events, the goals and policies, or choose the intended subject standard to the same for you.

18:52:53 Better. we're not applicable because the intent is that you have a rear access drive away so just can't really accomplish that to the subject property as exceptional shaped topography, building configuration so

18:53:08 most properties in the arm, one zoning district, and the particular properties in the arm. One zone district which are in the downtown core, typically have an alli which allows for garage access.

18:53:20 This property not having an alley. hey? Typical 3.

18:53:26 The variance requested results and benefits to the community, or equivalent, or see benefits associated with the subject.

18:53:31 Standard. So again, it just weighing the fact that it's impractical require your access when there's an annual, and then weighing that against the benefit of an info and fill redevelopment of the

18:53:42 slash, you know, results in the benefit to community that outweighs standard, for the variance is necessary and appropriate to make possible the reasonable use of land.

18:53:55 Again rear access required possible on this property. 5 variances minimum variance that will afford relief from the subject same to the code.

18:54:05 So again, allow allowing just allowing the garage would be the minimum , forward relief, and then 6 strict applications of the code

standards for the , so to produce under hardship again strict application for your access one

18:54:19 there Now we have possibility that, would be unreasonable.

18:54:24 Hardship, and so just kind of to visualize probably should have done this one first.

18:54:31 3 in section 8, and by out of the 6 and

18:54:41 To recommend approval for this variance so that's action.

18:54:43 Item one that's that's the front loading garage So again, just the visual .

18:54:52 Almer. Yeah. so that's action I don't want, we have action.

18:55:01 Item 2, which again it's a downtown course standard.

18:55:04 And this is to consider design variance for roof pitch less than 6, 12 in the downtown core, and against this is a specific to downtown properties.

18:55:16 Section a variance request is it's not home to public health on stack on it did not, to general conformance.

18:55:24 Comprehensive plan which again similar I found similarly that okay, he meets the comprehensive plan development providing housing opportunities.

18:55:35 And then the intent of this standard is also matt and i'll get one code standard.

18:55:41 So copper hit its flat rates. The section of code is looking at, mainly prohibiting flat roofs that provide 6, 12 as a minimum.

18:55:50 But again, kind of weighing the balance of the standard to the benefits that found that meeting, the comprehensive plan

18:56:03 Balance with standard the variance requested, not by the ability either of those.

18:56:13 So again, Section 8, Me to meet all 3 cell phone that I met all 3, and then Section B

18:56:20 So again, at least 4 of these criteria need to be met.

18:56:24 So one of the variants requested events, goals, and policies of the code, not in the downtown design standards.

18:56:30 It makes references to neighborhood contexts, and how the design of a particular property matches those on block, face, and staff looked at other properties on the block.

18:56:43 At 1116. Palmer which has an existing.

18:56:46 So they have a gigabytes of less than 6 12, and that would be the next property.

18:56:50 Next door has some photos here. In a second I have a flat roof, and then also just in the general neighborhood.

18:56:56 There are several other gable groups that would probably

18:57:03 Similarities to subject property as an exceptional so if you're building configuration, and so in this case what kind of prompted the 3 12 roof pitch was trying to keep the building height down in

18:57:17 it. Part of that is happening because of the topography of the site, the site.

18:57:28 Design kind of comedy for that photography.

18:57:33 3 variants requested results and benefits to the community. we are equivalent to benefits associated with subject standard.

18:57:38 So again the proposal of styles of Gable Drew, which is a in the downtown court.

18:57:44 The myth. the pitch is beneath the minimum. 6, 12

18:57:48 But again the intent of one back step on the intended.

18:57:51 That code section is to prevent and prohibit flat roofs in the downtown downtown core.

18:57:56 Which this is not for the variance is necessary, appropriate to make possible the reason.

18:58:03 The Lander structures on the property. Not to put the little staff found that this is not necessary in the appropriate time.

18:58:12 Something else. but again and then 5. the variance is the minimum variance that afford release of the subject.

18:58:20 Sanders of the Code Some staff on it's the minimum 5, and 6.

18:58:27 The strict application of the code standards, which appearance the salt will produce undo hardship.

18:58:35 So again, how it breaks down meets all 3 3 of the 3 required, and then out of the 6 I met 4 staff, or I've proven to recommend approval for this.

18:58:51 So again you can see at 3, 1250,

18:59:00 Then again, this is just kind of some okay a visual So 6 12, and steeper.

18:59:07 That's everything that would be approved standard and 6 12

18:59:16 So I guess the neighborhood contacts. So this is 11, I think.

18:59:23 12 bar down the street, less than 6, 12 similar scale.

18:59:34 And then this is actually the building next door

18:59:41 Porch,

18:59:48 So that's action I don't too. now action item, 3 is an administrative adjustment.

18:59:55 And so just to explain, so typically an administrative adjustment is something that's refused by staff.

18:59:59 And that's when you have so got the code standard is for a building head of 2,017 administrative adjustment would allow for 15% pass that standard and it's typically reviewed and approved by the director but

19:00:13 because this administrative adjustment is included in an application that has other items that can be for you. So that's that's why you're hearing so like I said Maximum Height.

19:00:30 In the zoning district is 27 feet.

19:00:33 The additional 15% would allow for a building height up to 31 feet, and that is measured from grade.

19:00:41 See, it called out, This is you know facing palmer it's!

19:00:44 Called out from grade to the midpoint of the people the West Salivation.

19:00:51 It's 30 feet in that on the north elevation So it's also about 30 seat, because here last staff is taking kind of that finished grade, so that grade out area again.

19:01:06 His site. So the grade is a little bit different on each elevation taking the same point on the north valation. it says lower level, since we took that as great on the west.

19:01:19 We're also taking that the north because there is see that door.

19:01:24 That's okay,

19:01:32 Level surface. Some measures from there is that gable again acquire the administrative adjustment, and the other 2 elevations at the home

19:01:45 So the criteria for him is sort of adjustment. so it's not so much as like with the design Experience like it checks this box, checks this box with administrative adjustment decision making bodies as you all shall

19:01:59 consider whether or not what, to what extent the adjustment will a not results.

19:02:03 The next issue would be, will not result in in compatible development.

19:02:07 So Staff found the proposed use by right by the zoning district, and the building scale and height is also similar.

19:02:16 , Yeah. will not result in address impacts and that's probably mitigated.

19:02:23 So again, additional height will not really result in adverse impacts on that side.

19:02:28 To the 4 elevations and again it's similar in scale to other structures on the block face, and then see if it a technical nature is required, and stuff on that one to compensate for an initial side so again, this is

19:02:42 not so much checking the box, but to sing to what extent the request of adjustment?

19:02:52 So sent out to the phone referring referral agencies.

19:02:58 And so a lot of these comments, there weren't many comments on the specific variances and stuff for just development of the site, which, if the variant design variances and administrative investment were approved they would go

19:03:08 through the building permit training Google process. How much would it require, you know, range letter to your technical course?

19:03:16 There are review. So a lot of these departments too, you know specific variances they didn't have

19:03:23 It all had to do with

19:03:31 Public comments no public comments to receive. So again, just kind of a summary, we have action.

19:03:36 Item, one for the frontloading garage which Staff recommended approval.

19:03:41 We have action item, 2 for the roof pitch, which Staff recommended approval, and then 3.

19:03:48 The administrative adjustment for the building height, the west, and North Elevations staff recommended

19:04:01 Okay, thanks, Henry questions. i'll be quick? take your time and re Do you know what the intent of the code is for not having frontloading garages?

19:04:14 Is a safety issue, or is it aesthetics?

19:04:16 I think a little bit of come off that come if you're on the road slower.

19:04:25 Yes,

19:04:32 ,

19:04:37 Same thing, and then the height adjustment. what do we know?

19:04:44 Is the parcel be behind it owned by a private individual like if somebody wanted to build there wouldn't create any sort of so parcels behind it,

19:05:00 Lot of people's own parcels behind so parcel behind this.

19:05:06 So you have basically as far as it being like usable, , stops about right there.

19:05:12 And the right away continues. You would have from the back this property,

19:05:26 You can see the slogans going higher,

19:05:39 So it wouldn't create any sort of adverse situation for those people behind.

19:05:45 Correct? . Sure, please. is the current use Non-conforming to any degree

19:06:02 Yeah, so the current use If you can see on site, plan to see the dash line of where that existing trailer is.

19:06:10 So these existing trailers actually

19:06:19 And no other conforming non-conforming issues.

19:06:24 Bye, Yeah. So the sheds would also be demo.

19:06:30 So we got that. Yes, yeah. front front side back to the primary structure.

19:06:41 I appreciate that

19:06:42 I appreciate that right? So this is intended for all of staff.

19:06:53 If this were only an administrative adjustment would you have been inclined to approve it.

19:07:00 Yeah i'm again to to the 4 elevations and then

19:07:20 I only have one other question for the applicant when we get a chance to meet them.

19:07:24 Other than that. Thank you, girl. Alright, Could you go over again?

19:07:31 The covered port in the front set back what is allowed and what's not for your so I just probably it's 20 feet.

19:07:42 Now, if you have it uncovered, porch that can go 10 feet into that can get no closer than 10 feet from what if it's covered?

19:07:55 So congratulations, so it's it's more of a size.

19:08:00 So it code refers to 65% covered you.

19:08:03 Have you have a roof on there? It needs to be, you know, either screen or open.

19:08:08 Okay, outside in the future. So like

19:08:17 So again, you can see it's open that trailing if and you know, 15 years someone wanted to fill in with that through walls

19:08:32 Got it

19:08:38 10 feet, like

19:08:42 Okay, Thanks. hey? Good. Step forward, Emily. So on on action.

19:08:56 To that that the roofs less than 6 12 so, and and you know I think you're justification was good.

19:09:05 I'm good with that but so it's 3 12 and I guess what my question is is I guess that that we wouldn't make that be a code change because again it's a very you would look at each individual location of where it

19:09:19 is because here you looked at the neighborhood and the next door there's a flat roof and a 312 cross. I mean it's so.

19:09:27 This is consistent with that. but let's say it was downtown on Blake, or something like that, then would that be a different?

19:09:36 Could be a different outcome from that Okay,

19:09:51 Put it on a different block and down some court we would want to look at.

19:09:53 Okay, Well, what's already there so that's why you'd stay with the 6?

19:09:59 Yeah, Okay, Thanks. keep the standard. But ,

19:10:08 Okay on previous applications There's been discussions and I think there was some verbiage in your report about the stepping down architectural features, and I believe you were saying that this design meets those standards.

19:10:30 So there was no reason for a variance in that regard

19:10:40 So again. this is kind of the existing site and so that's sending down needs to occur when building spell, and it's created in the neighborhood structure by one great here, so going upcoming

19:10:58 sorry setting down to require the math side, but on the other side stepping down was required.

19:11:07 Which is why you see here, this section is stepped down on that 50% of the building.

19:11:15 So the ridge drops the highest bridge

19:11:28 And could you go through again i'm not clear on how the height is calculated?

19:11:38 It's not from existing grade actually Let's bring up other elevations, so you can see

19:11:55 Sorry. Okay, So if you're standing i'm fine great to take this great? Is it existing?

19:12:04 Grade. So we finish finish great finish grade and find the gable

19:12:19 Come around to the north side of the building. This is a finished lock way, so there is some great love in

19:12:28 Now this is kind of what you continue front level, pay the path coming off the driveway.

19:12:37 On this elevation it also exceeds that 27 which is requiring the administrative adjustment.

19:12:42 As we go to the back of the house with the East, and so we take finish grades.

19:12:50 That was under 27 feet, and then similarly on this side this point right here, that's great

19:13:04 So again, you're looking at west of this it Doesn't.

19:13:11 Apply to this, obviously, but would prevent somebody from going in and filling a lot, and building on top of that, rather than computing from existing.

19:13:29 Break, and maybe that's a discussion for another time I don't know any other district that does that do you state.

19:13:44 I mean I know the county doesn't Garfield County , yeah.

19:13:54 Okay, just discussion for another time. There's a lot of , yeah. yeah.

19:14:02 What What do you think, Pat? I guess we wouldn't I mean we wouldn't even be discussing this issue?

19:14:09 Really, if it hadn't been attached to the request for the variance.

19:14:15 , Okay, that's what I wanted to

19:14:22 Okay, would the no other comments questions up here?

19:14:27 With the applicant, or to come forward and present their project.

19:14:34 Add, State your name and address for the record, please, sure and I am the owner as well as the app

19:14:56 That's my address 1120 call around and do we have questions. I was curious what the material of the siding is going to be.

19:15:08 A couple of different science materials. we're gonna do some concrete board.

19:15:17 And then I guess. just yeah, coordinate all in one section

19:15:26 Right,

19:15:31 Carolyn, please. Yeah, I I have a couple of questions it's sort of about the design, and I understand this is preliminary.

19:15:38 So these may be addressed later, but i'm not the frontloading garage elevation.

19:15:44 It sort of appears as though the porch columns might impede.

19:15:48 Entering the garage. Yeah, that's just a an oversight at the moment right now it will be changing. The stairs are inside the building, not outside, right?

19:15:58 So from the garage level to get to the main living level, not the ad you the stairs.

19:16:09 Our interior. that's serious. okay and I also presume that as you get access to the adu on the side there's probably some grading that has to happen.

19:16:20 That we're not quite seeing there and I know you've only got your 5 feet

19:16:24 But that's on your what's on your radar too. Okay, Great.

19:16:27 Thanks, Jim, please. what's the difference between the existing height from grade, and the proposed height from great the existing height of the structure that is there right it it's it's hard.

19:16:46 To, because you'll probably change the grade but , the general height, I think right now the structure is 12 team and the the proposed structural be closer to yeah.

19:17:02 So 30 feet the mid one and is is any type of excavation, a possibility to maintain the height and avoid the administrative adjustment request.

19:17:12 We're actually talking about that today and I it's kind of something that either way

19:17:27 27 wasn't being critical it was just asking for clarification.

19:17:34 Otherwise it looks like a positive development and a well written staff report.

19:17:38 Thanks. Thank you. Okay, Well, i'll open up for any public comment on this project.

19:17:51 See if there's anybody

19:17:59 Seen on here. Is there any online? No. Okay. i'll close public comment period, and bring it back up for a motion on planning file 82, 21 design variants, 1120 Palmer action, item, one design variants, to

19:18:20 allow a front loading garage in the downtown core of the staff.

19:18:25 Recommendation is approval with finding a zoom conditions on 14 to 17 of the staff report

19:18:36 I'll make a I'll make a motion to approve the design variance request, considering a design variance for to to allow the front loading garage staff recommends approval, given the findings and conditions on pages 14 through 17 which

19:18:52 I think. then, just included all of them right emory I mean that's yeah. yeah.

19:18:58 I'm: Good. Okay, that's my Motion Okay. we have a motion to approve from Commissioner Waller and a second by Commissioner Connoton.

19:19:11 Discussion. Oh, I have one last day we do have a couple of letters from neighbors.

19:19:16 I'm not sure if that makes any difference for you guys

19:19:23 Well, yeah, let's bring those forward again

19:19:31 That does anybody care to see these so those weren't sent into the city?

19:19:36 No, they were sandwich

19:19:41 Have you seen these, Emory

19:19:47 How do we handle I don't think that we need to reinvent the record?

19:19:54 But I think I mean but we will put them in the the we'll scan them into the record.

19:20:03 Okay, right, well be noted that we have 2 letters from in support people that are neighbors
19:20:19 We see no issue with the front facing garage.
19:20:25 I think this one proves the aesthetic of the neighborhood.
19:20:30 I would call that a yeah positive approval this party says they're a 100% behind the convention.
19:20:39 This application. Did you write these Ten? it's been there?
19:20:52 Yeah, at least Okay, if there's no further discussion, i'll call the question, Are we boarding for all 3 gonna take them on at a time?
19:21:23 For planning. item, 82 21 item, one promoting garage.
19:21:32 The vote passes unanimously. okay i'll entertain a motion on action.
19:21:39 Item 2, which is a design variance. request for a roof pitch of less than 6 12 in the downtown core 1122.
19:21:54 Sorry. Oh, no! 82, 21 staff from approval, with findings and conditions on pages 14 to 70.
19:22:07 I'll make a motion to approve action 2 for the design variance for the roof pitch less than 6. 12.
19:22:14 Given the findings and conditions on pages 14 to 17 to the staff report. hey?
19:22:19 We have a motion to approve that commissioner waller i'll approve one.
19:22:25 Okay, and we have a second from Commissioner Conerton.
19:22:30 Further discussion. Sing? Oh, yes, I might have objected to the less than steep roof pitch.
19:22:39 Obviously 6, 12 would be difficult, but I was very convinced by the fact that the adjacent properties have real similar roofs, and and also that you've just set set the roofs back a little from the streak
19:22:51 face, and I think that'll help kind of tuck them back there in the trees.
19:22:55 So I think you made a good compromise. There
19:23:02 Call the question
19:23:13 For planning. item, many, 2, 2111, 20 palmer, item, 2 for the hype variants.
19:23:21 The item passes unanimously. Okay, action. Item: 3.
19:23:27 Under planning. item, 82, 21 is a consideration of an administrative adjustment for the building height in 15%.
19:23:38 Excess of maximum building hydrogen 27 feet in the residential medium density.
19:23:43 Zoning of staff recommends approval with funding and then conditions on pages 14 to 17.
19:23:53 I'll make a motion to approve action 3 for the administrative adjustment for building height the next at 15%, a maximum building height, 27 feet.
19:24:04 Given the findings and conditions on pages 14 to 17 to the staff report. hey?
19:24:09 We have a motion for approval by commissioner well i'm just reading that it's I just read the
19:24:29 On page 2 of them
19:24:33 Okay. I have a motion in a second and a second from Commissioner Sipperly.
19:24:41 Discussion,

19:24:49 Well, I back to my point about the a lot actually I think you wouldn't even need this administrative approval if they were measured from existing grades.

19:25:04 I thought I'm not certain of that not having surveyed it.

19:25:10 But all the question

19:25:23 And I just would like to make a correction plan planning.

19:25:26 Item, 82 21 item 2 should have been roof, pitch, little picture of the roof, not the height it passes you.

19:25:34 Now we're planning item 82 21 height variants.

19:25:41 This item also passes unanimously. Thank you.

19:25:51 Alright. Next is the agenda except for commissioner comments i'll start with Commissioner Weyer.

19:26:01 I'm good, thank you the other end no thanks I just wanna Say, it's really nice to see local kids being able to stay in the town that they grew up in, and being able to you know find creative ways to to house themselves with

19:26:18 the adu and the existing Latin, and of course, there resources of your father being able to help you build awesome his wealth.

19:26:28 You know those resources anyways? Well done. I A question on the I question on the housing.

19:26:40 Rfp. So I was on that maybe that's gonna come up later.

19:26:47 So. so my question is , So the housing Rp.

19:26:50 And maybe just can explain everyone like this. But my question was,

19:26:54 So what did City Council do with the recommendation that our committee went So City Council has only had a work session on the Rfp.

19:27:04 Which was last week, and they will be taking up the item for an action.

19:27:09 On their meeting. May fifth. So habitat for humanity was present, and gave a very similar presentation. to the project.

19:27:17 Steering committee Council ask questions, and now they have some deliberation.

19:27:22 Time to think about it before it comes back for a decision.

19:27:26 So does everybody here know about what that Rp. is? I should expect.

19:27:34 So this is a request for proposals that the city put out on to city owned parcels, one at Eighth and Midland, and another on Airport Road, near Cardiff.

19:27:47 Glenn neighborhood. So City owned property that the city was looking to partner for affordable housing projects.

19:27:52 So we put out the proposal and habitat for community was our sole respondent

19:27:59 And so now city council has the job of determining. It was a proposal just solid enough to move forward with all those properties, either one or both. doing a plan.

19:28:14 Well, I need a job, Caroline, and and you will, and you will probably see these in some former fashion.

19:28:23 As it comes to the process. So the City Council is not approving what it looks like the units.

19:28:31 This is just moving forward with habitat as a development.

19:28:36 Yeah. So lots of lots of planning to come.

19:28:39 And that you know, if if it moves forward, and no habitat has probably some of you are very familiar with how they operate in their

communities and doing community outreach and public shoretts and design of that nature so if city

19:28:50 Council does move forward with it with this developer that's like, Are you , Are you proposing that the city is a co-applicant?

19:28:59 We have that as an opportunity. Yes, it has not been entirely determined

19:29:08 It's very exciting by the way I think that's A.

19:29:14 , because it's it's for sale stuff, and because one habitat for humanity does it of the money that they get coming in is makes makes this for sales prices unheard of these kind of days.

19:29:26 Pretty excited it will put out, but

19:29:34 I would just like to compliment emory i've gotten the report from someone that was doing due diligence on on short term rentals, and they were impressed by your delivery and and thoroughness

19:29:49 and politeness and

19:30:00 I looked up made that mistake by the way, directors comments. We will have another steering committee meeting on May tenth and it's likely to be a format for the comprehensive plan that's

19:30:19 more similar to what happened at the Wednesday last Wednesday.

19:30:25 Open houses. So, so we're looking at kind of stations and being able to react to to those.

19:30:33 So we will pro your best to get you information in advance, but in it will be more kind of open house style in terms of the steering committee, and we certainly hope that everybody can, attend and then we

19:30:48 Have extended an invitation to Dr. Guzman, who works at Cmc.

19:30:54 And who has been helping us with the ad hoc Housing Committee. which is making a recommendation to City Council also on May fifth.

19:31:05 So if you are able to attend I would say that that meeting is at 9 on May fifth.

19:31:11 Is that maybe 2 days ago, for schedules but if You're able to attend, you may find that interesting.

19:31:20 And the oh, yeah, well, I had a different question on another topic.

19:31:25 So the last comp plan meeting, I thought was interesting, I mean I was a zoom participant, because I think I was recovering from Covid.

19:31:35 But So it is so, as far as comments, and and for feedback for the consultant on the amount of traffic.

19:31:49 In In fact, I guess I kind of have a question on.

19:31:51 That is the traffic going through the language. So is that what?

19:31:56 And and And I know you know what i'm talking about on that 70%, or whatever is it Is there any additional stuff on that?

19:32:05 Or is that to be saved for that

19:32:21 Some concern that it was that that information that related to how many people are driving into this community.

19:32:28 How many workers are we importing, How many workers start England springs in and continue to other places?

19:32:35 Was of interest to the steering committee, so we are separately, We are working with fair impairs to.

19:32:58 They have some street light data which is data that we've used which is, is different.

19:33:03 It's also cell phone data, but the the way that they track.

19:33:06 It is different than the the data from 2,017.

19:33:09 That was again. It was not our data. it was from Rafta.

19:33:14 We are looking at a way to fund that for some other things that we're doing so.

19:33:19 A grant application, some affordable housing stuff. It may also be of interest to the comprehensive plan.

19:33:27 We are looking to see if fair in person can do that for us.

19:33:32 But I think the point is generally that we import workers and worker start here and travel other places.

19:33:38 I think that it wasn't so I I don't know that we, for the level of the compound which is visionary and need to have that kind of granular detail.

19:33:47 But we will do our best to provide that information. it is an additional expense.

19:33:53 It would not be we're hoping to because it will be used generally for other projects in the city to to have it be separate, and apart from the comprehensive plan, It just seems to me, like and I don't know I

19:34:05 was an engineer and got beat up over on data for many years.

19:34:10 And it is a question is that a lot of times when you find a point of data that's that you question, and you think's not good.

19:34:15 Then you tend to put it a lot of times. People put it over a whole project.

19:34:20 So I mean I I think it's a real important from my perspective. an important thing to address because I think I mean Obviously I thought it was spicy, or comment, and not a point of interest.

19:34:35 But I mean people we're we're pretty upset with that data. and and I just think that it's It's a real important thing, and i'm sure coming back next time that seems like a good thing to address

19:34:45 so cause it gives credibility, I think, to the to that consultant as a whole of the for the data that they bring forth.

19:34:56 Terry looked at the data it was presented to Rafta.

19:35:00 It was the first time that anybody had questioned that data to that extent.

19:35:04 So I would just say that but i'll just leave that there Hey, can you record what were you saying about what was Oh, we're inviting Dr. Gozmann to participate in the steering committee So adding her to the steering

19:35:22 committee. She had been very helpful in the in the conversations we've been having with the Ad Hoc.

19:35:25 Housing committee, and wanted to invite her to this process.

19:35:29 There are some folks who were not able to participate because of the I think it was that we changed the date.

19:35:36 Maybe so, looking to kind of expand that group. And can I be joining us as well?

19:35:48 Do we feel like those? Those steering committee meetings are progressive or or like effective?

19:35:55 At this point, I think that I would encourage you to think about how you wanna put it, so that you are steering the process so that the comprehensive plan is

19:36:09 So you are representing the community. and representing how we want to move forward, and I think check the data or checking the the the overall direction, and we're not there yet.

19:36:25 You know we're not to the point of the recommendations yet. So I think that the real nitty gritty of where you guys are going to be steering is coming.

19:36:35 It. You know this is you know here are the topics this is where we're going.

19:36:42 This is information providing some feedback I think you're missing this I think you're missing this but you know you're not to the actual recommendation piece yet, because it's a long process and I think that it's

19:36:55 intended to be cumulative over time and again.

19:36:58 I also think that the one piece of data is, you know.

19:37:04 Remember, this is a visionary document we talked about today, that in there were some examples of what you're using that master plan to evaluate development against, and those comments are generally general and visionary.

19:37:20 So it's not to it's not like it's it's not like a site plan where it's very specific.

19:37:28 It's not like The The code where it's very specific Who are we?

19:37:34 Where are we going? Who do we want to be next next?

19:37:48 , , thanks for clarifying we have as ever shifting the application processes.

19:38:04 So we've had some applications that have continued along the way We do believe that they are coming in may figure scratched.

19:38:12 So it should be a full agenda location and extense.



City Council
STAFF REPORT
City of Glenwood Springs
May 19, 2022

Agenda Item: Adjournment

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation: