AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
SEPTEMBER 7, 2023
101 W. 8TH STREET
6:15 p.m.

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

3:30	1.	Pay as you Throw Update	Information/Discussion
4:15	2.	Budget	Information/Discussion
5:15	3.	Downtown Development Authority Joint Work Session	Information/Discussion

ZOOM INSTRUCTIONS

You are invited to a Zoom webinar. When: Sep 7, 2023 06:00 PM Mountain Time (US and Canada) Topic: 2023/9/7 Regular City Council Meeting Please click the link below to join the webinar: https://us02web.zoom.us/j/84146210799?pwd=bDJTN0xDcW4xQW1kVWNyWm9wVTcvQT09 Passcode: 336531 Or One tap mobile: +17193594580,,84146210799# US +12532158782,,84146210799# US (Tacoma) Or Telephone: Dial(for higher quality, dial a number based on your current location): +1 719 359 4580 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 669 444 9171 US +1 669 900 6833 US (San Jose) +1 253 205 0468 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 646 931 3860 US Webinar ID: 841 4621 0799 International numbers available: https://us02web.zoom.us/u/kf7Wo3YMC

REGULAR SESSION

6:15	4.	Roll Call	
	5.	Agenda Changes & Conflicts	
	6.	Council Announcements	
	7.	Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)	
	8.	Consent Agenda	Discussion and/or Action
		A. Resolution 2023-34; Bagged Trash Price Update for the Recycle Center	
		B. Downtown Development Authority Board (DDA) Appointments	
		C. Housing Commission Appointment	
		D. Request for Proposal (RFP) 2023-26 Environment and Climate Action Plan Supplementary Award	
		E. August 17, 2023 Council Minutes	

ACTIONS AND/OR PRESENTATIONS

9.	Middle Colorado Watershed Council Update	Discussion and/or Action
10.	Code Amendments to Title 070 Regarding Child Care and Other Minor Changes	Discussion and/or Action
11.	Update on Emergency Evacuation	Discussion and/or Action
12.	South Bridge Update	Discussion and/or Action
13.	Strategic Growth Executive Order from Governor Polis	Discussion and/or Action

14. Appointment of Acting City Manager and Process for Selection of Permanent Manager — Discussion and/or Action

15. Council Comments

16. Report from City Administration

    A. City Manager

    B. City Attorney

    C. Correspondence Incoming/Outgoing

17. Adjournment

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Pay as you Throw Update

Action Requested: None at this time.

Department: Public Works

Presented By: Matthew Langhorst, Elizabeth Mauro

Strategic Goals: Preserve and Improve Infrastructure
Protect and Preserve our Quality of Life

Background Info: The City of Glenwood Springs staff has been working toward implementation the Pay as you Throw (PAYT) program for the last several months with Mountain Waste and Recycling. The process included multiple outreach programs, social media blasts and in-person pop-ups around town. The staff was successful in having over 1,200 people sign up for the program, which helps keep the default 64-gallon trash and 64-gallon recycle can sign-ups to a minimum. People who did not sign up are defaulted to 64-64. This work session is to discuss input from the public that staff and council have been receiving and to discuss any additions to the program that staff, council or Mountain Waste & Recycling would like to see prior to trash can deliveries in late October.

Issues: None at this time.

Fiscal Impact: This is a self-sustaining program with no net financial impact to the City.

Legal Review: Legal reviewed all documents prior to bid and during the agreement process.

Staff Recommendation: Open Discussion.

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Budget

Action Requested: None

Department: City Administration

Presented By: Steve Boyd, Yvette Gustad

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

Background Info: Each year staff submits a draft budget to Council in the first meeting in October. The public hearing takes place in the second October meeting and the vote to adopt is on the first November agenda. Work sessions in August and September cover various portions of the budget. This discussion will include the Tobacco and Marijuana Tax Funds, Fire and EMS, Victims Assistance Law Enforcement (VALE) and the General Improvement District (GID) along with the Downtown District Authority (DDA) budget that will discussed in the joint work session.

Also included are several General Fund departments that you can look over for a geneal idea but please keep in mind these are all a work in progress, we are still working to trim the overall General Fund expenditures so these will be a bit different when we take on the General Fund as a whole on September 21st.

Issues: None.

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA

2024 BUDGET

SEPTEMBER 7, 2023

DRAFT

Draft Budget 2024 for 9-7-2023 Work Session
Table of Contents

DRAFT

MARIJUANA TAX FUND

		2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2024 Budget
Revenue		$458,237	$446,889	$406,120	$401,000	$401,000	$350,000
Expenditures		($326,998)	($435,000)	($460,000)	($460,500)	($460,500)	($351,000)
Change in Fund Balance		$131,239	$11,889	($53,880)	($59,500)	($59,500)	($1,000)
Beginning Fund Balance		$177,388	$308,627	$320,516	$266,636	$266,636	$207,136
Ending Fund Balance		$308,627	$320,516	$266,636	$207,136	$207,136	$206,136
Reserves:							
Detox Center				($50,000)	($50,000)	$0	$0
Available Fund Balance		$308,627	$320,516	$216,636	$157,136	$207,136	$206,136
Cash Balance as of 12/31/22	$236,201						

DRAFT

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
15 MARIJUANA TAX FUND - 00						
1500020-41510	MARIJUANA SALES TAX	$382,681	$363,422	$350,000	$350,000	Starting in 2019 this fund has generated revenues of $325k, $450k, $383k and $368k in 2022 forecasted to be $350k in 2023.
1500020-41520	MARIJUANA EXCISE TAX	$64,208	$42,697	$50,000	($0)	
		$446,889	$406,120	$400,000	$350,000	
15 MARIJUANA TAX FUND - 00						
1500060-43510	INTEREST	($0)	($0)	$1,000	($0)	
		($0)	($0)	$1,000	($0)	
		$446,889	$406,120	$401,000	$350,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
15 MARIJUANA TAX FUND - 510 MARIJUANA TAX FUND						
15510-51710	PROFESSIONAL SERVICES	$0	$0	$500	$1,000	
15510-52510	GRANTS	$150,000	$0	$0	$0	
15510-53710	CONTRIBUTIONS/DONATIONS	$0	$0	$100,000	$25,000	Stepping Stones
					$50,000	MindSpring Detox
					$65,000	Roaring Fork School District Mental Health in Schools program
	TOTAL CONTRIBUTIONS/DONATIONS	$0	$0	$100,000	$140,000	
15510-55925	TRANSFER TO STREET TAX FUND	$0	$175,000	$0	$0	
15510-55950	TRANSFER TO GENERAL FUND	$185,000	$200,000	$260,000	$110,000	Public Information and Community Center passes,
15510-55960	TRANSFER TO FIRE & EMS	$100,000	$85,000	$100,000	$100,000	For first response and transport.
	TOTAL 510 - MARIJUANA TAX FUND	$435,000	$460,000	$460,500	$351,000	
		$435,000	$460,000	$460,500	$351,000	

TOBACCO TAX FUND

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2024 Budget
Revenue	$956,641	$909,421	$833,038	$711,000	$711,000	$757,500
Expenditures	($751,617)	($983,282)	($660,000)	($761,000)	($761,000)	($740,000)
Change in Fund Balance	$205,024	($73,861)	$173,038	($50,000)	($50,000)	$17,500
Beginning Fund Balance	$0	$205,024	$131,163	$304,201	$304,201	$254,201
Ending Fund Balance	$205,024	$131,163	$304,201	$254,201	$254,201	$271,701
Reserves:						
Youth Mental Health Reserve			($70,000)	$0	$0	$0
Social Services			($70,000)	$0	$0	$0
Available Fund Balance	$205,024	$131,163	$164,201	$254,201	$254,201	$271,701

Cash Balance as of 12/31/22 $255,541

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
16 TOBACCO TAX - 00						
1600020-41530	TOBACCO SALES TAX	$899,921	$820,538	$700,000	$750,000	Revenues were $950k in 2020, $900k in 2021 and $845k in 2022.
		$899,921	$820,538	$700,000	$750,000	
16 TOBACCO TAX - 00						
1600030-42140	SALES TAX/BUSINESS LICENSES	$9,500	$7,500	$10,000	$7,500	
		$9,500	$7,500	$10,000	$7,500	
16 TOBACCO TAX - 00						
1600060-43510	INTEREST	($0)	($0)	$1,000	($0)	
1600060-44130	MISCELLANEOUS	($0)	$5,000	($0)	($0)	
		($0)	$5,000	$1,000	($0)	
		$909,421	$833,038	$711,000	$757,500	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
16 TOBACCO TAX - 520 TOBACCO TAX						
16520-51710	PROFESSIONAL SERVICES	$132	$260,000	$1,500	$0	
16520-52510	GRANTS	$233,150	$0	$0	$0	
16520-52810	OTHER OPERATING EXPENSE	$0	$0	$9,500	$0	
16520-53710	CONTRIBUTIONS/DONATIONS	$0	$0	$0	$50,000	MindSpring Detox
					$65,000	Roaring Fork School District Mental Health in Schools program
	TOTAL CONTRIBUTIONS/DONATIONS	$0	$0	$0	$115,000	
	TOTAL 520 - TOBACCO TAX	$233,282	$260,000	$11,000	$115,000	
16 TOBACCO TAX - 999 INTERFUND TRANSFERS						
16999-55950	TRANSFER TO GENERAL FUND	$750,000	$400,000	$750,000	$625,000	-Overdose Transport -Parks and Downtown enforcement -Needles and paraphernalia clean-up -DUI enforcement -CEBT clinics treatment and counseling -Detox
	TOTAL 999 - INTERFUND TRANSFERS	$750,000	$400,000	$750,000	$625,000	
		$983,282	$660,000	$761,000	$740,000	

GENERAL IMPROVEMENT DISTRICT

		2020 Actual	2021 Actual	2022 Actual	2023 Revised Budget	2023 Forecast	2024 Budget
Revenue		$44,949	$45,904	$51,738	$42,500	$52,410	$55,500
Expenditures		($63,053)	($29,978)	($14,544)	($14,582)	($14,572)	($190,267)
Change in Fund Balance		($18,104)	$15,926	$37,194	$27,918	$37,838	($134,767)
Beginning Fund Balance		$114,247	$132,351	$148,277	$185,471	$185,471	$223,309
Ending Fund Balance		$132,351	$148,277	$185,471	$213,389	$223,309	$88,542
Reserves							
Parking Garage Repairs				($100,000)	($100,000)	($100,000)	$0
Available Fund Balance		$132,351	$148,277	$85,471	$113,389	$123,309	$88,542
Cash Balance as of 12/31/22	$185,244						

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 00						
3700020-41110	PROPERTY TAXES	$42,645	$48,059	$40,000	$53,000	
3700020-41120	DELINQUENT PROPERTY TAXES	($0)	$929	($0)	($0)	
3700020-41150	SPECIFIC OWNERSHIP	$3,207	$2,723	$2,500	$2,500	
		$45,851	$51,711	$42,500	$55,500	
37 GENERAL IMPROVEMENT DISTRICT - 00						
3700060-43510	INTEREST	$52	$80	($0)	($0)	
		$52	$80	($0)	($0)	
		$45,904	$51,791	$42,500	$55,500	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
37 GENERAL IMPROVEMENT DISTRICT - 282 GENERAL IMPROVEMENT DISTRICT #						
37282-51710	PROFESSIONAL SERVICES	$15,810	$0	$0	$0	
37282-52750	TREASURER'S FEES	$854	$964	$1,000	$1,000	
37282-54310	INTERFUND COST OF SERVICE	$13,314	$13,580	$13,582	$14,267	
37282-60000	PROJECTS	$0	$0	$0	$175,000	GID contribution to needed parking garage repairs - shared with the Capital Projects Fund
	TOTAL 282 - GENERAL IMPROVEMENT DISTRICT #	$29,978	$14,544	$14,582	$190,267	
		$29,978	$14,544	$14,582	$190,267	

VALE

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2024 Budget
Revenue	$12,852		$26,051	$21,000	$21,000	$21,000
Expenditures	($16,573)	($22,642)	($17,598)	($20,000)	($20,000)	($20,000)
Change in Fund Balance	($3,721)	($22,642)	$8,453	$1,000	$1,000	$1,000
Beginning Fund Balance	$36,383	$32,662	$10,020	$18,473	$18,473	$19,473
Ending Fund Balance	$32,662	$10,020	$18,473	$19,473	$19,473	$20,473
Available Fund Balance	$32,662	$10,020	$18,473	$19,473	$19,473	$20,473

Cash Balance as of 9/30/22 $39,548

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
45 V.A.L.E. FUND - 10 GENERAL GOVERNMENT						
4510050-42426	V.A.L.E. ASSESSMENT	$20,135	$25,179	$20,000	$20,000	
		$20,135	$25,179	$20,000	$20,000	
45 V.A.L.E. FUND - 10 GENERAL GOVERNMENT						
4510060-43510	INTEREST	$934	$872	$1,000	$1,000	
		$934	$872	$1,000	$1,000	
		$21,069	$26,051	$21,000	$21,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
45 V.A.L.E. FUND - 132 V.A.L.E. FUND						
45132-56310	VICTIM/WITNESS ASSISTANCE	$22,642	$17,598	$20,000	$20,000	
	TOTAL 132 - V.A.L.E. FUND	$22,642	$17,598	$20,000	$20,000	
		$22,642	$17,598	$20,000	$20,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
43 FIRE & EMS FUND - 00						
4300070-44355	TRANSFER FROM MARIJUANA TAX FU	$100,000	$85,000	$100,000	$100,000	
4300070-44370	TRANSFERS FROM GENERAL FUND	$2,932,639	$3,108,304	$3,349,773	$1,787,327	Property Tax dedicated to Fire EMS operations
					$1,556,698	Transfer from General Fund to subsidize Fire EMS Fund
	TOTAL TRANSFERS FROM GENERAL FUND	$2,932,639	$3,108,304	$3,349,773	$3,344,025	
4300070-44380	TRANSFER FROM RURAL FIRE DISTR	$887,825	$999,229	$910,018	$1,095,082	Property Tax dedicated to Fire EMS operations
		$3,920,464	$4,192,533	$4,359,791	$4,539,107	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320030-42130	FIRE PERMITS	$17,525	$15,602	$15,000	$20,000	
		$17,525	$15,602	$15,000	$20,000	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320040-42310	GRANTS	$25,000	($0)	($0)	($0)	
		$25,000	($0)	($0)	($0)	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320050-42428	AMBULANCE FEES	$844,228	$956,894	$850,000	$1,000,000	
4320050-42429	MEDICARE/MEDICAID ADJUSTMENT	($386,438)	($329,864)	($375,000)	($400,000)	
		$457,790	$627,031	$475,000	$600,000	
43 FIRE & EMS FUND - 20 PUBLIC SAFETY						
4320060-43710	CONTRIBUTIONS/DONATON S	$1,799	$700	($0)	$100	
4320060-43910	COST REIMBURSEMENTS	$104,057	$164,703	$100,000	$160,000	
4320060-43920	INSURANCE REIMBURSEMENT	$1,767	($0)	($0)	($0)	
4320060-44130	MISCELLANEOUS	$4,898	$12,316	($0)	($0)	
4320060-44140	BAD DEBT RECOVERY	$26,770	$24,439	$25,000	$25,000	
		$139,292	$202,158	$125,000	$185,100	
		$4,560,071	$5,037,325	$4,974,791	$5,344,207	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
43 FIRE & EMS FUND - 133 FIRE & EMS						
43133-51110	REGULAR EMPLOYEES	$2,283,194	$2,649,689	$2,457,000	$2,775,489	Fire Chief Deputy Fire Chief Fire Marshall Emergency Services Coordinator Battalion Chief (3) Fire Lieutenant (3) Firefighter II/EMT Paramedic (5) Firefighter II/Engineer (6) Firefighter II/EMT Basic (3) Firefighter I/EMT Paramedic (2) Firefighter I/EMT Basic (2)
43133-51120	PART-TIME EMPLOYEES	$176,853	$134,982	$200,000	$200,000	
43133-51140	OVERTIME	$52,128	$66,941	$75,000	$80,000	
43133-51210	HEALTH INSURANCE PREMIUMS	$511,333	$527,049	$563,051	$563,928	
43133-51220	LONG TERM DISABILITY	$5,823	$6,214	$5,652	$8,439	
43133-51230	BASIC LIFE INSURANCE	$4,775	$5,389	$6,182	$6,625	
43133-51240	FPPA DEATH AND DISABILITY INS	$53,317	$69,180	$64,811	$81,171	
43133-51250	FICA CONTRIBUTIONS	$48,110	$48,552	$48,618	$51,631	
43133-51260	RETIREMENT CONTRIBUTIONS	$187,583	$178,993	$177,686	$184,488	
43133-51265	POLICE/FIRE RETIREMENT CONTRIB	$177,583	$204,846	$189,900	$197,662	
43133-51270	UNEMPLOYMENT COMPENSATION	$7,090	$5,666	$7,100	$5,272	
43133-51280	WORKERS' COMPENSATION	$88,556	$96,095	$95,000	$97,000	
43133-51340	WELLNESS PROGRAM	$0	$0	$0	$7,520	Wellness Screening
					$1,554	Fitness equipment
	TOTAL WELLNESS PROGRAM	$0	$0	$0	$9,074	
43133-51360	EMPLOYEE ONBOARDING	$6,840	$7,839	$6,000	$6,000	
43133-51410	UTILITIES	$49,950	$67,007	$55,000	$78,000	20% over 2022 actual.
43133-51610	SUPPLIES	$48,246	$82,128	$71,000	$25,000	Protective Gear
					$10,000	Uniforms
					$6,000	Janitorial Supplies
					$10,000	Misc. Supplies
					$4,000	Office supplies
					$5,000	Small Tools
	TOTAL SUPPLIES	$48,246	$82,128	$71,000	$60,000	
43133-51710	PROFESSIONAL SERVICES	$11,407	$17,106	$69,856	$25,000	Consulting
					$10,000	Medical Director
	TOTAL PROFESSIONAL SERVICES	$11,407	$17,106	$69,856	$35,000	
43133-51810	MAINTENANCE & REPAIR				$10,135	Cot and power load maintenance aggreement
					$3,612	LifePak seervice
					$900	Annual ladder test and inspect
					$493	Ground ladder test and inspect

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
43133-51810	MAINTENANCE & REPAIR	$156,575	$207,160	$170,000	$5,500	Training Ground
					$5,000	Station 3
					$10,000	Station 2
					$5,000	Station 1
					$95,000	Vehicles/Apparatus
					$25,000	Fuel
					$9,000	Misc Equipment Repairs
	TOTAL MAINTENANCE & REPAIR	$156,575	$207,160	$170,000	$169,639	
43133-51920	RENT/LEASE - EQUIPMENT	$1,565	$1,866	$2,000	$2,000	
43133-52110	PUBLIC NOTICES	$11	$27	$100	$250	
43133-52120	EMPLOYMENT POSTING	$163	$405	$250	$250	
43133-52210	PROFESSIONAL DEVELOPMENT	$27,599	$33,531	$40,000	$40,000	
43133-52410	PROFESSIONAL DUES AND MEMBERSH	$1,415	$2,430	$1,500	$1,500	
43133-52420	ORGANIZATIONAL DUES AND MEMBER	$25	$420	$1,000	$4,200	
43133-52510	GRANTS	$34,317	$15,924	$35,000	$12,000	Mitigation
43133-52610	TECHNOLOGY	$18,935	$37,832	$50,000	$40,000	
43133-52810	OTHER OPERATING EXPENSE	$3,962	$2,374	$7,000	$6,000	
43133-53230	OTHER CHEMICALS	$54	$0	$2,000	$2,000	
43133-53510	PROPERTY INSURANCE	$11,771	$12,542	$12,400	$15,050	20% over 2022 Actual
43133-53520	LIABILITY AND CASUALITY INSURA	$16,060	$12,884	$19,440	$15,461	20% over 2022 Actual
43133-53710	CONTRIBUTIONS/DONATIONS	$34,643	$33,961	$34,500	$34,500	
43133-53820	MEDICAL SUPPLIES	$39,538	$36,008	$42,000	$42,000	
43133-54110	BAD DEBTS	$234,489	$217,577	$250,000	$250,000	
43133-54210	COLLECTION EXPENSE	$27,320	$28,216	$28,000	$30,000	
43133-54310	INTERFUND COST OF SERVICE	$223,569	$228,040	$232,601	$239,578	
	TOTAL 133 - FIRE & EMS	$4,544,798	$5,038,870	$5,019,647	$5,344,207	
		$4,544,798	$5,038,870	$5,019,647	$5,344,207	

FIRE EQUIPMENT REPLACEMENT

		2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2023 Forecast	2024 Budget
Revenue		$1,550,641	$1,052,239	$999,423	$1,355,158	$1,355,158	$1,397,306	$1,747,794
Expenditures		($1,287,703)	($103,535)	($73,778)	($2,323,000)	($2,323,000)	($100,000)	($2,380,000)
Change in Fund Balance		$262,938	$948,704	$925,645	($967,842)	($967,842)	$1,297,306	($632,206)
Beginning Fund Balance		$1,898,764	$2,161,702	$3,110,406	$4,036,051	$4,036,051	$4,036,051	$5,333,357
Ending Fund Balance		$2,161,702	$3,110,406	$4,036,051	$3,068,209	$3,068,209	$5,333,357	$4,701,151
Reserves:								
Station Replacement				($2,000,000)	($2,000,000)	($2,000,000)	($2,000,000)	($4,000,000)
Available Fund Balance		$2,161,702	$3,110,406	$2,036,051	$1,068,209	$1,068,209	$3,333,357	$701,151
Cash Balance as of 12/31/2022	$4,097,327							

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 00						
7000070-44370	TRANSFER FROM GENERAL FUND	$623,795	$657,445	$915,090	$1,223,957	
7000070-44380	TRANSFER FROM RURAL FIRE DISTR	$213,563	$240,030	$340,068	$423,837	
		$837,358	$897,475	$1,255,158	$1,647,794	
70 EMERGENCY SERVICES & EQUIPMENT - 20 PUBLIC SAFETY						
7020030-42950	FIRE IMPACT FEES	$214,763	$97,295	$100,000	$100,000	
		$214,763	$97,295	$100,000	$100,000	
70 EMERGENCY SERVICES & EQUIPMENT - 20 PUBLIC SAFETY						
7020060-43510	INTEREST	$118	$4,653	($0)	($0)	
7020060-44110	SALE OF ASSETS	($0)	$700	($0)	($0)	
		$118	$5,353	($0)	($0)	
		$1,052,239	$1,000,123	$1,355,158	$1,747,794	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
70 EMERGENCY SERVICES & EQUIPMENT - 134 FIRE EQUIP REPLACEMENT						
70134-51810	MAINTENANCE & REPAIR				$85,000	Painting of rusting metalwork on station # 2
		$17,276	$55	$20,000	$20,000	Replacement Hose Equipment
	TOTAL MAINTENANCE & REPAIR	$17,276	$55	$20,000	$105,000	
70134-59520	CAPITAL OUTLAY	$86,259	$73,723	$1,003,000	$875,000	Carryover Type 1 Structure Fire Engine
					$1,300,000	Small Aerial West Glenwood Engine (may not be able to source until 2025)
					$100,000	Bunker protective gear
	TOTAL CAPITAL OUTLAY	$86,259	$73,723	$1,003,000	$2,275,000	
70134-59525	LAND ACQUISITION	$0	$0	$1,300,000	$0	
	TOTAL 134 - FIRE EQUIP REPLACEMENT	$103,535	$73,778	$2,323,000	$2,380,000	
		$103,535	$73,778	$2,323,000	$2,380,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 100 CITY COUNCIL						
01100-51110	REGULAR EMPLOYEES	$86,400	$85,400	$86,400	$86,400	Mayor (1) $1,200 per month Councilors (6) $1,000 per month each
01100-51250	FICA CONTRIBUTIONS	$6,742	$6,693	$7,800	$6,610	
01100-51270	UNEMPLOYMENT COMPENSATION	$264	$175	$300	$173	
01100-51280	WORKERS' COMPENSATION	$71	$89	$90	$110	
01100-51610	SUPPLIES	$2,759	$1,025	$5,000	$2,500	
01100-51710	PROFESSIONAL SERVICES	$0	$19,513	$20,000	$20,000	Facilitation and Miscellaneous
01100-52210	PROFESSIONAL DEVELOPMENT	$4,098	$8,074	$7,000	$7,000	
01100-52410	PROFESSIONAL DUES AND MEMBERSH	$0	$14,045	$0	$0	
01100-52420	ORGANIZATIONAL DUES AND MEMBER	$0	$5,075	$0	$0	
01100-52810	OTHER OPERATING EXPENSE	$2,565	$11,178	$10,000	$10,000	Council Meetings and non-professional development travel
					$10,000	Community Outreach
	TOTAL OTHER OPERATING EXPENSE	$2,565	$11,178	$10,000	$20,000	
	TOTAL 100 - CITY COUNCIL	$102,900	$151,267	$136,590	$142,793	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 112 ADMINISTRATION						
01112-51110	REGULAR EMPLOYEES	$517,026	$531,125	$556,770	$595,108	City Manager Chief Operating Officer Executive Assistant - City Manager Public Information Officer
01112-51210	HEALTH INSURANCE PREMIUMS	$86,857	$68,540	$81,780	$51,732	
01112-51220	LONG TERM DISABILITY	$1,115	$940	$1,250	$1,238	
01112-51230	BASIC LIFE INSURANCE	$1,223	$966	$1,378	$1,408	
01112-51250	FICA CONTRIBUTIONS	$35,784	$36,577	$42,043	$43,359	
01112-51260	RETIREMENT CONTRIBUTIONS	$42,347	$37,200	$38,471	$39,675	
01112-51270	UNEMPLOYMENT COMPENSATION	$1,475	$1,042	$1,560	$1,065	
01112-51280	WORKERS' COMPENSATION	$2,346	$647	$600	$750	
01112-51360	EMPLOYEE ONBOARDING	$108	$0	$0	$0	
01112-51410	UTILITIES	$313	$950	$0	$1,140	20% over 2022 actual.
01112-51610	SUPPLIES	$2,291	$5,034	$2,500	$5,000	
01112-51710	PROFESSIONAL SERVICES	($173,985)	$10,636	$7,227	$17,000	Communication tools such as Canvas Pro, Survey Monkey, Archive Social Garfield Clean Energy ($12,000)
01112-51920	RENT/LEASE - EQUIPMENT	$1,580	$5,165	$3,800	$5,200	
01112-52110	PUBLIC NOTICES	$244	$0	$0	$0	
01112-52210	PROFESSIONAL DEVELOPMENT	$7,438	$10,380	$6,000	$7,500	
01112-52410	PROFESSIONAL DUES AND MEMBERSH	$24,863	$4,565	$0	$0	
01112-52420	ORGANIZATIONAL DUES AND MEMBER	$9,060	$17,736	$40,000	$0	
01112-52440	PROFESSIONAL SUBSCRIPTION	$3,756	$243	$0	$0	
01112-52810	OTHER OPERATING EXPENSE	$3,841	$5,035	$8,000	$10,000	
	TOTAL 112 - ADMINISTRATION	$567,680	$736,781	$791,379	$780,175	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 114 CITY CLERK						
01114-51110	REGULAR EMPLOYEES	$84,239	$92,294	$111,320	$121,277	City Clerk Assistant To City Clerk/Muni Court (50%)
01114-51140	OVERTIME	$30	$41	$1,000	$5,000	
01114-51210	HEALTH INSURANCE PREMIUMS	$13,473	$24,715	$44,784	$53,622	
01114-51220	LONG TERM DISABILITY	$206	$208	$323	$412	
01114-51230	BASIC LIFE INSURANCE	$166	$170	$302	$316	
01114-51250	FICA CONTRIBUTIONS	$6,511	$6,760	$7,724	$9,277	
01114-51260	RETIREMENT CONTRIBUTIONS	$2,996	$4,373	$7,068	$8,489	
01114-51270	UNEMPLOYMENT COMPENSATION	$250	$179	$375	$242	
01114-51280	WORKERS' COMPENSATION	$720	$123	$150	$250	
01114-51360	EMPLOYEE ONBOARDING	$10	$21	$0	$0	
01114-51410	UTILITIES	$633	$904	$500	$1,085	
01114-51610	SUPPLIES	$265	$514	$1,000	$1,000	
01114-51710	PROFESSIONAL SERVICES	$17,762	$31,190	$25,000	$25,000	Document management
01114-51920	RENT/LEASE - EQUIPMENT	$1,450	$1,296	$1,500	$1,500	
01114-52110	PUBLIC NOTICES	$9,060	$10,094	$15,000	$15,000	
01114-52210	PROFESSIONAL DEVELOPMENT	$0	$0	$2,500	$3,000	
01114-52810	OTHER OPERATING EXPENSE	$2,608	$2,089	$5,000	$2,500	
01114-53510	PROPERTY INSURANCE	$120,902	$153,064	$135,000	$183,678	20% over 2022 Actual
01114-53520	LIABILITY AND CASUALITY INSURA	$160,936	$166,032	$162,000	$199,239	20% over 2022 Actual
01114-53530	DAMAGE CLAIMS	$0	$4,028	$0	$0	
01114-53540	DEDUCTIBLES PAID	$13,000	$26,016	$8,000	$30,000	
01114-53550	OTHER INSURANCE	$9,934	$15,759	$10,000	$20,000	
01114-53610	ELECTIONS	$15,233	$20,274	$10,000	$22,000	
	TOTAL 114 - CITY CLERK	$460,383	$560,144	$548,546	$702,887	

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2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 115 HUMAN RESOURCES						
01115-51110	REGULAR EMPLOYEES	$221,468	$147,132	$228,062	$240,183	Human Resources Administrator Human Resources Generalist Human Resources Assistant
01115-51140	OVERTIME	$38	$0	$0	$0	
01115-51210	HEALTH INSURANCE PREMIUMS	$45,429	$19,055	$70,992	$74,484	
01115-51220	LONG TERM DISABILITY	$545	$181	$662	$738	
01115-51230	BASIC LIFE INSURANCE	$442	$159	$571	$361	
01115-51250	FICA CONTRIBUTIONS	$15,981	$5,432	$15,825	$15,736	
01115-51260	RETIREMENT CONTRIBUTIONS	$14,830	$5,061	$14,480	$14,399	
01115-51270	UNEMPLOYMENT COMPENSATION	$620	$146	$641	$435	
01115-51280	WORKERS' COMPENSATION	$277	$232	$300	$300	
01115-51320	AWARDS	$710	$969	$600	$1,000	
01115-51340	WELLNESS PROGRAM	$1,008	$36	$1,000	$150	
01115-51360	EMPLOYEE ONBOARDING	$0	$1,241	$0	$0	
01115-51410	UTILITIES	$337	$447	$0	$536	
01115-51610	SUPPLIES	$288	$581	$0	$500	
01115-51710	PROFESSIONAL SERVICES	$55,460	$35,862	$50,000	$50,000	Employers Council SHRM Benefits consultants
01115-51920	RENT/LEASE - EQUIPMENT	$1,450	$751	$3,500	$1,500	
01115-52120	EMPLOYMENT POSTING	$1,290	$1,172	$750	$2,000	
01115-52210	PROFESSIONAL DEVELOPMENT	$1,214	$0	$3,000	$2,500	
01115-52410	PROFESSIONAL DUES AND MEMBERSH	$0	$0	$1,500	$1,500	
01115-52420	ORGANIZATIONAL DUES AND MEMBER	$0	$6,600	$0	$0	
01115-52810	OTHER OPERATING EXPENSE	$353	$1,029	$3,000	$2,000	
	TOTAL 115 - HUMAN RESOURCES	$361,741	$226,084	$394,883	$408,322	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 116 FINANCE						
01116-51110	REGULAR EMPLOYEES	$522,397	$556,542	$659,993	$861,457	Finance Director Controller Accounting Manager Accounting Specialist - Utilities and Tax Customer Service Rep - Utility Billing Utilities/Payroll Manager Accounting Specialist - A/P and Sales Tax Implementation Support Specialist Grants Specialist Accounting Specialist - Waste and Recycling
01116-51210	HEALTH INSURANCE PREMIUMS	$130,434	$164,553	$189,252	$243,180	
01116-51220	LONG TERM DISABILITY	$1,450	$1,715	$1,496	$2,705	
01116-51230	BASIC LIFE INSURANCE	$1,254	$1,474	$1,613	$2,180	
01116-51250	FICA CONTRIBUTIONS	$38,361	$44,535	$45,791	$65,902	
01116-51260	RETIREMENT CONTRIBUTIONS	$35,464	$36,737	$41,900	$60,303	
01116-51270	UNEMPLOYMENT COMPENSATION	$1,483	$1,189	$1,572	$1,722	
01116-51280	WORKERS' COMPENSATION	$761	$617	$800	$800	
01116-51360	EMPLOYEE ONBOARDING	$4,020	$45	$0	$1,000	
01116-51610	SUPPLIES	$84,998	$83,830	$85,000	$55,000	Less postage expense for utility billing
01116-51710	PROFESSIONAL SERVICES	$99,651	$118,192	$75,000	$120,000	Sales Tax auditor Financial auditor
01116-51920	RENT/LEASE - EQUIPMENT	$11,010	$12,538	$12,000	$13,000	
01116-52120	EMPLOYMENT POSTING	$546	$0	$0	$0	
01116-52210	PROFESSIONAL DEVELOPMENT	$40	$0	$4,000	$10,000	
01116-52410	PROFESSIONAL DUES AND MEMBERSH	$335	$235	$500	$2,502	Government Finance Officers Association and Colorado Government Finance Officers Association including budget and audit awards
01116-52420	ORGANIZATIONAL DUES AND MEMBER	$170	$0	$0	$0	
01116-52710	CREDIT CARD FEES	$1,374	$2,860	$0	$2,800	
01116-52750	TREASURER'S FEES	$44,229	$45,830	$45,000	$48,000	
01116-52810	OTHER OPERATING EXPENSE	$1,632	$1,190	$0	$2,000	
	TOTAL 116 - FINANCE	$979,609	$1,072,081	$1,163,917	$1,492,551	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 117 INFORMATION TECHNOLOGY						
01117-51110	REGULAR EMPLOYEES	$398,252	$447,347	$500,335	$527,390	IT Manager System Administrator Network/Systems Administrator I GIS Administrator IT Support Specialist Asset Management Specialist
01117-51140	OVERTIME	$0	$6	$0	$10,000	
01117-51150	STANDBY AND CALLBACK PAY	$5,601	$0	$0	$10,000	
01117-51210	HEALTH INSURANCE PREMIUMS	$79,079	$89,238	$110,040	$133,172	
01117-51220	LONG TERM DISABILITY	$1,123	$1,119	$741	$1,744	
01117-51230	BASIC LIFE INSURANCE	$943	$952	$1,243	$1,338	
01117-51250	FICA CONTRIBUTIONS	$29,881	$32,293	$34,717	$40,346	
01117-51260	RETIREMENT CONTRIBUTIONS	$34,588	$25,020	$31,767	$36,918	
01117-51270	UNEMPLOYMENT COMPENSATION	$1,133	$857	$1,253	$1,054	
01117-51280	WORKERS' COMPENSATION	$502	$458	$500	$500	
01117-51360	EMPLOYEE ONBOARDING	$0	$41	$0	$0	
01117-51410	UTILITIES	$114,566	$115,946	$146,000	$139,135	20% over 2022 actual.
01117-51610	SUPPLIES	$11,042	$17,424	$21,000	$25,000	
01117-51710	PROFESSIONAL SERVICES	$12,420	$58,518	$0	$150,000	Contracted help desk and project support
					$80,000	Security and procedure audit and documentation
	TOTAL PROFESSIONAL SERVICES	$12,420	$58,518	$0	$230,000	
01117-52120	EMPLOYMENT POSTING	$0	$79	$1,000	$1,000	
01117-52140	PROCUREMENT ADVERTISING	$35	$0	$0	$0	
01117-52210	PROFESSIONAL DEVELOPMENT	$1,509	$1,202	$28,000	$25,000	
01117-52410	PROFESSIONAL DUES AND MEMBERSH	$0	$353	$330	$30,000	City-wide Sophos and security training, Office 365, Active Directory training, Azure Training
01117-52420	ORGANIZATIONAL DUES AND MEMBER	$0	$0	$0	$20,000	Info-tech membership fees
					$5,000	Regional user group membership
	TOTAL ORGANIZATIONAL DUES AND MEMBER	$0	$0	$0	$25,000	
01117-52610	TECHNOLOGY	$189,725	$252,909	$214,500	$327,000	Licensing fees for Sophos, Office 365, phone system, domain renewals, Geographic Information Systems (GIS), ArGIS user licenses, Docusign/contract management system, aerial photography for GIS, server and hardware maintenance.
01117-52810	OTHER OPERATING EXPENSE	$1,903	$3,823	$1,000	$2,500	
	TOTAL 117 - INFORMATION TECHNOLOGY	$882,303	$1,047,585	$1,092,426	$1,567,097	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 118 MUNICIPAL COURT						
01118-51110	REGULAR EMPLOYEES	$85,446	$84,546	$100,940	$106,945	Court Administrator Assistant To City Clerk/Muni Court (50%)
01118-51120	PART-TIME EMPLOYEES	$0	$0	$10,000	$0	
01118-51140	OVERTIME	$30	$41	$0	$5,000	
01118-51210	HEALTH INSURANCE PREMIUMS	$15,161	$13,996	$22,884	$43,566	
01118-51220	LONG TERM DISABILITY	$261	$231	$293	$363	
01118-51230	BASIC LIFE INSURANCE	$221	$193	$269	$281	
01118-51250	FICA CONTRIBUTIONS	$6,548	$6,349	$7,004	$8,181	
01118-51260	RETIREMENT CONTRIBUTIONS	$3,336	$3,761	$6,409	$7,486	
01118-51270	UNEMPLOYMENT COMPENSATION	$251	$168	$275	$214	
01118-51280	WORKERS' COMPENSATION	$93	$73	$100	$100	
01118-51360	EMPLOYEE ONBOARDING	$10	$0	$0	$0	
01118-51610	SUPPLIES	$1,745	$530	$10,000	$5,000	
01118-51710	PROFESSIONAL SERVICES	$125,302	$130,836	$140,000	$147,000	Judge and prosecutor
01118-51920	RENT/LEASE - EQUIPMENT	$580	$1,120	$1,000	$1,000	
01118-52410	PROFESSIONAL DUES AND MEMBERSH	$22	$0	$0	$0	
01118-52420	ORGANIZATIONAL DUES AND MEMBER	$0	$22	$0	$0	
01118-52810	OTHER OPERATING EXPENSE	$13	$46	$8,650	$5,000	
01118-52840	COURT SERVICES (YOUTH)	$0	$0	$10,000	$30,000	Youthzone
	TOTAL 118 - MUNICIPAL COURT	$239,017	$241,912	$317,824	$360,136	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 119 LEGAL						
01119-51710	PROFESSIONAL SERVICES	$348,615	$350,144	$400,000	$440,000	10% Increase from 2023 Budget
	TOTAL 119 - LEGAL	$348,615	$350,144	$400,000	$440,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 120 NON-DEPARTMENTAL						
01120-51275	EMPLOYEE HOUSING GRANT	$120,000	$120,000	$120,000	$120,000	
01120-51410	UTILITIES	$108,586	$118,787	$115,000	$132,910	20% over 2022 actual.
01120-51710	PROFESSIONAL SERVICES	$75,528	$62,882	$75,300	$20,000	Graphic design and video production
					$75,000	Mandated virtual disability implementation, Spanish translation, interpretation, meeting facilitation, video captions
					$1,500	Misc. website hosting and text message allocation for website
	TOTAL PROFESSIONAL SERVICES	$75,528	$62,882	$75,300	$96,500	
01120-51810	MAINTENANCE & REPAIR	$1,549	$2,137	$12,500	$5,000	
01120-52420	ORGANIZATIONAL DUES AND MEMBER	$0	$0	$0	$350	These memberships are consolidated to this line item if it is of value to the entire organization. Downtown Colorado
					$7,000	Employers Council
					$6,000	Aspen International Foundation
					$1,000	Club 20
					$7,000	Colorado Association Municipal Utilities
					$5,000	Associated Governments of Northwest Colorado (AGNC)
					$3,700	Glenwood Springs Chamber Association
					$6,000	Colorado Communities for Climate Change
					$9,000	Northwest Colorado Council of Governments (COGS)
					$3,700	Colorado Association of Ski Towns
					$13,189	Colorado Municipal League (CML)
	TOTAL ORGANIZATIONAL DUES AND MEMBER	$0	$0	$0	$61,939	
01120-52510	GRANTS	$177,006	$300,150	$0	$0	
01120-52810	OTHER OPERATING EXPENSE	$2,709	$2,450	$21,000		Equipment for public information officer
					$20,000	Placeholder for implementation of bonuses paid to employees that speak spanish
	TOTAL OTHER OPERATING EXPENSE	$2,709	$2,450	$21,000	$20,000	
01120-52815	SALES TAX REFUNDS	$301	$0	$3,000	$0	
01120-52820	TIF TO DDA	$126,779	$419,443	$486,486	$502,224	5% over 2023 forecast
01120-52825	ECONOMIC INCENTIVE REBATE	$89,902	$68,882	$81,081	$40,540	
01120-52845	MINE OPPOSITION	$50,835	$31,003	$50,000	$50,000	Special Counsel for mining rights, projects, lobbying, grant administration.
01120-52865	MISC REFUNDS	$0	$288	$0	$0	
01120-52885	CITY MGR DISCRETIONARY	$59,961	$171,567	$200,000	$200,000	
01120-53720	YOUTH EDUCATIONAL PROGRAMMING	$43,750	$75,000	$25,000	$100,000	Valley Marijuana Council recommended these funds be "used for education, prevention, and/or treatment of substance abuse and related mental health needs in the community, with a strong tendency toward youth.
	TOTAL 120 - NON-DEPARTMENTAL	$856,907	$1,372,589	$1,189,367	$1,329,113	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 131 POLICE						
01131-51110	REGULAR EMPLOYEES	$2,218,971	$2,680,072	$2,973,750	$3,164,349	Chief Of Police Police Lieutenant (2) Patrol Sergeant (4) Police Sergeant Code Enforcement Officer (2) Police Officer I (10) Police Officer II (4) Police Corporal (4) Crime Analyst/Records Supervisor Police Admin Assistant II Sr Police Records Technician Police Records Clerk (2) Parking Enforcement
01131-51140	OVERTIME	$42,005	$62,113	$50,000	$62,000	
01131-51150	STANDBY AND CALLBACK PAY	$30,576	$40,210	$30,000	$40,000	
01131-51210	HEALTH INSURANCE PREMIUMS	$520,861	$523,408	$665,460	$702,264	
01131-51220	LONG TERM DISABILITY	$5,780	$6,296	$5,134	$9,591	
01131-51230	BASIC LIFE INSURANCE	$4,692	$5,432	$7,392	$7,957	
01131-51240	FPPA DEATH AND DISABILITY INS	$40,851	$58,098	$57,556	$83,692	
01131-51250	FICA CONTRIBUTIONS	$31,601	$38,715	$40,631	$45,882	
01131-51260	RETIREMENT CONTRIBUTIONS	$164,992	$171,210	$196,147	$221,507	
01131-51265	POLICE/FIRE RETIREMENT CONTRIB	$174,043	$210,121	$210,158	$237,326	
01131-51270	UNEMPLOYMENT COMPENSATION	$6,383	$5,655	$8,050	$6,326	
01131-51280	WORKERS' COMPENSATION	$79,485	$68,635	$80,000	$80,000	
01131-51310	TUTITION REIMBURSEMENTS	$1,194	$0	$0	$0	
01131-51360	EMPLOYEE ONBOARDING	$2,288	$4,786	$5,000	$3,000	
01131-51410	UTILITIES	$27,045	$28,620	$35,000	$34,280	
01131-51610	SUPPLIES	$85,569	$84,154	$50,000	$100,000	
01131-51710	PROFESSIONAL SERVICES	$158,625	$169,478	$75,056	$150,000	
01131-51810	MAINTENANCE & REPAIR	$114,064	$206,311	$94,000	$200,000	
01131-51920	RENT/LEASE - EQUIPMENT	$3,872	$3,093	$6,300	$4,000	
01131-51940	RENT/LEASE - VEHICLES	$5,666	$0	$0	$0	
01131-52120	EMPLOYMENT POSTING	$5,400	$2,649	$5,000	$3,000	
01131-52210	PROFESSIONAL DEVELOPMENT	$61,991	$117,100	$45,000	$100,000	
01131-52410	PROFESSIONAL DUES AND MEMBERSH	$2,024	$1,729	$2,500	$20,000	
01131-52420	ORGANIZATIONAL DUES AND MEMBER	$2,574	$41	$2,500	$1,500	
01131-52440	PROFESSIONAL SUBSCRIPTION	$262	$150	$0	$500	
01131-52510	GRANTS	$66,509	$56,916	$80,000	$60,000	
01131-52610	TECHNOLOGY	$29,586	$136,377	$65,000	$150,000	
01131-52810	OTHER OPERATING EXPENSE	$41,990	$20,079	$15,000	$40,000	
01131-52835	COMMUNITY OUTREACH	$3,239	$4,979	$3,000	$7,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01131-53240	LABORATORY	$110	$74	$500	$500	
01131-53830	INVESTIGATIONS	$5,602	$8,731	$6,000	$10,000	
01131-53840	ANIMAL CONTROL	$13,167	$10,000	$15,000	$10,000	
01131-53860	FIREARMS	$44,329	$22,126	$25,000	$25,000	
01131-59520	CAPITAL OUTLAY	$0	$17,549	$0	$0	
	TOTAL 131 - POLICE	$3,995,344	$4,764,908	$4,854,134	$5,579,674	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 141 COMMUNITY DEVELOPMENT						
01141-51110	REGULAR EMPLOYEES	$463,258	$453,485	$541,794	$667,201	Eco and Comm Dev Director Long Range Senior Planner Econ Development Specialist Building Permit Technician (50%) Planner II Sr. Planner Neighborhood Services Specialist Development Engineer Housing Specialist (2024 New Position, split with 2C Funds) Neighborhood Services Specialist
01141-51140	OVERTIME	$3	$0	$0	$0	
01141-51210	HEALTH INSURANCE PREMIUMS	$85,729	$86,990	$106,644	$127,266	
01141-51220	LONG TERM DISABILITY	$1,164	$1,269	$1,384	$2,111	
01141-51230	BASIC LIFE INSURANCE	$988	$1,060	$1,210	$1,693	
01141-51250	FICA CONTRIBUTIONS	$34,420	$33,917	$33,075	$51,040	
01141-51260	RETIREMENT CONTRIBUTIONS	$34,604	$25,663	$30,265	$46,704	
01141-51270	UNEMPLOYMENT COMPENSATION	$1,329	$893	$1,320	$1,336	
01141-51280	WORKERS' COMPENSATION	$490	$1,349	$900	$1,250	
01141-51360	EMPLOYEE ONBOARDING	$60	$36	$0	$0	
01141-51410	UTILITIES	$680	$696	$1,200	$835	
01141-51610	SUPPLIES	$2,826	$5,774	$10,000	$10,000	
01141-51710	PROFESSIONAL SERVICES	$132,023	$280,159	$157,273	$50,000	Economic Development Implementation
					$20,000	Miscellaneous including graphic design and municipal code administrative support
	TOTAL PROFESSIONAL SERVICES	$132,023	$280,159	$157,273	$70,000	
01141-51920	RENT/LEASE - EQUIPMENT	$2,775	$1,798	$3,000	$3,000	
01141-52110	PUBLIC NOTICES	$1,099	$3,760	$2,500	$2,000	
01141-52120	EMPLOYMENT POSTING	$1,472	$295	$2,000	$500	
01141-52130	SPECIAL EVENT POSTING	$690	$646	$0	$1,000	
01141-52210	PROFESSIONAL DEVELOPMENT	$2,123	$4,602	$12,500	$10,000	
01141-52410	PROFESSIONAL DUES AND MEMBERSH	$2,408	$2,626	$2,000	$2,500	
01141-52420	ORGANIZATIONAL DUES AND MEMBER	$490	$0	$0	$0	
01141-52440	PROFESSIONAL SUBSCRIPTION	$0	$80	$0	$0	
01141-52510	GRANTS	$40,000	$40,000	$78,000	$40,000	USDA Revolving Loan Fund for Economic Development
					$20,000	Historic Preservation Grant Match
	TOTAL GRANTS	$40,000	$40,000	$78,000	$60,000	
01141-52810	OTHER OPERATING EXPENSE	$3,959	$7,854	$27,500	$7,500	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01141-52855	AFFORDABLE HOUSING	$0	$36,375	$50,000	$20,000	West Mountain Regional Housing Coalition Membership
					$10,200	Garfield County Housing Authority Program Managment
	TOTAL AFFORDABLE HOUSING	$0	$36,375	$50,000	$30,200	
	TOTAL 141 - COMMUNITY DEVELOPMENT	$812,589	$989,325	$1,062,565	$1,096,136	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
01 GENERAL FUND - 145 BUILDING INSPECTION						
01145-51110	REGULAR EMPLOYEES	$192,784	$206,075	$246,353	$229,549	Building Official Building Inspector II Building Permit Technician (50%)
01145-51140	OVERTIME	$175	$258	$0	$0	
01145-51210	HEALTH INSURANCE PREMIUMS	$48,047	$56,015	$63,804	$69,258	
01145-51220	LONG TERM DISABILITY	$542	$598	$310	$720	
01145-51230	BASIC LIFE INSURANCE	$433	$441	$538	$584	
01145-51250	FICA CONTRIBUTIONS	$14,140	$14,918	$15,153	$17,561	
01145-51260	RETIREMENT CONTRIBUTIONS	$12,510	$13,116	$13,866	$16,069	
01145-51270	UNEMPLOYMENT COMPENSATION	$536	$402	$594	$459	
01145-51280	WORKERS' COMPENSATION	$1,959	$3,199	$3,200	$2,100	
01145-51360	EMPLOYEE ONBOARDING	$0	$10	$0	$0	
01145-51410	UTILITIES	$513	$528	$600	$600	
01145-51610	SUPPLIES	$3,050	$3,021	$2,000	$5,000	
01145-51710	PROFESSIONAL SERVICES	$0	$0	$20,000	$0	
01145-51810	MAINTENANCE & REPAIR	$866	$1,654	$5,500	$5,000	
01145-52120	EMPLOYMENT POSTING	$596	$0	$500	$500	
01145-52210	PROFESSIONAL DEVELOPMENT	$361	$3,976	$3,000	$3,000	
01145-52410	PROFESSIONAL DUES AND MEMBERSH	$326	$31	$1,000	$500	
01145-52420	ORGANIZATIONAL DUES AND MEMBER	$145	$0	$0	$0	
01145-52810	OTHER OPERATING EXPENSE	$2,160	$0	$2,000	$2,000	
	TOTAL 145 - BUILDING INSPECTION	$279,144	$304,240	$378,418	$352,900	

DDA FUND BUDGET

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2023 Forecast*	2024 Budget
Revenue	$930,793	$373,772	$1,137,966	$1,100,000	$1,100,000	$1,988,098	$1,405,000
Expenditures	($463,693)	($202,853)	($586,951)	($1,728,756)	($1,765,509)	($1,255,509)	($2,720,572)
Change in Fund Balance	$467,100	$170,919	$551,015	($628,756)	($665,509)	$732,589	($1,315,572)
Beginning Fund Balance	$563,414	$1,030,514	$1,201,433	$1,752,448	$1,752,448	$1,752,448	$2,485,037
Ending Fund Balance	$1,030,514	$1,201,433	$1,752,448	$1,123,692	$1,086,939	$2,485,037	$1,169,465
Reserves:							
Reserve Fund Balance			($350,000)	($350,000)	($350,000)	($350,000)	($350,000)
Project Reserves			($550,000)	$0	$0	$0	$0
Available Fund Balance		$1,201,433	$852,448	$773,692	$736,939	$2,135,037	$819,465

Cash Balance as of 12/31/22 $2,042,715

*Includes $422,000 from one-time sale of Bethel Lot and $208,000 increase in Property Tax revenue

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 00						
8600020-41610	TIF PROPERTY TAXES	$54,453	$69,287	$65,000	$300,000	
8600020-41620	TIF SALES TAX	$312,719	$1,034,614	$1,035,000	$1,100,000	
		$367,172	$1,103,901	$1,100,000	$1,400,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 10 GENERAL GOVERNMENT						
8600060-43510	INTEREST	$530	$27,141	($0)	$5,000	
8600060-43650	MISCELLANEOUS LEASE	$6,070	$6,424	($0)	($0)	
8600060-43710	CONTRIBUTIONS/DONATON S	($0)	$500	($0)	($0)	
		$6,600	$34,065	($0)	$5,000	
		$373,772	$1,137,966	$1,100,000	$1,405,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000						
8610-60000	PROJECTS	$54,560	$0	$0	$0	
	TOTAL 000 -	$54,560	$0	$0	$0	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000						
8630-60000	PROJECTS	$0	$0	$821,753	$600,000	East West Alleys, - Block 44 and 45 aesthetic improvements Phase 1
					$100,000	Improved lighting between funeral home and 6th Street tunnel.
					$1,350,000	6th Street Phase 1 construction
					$200,000	North Landing construction
	TOTAL PROJECTS	$0	$0	$821,753	$2,250,000	
	TOTAL 000 -	$0	$0	$821,753	$2,250,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 180 DOWNTOWN DEVELOPMENT AUTHORITY						
86180-51610	SUPPLIES	$0	$0	$4,650	$4,650	
86180-51710	PROFESSIONAL SERVICES	$104,430	$435,782	$140,000	$165,000	Executive Director, Legal, Minutes, Website Maintenance, Market Manager, Event Support
86180-52310	MISC. TRAVEL	$0	$0	$8,000	$8,000	Conference attendance and meeting expenses
86180-52510	GRANTS	$10,000	$15,280	$150,000	$150,000	Facade Grants, Design Assistance, Alley Lighting Program
86180-52750	TREASURER'S FEES	$1,089	$1,386	$1,200	$1,200	
86180-52810	OTHER OPERATING EXPENSE	$3,000	$6,450	$125,000	$65,000	Economic Development Projects
					$50,000	Contingency
	TOTAL OTHER OPERATING EXPENSE	$3,000	$6,450	$125,000	$115,000	
86180-53520	LIABILITY AND CASUALITY INSURA	$1,030	$933	$1,458	$1,350	
86180-53940	INTEREST - OTHER DEBT	$6,601	$4,534	$40,410	$1,644	$37,715 is principal that will be subtracted from reserves
86180-54310	INTERFUND COST OF SERVICE	$22,143	$22,586	$23,038	$23,728	
86180-55920	TRANSFER TO A&I	$0	$0	$450,000	$0	2023 Budget had $350,000 going to 6th Street construction and $100,000 to downtown maintenance.
86180-55950	TRANSFER TO GENERAL FUND	$0	$100,000	$0	$0	Downtown Maintenance
	TOTAL 180 - DOWNTOWN DEVELOPMENT AUTHORITY	$148,293	$586,951	$943,756	$470,572	
		$202,853	$586,951	$1,765,509	$2,720,572	

DRAFT

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item:	Downtown Development Authority Joint Work Session
Action Requested:	Downtown Development Authority Joint Work Session
Department:	City Administration
Presented By:	Jillian Sutherland
Strategic Goals:	Provide Efficient and Responsive City Government Generate Sustainable Economic Development Ensure Public Safety
Background Info:	This is the annual joint meeting between the Downtown District Authority Board and City Council.
Issues:	None.
Fiscal Impact:	The 2024 budget being proposed by the DDA Board will be presented.
Legal Review:	NA
Staff Recommendation:	NA

Glenwood Springs
DOWNTOWN
DEVELOPMENT AUTHORITY

CITY COUNCIL JOINT WORK SESSION AGENDA
SEPTEMBER 7, 2023
5:15PM - 6:00PM
CITY HALL COUNCIL CHAMBERS

Agenda items are for informational purposes only and are subject to change.

20 min	DDA 2023 Strategic Plan & 2024 Budget Overview
25 min	Discussion & Feedback

Glenwood Springs DDA Strategic Plan 2023-2027 *updated April 2023*

Mission and Values	Vision & Desired Outcomes	Goals/Objectives	Priority Projects
MISSION To create vitality for the downtown; strengthening downtown as the retail, entertainment, office, government & tourist; ensuring access for all.	**Economic Vitality** Use creativity, economic diversification and a local emphasis to ensure economic prosperity and opportunity for a diversity of businesses and ventures. **Placemaking** Emphasize the authentic small town character, tone, art and history of Glenwood Springs.	**Goal 1:** Activate & Revitalize North Glenwood **Goal 2:** Create Active Alley Connections **Goal 3:** Revitalize Cooper **Goal 4:** Promote Facade Improvements	**Now** ☐ 6th Street Phase 1 ☐ North Landing Design ☐ Market on 7th ☐ Enhancement Projects (2 per year goal) ☐ Cooper Streetscape ☐ Facade Grant Program ☐ Alley Lighting Program ☐ Alley Blocks 44 & 45 Improvements
VALUES Focus on the Local Collaboration Access & Equity You Are Here The Third Place	**Communications** Clear communication conveys the character, history and sense of place downtown. **Leadership & Activation** Advocate for downtown perspectives and serve as a resource for partners hoping to engage in downtown.	**Goal 5:** Increase Economic Vitality through Activation, Promotion & Communication **Goal 6:** Connect to Two Rivers Park	**Next** ☐ Delivery Truck Parking Organization ☐ Strengthen Connections to Two Rivers Park ☐ Temporary Improvements - Confluence Area
Glenwood Springs DOWNTOWN DEVELOPMENT AUTHORITY	**Connectivity & Mobility** Create a downtown that is bicycle and pedestrian friendly encouraging movement, connectivity and vitality.	**Goal 7:** Redevelop the Confluence **Goal 8:** Improve Traffic & Parking Management	**Future** ☐ Confluence Redevelopment ☐ N/S Alley Block 43 Improvements ☐ 6th Street Phase 3

DDA FUND BUDGET

	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2023 Revised Budget	2023 Forecast*	2024 Budget
Revenue	$930,793	$373,772	$1,137,966	$1,100,000	$1,100,000	$1,988,098	$1,405,000
Expenditures	($463,693)	($202,853)	($586,951)	($1,728,756)	($1,765,509)	($1,255,509)	($2,720,572)
Change in Fund Balance	$467,100	$170,919	$551,015	($628,756)	($665,509)	$732,589	($1,315,572)
Beginning Fund Balance	$563,414	$1,030,514	$1,201,433	$1,752,448	$1,752,448	$1,752,448	$2,485,037
Ending Fund Balance	$1,030,514	$1,201,433	$1,752,448	$1,123,692	$1,086,939	$2,485,037	$1,169,465
Reserves:							
Reserve Fund Balance			($350,000)	($350,000)	($350,000)	($350,000)	($350,000)
Project Reserves			($550,000)	$0	$0	$0	$0
Available Fund Balance		$1,201,433	$852,448	$773,692	$736,939	$2,135,037	$819,465

Cash Balance as of 12/31/22 $2,042,715

*Includes $422,000 from one-time sale of Bethel Lot and $208,000 increase in Property Tax revenue

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8600020-41620	TIF SALES TAX	$312,719	$1,034,614	$1,035,000	$1,100,000	
		$367,172	$1,103,901	$1,100,000	$1,400,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 10 GENERAL GOVERNMENT						
8600060-43510	INTEREST	$530	$27,141	($0)	$5,000	
8600060-43650	MISCELLANEOUS LEASE	$6,070	$6,424	($0)	($0)	
8600060-43710	CONTRIBUTIONS/DONATONS	($0)	$500	($0)	($0)	
		$6,600	$34,065	($0)	$5,000	
		$373,772	$1,137,966	$1,100,000	$1,405,000	

2024 BUDGET

Account	Account Description	2021 Actual	2022 Actual	2023 Revised Budget	2024 Request	Description
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000						
8610-60000	PROJECTS	$54,560	$0	$0	$0	
	TOTAL 000 -	$54,560	$0	$0	$0	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 000						
8630-60000	PROJECTS	$0	$0	$821,753	$600,000	East West Alleys, - Block 44 and 45 aesthetic improvements Phase 1
					$100,000	Improved lighting between funeral home and 6th Street tunnel.
					$1,350,000	6th Street Phase 1 construction
					$200,000	North Landing construction
	TOTAL PROJECTS	$0	$0	$821,753	$2,250,000	
	TOTAL 000 -	$0	$0	$821,753	$2,250,000	
86 DOWNTOWN DEVELOPMENT AUTHORITY - 180 DOWNTOWN DEVELOPMENT AUTHORITY						
86180-51610	SUPPLIES	$0	$0	$4,650	$4,650	
86180-51710	PROFESSIONAL SERVICES	$104,430	$435,782	$140,000	$165,000	Executive Director, Legal, Minutes, Website Maintenance, Market Manager, Event Support
86180-52310	MISC. TRAVEL	$0	$0	$8,000	$8,000	Conference attendance and meeting expenses
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86180-52810	OTHER OPERATING EXPENSE	$3,000	$6,450	$125,000	$65,000	Economic Development Projects
					$50,000	Contingency
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86180-55950	TRANSFER TO GENERAL FUND	$0	$100,000	$0	$0	Downtown Maintenance
	TOTAL 180 - DOWNTOWN DEVELOPMENT AUTHORITY	$148,293	$586,951	$943,756	$470,572	
		$202,853	$586,951	$1,765,509	$2,720,572	

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Resolution 2023-34; Bagged Trash Price Update for the Recycle Center

Action Requested: Approval of Resolution 2023-34; Bagged Trash Price Update for the Recycle Center.

Department: Public Works

Presented By: Matthew Langhorst, Elizabeth Mauro

Strategic Goals: Preserve and Improve Infrastructure
Protect and Preserve our Quality of Life

Background Info: The City of Glenwood Springs started a single trash bag collection program back in 2017-2018 at the landfill. This program was set up so that anyone that was not utilizing a trash service or had overflow trash from their existing service did not have to drive up to the working face at the landfill to dispose of a bag or two of trash. The city provided small 2-3 yard dumpsters at the scale house and made the process simple and inexpensive at $4 per bag. The city has not updated that price since inception and sees the need to update it this year to help keep the recycle center program going and financially feasible. The staff is recommending a move from $4 to $5 per bag. The recycle center costs the landfill between $155,000 and $170,000 a year to operate and with the PAYT program coming online and other revenue changes such as the trash bag fee, we can make this center continue into the future.

Issues: None at this time.

Fiscal Impact: This will help make the recycling center more financially feasible to own and operate.

Legal Review: Legal created the resolution.

Staff Recommendation: Staff is recommending approval of Resolution 2023-34; Bagged Trash Price Update for the Recycle Center.

RESOLUTION 2023-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, SETTING 2023 LANDFILL FEES.

WHEREAS, City Council sets fees for the Glenwood Springs Landfill Enterprise; and

WHEREAS, the Recycling Center's pricing is part of this Enterprise; and

WHEREAS, accepting bagged trash at the Recycle Center is a service offered by the City; and

WHEREAS, this service has both direct and indirect costs associated with it; and

WHEREAS, City staff recommends that the City establish and charge a fee for bagged trash and trash punch cards; and

WHEREAS, City staff recommends, and City Council agrees, that imposing the additional fees described on Exhibit A takes into account the needs of the community, the City, and the operational needs of the Landfill Enterprise and the Recycling Center;

WHEREAS, City Council wishes to implement updated fees for 2023 finding that they are necessary and appropriate.

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

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

Section 2. The City Council of the City of Glenwood Springs hereby adopts the Landfill Fee Schedule as set forth on **Exhibit A** attached hereto and incorporated herein, effective _____________, 2023.

INTRODUCED, READ, AND PASSED THIS 7th DAY OF SEPTEMBER 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

____
Ingrid Wussow, Mayor

ATTEST:

____
Ryan Muse, City Clerk

Exhibit A

Landfill Price Update As of ______________

Price Update: Bagged trash and punch cards

Item	Price	Unit
Residential Waste (1) 30 Gallon Bag Unloaded at Recycle Center	$5.00	each
Residential Waste (1) 30 Gallon Bag Unloaded at Landfill	$5.00	each
Punch Card (5 punches)	$25.00	each
Punch Card (10 punches)	$50.00	each

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Downtown Development Authority Board (DDA) Appointments

Action Requested: Downtown Development Authority Board Appointments

Department: City Administration

Presented By: Sara Weigel

Strategic Goals: Provide Efficient and Responsive City Government
Generate Sustainable Economic Development
Ensure Public Safety

Background Info:

Mayor Pro Tem Dehm and Councilor Weimer Recommendation

- Appoint Charlie Willman to a regular seat on the Downtown Development Authority Board with a term expiring June 2027.
- Appoint Paula Gorra to a regular seat on the Downtown Development Authority Board with a term expiring June 2026.

Composition of the Downtown Development Authority Board (DDA)
The Board shall have no less than five members and no more than 11 members who shall serve at the will of the Council. Nine shall be appointed from the general public and two members 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 or be an employee of a entity with its place of business within the DDA as long as such employee is considered by the business to be a manager or assistant manager.

Vacancies

- One regular seat with a term expiring June 2026
- One regular seat with a term expiring June 2027

Applicants
Both applicants were interviewed by Mayor Pro Tem Dehm and Councilor Weimer and were deemed eligible for appointment.

- Paula Gorra is an owner of property within the boundaries of the DDA and a corporate officer or director of a business within the DDA
- Charlie Willman is a resident within the boundaries of the DDA and the owner of property within the boundaries of the DDA

The current board membership is as follows:

Officers

- Chad Lee; Chair
- Kurt Carruth; Vice Chair

Members

- **Steve Boyd,** Chief Operating Officer/Treasurer
- **Jillian Sutherland,** DDA Executive Director
  director@glenwoodspringsdda.com
- **VACANT**
  Appointed:
  Term Expires: 06/2027
- **VACANT**
  Appointed:
  Term Expires: 06/2027
- **Kevin Brady**
  Appointed: 06/2019, 06/2023
  Term Expires: 06/2027
- **VACANT**
  Appointed:
  Term Expires: 06/2026
- **Shelley La Due Fishbein**
  Appointed: 05/2022
  Term Expires: 06/2026
- **Matthew Cooke**
  Appointed: 05/2022
  Term Expires 06/2026
- **Chad Lee; Board Chair**
  Appointed: 06/2017, 07/2021
  Term Expires: 06/2025
- **Kurt Carruth; Vice Chair**
  Appointed: 06/2016, 08/2020
  Term Expires: 06/2024
- **Kevin Flohr**
  Appointed: 12/2022 (to fill)
  Term Expires: 06/2024

Council Liaison

- Marco Dehm
- Mitchell Weimer (Alternate)

Issues: None.

Fiscal Impact: None.

Legal Review: None.

Staff Recommendation: Staff defers to City Council.

ORDINANCE NO. 13

Series of 2023

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, EXPANDING THE NUMBER OF BOARD MEMBERS FOR THE GLENWOOD SPRINGS DOWNTOWN DEVELOPMENT AUTHORITY.

WHEREAS, at the general election of 2000 the voters of Glenwood Springs approved the formation and boundaries of the Glenwood Springs Downtown Development Authority (DDA); and

WHEREAS, by Ordinance No. 44, Series of 2000 City Council established the powers, duties, board size and administration of the DDA, setting the number of DDA board members at eleven (11), two (2) being members of City Council; and

WHEREAS, by Ordinance No. 13, Series of 2005, City Council reduced the DDA board size to seven (7) members, one (1) being a member of City Council appointed solely as a liaison; and

WHEREAS, by Ordinance No. 30, Series of 2009, City Council confirmed the seven (7) member board size for the DDA; and

WHEREAS, C.R.S. § 31-25-805(1) provides that the DDA board shall have "not less than five nor more than eleven members appointed by the governing body;" and

WHEREAS, the City has received applications from qualified individuals to serve on the DDA Board in excess of the current seven seats; and

WHEREAS, the City Council wishes to allow the DDA Board to have up to the maximum number of board members as allowed by statute.

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

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

Section 2. The DDA Board must have no less than five (5) nor more than eleven (11) members, one (1) of whom shall be a member of City Council appointed to serve solely as a liaison between City Council and the DDA Board and shall not be a voting member of the DDA Board except when there is a tie vote amongst the Board.

Section 4. Any and all ordinances or parts of ordinances in conflict herewith shall hereby be repealed to the extent of the conflict only.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED PUBLISHED BY TITLE ONLY THIS 3RD DAY OF AUGUST 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

____
Ingrid Wussow, 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 ___________________ 2023.

CITY OF GLENWOOD SPRINGS, COLORADO

____
Ingrid Wussow, Mayor

ATTEST:

____
Ryan Muse, City Clerk

View results

Respondent

10 Anonymous

82:54

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 Glenwood Springs Downtown Development Authority (GSDDA) Amended and Restated Bylaws; Article III Section 1)

The affairs of GSDDA shall be managed by a Board of no more than eight (8) members. The Glenwood Springs City Council shall appoint seven (7) of these members from the general public and qualified to serve pursuant to C.R.S. § 31-25-806. The Mayor shall appoint one (1) member annually from City Council, and an alternate therefrom. Such member's sole function will be to serve as a liaison between Council and the GSDDA Board and he/she shall not be a voting member of the Board except when there is a tie vote amongst the Board or when necessary to have a quorum. Each appointed member from the general public, shall reside within, be a business lessee within, own real property within, be an officer or director of a corporation, member or manager of a limited liability company, limited or general partner of a partnership having its place of business within the GSDDA district or be an employee of a entity with its place of business within the GSDDA as long as such employee is considered by the business to be a manager or assistant manager.

Personal Information

1. Membership Qualifications *

In order to serve on the Downtown Development Authority (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
- [x] Owner of property within the boundaries of the DDA
- [x] Corporate Officer or Director of business within the DDA
- [ ] Manager or Assistant Manager of a business within the DDA

2. Name *

Paula Gorra

3. Home Address *

[redacted]

4. Mailing Address *

[redacted]

5. Home Phone *

[redacted]

6. Work Phone *

[redacted]

7. Mobile Phone *

[redacted]

8. Email Address *

[redacted]

9. Occupation *

Manager and bookkeeping accounting of Glenwood Structural and Civil

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

We have owned a building in downtown corridor since 2007. We have lived in Glenwood Springs for 25 years and we have seen a lot of changes to our town. I believe I can be of value to the DDA Board because of my engineering background. I love the transformation of our downtown area and would like to be a part of what is coming next.

11. What do you view as your role if selected as a member to the DDA Board? *

My role would be to advocate and advise on any issues related to the growth and development of downtown area.

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

I don't know the upcoming projects that the DDA is planning, but I was very impressed reading the 2022 Annual Report. I would be interested in helping the Board strenghten the downtown area as a primary destination for tourism and locals. This could include entertainment and working with the local restaurant owners. In addition we own a building in the downtown area.

13. Can you describe an experience making a decision based on public opinion? *

Years ago when our sons where in St. Stephen's Catholic School I was part of a group of parents that got together to revamp the unifrom code and student handbook. The main factors shaping public opinion at the school included age, gender, parent's income and background. It was difficult making decisions that would affect families of low income but we were very sensitive to this situation and found a common ground for all.

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 would promise to make decisions based on fact and data and what is fair to the tax payers of Glenwood Springs. I would do my best to be impartial as we are looking at improving areas that will be beneficial for both residents and tourists which enriches not just the downtown area but the whole town.

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 make myself available for that morning meeting.

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

I have always been in a leadership position on any committee or board that I have been invloved on, even as far back as when I was in high school. I was president of my class in high school. In college, I was member of the Society of Hispanic Professional Engineers (SHPE), President of the American Society of Civil Engineers at the University of Southern California (ASCE University chapter), and I was the founder and president of the International Society of Engineers at the University of Southern California. I was the marketing director for a small construction management firm and I was instrumental for their growth of 10 employees to 100 employees by networking aggressively, outsourcing work, and being creative. Once we decided to have a family, I left the corporate world and became a full time mom dedicating my time to raise two young men that became valedictorians of their high school and Boettcher Scholars. While raising them, my husband and I started our own structural engineering business and I was able to juggle work and all of the boy's activities.

17. Please select today's date. *

6/8/2023

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.

(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)

View results

Respondent

11 Anonymous

06:22
Time to complete

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Personal Information

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- [x] Owner of property within the boundaries of the DDA
- [ ] Corporate Officer or Director of business within the DDA
- [ ] Manager or Assistant Manager of a business within the DDA

2. Name *

Charlie Willman

3. Home Address *

[redacted]

4. Mailing Address *

[redacted]

5. Home Phone *

[redacted]

6. Work Phone *

[redacted]

7. Mobile Phone *

[redacted]

8. Email Address *

[redacted]

9. Occupation *

Retired (Mostly) attorney

Personal and Professional Interests

10. Why are you interested in serving on the Downtown Development Authority (DDA) Board? *

I have been working with the DDA since 2008 in various capacities and believe that this organization is very important to the long term viability of downtown and north Glenwood

11. What do you view as your role if selected as a member to the DDA Board? *

I would expect to bring my experience and background and be a fully engaged Board member

12. Do you have any particular areas of interest or a particular perspective relating to downtown development in Glenwood Springs? *

I have been working with Downtown Glenwood and North Glenwood for the last four years as a member of City Council and would like to continue that involvement

13. Can you describe an experience making a decision based on public opinion? *

I have been a member of various Boards and Commissions and a City Council member.

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? *

absolutely

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? *

Yes - as noted - I am mostly retired

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

Voluminous city boards, city council and non profit boards

17. Please select today's date. *

6/13/2023

18. Have you served on the Downtown Development Authority Board before? *

- [ ] No
- [x] Yes

Reappointment Applicants

19. Why do you think you should be reappointed? *

I have a vast knowledge of the city and the downtown development authority. I think I can help this organization continue to thrive which in turn helps the city thrive.

20. Have you served two full successive terms on the Downtown Development Authority Board? *

2008 - 2016 (It think those were the years)

Terms of Office of the Downtown Development Authority Board

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(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.

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(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.

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(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)

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item:	Housing Commission Appointment
Action Requested:	Katie Narvaez has applied to Housing Commission. With the recent departure of Matt Spidell the Housing Commission includes Ellen Dole, Giovanna Kennedy, Bobbi Hodge, Erin Morelli, and Sean Nesbitt. With seven possible members and one alternate, there are two full member positions open and the alternate position. If appointed, Ms. Narvaez's term will end in April of 2025.
Department:	Economic and Community Development
Presented By:	Hannah Klausman
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	NA
Issues:	None.
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA

View results

Respondent

11 Anonymous

24:44
Time to complete

Housing Commission Application

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

Composition of the Housing Commission:
(Per the Glenwood Springs, CO Municipal Code 020.020.040)

- 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.

Personal Information

1. Membership Qualifications *

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

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

2. Name *

Katie Narvaez

3. Home Address *

1205 Blake Avenue Glenwood Springs, CO

4. Mailing Address *

same

5. Home Phone *

970-379-0714

6. Work Phone *

same

7. Mobile Phone *

same

8. Email Address *

knarvaez76@gmail.com

9. Occupation *

Program Coordinator

Personal and Professional Interests

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

I would like to be involved more in bettering the city of GWS and improve my understanding of housing issues related to our community

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

Support City Council on matters related to housing issues, such as support in defining and prioritizing housing opportunities the city will focus on, funding/grant opportunities, identify and/or appoint subcommittees to support in work related to housing

12. What personal or professional experience do you have relative to the mission of the Housing Commission (see Powers and Duties attached)? *

I have and/or am currently sitting on multiple councils/committees related to early childhood. Recently I've participated in a commission focused on making recommendations for the recently approved Lodging Tax Funding. The approved 2% lodging tax applies to lodging in all areas of unincorporated Eagle County and the Town of Gypsum. The majority of this tax is earmarked to support local workforce through child care and housing initiatives.

13. Have you previously served in any policy advisory capacity relative to Housing? If so, state your role. *

Yes, see above, council member supporting early childhood workforce and housing.

14. What do you see as the role that Housing play in the character and function of the Glenwood Springs Community? *

Housing is one of the essential components of a healthy ecosystem. Having multiple housing options and having options be truly affordable based upon the wages of the workforce within Glenwood Springs is an essential component to ensuring that the character of Glenwood remain healthy and thriving.

15. 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

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

I have served on multiple committees, boards, councils as a participant as well as a staff

17. Are you able to attend a monthly meeting of the Housing Commission held at 4:00pm on the second Wednesday of each month? *

- (●) Yes
- ( ) No

18. Please select today's date. *

8/23/2023

19. Have you served on the Housing Commission before? *

- ( ) No
- (●) Yes

Reappointment Applicants

20. Why do you think you should be reappointed? *

n/a

21. Have you served two full successive terms on the Housing Commission? *

n/a

Powers and Duties of the Housing Commission

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

(k) Powers and duties of Housing Commission.
The powers and duties of the Housing Commission shall be:

(1) To investigate, study and report to the City Council any and all matters concerning housing issues which directly affect the City, including the preparation of a Comprehensive Housing Affordability Strategy (CHAS).

(2) To assist City Council in defining the nature and scope of housing opportunities in the City.

(3) To meet with the City Council on an annual basis to identify which housing issues require priority attention.

(4) To investigate, study and report to the City Council on grants, donations and other forms of funding to assist in meeting the housing needs of the City.

(5) To perform functions concerning oversight of housing issues or functions as delegated by the City Council, including monitoring the implementation of activities as described in the
CHAS.

(6) To appoint subcommittees as necessary to carry out the foregoing functions subject to the approval of the City Council.

Appointment, Removal, Term and Vacancies of Boards and Commissions

(Per the Glenwood Springs, CO Municipal Code 020.020.040)

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(3) April:
Glenwood Springs Housing 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.

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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
September 7, 2023

Agenda Item: Request for Proposal (RFP) 2023-26 Environment and Climate Action Plan Supplementary Award

Action Requested: Approval of award of RFP 2023-26 Environmental and Climate Action Plan to Clean Energy Economy for the Region (CLEER).

Department: Economic and Community Development

Presented By: Hannah Klausman, Jim Hardcastle

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: On June 7th this RFP closed with the City receiving 7 qualified responses. The selection committee included members of staff and the community, and it unanimously recommended the primary award to Blue Strike Environmental. CLEER also submitted a proposal and while it does not possess Blue Strike's depth of experience, the committee felt (and Blue Strike agreed) it was important that CLEER be involved in the project given its deep experience with the City. Staff was able to lower the cost by negotiating a few tasks out of the Blue Strike scope of work that CLEER is better positioned to accomplish. CLEER then submitted a new scope of work (attached) that has been reviewed by staff and Blue Strike for the two firms to work together in producing the best possible product. The cost of the work is not to exceed $37,400. The Blue Strike revised scope came in at $99,080 for a total project price of $136,480. This cost is over the appropriated budget of $75,000 in the Community Development department budget in the General Fund but staff agrees that the end product will be substantially more valuable to the City.

Issues: The 2023 appropriated budget for the project was $75,000. In drafting the RFP staff believed a more realistic budget to be around $125,000. The total award for the RFP including the professional services of both CLEER and Blue Strike exceeds that amount by $11,480.

Fiscal Impact: Staff proposes a supplemental appropriation of $61,480 (total project cost less the previously appropriated amount) split equally between the Community Development budget and Electric Fund in the third quarter budget amendment.

Legal Review: Legal prepared the standard professional services agreement that was used.

Staff Recommendation: Staff supports this award.

Glenwood Springs Energy and Climate Action Plan
CLEER Proposal
REVISED to reflect collaboration with Blue Strike Environmental
August 2023

CLEER maintains a significant local presence and has relationships with many key stakeholders in the City. The organization has provided invaluable service to the City through its ongoing data management and data aggregation services. CLEER operates the programs and services of Garfield Clean Energy (GCE), a countywide collaborative that includes the City of Glenwood Springs and is guided by a set of five goals and guiding plan. We have developed valuable regional inventories, energy action plans, and implementation strategies for the City and County. In light of these significant contributions to the sustainability of the City and the surrounding communities, it is Blue Strike's (BSE) desire to leverage the experience of CLEER into the development of the ECAP for the City of Glenwood Springs. The following items are proposed by CLEER to the City, under a parallel scope of work, that will complement and enhance the updated ECAP.

Data provision

- Provide aggregated, formatted, utility data to Blue Strike. Electricity data from Glenwood Spring Electric will be provided in both annual consumption and 15-minute time-series format, for the past five years (or longer if available). It will be provided both in aggregated form and also with division by residential, commercial, and industrial, with special categories for government buildings and streetlighting. All tariff information, including town-owned energy (if applicable), demand charges, etc., will be included. CLEER and Blue Strike will work together to define the precise data requirements.
- Provide local temperature data, heating- and cooling-degree days, etc.
- Provide previously conducted emissions inventories or similar data analysis from CLEER's ongoing data management and program implementation services. This may include information on the effectiveness of recent initiatives, grant implementation, etc.
- Provide all other City "use" data including water & wastewater, waste, recycling, vehicle fleet fuel, fertilizers, etc.

Project consultation

- Work with Bluestrike in the development of the specific proposals in the plan specifically to help provide local, regional and statewide context and connection with relevant opportunities
- Advise on opportunities and synchronization of the Glenwood Springs plan with GCE goals and programs

- Provide background context and lessons learned on existing or efforts to date on energy efficiency, clean energy goals, and transportation decarbonization

Stakeholder facilitation and interpretation

- CLEER will assist Blue Strike with assembling lists of key stakeholders and groups within the City, and extending invitations to various events according to the Stakeholder Engagement Strategy
- CLEER will also perform logistical operations of setting up any live engagement events on the City's behalf. BSE will collaborate with CLEER to guide local activities and leverage existing relationships and CLEER's local staff and/or volunteer support services, such as:
  - CLEER will identify appropriate events, organizations, or locations appropriate for promotion of ECAP development process and mobilize staff and/or volunteers to canvas to obtain completed surveys (or conduct related on-the-ground tabling, education, or outreach efforts) in the event that such community engagement activities are identified within the Stakeholder Engagement Strategy.
  - CLEER will provide recommendations in support of the Stakeholder Engagement Strategy development and provide input on content for focus groups, workshops and/or other engagement events, subject to review by BSE and the City.
- CLEER will provide live interpretation services at in-person and/or virtual events, and translation services as needed for post-project communications, promotional tools, or other documents, as deemed appropriate by the City.

Electric Vehicle Readiness planning/Clean Mobility

- CLEER will provide relevant data and information to BSE about the county-wide EV readiness plan and ensure ECAP outcomes are integrated with the ongoing EV planning effort.
- CLEER will inform BSE of opportunities and efforts underway in the State of Colorado and regionally to assist with city fleet electrification.

Post-project implementation

- CLEER will advise on resulting plan implementation efforts that relate to energy efficiency, renewable energy and clean mobility and how these efforts build on the Garfield Clean Energy model and programs.
- CLEER will execute a long-term communications plan in support of of the Final ECAP to City residents, businesses, and other interested parties, to be implemented following the adoption of the final plan. This may include email communication, newsletters and periodically updating webpage content per the City's request. newsletters, and periodically update the webpage content per City's request. The communications plan will be detailed in an Appendix to be incorporated with the delivery of the final ECAP and/or in a format to be defined and approved by the City. (BSE will coordinate with CLEER to provide relevant information or stakeholder feedback which may be helpful toward the development and execution of this long-term plan.)

In order to facilitate the steps above, CLEER and BSE will schedule regular meetings (frequency TBD) to discuss project progress, upcoming tasks, and refine deliverables.

Glenwood Springs Energy and Climate Action Plan
Project budget

Clean Energy Economy for the Region (CLEER)

Project manager: Morgan Hill, Associate Director

TASK NUMBER	TASK TITLE	Hours	Rate	Total
1	**Task 1: Project Initiation and Stakeholder Engagement**			
1.1	Collaborate with BSE and City Staff for project initiation	10	110	$1,100.00
1.2	Collaboration and local coordination for stakeholder outreach and engagement	20	110	$2,200.00
1.3	Collaborate on communication materials	10	110	$1,100.00
	Task 1: Subtotal			**$4,400.00**
2	**Task 2: Conduct energy inventory and review ECAP achievements since 2009**			
2.1	Gather and provide utility and municipal data for Inventory to Blue Strike	40	110	$4,400.00
	Task 2: Subtotal			**$4,400.00**
3	**Task 3: Determine ECAP framework**			
3.1	Develop ECAP framework	0	110	$0.00
	Task 3: Subtotal			**$0.00**
4	**Task 4: Conduct public engagement, survey and research to identify potential initiatives**			
4.1	Assist with Stakeholder workshops	20	110	$2,200.00
4.5	Assist with aggregating goals into comprehensive list	20	110	$2,200.00
	Task 4: Subtotal			**$4,400.00**
5	**Task 5: Organizing and Prioritizing Sustainable Goals, Focus Areas, Targets, and Strategies**			
5.1	Provide information on goals, focus areas, targets, and strategies to help synchronize with Garfield Clean Energy	15	110	$1,650.00
5.3	Provide recommended goals, focus areas, targets and strategies to City Staff and Stakeholders for approval	10	110	$1,100.00
	Task 5: Subtotal			**$2,750.00**
6	**Task 6: Develop Sustainable Implementation Plan for each initiative**			
6.1	Work with Blue Strike on developing implementation plan; build on existing implementation programs	20	110	$2,200.00
6.2	Prepare metrics for ongoing monitoring of plan and goals	20	110	$2,200.00
	Task 6: Subtotal			**$4,400.00**
7	**Task 7: Develop Final Climate Action Plan**			
7.1	Co-draft narrative and present to City Staff and Stakeholder group	10	110	$1,100.00
7.2	Collaborate on public comment and open house presentations as needed	15	110	$1,650.00
7.3	Prepare press realease and social media	10	110	$1,100.00
7.4	Review final plan materials and prepare for website upload communications	15	110	$1,650.00
7.5	Final meetings and presentations	20	110	$2,200.00
	Task 7: Subtotal			**$7,700.00**

	8	**Project Management**			
	8.1	Ongoing team meetings with Blue Strike	40	110	$4,400.00
	8.2	Project Management - Coordination, interactions, follow-up meetings	25	110	$2,750.00
	8.3	Spanish interpretation support and targeted outreach	20	110	$2,200.00
		Task 8: Subtotal			**$9,350.00**
	9	**Performance Bond**			
	9.1	Performance bond to be included upon award	0	110	$0.00
		Task 9: Subtotal			**$0.00**
		PROJECT TOTAL	340		**$37,400.00**

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: August 17, 2023 Council Minutes

Action Requested: August 17, 2023 City Council Minutes

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:

MINUTES

CITY OF GLENWOOD SPRINGS

REGULAR CITY COUNCIL MEETING

AUGUST 17, 2023

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 4. :13 Roll Call

Present: Mayor Wussow, Mayor Pro-Tem Dehm, Councilor Schachter, Councilor Kaup, Councilor Zalinski, and Councilor Godes. Also present were; Joseph Deras, Chief of Police; Steve Boyd, Chief Operating Officer; Ryan Muse, City Clerk; Yvette Gustad, Finance Director; Hannah Klausman, Director of Economic and Community Development; Karl Hanlon, City Attorney; Sara Weigel, Executive Administrative Assistant;

Item 5. :13 Agenda changes and conflicts

Items E & F, Appointment to Financial Advisory Board and Appointment to Housing Commission, will be taken off the consent agenda and be put before Item 9.

Item 6. :13 Council Announcements

Comments were made by Councilor Godes.

Item 7. :14 Citizens Appearing Before Council (for items not on the agenda-comments limited to 3 minutes)

Citizen comments were made.

Item 8. :16 Consent Agenda

:16 Mayor Pro-Tem Dehm moved, seconded by Councilor Godes, to approve the consent agenda.

:16 Mayor Pro-Tem Dehm amended his motion and Councilor Godes amended his second to approve the consent agenda minus Items E & F.

Motion passed unanimously.

Item E. :17 Appointment to Financial Advisory Board

:17 Councilor Kaup moved, seconded by Councilor Zalinski, to appoint Ted Edmonds to the Financial Advisory Board per the recommendation of the packet.

Comments were made by Councilor Godes and Councilor Schachter.

Ayes: Schachter, Kaup, Dehm, Wussow, Zalinski

Nays: Godes

Motions passes 5-1

Item F. :21 Appointment to Housing Commission

:21 Councilor Kaup moved, seconded by Councilor Schachter, to appoint Sarah Windholz to the Housing Commission.

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

Nays: Zalinski, Wussow, Godes, Dehm

Ayes: Schachter, Kaup

Motions fails 4-2

Item 9. :23 27th Street Underpass Update

Tracy Trulove, Public Information Officer for the 27th Street Project presented.

Comments were made by Councilor Godes, Public Information Officer Tracy Trulove, Councilor Zalinski, and Mayor Wussow.

Item 10. :32 Potential Property Donation to the City

Comments were made by City Attorney Karl Hanlon and proposed donor Ed Mulhall.

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

:35 Mayor Pro-Tem Dehm moved, seconded by Councilor Kaup, to take the proposed property into possession from Mr. Mulhall.

Comments were made by Councilor Schachter, City Attorney Karl Hanlon, Councilor Godes, Councilor Zalinski, and Mayor Wussow.

Ayes: Schachter, Kaup, Dehm, Wussow, Zalinski

Nays: Godes

Motions passes 5-1

Item 11. :40 Ordinance 2023-14; Adoption of the Model Traffic Code. Second Reading

Karl Hanlon, City Attorney presented.

:41 Mayor Wussow opened the item for public comment.

:41 Mayor Wussow closed the item for public comment.

:41 Councilor Kaup moved, seconded by Mayor Pro-Tem Dehm, to adopt Ordinance 2023-14 Adoption of the Model Traffic Code 2020 edition.

Motion passed unanimously.

Item 12. :42 Discussion of City Events

Rodney Tarullo, Parks & Recreation Director presented.

Comments were made by Councilor Kaup, Parks & Recreation Director Rodney Tarullo, Councilor Zalinski, Councilor Schachter, and Mayor Wussow.

Item 13. :51 Strategic Plan

:52 Councilor Schachter moved, seconded by Councilor Godes, to continue item 13 Strategic Plan to the next regular scheduled meeting.

Comments were made by City Attorney Karl Hanlon.

:53 Councilor Schachter amended his motion and Councilor Godes amended his second, to continue item 13 Strategic Plan to the next regular scheduled meeting with feedback given by Monday, August 21, 2023.

Motion passed unanimously.

Item 14. :53 City Manager Employment Contract

Karl Hanlon, City Attorney presented.

:56 Mayor Pro-Tem Dehm moved, seconded by Councilor Godes, to accept Dr. Beverli Marshall's resignation and to authorize the payment of 5-months' severance, in the gross amount of $89,585.35, along with the accrued and unused PTO as required by law, such amounts to be paid in the effective date of the city being released from any claims related to Dr. Marshall's employment with the city.

Motion passed unanimously.

Comments were made by Mayor Wussow.

Item 15. :57 Council Comments

Comments were made by Councilor Schachter.

Comments were made by Councilor Kaup.

Comments were made by Mayor Pro-Tem Dehm and City Attorney Karl Hanlon.

Comments were made by Councilor Zalinski.

Comments were made by Councilor Godes, Councilor Schachter, City Attorney Karl Hanlon, and Director of Economic and Community Development Hannah Klausman

Comments were made by Mayor Wussow.

1:09 Councilor Godes moved, seconded by Mayor Pro-Tem Dehm, to approve sending a letter to support the recommendation to change the name from Dead Mexican Gulch to Jose Belardi Gulch.

Comments were made by Mayor Wussow, Councilor Kaup, Councilor Godes, and Councilor Schachter.

1:12 Councilor Godes amended motion and Mayor Pro-Tem Dehm amended second to an alternate name change based on the County's recommendation.

Motion passed unanimously.

Comments were made by Mayor Wussow.

Item 16. 1:13 Report from City Administration

Comments were made by City Attorney Karl Hanlon.

Item 17. 1:14 Executive Session Regarding West Glenwood Fire Station and Potential Work Force Housing

An executive session pursuant to CRS 24-6-402(4)(b) and (e) for the purposes of receiving legal advice from the Town Attorney on specific legal questions and for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators more specifically related to property acquisition in West Glenwood for a West Glenwood Fire Station and regarding potential work force housing.

Comments were made by Mayor Wussow.

1:15 Mayor Pro-Tem Dehm moved, seconded by Councilor Kaup, to go into an executive session pursuant to CRS 24-6-402(4)(b) and (e) for the purposes of receiving legal advice from the Town Attorney on specific legal questions and for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators more specifically related to property acquisition in West Glenwood for a West Glenwood Fire Station and regarding potential work force housing.

1:15 Mayor Pro-Tem Dehm moved, seconded by Councilor Kaup, to adjourn after the Executive Session.

Motion passed unanimously.

Item 18. Adjournment

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Middle Colorado Watershed Council Update

Action Requested: Support the Mayors signature on the Colorado River Wildfire Collaborative Memorandum of Understanding.

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Ensure Public Safety

Background Info: The Middle Colorado Watershed Council is giving an annual update about the work they are doing in and around Glenwood Springs. Topics include the post-Grizzly Creek fire restoration and monitoring, and an update on the wildfire ready collaboratives. Fire Chief GaryTillotson, and Deputy Chief Doug Gerrald represented Glenwood Springs in the drafting of this Memorandum.

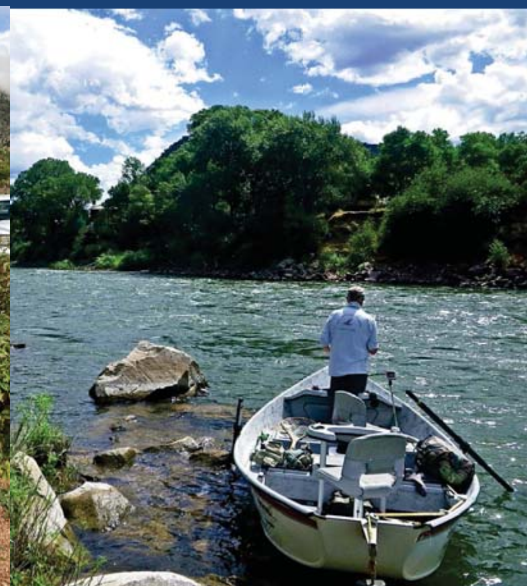
Issues: NA

Fiscal Impact: NA

Legal Review: Legal has reviewed.

Staff Recommendation: Staff defers to Council.

Middle Colorado Watershed Council



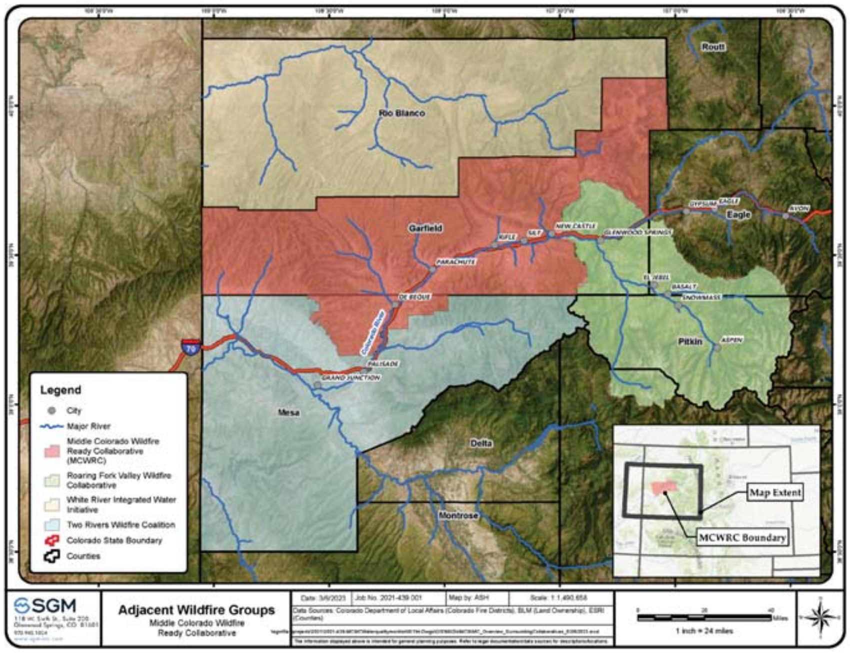
MANAGING THE MIDDLE COLORADO WATERSHED

September 2023

Glenwood Springs City Council

Post Wildfire and Wildfire Ready

- Two New Water Quality Monitoring Sites: Silt and Rulison
- Customized Data Dashboard Each Municipality
- Silt Water Conservancy District Silt Pump Canal Sediment Mitigation and Repair
- Soil Moisture Monitoring Added to Rain Gauge Sites in the Canyon
- Colorado River Wildfire Ready Collaborative and Roaring Fork Valley Wildfire Collaborative



Colorado River Wildfire Collaborative

- Develop a collaborative that can plan and complete projects to reduce wildfire impacts and post-fire challenges.
- Share experiences – serve as the foundation for moving forward together.
- Scheduling monthly meetings to coordinate projects and mitigation efforts.
- Develop MOU between stakeholders for wildfire and post wildfire project work
- Finding project funding through state and federal resources

Restoration

- Roan Creek Fish Barrier and Ditch Infrastructure Repair
- Silt Preserve Water Rights and Restoration
- Best Practices Gravel Pit Restoration
- Best Management Practices for Flood Plain Uses
- Participating in HUP and ShOP conversations
- River Watch: Citizen Science

  Water Quality Monitoring

Recreation

***Coordination with river recreation access projects**

***Rulison boat ramp* River Stop, Colorado River Interpretive Center**

***Spanish Translation River Access Guide *CPW Non-native Species App**

***Annual Wild and Scenic Film Fest in Rifle and Glenwood Springs**

***Glenwood Canyon Sign Replacement Project with USFS, CDOT and CPW**

Considering the Future

- Restoration and invasive removal projects
- Increasing wildfire ready activities
- Project goal updates to accommodate changes due to drought
- Applying what we’ve learned to work with stakeholders to evaluate and protect the watershed

Contact Information

Middle Colorado Watershed Council
Paula Stepp/Executive Director
pstepp@midcowatershed.org, 970-404-0162

Please visit our website: www.midcowatershed.org
Follow us on social media: @midcowatershed

FS Agreement No. 24-MU-11021500

Cooperator Agreement No. _______________

Colorado River Wildfire Collaborative

MEMORANDUM OF UNDERSTANDING

USDI, BUREAU OF LAND MANAGEMENT, COLORADO RIVER VALLEY FIELD OFFICE, UPPER COLORADO RIVER DISTRICT

AND

USDI, BUREAU OF LAND MANAGEMENT, GRAND JUNCTION FIELD OFFICE

AND

USDA, FOREST SERVICE, WHITE RIVER NATIONAL FOREST

AND

USFS, GMUG (Grand Mesa, Uncompahgre and Gunnison National Forests) tbd

AND

COLORADO STATE FOREST SERVICE

AND

COLORADO PARKS AND WILDLIFE

AND

COLORADO RIVER FIRE RESCUE

AND

DE BEQUE FIRE PROTECTION DISTRICT

AND

GRAND VALLEY FIRE PROTECTION DISTRICT

AND

LOWER VALLEY FIRE DISTRICT

AND

PLATEAU VALLEY FIRE DISTRICT

AND

GLENWOOD SPRINGS RURAL FIRE PROTECTION DISTRICT

AND

GARFIELD COUNTY

AND

MESA COUNTY

AND

TOWN OF SILT

AND

CITY OF RIFLE

AND

TOWN OF NEWCASTLE

AND

CITY OF GLENWOOD SPRINGS

AND

TOWN OF PARACHUTE

AND

TOWN OF DE BEQUE

AND

TOWN OF COLLBRAN

AND

METRO DISTRICT OF BATTLEMENT MESA/BMSA (SERVICE ASSOCIATION)

This MEMORANDUM OF UNDERSTANDING (MOU) is hereby made and entered into by and between Garfield County, Mesa County, The City of Rifle, The Town of New Castle, The Town of Silt, The Town of Parachute, The City of Glenwood Springs, Town of De Beque, Town of Collbran, Metro District of Battlement Mesa, Colorado River Fire Rescue, Grand Valley Fire Protection District, De Beque Fire Protection District, Glenwood Springs Rural Fire Protection District, Colorado State Forest Service, Colorado Parks and Wildlife, and The Bureau of Land Management Colorado River Field Office and the BLM Grand Junction Field Office, hereinafter referred to as Parties, Members, or Cooperators, and the United States Department of Agriculture (USDA), Forest Service, White River National Forest, Rifle Ranger District, and the Grand Mesa, Uncompahgre and Gunnison (GMUG) National Forests.

<u>Background</u>: The Colorado River Wildfire Collaborative works to empower all people to take action to reduce risk in their communities to protect people, property, and places from wildfire loss. The Parties recognize, accept, and respect the differences in missions, goals, and objectives of each other. However, wildfire does not recognize or respect jurisdictional boundaries. The Parties therefore will work collaboratively and in a coordinated fashion to achieve the shared goals of the MOU.

<u>Title</u>: Colorado River Wildfire Collaborative (CRWC)

I. PURPOSE: The purpose of this MOU is to document the cooperation between the parties to establish the Collaborative as an informal, unincorporated collaborative organization, in which the members set mutual goals and priorities, utilize existing forest management tools and legal authorities, and align their decisions on where to make the investments needed to achieve the purpose and goals set forth for the Colorado River Wildfire Collaborative and in accordance with the following provisions.

II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Colorado River Wildfire Collaborative works to reduce wildfire risk by identifying, prioritizing, and implementing strategic cross-boundary plans and projects aimed at creating fire resilient landscapes and fire-adapted communities while focusing on community engagement, education, and inclusion.

In entering into this MOU, the Cooperators and the U.S. Forest Service recognize that the parties share certain common interests and goals, which include the following:

- Meaningful and ongoing engagement of stakeholders located in the forest and downstream in the development of strategies to achieve outcomes and foster support for the implementation of those strategies.

- A regional network of resilient forests and communities that are better able to absorb and recover from current and future stressors and disturbances.
- A collaboratively developed and supported fire management strategy (wildland and prescribed) so that wildfires are safely and effectively extinguished when and where needed, but also in the right circumstances.
- Resilient landscapes and infrastructure that support water quality and quantity needs, habitat for robust and healthy flora and fauna, livestock grazing, as well as recreation opportunities for residents and visitors to enjoy now and in the future.
- Active management to enhance forest health and reduce wildfire risk based on the best available data and contemporary science to inform the development and application of on-the-ground activities including landscape scale and cross boundary projects where needed. This includes the use of the best available science that will help stakeholders understand how a changing climate will impact our landscapes and ecosystems, while also looking for opportunities to improve understanding through local research.
- Promoting the personal responsibility of residents who live in wildfire risk areas to prepare as follows:

  *homes are built or improved to best resist wildfire;

  *defensible space around homes is created and maintained;

  * insurance policies are regularly updated;

  *emergency alerts are receivable and acted upon;

  *evacuation plans are learned and understood;

  *community mitigation initiatives are engaged in and are sought.
- Develop and implement risk assessment and strategies to evaluate critical infrastructure and increase overall resiliency to wildfire and to lessen the long-term effects that wildfires have on our stream corridors, water infrastructure, and community assets.

To accomplish the above goals, each party commits to:

- Work within their own statutory and regulatory authorities, including planning and decision-making requirements where applicable.
- Collaborate and coordinate to implement this MOU to achieve the purpose and goals expressed herein.

In consideration of the above premises, the parties agree as follows:

III. THE COOPERATORS SHALL:

A. Provide a liaison to link the parties of this MOU together.

B. Coordinate with the U.S. Forest Service, non-profit organizations, for-profit organizations, institutions of higher education, federal, state, local, and Native American tribe governments, and individuals.

IV. THE COOPERATORS SHALL:

(For Non-Profits and Non-Governmental Organizations Only)

A. Provide a liaison to link the parties of this MOU together.

B. Coordinate with the U.S. Forest Service, non-profit organizations, for-profit organizations, institutions of higher education, federal, state, local, and Native American tribe governments, and individuals.

C. ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES. This agreement is

subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement Cooperators acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the USDA has considered suspension or debarment is not necessary to protect the interests of the Government. If Cooperators fail to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds Cooperators has expended in violation of sections 433 and 434.

V. THE U.S. FOREST SERVICE SHALL:

A. Provide a liaison to link the parties of this MOU together.

B. Ensure that all planning and site-based data collection activities comply with forest plans, National Environmental Policy Act (NEPA) documents, and all applicable laws and regulations.

C. Coordinate with the Parties to this MOU, non-profit organizations, for-profit organizations, institutions of higher education, federal, state, local, and Native American tribe governments, and individuals.

D. Execute necessary instrument(s) to allow Cooperator(s) to complete mutually agreed to activities and projects on National Forest System lands, which includes but is not limited to, providing Cooperator(s) and its agents access to federal lands to perform project implementation, maintenance, and monitoring activities at project sites.

E. Following completion of project implementation and the achievement of all required performance standards for given sites, act as the long-term steward of project sites, conducting any required maintenance.

VI. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

A. The Parties recognize, accept, and respect the differences in missions, goals, and objectives of each other. However, wildfire does not recognize or respect jurisdictional boundaries. The Parties therefore agree to work collaboratively and in a coordinated fashion to achieve the purpose and goals sought and described in this MOU.

B. The Parties acknowledge that any Party to this MOU may participate in local activities or implement decisions related to forestry management as part of their site-specific obligations, responsibilities, and authorities. This MOU is not meant to supplant any Party's discretionary authority to make decisions about forest management or wildfire response associated with their individual jurisdictions.

C. This MOU is non-binding and does not obligate any funds of the Parties. As funding and resources are available and authorized (as determined in each Party’s sole discretion), the Parties will provide technical, human, and/or financial support to the Partnership under an appropriate authority, as applicable, and by separate instrument(s).

D. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Garfield County Program Contact	Garfield County Administrative Contact
John Martin, Chairman Garfield County Board of County Commissioners 108 8th St, Glenwood Springs CO 81601 970-945-5004 jmartin@garfield-county.com	Chris Bornholdt Commander, Garfield County Emergency Operations 107 8th St, Glenwood Springs CO 81601 970-945-0453 x 1012 cbornholdt@garcosheriff.com

Mesa County Program Contact	**Mesa County Administrative Contact**
Andy Martsolf Mesa County Emergency Management 215 Rice St., Grand Junction CO 81501 970-244-1800 andrew.martsolf@mesacounty.us	Andy Martsolf Mesa County Emergency Management 215 Rice St., Grand Junction CO 81501 970-244-1800 andrew.martsolf@mesacounty.us

City of Rifle Program Contact	**City of Rifle Administrative Contact**
Tommy Klein City Manager 970-989-3149 tklein@rifleco.org	Tommy Klein City Manager 970-989-3149 tklein@rifleco.org

Town of New Castle Program Contact	**Town of New Castle Admin. Contact**
David Reynolds Town Administrator Town of New Castle 450 W. Main Street New Castle, CO 81647 970-984-2311 dreynolds@newcastlecolorado.org	Rochelle Firth Assistant to the Town Administrator, PIO Town of New Castle 450 W. Main Street New Castle, CO 81647 970-984-2311 rfirth@newcastlecolorado.org

Town of Silt Program Contact	**Town of Silt Administrative Contact**
Trey Fonner (970) 876-2353 Ext. 106 231 N. 7th Street PO Box 70 Silt, CO 81652 trey@townofsilt.org	Amie Tucker (970) 876-2353 Ext. 104 231 N. 7th Street PO Box 70 Silt, CO 81652 atucker@townofsilt.org

Town of Parachute Program Contact	**Town of Parachute Administrative Contact**
Travis Elliott Town Manager Town of Parachute 222 Grand Valley Way Parachute, CO 81635 970-665-1147 telliott@parachutecolorado.com	Teresa Beecraft Finance Director Town of Parachute 222 Grand Valley Way Parachute, CO 81635 970-665-1145 tbeecraft@parachutecolorado.com

Town of De Beque Program Contact	Town of De Beque Administrative Contact
Care' McInnis, Town Manager cmcinnis@debeque.org 970-270-3290 PO Box 60, 381 Mintur Ave, De Beque, CO 81630	Care' McInnis, Town Manager cmcinnis@debeque.org 970-270-3290 Evelyn Giertz, Administrative Assistant egiertz@debeque.org (970) 283-5475 ext 108 PO Box 60, 381 Mintur Ave, DeBeque, CO 81630

Metro District Battlement Mesa Program Contact	Metro District Battlement Mesa Admin. Contact
Vinnie Tomasulo vtomasulo@bmmetro.com 970-285-9050 401 Arroyo DriveBattlement Mesa, CO 81635	Vinnie Tomasulo vtomasulo@bmmetro.com 970-285-9050 401 Arroyo DriveBattlement Mesa, CO 81635

Town of Collbran Program Contact	Town of Collbran Administrative Contact
Melonie Matarozzo Town Administrator Town of Collbran 1010 High Street Collbran, Co 81624 970-487-3751 townmanager@townofcollbran.us	Melonie Matarozzo Town Administrator Town of Collbran 1010 High Street Collbran, Co 81624 970-487-3751 townmanager@townofcollbran.us

City of Glenwood Springs Program Contact	City of Glenwood Springs Administrative Contact
Steve Boyd 970-384-6422 101 West 8th Street Glenwood Springs, CO 81601 steve.boyd@cogs.us	Steve Boyd 970-384-6422 101 West 8th Street Glenwood Springs, CO 81601 steve.boyd@cogs.us

Colorado River Fire Protection District Program Contact	Colorado River Fire Protection District Administrative Contact
Zach Pigati Division Chief of Operations and Wildland 1850 Railroad Ave Rifle, CO 81650 970-319-8787 zach.pigati@crfr.us	PJ Tillman Administrative Director 1850 Railroad Ave Rifle, CO 81650 970-625-1243 pj.tillman@crfr.us

Grand Valley Fire Protection District Program Contact	Grand Valley Fire Protection District Administrative Contact
Chris Jackson, Fire Chief 0124 Stone Quarry Road Parachute, CO 81635 970-285-9119 opschief@gvfpd.org	Kim Reeves, Administrative Specialist 0124 Stone Quarry Road Parachute, CO 81635 970-285-9119 admin@gvfpd.org

De Beque Fire Protection District Program Contact	De Beque Fire Protection District Administrative Contact
Forest Matis, Fire Chief 4580 I-70 Frontage Rd, De Beque, CO 81630 970-201-4088 forest.matis@debequefire.org	Jason Lee, Captain 4580 I-70 Frontage Rd, De Beque, CO 81630 970-283-8632 jason.lee@debequefire.org

Lower Valley Fire Protection District Program Contact	Lower Valley Fire Protection District Administrative Contact
Travis Holder, Fire Marshal 970-296-4258 tholder@lvfdfire.org 168 N Mesa St., Fruita CO 81521	Frank Cavaliere, Fire Chief 970-858-3133 fcavaliere@lvfdfire.org 168 N Mesa St., Fruita CO 81521

Plateau Valley Fire Protection District Program Contact	Plateau Valley Fire Protection District Administrative Contact
Karl Belden 49084 Ke ½ Rd, Mesa CO 81643 970-261-9773 k.beldenjr@pvfiredept.org	Eric Bruton Acting Fire Chief 49084 Ke ½ Rd., Mesa CO 81643 970-261-9773 e.bruton@pvfiredept.org

Glenwood Springs Rural Fire Protection District Contact	Glenwood Springs Rural Fire Protection District Administrative Contact
Gary Tillotson 101 W 8th Street Glenwood Springs, CO 81601 Telephone: 970-384-6480 Email: gary.tillotson@cogs.us	Mina Bolton 101 W 8th Street Glenwood Springs, CO 81601 Telephone: 970-384-6436 Email:mina.bolton@cogs.us

Colorado State Forest Service Program Contact	Colorado State Forest Service Administrative Contact
Ron Cousineau Northwest Area PO Box 69 Granby, CO 80446 Telephone: 970-217-7022 Email: ron.cousineau@colostate.edu	Scott Woods 9769 W 119th Drive, Suite 12 Broomfield, CO 80021 Telephone: 303-404-9057 Email:scott.woods@colostate.edu

Colorado Parks and Wildlife Program Contact	Colorado Parks and Wildlife Administrative Contact (alt contact)
Molly West 711 Independent Ave Grand Junction, CO 81504 Telephone: 970-250-3818 Email: molly.west@state.co.us	Ivan Archer 711 Independent Ave Grand Junction, CO 81504 Telephone: 970-200-4026 Email:ivan.archer@state.co.us

Bureau of Land Management, Colorado River Valley Field Office Program Contact	Bureau of Land Management, Colorado River Valley Field Office Administrative Contact
Chad Sewell 2300 River Frontage Road Silt, CO 81652 Telephone: 970-876-9030 Email: csewell@blm.gov	Larry Sandoval 2300 River Frontage Road Silt, CO 81652 Telephone: 970-876-9002 Email: lsandoval@blm.gov

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	**U.S. Forest Service Administrative Contact**
Clark Woolley, Partnership Coordinator 900 Grand Avenue Glenwood Springs, CO Telephone: 970-948-9803 Email: clark.woolley@usda.gov	Alex Specht, Grants Management Specialist 900 Grand Ave Glenwood Springs, CO 81601 Telephone: 605-515-8812 Email: alex.specht@usda.gov

E. NOTICES. Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or Cooperators is sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the MOU.

To Cooperators, at Cooperator's address shown in the MOU or such other address designated within the MOU.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

F. PARTICIPATION IN SIMILAR ACTIVITIES. This MOU in no way restricts the U.S. Forest Service or Cooperators from participating in similar activities with other public or private agencies, organizations, and individuals.

G. ENDORSEMENT. Any of Cooperator's contributions made under this MOU do not by direct reference or implication convey U.S. Forest Service endorsement of Cooperators' products or activities.

H. NONBINDING AGREEMENT. This MOU creates no right, benefit, or trust responsibility, substantive or procedural, enforceable by law or equity. The parties shall manage their respective resources and activities in a separate, coordinated and mutually beneficial manner to meet the purpose(s) of this MOU. Nothing in this MOU authorizes any of the parties to obligate or transfer anything of value.

Specific, prospective projects or activities that involve the transfer of funds, services, property, and/or anything of value to a party requires the execution of separate agreements and are contingent upon numerous factors, including, as applicable, but not limited to: agency availability of appropriated funds and other resources; cooperator availability of funds and other resources; agency and cooperator administrative and legal requirements (including agency authorization by statute); etc. This MOU neither provides, nor meets these criteria. If the parties elect to enter into an obligation agreement that involves the transfer of funds, services, property, and/or anything of value to a party, then the applicable criteria must be met. Additionally, under a prospective agreement, each party operates under its own laws, regulations, and/or policies, and any Forest Service obligation is subject to the availability of appropriated funds and other resources. The negotiation, execution, and administration of these prospective agreements must comply with all applicable law.

Nothing in this MOU is intended to alter, limit, or expand the agencies' statutory and regulatory authority.

I. USE OF U.S. FOREST SERVICE INSIGNIA. In order for Cooperators to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications.

A written request must be submitted and approval granted in writing by the Office of Communications (Washington Office) prior to use of the insignia.

J. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no U.S. member of, or U.S. delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.

K. FREEDOM OF INFORMATION ACT (FOIA). Public access to MOU or

agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552).

L. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving,"

any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

M. TERMINATION. Any of the parties, in writing, may terminate this MOU in whole, or in part, at any time before the date of expiration.

N. DEBARMENT AND SUSPENSION. Cooperators shall immediately inform the

U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, should Cooperators or any of their principals receive a transmittal letter or other official

Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

O. MODIFICATIONS. Modifications within the scope of this MOU must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change.

P. COMMENCEMENT/EXPIRATION DATE. This MOU is executed as of the date of the last signature and is effective through *Month Day, Year* at which time it will expire.

Q. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this MOU.

In witness whereof, the parties hereto have executed this MOU as of the last date written below.

____

John Martin, BOCC Chair Garfield County, Colorado

Date: ___________________________________

____

Chris Bornholdt, Garfield County Emergency Management, Colorado

Date: ___________________________________

Andy Martsolf, Mesa County Emergency Management, Colorado

Date: ______________________________________

David Reynolds, Town Administrator, New Castle, Colorado

Date: ______________________________________

____

Art Riddle, Mayor, Town of New Castle, Colorado

Date: ______________________________________

____

Tommy Klein, City Manager, City of Rifle, Colorado

Date: ____

____

Ed Green, Mayor, City of Rifle, Colorado

Date: ____

Trey Fonner, Public Works Administrator, Town of Silt

Date: ______________________________________

Keith Richel, Mayor, Town of Silt

Date: ______________________________________

Travis Elliot, Town Manager, Town of Parachute

Date: ______________________________________

Tom Rugaard, Mayor, Town of Parachute

Date: ______________________________________

Shanelle Hansen, Mayor, Town of De Beque

Date: ______________________________________

Steve Boyd, Acting City Manager, City of Glenwood Springs

Date: ______________________________________

____

Ingrid Wussow, Mayor, City of Glenwood Springs

Date: ______________________________________

Melonie Matarozzo, Town Administrator, Town of Collbran, Colorado

Date: ______________________________________

____

Kris Melnikoff, Mayor, Town of Collbran, Colorado

Date: ______________________________________

____

Vinnie Tomasulo, Metro District Battlement Mesa, Colorado

Date: ____

Chief Leif Sackett, Colorado River Fire Protection District

Date: _______________________________________

Forest Matis, De Beque Fire Protection District

Date: ______________________________________

Chris Jackson, Deputy Chief, Grand Valley Fire Protection District

Date: ______________________________________

Gary Tillotson, Glenwood Springs Rural Fire Protection District

Date: ______________________________________

Karl Belden, Plateau Valley Fire Protection District

Date: ______________________________________

____

Frank Cavaliere, Fire Chief, Lower Valley Fire Protection District

Date: ______________________________________

____

Molly West, Colorado Parks and Wildlife

Date: ___________________________________

____

Scott Wood, Colorado State Forest Service, Partnership Coordinator

Date: ______________________________________

____

Chad Sewell, Bureau of Land Management, Colorado River Valley Field Office Date

Date: _______________________________________

____

Larry Sandoval, Bureau of Land Management, Colorado River Valley Field Office Date

Date: _______________________________________

____

Larry Sandoval, Bureau of Land Management, Colorado River Valley Field Office Date

Date: _______________________________________

SCOTT G. FITZWILLIAMS, Forest Supervisor
U.S. Forest Service, White River National Forest
Date

The authority and format of this agreement have been reviewed and approved for signature.

ALEX SPECHT
U.S. Forest Service, Grants Management Specialist
Region 2, Rocky Mountain Region
Date

FS Agreement No. 24-MU-11021500-

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Code Amendments to Title 070 Regarding Child Care and Other Minor Changes

Action Requested: Staff recommends approval of the proposed code amendments with findings and conditions at the end of this staff report.

Department: Economic and Community Development

Presented By: Jim Hardcastle

Strategic Goals: Generate Sustainable Economic Development

Background Info: **Childcare Uses**

News articles in the Post Independent (Fredregill, 2022) over the last year and a half have illustrated the already high cost of childcare has risen dramatically, and availability of open spots for enrollment are sparse. These conditions have made daycare services prohibitive for many families. Northwest Colorado Council of Governments (NWCCOG) reported a family with an infant and a 4-year-old in full-time care could expect to pay about;

- $27,000 annually, or
    - about 33% of Colorado's annual median income (AMI) of 72,000 (Fredregill, 2022),
    - roughly 35% of Garfield County's 2021 AMI at $77,212 (www.census.gov), and
    - 38% of 2021 AMI in Glenwood Springs at 69,728 (www.census.gov).

An additional aspect to affordability is highlighted in a 2021 report from the U.S. Department of Treasury that cited workers who struggle with childcare needs can experience significant impacts to their career, missing promotion opportunities and even the loss of a job.

Another article (Lassalle, 2023) notes childcare pre-registration lists have included the names of 250 children or more with some waiting over two years. Additionally, Fredregill reported (2022) that Garfield County's licensed capacity for infants is about 8% of the county's infant population. Further, the licensed capacity in Garfield County can serve about 23% of the county's toddler population. Childcare services in Glenwood Springs have clients that travel as far as Parachute and Carbondale from the City.

Fredregill, I. (2022, February 21) A crisis of care: No winners in Western Slope's child care dilemma. Post Independent. https://www.postindependent.com/news/no-winners-in-western-slopes-child-care-dilemma/
Lassalle, L (2023, March 5) Report sheds light on child care capacity gap across the Aspen-to-Parachute region. https://aspenjournalism.org/report-sheds-light-on-child-care-capacity-gap-across-the-aspen-to-parachute-region/

All other code text amendments

The remainder of the proposed code text amendments are concerning errors and omissions that require correction and provisions that warrant clarification for the smooth operation and use of the Municipal Code Title Section 070.

The Planning & Zoning commission reviewed these item at their July 25, 2023 regular meeting where Commissioner Waller motioned to Approve as proposed with staff recommendations on page #6 (of the staff report), and a second from Commissioner Cowan. Motion passes unanimously 7-0.

Issues: **Proposed changes to Code sections:**

1. 070.030.020, Table 030.1

Reasoning: As discussed in the previous section above.
Changes in Code: Adjusting "Special Use Permit Required" to allow "Permitted by right" in the following Zone Districts and Use Specific Standards:

Additionally, during the 2021 session the legislature passed HB21-1222 (Exhibit C) which requires local governing authorities to "treat family child care homes as residential property use in the application of local regulations," including zoning, land use, development, fire & safety, sanitation, and building code regulations.

- The law provides that "local governing authorities shall not impose any additional regulations governing family child care homes that do not also apply to other residential properties."
- The law does preserve some local authority and allows local governments to, "on a case-by-case basis," prohibit or manage the traffic and parking related to, two large family child care homes immediately adjacent to one another.

2. 070.20.020(c), Table 20.4. Summary of Other Nonresidential Dimensional Standards.

Reasoning: Ordinance 15 of 2020 changed the required ratio of landscaping in the Light Industrial (I1) and River Industrial (I2) zone districts. However, in 2020 these changes were not reflected in the zone district summary table that is Section 070.20.020(c). This housekeeping change would cause the summary table to match the zone district profile pages.
Change in Code: Should say 10% minimum landscaping area for I1 and I2, does not match the I1 and I2 specific page. Ord 15 of 2020.

3. 070.030.040(d)(1)(d)(3) Accessory dwelling Units.

Reasoning: Any external improvement involving a detached structure, such as a garage, to a historic district would require a landmark alteration certificate from Historic Preservation Commission. Since a board already exists for additional design review in a historic district, accessory dwelling units should not be prohibited but rather individually reviewed by Historic Preservation Commission to ensure compliance and coherence with the historic district. This prohibition of detached accessory dwelling units in a historic district restricts housing. Also, for reference, City does not have any local historic districts currently. Language removal for clarity and ease of processing such requests.
Change in Code: Removal of language "only when they are internal to an existing residential dwelling or existing accessory structure."

4. 070.40.060(e)(5). Tandem parking.

Reasoning: This change deletes a word that was unintentionally employed twice in a sentence.
Change in Code: Delete first "uses" word to fix an error.

5. 070.50.040(h)(1)(d)(2). Criteria for Reviewing Structure Demolition.

Reasoning: This change improves the clarity of a sentence by removing a word that was unintentionally included in 070.050.040 Landmark Alteration Certificate.
Change in Code: Delete the word "importance" as unnecessary.

6. 070.70.030. Definition of "porch:"

Reasoning: The word "protection" was unintentionally used instead of "projection" in this definition, therefore replacing it with the correct word will improve clarity.
Changes in Code: The word "protection" should be "projection."

Fiscal Impact: Unknown at this time.

Legal Review: Legal has reviewed the language and confirmed compliance with State legislation for child care services.

Staff Recommendation: **Review Process**

Per section 070.060.040(c) of the Municipal Code, These Code amendment changes were reviewed by

Planning & Zoning Commission which recommended approval at their Regular meeting on July 25, 2023. Following Planning & Zoning Commission recommendation, City Council shall review the Code amendment application and approve, approve with conditions, or deny the amendment. City Council may also remand the Code amendment application back to the Director or the Planning Commission for further consideration. Staff analysis is in bold.

The proposed Code amendment changes:

I. Are consistent with the Comprehensive Plan and other City policies;
The proposed code revisions and amendments to the existing Code sections upholds the goals of the Comprehensive Plan Update 2023 and other City policies.

- Preserve Glenwood's character while maintaining livability and increasing the vibrancy and commercial success of the Downtown and throughout Glenwood Springs.
- Promote long-term, sustainable, and diverse economic development.
- Provide equitable and diverse housing for the entire community.

II. Do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
The proposed code revisions and amendments to the existing Code do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code.

III. Are necessary to address a demonstrated community need;
The proposed code revisions and amendments to the existing Code address previous language errors and provide clarification as well as items which seek to allow additional flexibility for childcare facilities.

IV. Are necessary to respond to substantial changes in conditions and/or policy; and
The proposed code revisions and amendments to the existing Code observe deficiencies and address necessary changes in existing Code.

V. Are consistent with the general purpose and intent of this Code.
The proposed code revisions and amendments to the existing Code are in line with the purpose and intent of the Code.

Action Item:

Consideration of code text amendments to Municipal Code Title 070 including Sections related to:
1. 070.030.020 Table of allowed uses 030.1
2. 070.20.020(c), Table 20.4 Summary of Other Nonresidential Dimensional Standards
3. 070.030.040(d)(1)(d)(3) Accessory Dwelling Units.
4. 070.40.060(e)(5) Tandem parking
5. 070.50.040(h)(1)(d)(2) Criteria for Reviewing Structure Demolition.
6. 070.70.030 All Other Terms Defined. Porch

Staff Recommendation: Staff recommends APPROVAL of the text amendments with the following suggested findings:

SUGGESTED FINDINGS

The proposed code revisions to the various Code Sections in Title 070:
I. Are consistent with the Comprehensive Plan and other City policies;
II. Do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
III. Are necessary to address a demonstrated community need;
IV. Are necessary to respond to substantial changes in conditions and/or policy; and
V. Are consistent with the general purpose and intent of this Code.

Planning File 40-23 Title 070 Code Amendments

Regarding Childcare and Other Minor Changes

Thursday, September 7, 2023

CITY OF GLENWOOD SPRINGS COLORADO

Background

- High cost of childcare has risen dramatically
- Availability of open spots for enrollment are sparse
- A family with an infant and a 4-year-old in full-time care could expect to pay about;

  $27,000 annually, or

    - 33% of **Colorado's** 2021 annual median income (AMI) of $72,000,
    - 35% of **Garfield County's** 2021 AMI at $77,212, and
    - 38% of **Glenwood Springs'** 2021 AMI in at $69,728.

- Workers who struggle with childcare needs;
    - can experience significant impacts to their career,
    - miss promotion opportunities, and
    - even the loss of a job.

Background

- 250 children or more wait-list over two years
- Garfield County's licensed capacity;
  - can serve 8% of the county's infant population.
  - can serve 23% of the county's toddler population.
- Childcare services in Glenwood Springs have clients as far as Parachute and Carbondale.
- All other code text amendments:
  - The remainder of the proposed code text amendments are concerning errors and omissions that require correction and provisions that warrant clarification for the smooth operation and use of the Municipal Code Title Section 070.
  - The Planning & Zoning commission reviewed these item at their July 25, 2023 regular meeting where Commissioner Waller motioned to Approve as proposed with staff recommendations on page #6 (of the staff report), and a second from Commissioner Cowan. Motion passes unanimously 7-0.

CITY OF GLENWOOD SPRINGS COLORADO

Proposed Code Amendments

1. **070.030.020 - Table of Allowed Uses.** Changes in Code: Adjusting "Special Use Permit Required" to allow "Permitted by right" in the following Zone Districts and Use Specific Standards:

…

(e) Table of Allowed Uses.

Table 030.1: Table of Allowed Uses																		
P = permitted by right S = special use permit required Blank = use prohibited																		
	Districts →																	
Use Category	Use Type	RR	RL	RM1	RM2	RH	RT	M1	M2	M3	CO	RE	I1	I2	IN	HP	Use-Specific Standards	Required Minimum Parking
PUBLIC, INSTITUTIONAL, AND CIVIC USES																		
Adult and Child Care Facilities	Adult day care				S	S	S	P	P	P	P	P			P	S		1 per 300 square feet
	Child care center	S	S	S	S	~~S~~P	~~S~~P	P	P	P	P	P			S		070.030.030(d)(1)	1 per 250 square feet
	Child day care home, large	~~S~~P	~~S~~P	~~S~~P	~~S~~P	~~S~~P	~~S~~P	P	P		P	P					070.030.030(d)(2)	3 per dwelling unit
	Child day care home, small	P	P	P	P	P	P	P	P		P	P	S			P	070.030.030(d)(3)	2 per dwelling unit

Additionally, during the 2021 session the legislature passed HB21-1222 (Exhibit C) which requires local governing authorities to "treat family child care homes as residential property use in the application of local regulations," including zoning, land use, development, fire & safety, sanitation, and building code regulations.

- The law provides that "local governing authorities shall not impose any additional regulations governing family child care homes that do not also apply to other residential properties."
- The law does preserve some local authority and allows local governments to, "on a case-by-case basis," prohibit or manage the traffic and parking related to, two large family child care homes immediately adjacent to one another.

Other Minor Code Amendments

2. 070.020.020 Summary of Dimensional Standards. Change in Code: Should say 10% minimum landscaping area for I1 and I2, does not match the I1 and I2 specific page. Ord 15 of 2020.

…

(c) *Other Nonresidential Districts.*

Table 020.4: Summary of Other Nonresidential Dimensional Standards					
	RE	I1	I2	IN	HP
Lot Standards					
Lot area, minimum	None	10,000 sf	None	None	5,000 sf
Landscaped area, minimum	10 percent	~~20~~ 10 percent	~~20~~ 10 percent	10 percent	20 percent
Density, maximum	—	—	—	—	- Areas on a lot with slopes up to 20 percent: 1 du/ 5,000 sf - Areas on a lot with slopes greater than 20 percent: see 070.040.020(b).
Setbacks					
Front, minimum	5 feet	20 feet	20 feet	15 feet	15 feet
Front, maximum	60 feet	—	—	—	—
Side, minimum	5 feet	10 feet	5 feet	5 feet	5 feet
Rear, minimum	10 feet	10 feet	10 feet	5 feet	15 feet
Building Standards, Maximum					
Building height	60 feet	40 feet	40 feet	40 feet	27 feet

Other Minor Code Amendments

3. 070.030.040(d)(1)(d)(3) – Accessory Uses and Structure. Change in Code: Removal of language "only when they are internal to an existing residential dwelling or existing accessory structure."

(d) Additional Standards for Specific Accessory Uses and Structures.

(1) Accessory Dwelling Units.

a. Purpose and Intent. The intent of this Subsection is to promote small rental housing units in the form of accessory dwelling units on lots with detached single-family dwellings, to increase the stock of attainable rental housing in the community, use available land more efficiently, and minimize the additional infrastructure that must be provided to support such rental units. These standards are established to minimize impacts to the surrounding residential neighborhoods and the community.

b. Applicability. These standards apply to all accessory dwelling units. Private covenants, conditions, or restrictions on any development, subdivision, or use of land do not preclude compliance with this Section.

c. Ownership. An accessory dwelling unit shall not be sold independently of the principal dwelling on the parcel.

d. Where Permitted.

1. Accessory dwelling units are allowed in zoning districts according to Table 030.1, Table of Allowed Uses.

2. Accessory dwelling units are allowed within a planned unit development unless specifically identified as a prohibited use by the planned unit development.

3. Accessory dwelling units are allowed by right within a historic district ~~only when they are internal to an existing residential dwelling or existing accessory structure.~~

4. Accessory dwelling units shall only be permitted on a lot where a detached single-family dwelling exists or will be constructed concurrently with the accessory dwelling unit.

Other Minor Code Amendments

4. **070.040.060 Off-Street Parking and Loading.** Change in Code: Delete first "uses" word to fix an error.

…

(e) *Parking Alternatives.* The developer of a property may submit an application to the Director requesting consideration of alternatives to the off-street parking spaces required by Table 030.1: Table of Allowed Uses, pursuant to the following standards:

…

(5) *Tandem Parking.* Tandem parking is allowed for any residential parking area, and for vehicle sales and leasing uses. The Director may also approve tandem parking for employee parking areas for ~~uses~~ nonresidential uses requiring fewer than ten (10) parking spaces pursuant to Table 030.1: Table of Allowed Uses.

5. **070.050.040 Landmark Alteration Certificate.** Change in Code: Delete the word "importance" as unnecessary.

…

(h) *Criteria for Reviewing Structure Demolition.*

(1) *Review Criteria for Total Demolition.* Applicants requesting a landmark alteration certificate for total demolition must provide data to clearly demonstrate that the situation meets the following four (4) criteria:

a. The building is structurally unsound.

b. The building cannot be rehabilitated or reused on site to provide for any reasonable beneficial use of the property.

c. The building cannot be practically moved to another site in the City.

d. The applicant demonstrates that the proposal mitigates to the greatest extent practicable the following:

1. Any impacts that occur to the visual character of the neighborhood where demolition is proposed to occur; and

2. Any impact to the historical or architectural significance ~~importance~~ of other buildings located on the property and to adjacent landmarks or contributing buildings within an historic district.

e. In the case of archaeological sites, consideration will be given to whether information can be recovered as part of the demolition.

6. **070.070.030 All Other Terms Defined.** Changes in Code: The word "protection" should be "projection."

…

Porch. Any gallery, veranda, piazza, portico, or similar ~~protection~~ projection from the main wall of a building and covered by a roof, other than a carport, with no opaque side enclosures (except screens and handrails) that is more than thirty-six (36) inches in height.

CITY OF GLENWOOD SPRINGS COLORADO

Review Criteria and Analysis

Per section 070.060.040(c) of the Municipal Code, These Code amendment changes were reviewed by Planning & Zoning Commission which recommended approval at their Regular meeting on July 25, 2023. Following Planning & Zoning Commission recommendation, City Council shall review the Code amendment application and approve, approve with conditions, or deny the amendment. City Council may also remand the Code amendment application back to the Director or the Planning Commission for further consideration. Staff analysis is in bold.

The proposed Code amendment changes:

I. Are consistent with the Comprehensive Plan and other City policies;

The proposed code revisions and amendments to the existing Code sections upholds the goals of the Comprehensive Plan Update 2023 and other City policies.

- Preserve Glenwood's character while maintaining livability and increasing the vibrancy and commercial success of the Downtown and throughout Glenwood Springs.
- Promote long-term, sustainable, and diverse economic development.
- Provide equitable and diverse housing for the entire community.

II. Do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;

The proposed code revisions and amendments to the existing Code do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code.

III. Are necessary to address a demonstrated community need;

The proposed code revisions and amendments to the existing Code address previous language errors and provide clarification as well as items which seek to allow additional flexibility for childcare facilities.

IV. Are necessary to respond to substantial changes in conditions and/or policy; and

The proposed code revisions and amendments to the existing Code observe deficiencies and address necessary changes in existing Code.

V. Are consistent with the general purpose and intent of this Code.

The proposed code revisions and amendments to the existing Code are in line with the purpose and intent of the Code.

CITY OF GLENWOOD SPRINGS COLORADO

Action Item:

Consideration of code text amendments to Municipal Code Title 070 including Sections related to:

1. **070.030.020** Table of allowed uses 030.1 (concerning Childcare centers & Child day care home, large)
2. **070.20.020(c)** Table 20.4 Summary of Other Nonresidential Dimensional Standards
3. **070.030.040(d)(1)(d)(3)** Accessory Dwelling Units.
4. **070.40.060(e)(5)** Tandem parking
5. **70.50.040(h)(1)(d)(2)** Criteria for Reviewing Structure Demolition.
6. **070.70.030** All Other Terms Defined. Porch

CITY OF GLENWOOD SPRINGS COLORADO

Staff Recommendation

Staff recommends **APPROVAL** of the text amendments with the following suggested findings:

Suggested Findings

The proposed code amendments:

I. Are consistent with the Comprehensive Plan and other City policies;
II. Do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
III. Are necessary to address a demonstrated community need;
IV. Are necessary to respond to substantial changes in conditions and/or policy; and
V. Are consistent with the general purpose and intent of this code.

CITY OF GLENWOOD SPRINGS COLORADO

Planning & Zoning Commission Report

Date: July 25, 2023
To: Planning & Zoning Commission
From: Jim Hardcastle, Long Range Principal Planner
Subject: #40-23 Code Amendments related to Child Care Uses and other minor changes.

REQUEST	Consideration of various code text amendments to Municipal Code including Title 070.030.020 Allowed Uses, 070.20.020 Table 20.4 Summary of Other Nonresidential Dimensional Standards, 070.030.040 Accessory Dwelling Units, 070.40.060 Tandem parking, 070.50.040 Criteria for Reviewing Structure Demolition, and 070.70.030 All Other Terms Defined.
APPLICANT	City of Glenwood Springs
OWNER	N/A
LOCATION	Citywide
ZONE	Citywide

ACTION ITEMS

Action 1 – Code Amendment– Consideration of code amendment changes to the following Sections:

1. 070.030.020 Table of allowed uses 030.1
2. 070.20.020(c), Table 20.4 Summary of Other Nonresidential Dimensional Standards
3. 070.030.040(d)(1)(d)(3) Accessory Dwelling Units
4. 070.40.060(e)(5) Tandem parking
5. 070.50.040(h)(1)(d)(2) *Criteria for Reviewing Structure Demolition*
6. 070.70.030 All Other Terms Defined. Porch

Staff recommendation: *Staff recommends* **approval** *of the proposed code amendments with findings and conditions at the end of this staff report.*

BACKGROUND

Childcare Uses

News articles in the Post Independent (Fredregill, 2022) over the last year and a half have illustrated the already high cost of childcare has risen dramatically, and availability of open spots for enrollment are sparse. These conditions have made daycare services prohibitive for many families.

Northwest Colorado Council of Governments (NWCCOG) reported a family with an infant and a 4-year-old in full-time care could expect to pay about;

- $27,000 annually, or
    - o about 33% of Colorado's annual median income (AMI) of 72,000 (Fredregill, 2022),
    - o roughly 35% of Garfield County's 2021 AMI at $77,212 (www.census.gov), and
    - o 38% of 2021 AMI in Glenwood Springs at 69,728 (www.census.gov).

An additional aspect to affordability is highlighted in a 2021 report from the U.S. Department of Treasury that cited workers who struggle with childcare needs can experience significant impacts to their career, missing promotion opportunities and even the loss of a job.

Another article (Lassalle, 2023) notes childcare pre-registration lists have included the names of 250 children or more with some waiting over two years. Additionally, Fredregill reported (2022) that Garfield County's licensed capacity for infants is about 8% of the county's infant population. Further, the licensed capacity in Garfield County can serve about 23% of the county's toddler population. Childcare services in Glenwood Springs have clients that travel as far as Parachute and Carbondale from the City.

Fredregill, I. (2022, February 21) A crisis of care: No winners in Western Slope's child care dilemma. Post Independent. https://www.postindependent.com/news/no-winners-in-western-slopes-child-care-dilemma/

Lassalle, L (2023, March 5) Report sheds light on child care capacity gap across the Aspen-to-Parachute region. https://aspenjournalism.org/report-sheds-light-on-child-care-capacity-gap-across-the-aspen-to-parachute-region/

<u>All other code text amendments</u>

The remainder of the proposed code text amendments are concerning errors and omissions that require correction and provisions that warrant clarification for the smooth operation and use of the Municipal Code Title Section 070.

PROJECT SUMMARY

To facilitate and encourage licensed day-care facilities within Glenwood Springs, Staff has identified changes to the Development Code that could make the siting and creation of such businesses easier while still maintaining State licensing standards. These changes include altering the use by right status within a few of the zoning districts and clarifying the allowance of ages and numbers of enrolled in various programs.

Proposing changes to 070.030.020 Table 030.1, & 070.030.030(d)(1)&(2) Child Care Centers and Child Day Care requirements are submitted to help alleviate economic and routine hardships for families in Glenwood Springs to facilitate childcare services in the City and allow more home-based daycare.

Staff is recommending allowing changes within "Special Use Permits Required" and to uses that are "Permitted By Right" in 6 zone districts for the category "Child Day Care Home, Large" and 2 zone districts for "Child Care Center", as seen in the table below and attached to this staff report. The cost to start such a venture will be reduced by removing the requirement of a Special use Permit, encouraging Day Care Centers and Child Day Care in homes.

Staff has included this language Exhibit A - Draft Code Amendments, attached to this report.

Proposed changes to Code sections:

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1. **070.030.020, Table 030.1**

   Reasoning: As discussed in the previous section above.

   Changes in Code: Adjusting "Special Use Permit Required" to allow "Permitted by right" in the following Zone Districts and Use Specific Standards:

   070.030.020 - Table of Allowed Uses.
   (e) Table of Allowed Uses.

Table 030.1: Table of Allowed Uses																	
P = permitted by right S = special use permit required Blank = use prohibited																	
	Districts →																
Use Category	Use Type	RR	RL	RM1	RM2	RH	RT	M1	M2	M3	CO	RE	I1	I2	IN	HP	Use-Specific Standards	Required Minimum Parking
PUBLIC, INSTITUTIONAL, AND CIVIC USES																		
Adult and Child Care Facilities	Adult day care				S	S	S	P	P	P	P	P			P	S		1 per 300 square feet
	Child care center	S	S	S	S	~~S~~ P	~~S~~ P	P	P	P	P	P			S		070.030.030(d)(1)	1 per 250 square feet
	Child day care home, large	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	P	P		P	P					070.030.030(d)(2)	3 per dwelling unit
	Child day care home, small	P	P	P	P	P	P	P	P		P	P	S			P	070.030.030(d)(3)	2 per dwelling unit

   AND,

   Adjusting and adding language for clarity within the sections below.

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2. **070.20.020(c), Table 20.4.** Summary of Other Nonresidential Dimensional Standards.

   Reasoning: Ordinance 15 of 2020 changed the required ratio of landscaping in the Light Industrial (I1) and River Industrial (I2) zone districts. However, in 2020 these changes were not reflected in the zone district summary table that is Section 070.20.020(c). This housekeeping change would cause the summary table to match the zone district profile pages.

   Change in Code: Should say 10% minimum landscaping area for I1 and I2, does not match the I1 and I2 specific page. Ord 15 of 2020.

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3. **070.030.040(d)(1)(d)(3)** Accessory dwelling Units.

   Reasoning: Any external improvement involving a detached structure, such as a garage, to a historic district would require a landmark alteration certificate from Historic Preservation Commission. Since a board already exists for additional design review in a historic district, accessory dwelling units should not be prohibited but rather individually reviewed by Historic Preservation Commission to ensure compliance and coherence with the historic district. This prohibition of detached accessory dwelling units in a historic district restricts housing. Also, for reference, City does not have any local historic districts currently. Language removal for clarity and ease of processing such requests.

(d) Additional Standards for Specific Accessory Uses and Structures.

(1) Accessory Dwelling Units.

a. Purpose and Intent. The intent of this Subsection is to promote small rental housing units in the form of accessory dwelling units on lots with detached single-family dwellings, to increase the stock of attainable rental housing in the community, use available land more efficiently, and minimize the additional infrastructure that must be provided to support such rental units. These standards are established to minimize impacts to the surrounding residential neighborhoods and the community.
b. Applicability. These standards apply to all accessory dwelling units. Private covenants, conditions, or restrictions on any development, subdivision, or use of land do not preclude compliance with this Section.

c. Ownership. An accessory dwelling unit shall not be sold independently of the principal dwelling on the parcel.

d. Where Permitted.

1. Accessory dwelling units are allowed in zoning districts according to Table 030.1, Table of Allowed Uses.

2. Accessory dwelling units are allowed within a planned unit development unless specifically identified as a prohibited use by the planned unit development.

3. Accessory dwelling units are allowed by right within a historic district ~~only when they are internal to an existing residential dwelling or existing accessory structure~~.

4. Accessory dwelling units shall only be permitted on a lot where a detached single-family dwelling exists or will be constructed concurrently with the accessory dwelling unit.

Change in Code: Removal of language “only when they are internal to an existing residential dwelling or existing accessory structure.”

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4. **070.40.060(e)(5).** Tandem parking.

Reasoning: This change deletes a word that was unintentionally employed twice in a sentence.

Change in Code: Delete first “uses” word to fix an error.

(5) *Tandem Parking.* Tandem parking is allowed for any residential parking area, and for vehicle sales and leasing uses. The Director may also approve tandem parking for employee parking areas for ~~uses~~ nonresidential uses requiring fewer than ten (10) parking spaces pursuant to Table 030.1: Table of Allowed Uses.

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5. **070.50.040(h)(1)(d)(2).** Criteria for Reviewing Structure Demolition.

Reasoning: This change improves the clarity of a sentence by removing a word that was unintentionally included in 070.050.040 Landmark Alteration Certificate.

Change in Code: Delete the word "importance" as unnecessary.

2. Any impact to the historical or architectural significance ~~importance~~ of other buildings located on the property and to adjacent landmarks or contributing

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6. **070.70.030.** Definition of "porch:"

Reasoning: The word "protection" was unintentionally used instead of "projection" in this definition, therefore replacing it with the correct word will improve clarity.

Changes in Code: The word "protection" should be "projection."

Porch. Any gallery, veranda, piazza, portico, or similar ~~protection~~ projection from the main wall of a building and covered by a roof, other than a carport, with no opaque side enclosures (except screens and handrails) that is more than thirty-six (36) inches in height.

REVIEW CRITERIA AND STAFF ANALYSIS

A Code amendment is a legislative decision by the City Council. The role of Planning & Zoning Commission is to recommend approval or denial. Prior to recommending approval or approving a proposed Code amendment, the Planning Commission and City Council shall consider whether and to what extent the proposed amendment meets the following criteria. Staff analysis is in bold.

I. Is consistent with the Comprehensive Plan and other City policies;
The proposed code revisions and amendments to the existing Code sections upholds the goals of the Comprehensive Plan Update 2023 and other City policies.
   - Preserve Glenwood's character while maintaining livability and increasing the vibrancy and commercial success of the Downtown and throughout Glenwood Springs.
   - Promote long-term, sustainable, and diverse economic development.
   - Provide equitable and diverse housing for the entire community.

II. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
The proposed code revisions and amendments to the existing Code do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code.

III. Is necessary to address a demonstrated community need;
The proposed code revisions and amendments to the existing Code address previous language errors and provide clarification as well as items which seek to allow additional flexibility for childcare facilities.

IV. Is necessary to respond to substantial changes in conditions and/or policy; and
The proposed code revisions and amendments to the existing Code observe deficiencies and address necessary changes in existing Code.

V. Is consistent with the general purpose and intent of this Code.
The proposed code revisions and amendments to the existing Code are in line with the purpose and intent of the Code.

ACTION ITEMS AND STAFF RECOMMENDATIONS

Review Process
Per section 070.060.040(c) of the Municipal Code, any Code amendment change shall be reviewed by Planning Commission which recommends approval, approval with conditions or denial of the amendment. Following Planning Commission recommendation, City Council shall review the Code amendment application and approve, approve with conditions, or deny the amendment. City Council may also remand the Code amendment application back to the Director or the Planning Commission for further consideration.

Action Item:

Consideration of code text amendments to Municipal Code Title 070 including Sections related to:

1. 070.030.020 Table of allowed uses 030.1
2. 070.20.020(c), Table 20.4 Summary of Other Nonresidential Dimensional Standards
3. 070.030.040(d)(1)(d)(3) Accessory Dwelling Units.
4. 070.40.060(e)(5) Tandem parking
5. 070.50.040(h)(1)(d)(2) *Criteria for Reviewing Structure Demolition.*
6. 070.70.030 All Other Terms Defined. Porch

Staff Recommendation: Staff recommends **APPROVAL** of the text amendments with the following suggested findings:

SUGGESTED FINDINGS

The proposed code revisions to the various Code Sections in Title 070:

I. Are consistent with the Comprehensive Plan and other City policies;
II. Do not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
III. Are necessary to address a demonstrated community need;
IV. Are necessary to respond to substantial changes in conditions and/or policy; and
V. Are consistent with the general purpose and intent of this Code.

MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission
Regular Meeting
July 25, 2023
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM P&Z

1) Roll Call

Present: Commissioners: Commissioner Waller, Commissioner Cowan, Commissioner Shaver, Commissioner Davey, Commissioner Cipperly, Commissioner White, Commissioner Houghton

Also Present: Director of Community and Economic Development Hannah Klausman, Assistant City Attorney Richard Peterson-Kremer, Senior Planner Watkins Fulk-Gray.

Chair Shaver asked for a motion to seat alternates Commissioners Cowan and Houghton, Commissioner Shaver motioned to seat them and Commissioner Waller seconded the motion.

2) Conflicts of interest: None

3) Receipt of the Draft Minutes for June 27, 2023:

a. June 27, 2023: Commissioner Waller motioned to accept, and Commissioner White seconded the motion. Motion passes 5-2 with Commissioners Cipperly and Houghton abstaining.

4) Comments from citizens appearing for items not on the agenda:

- David Hauter, Glenwood Springs:
  - Habitat 4 Humanity development at Cowdin Drive, Midland Ave, and 8th Street.
  - Transparency, discussing fiduciary responsibility, transportation studies, affordable housing
- Don Gillespie, Glenwood Springs:
  - Habitat 4 Humanity development at Cowdin Drive, Midland Ave, and 8th Street.
  - Transportation issues, traffic studies, and affordable housing
- Gary Vick, 614 Cowdin Drive, Glenwood Springs
  - Habitat 4 Humanity development at Cowdin Drive, Midland Ave, and 8th Street.
  - Transportation study with purpose and foresight, and overall municipal build out numbers

5) New Items

a. **Housing Policy Discussion for Title 070 Municipal Code**

Senior Planner Watkins Fulk-Gray introduced the topic as a discussion item, not an action item, about a possible upzoning and changes to the City's density bonus program. He noted that the Strategic Housing Plan Update was adopted by City Council. The two discussion topics are both related to recommendations in the Plan Update. He discussed the locations that would be impacted by possible changes, the City's options for making changes, types of residential development the City may want, and possible things the City may be willing to give as an incentive.

Commissioner questions included the following:

- Did Housing Commissions specify what kinds of tools limiting teardowns would be appropriate?
- Would lot requirements would still need to be met?
- How would the areas downtown that do not require parking be considered?
- What are the qualifying strategies for DOLA?
- Would a primary residence, an ADU, and a "junior" ADU make it a triplex?
- Are there minimum floor areas for units?
- Are there incentives to create new free market housing?
- What is the intent of landscaping requirements?

Commissioner comments included:

- Better to refer to "property owners" or "builders" rather than "developers"
- Important to not give up neighborhood character.
- Concern about the impact to historic homes and the proposed changes not meeting the City's Historic Preservation Plan. The Historic Preservation Commission should be offered the chance to comment.
- May be appropriate to do outreach to neighborhoods with HOAs that would prohibit duplexes or triplexes.
- Triplexes would fall under the IBC rather than the IRC, which is more expensive to develop under. Some places like Shelby County, TN, have exempted up to six units from IBC requirements.
- Upzoning is not a silver bullet for housing shortage.
- Modest support for allowing additional units, whether through upzoning or density bonus, to be allowed as free market.
- Additional public input is necessary.
- A "cliff notes" version of what is in the Strategic Housing Plan Update would be helpful.

Public comment included:
Gary Vick pointed out the parking requirements for new development and stated he felt it is too low.

Staff noted that the upzoning could be structured so that all redevelopment would have to meet code requirements, such as parking. No limitations on teardowns currently exist. Staff explained that a single-family home with two ADUs might be considered a triplex, depending on the configuration. Minimum floor areas for dwelling units are established by Building Code. Staff explained that landscaping requirements do apply to single-family homes.

b. Code Amendments to Title 070 regarding Child Care Uses and other minor changes

Long Range Principal Planner Jim Hardcastle presented proposed changes to the Municipal Code Title 070: 070.030.020 Allowed Uses, 070.20.020 Table 20.4 Summary of Other Nonresidential Dimensional Standards, 070.030.040 Accessory Dwelling Units, 070.40.060 Tandem parking, 070.50.040 Criteria for Reviewing Structure Demolition, and 070.70.030 All Other Terms Defined. He explained the critical need for childcare in the City and how difficult it is for families to find affordable care for their children, and detailed the Code changes that will hopefully support the creation of new childcare in commercial day care center settings, in-home childcare in large, and small residential dwellings. This will support new options by expanding the zone districts which will allow "permitted by right" designations, all adjusted from and eliminating a "special use permit required". He went on to detail the other code amendments outside of childcare which included errors and clarification to allow better interpretation of the Code.

Commissioner comments and questions included:

- The language for the different types of childcare uses was unclear.
- Where are the RH and RT centers found?
- The Presbyterial church near Valley View Hospital was looking at childcare permitting last year, what happed there?
- If we are to amend this code, the permitted use change would not come in front of Planning & Zoning Commission, though how will the adjacent neighborhood be informed? Could Large home care and Childcare Centers be allowed to require public notice within 300 feet?
- Porch language change and discussion, why is 36" in height significant?
- If we change code 2:03:30

Staff explained that a Childcare Center is where 5 or more children 18 years old or younger with no cap on the numbers are served, a large home care is where 7-12 children are cared for, and a small home care is where 2 or more is served and not to exceed 6 children. The large and small care options are allowed in a residence and the center is in a commercial setting at this time. RH and RT zone districts are found in corridors between low density residential and commercial and transit areas, also just outside the GID. We are proposing to change the permitted uses by right process under our control and not those governed by covenants which are not of concern to the City. The Presbyterial church dealt with a Special Use Permit which was denied last year based on a lack of community support. There are public notice requirements in place at this time for many processes and uses, and your suggestions to change notice for proposed childcare uses in various areas would allow for a permitted use to have that applied with thresholds should you attach it to your recommendation tonight. 36" in height may be limiting an area's enclosure to prevent a fully enclosed area where a room would typically exist.

No public comment was offered:

Commissioner Waller motioned to Approve as proposed with staff recommendations on page #6, and a second from Commissioner Cowan. Motion passes unanimously 7-0.

6) Commissioner Comments

Commissioner questions, comments, and staff responses included the following:

- Regarding P&Z training and public comments, what is the process when the public wants to address a decision made by Planning & Zoning (P&Z)?
    - Assistant City Attorney Richard Peterson-Kremer: Code processes for appeals are established. Depending on the type of application, decisions can be appealed to Council, called up by Council members, or the Community Development Director can send P&Z staff administrative decisions and P&Z can call them up.
- The Childcare changes are exciting and positive but we need to be creative about getting the information out to the community so they can act on the changes made here, social media may be an avenue. In addition, the Triplex when approved can be positive changes to our community that be beneficial if we can get this information out in a positive way.

7) Director Comments

Community Development Director Hannah Klausman shared the following:

- Clarified Porch Code Changes from earlier in the meeting will be more clearly explained in the staff report to City Council and shared back to the Planning and Zoning Commission at the next meet opportunity.
- Updated the Commissioners on upcoming applications for Planning and Zoning future meetings in August & September containing design variances.
- Shared the status of employment within the Engineering and Community Development department, as we have filled three City Engineering positions.

8) Adjournment

Meeting adjourned at 8:40pm.

Exhibit A

070.030.020 - Table of Allowed Uses.

...

(e) Table of Allowed Uses.

Table 030.1: Table of Allowed Uses																		
P = permitted by right S = special use permit required Blank = use prohibited																		
	Districts →																	
Use Category	Use Type	RR	RL	RM1	RM2	RH	RT	M1	M2	M3	CO	RE	I1	I2	IN	HP	Use-Specific Standards	Required Minimum Parking
PUBLIC, INSTITUTIONAL, AND CIVIC USES																		
Adult and Child Care Facilities	Adult day care				S	S	S	P	P	P	P	P			P	S		1 per 300 square feet
	Child care center	S	S	S	S	~~S~~ P	~~S~~ P	P	P	P	P	P			S		070.030.030(d)(1)	1 per 250 square feet
	Child day care home, large	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	~~S~~ P	P	P		P	P					070.030.030(d)(2)	3 per dwelling unit
	Child day care home, small	P	P	P	P	P	P	P	P		P	P	S			P	070.030.030(d)(3)	2 per dwelling unit

070.020.020 Summary of Dimensional Standards.

...

(c) *Other Nonresidential Districts.*

Table 020.4: Summary of Other Nonresidential Dimensional Standards					
	RE	I1	I2	IN	HP
Lot Standards					
Lot area, minimum	None	10,000 sf	None	None	5,000 sf
Landscaped area, minimum	10 percent	~~20~~ 10 percent	~~20~~ 10 percent	10 percent	20 percent
Density, maximum	—	—	—	—	- Areas on a lot with slopes up to 20 percent: 1 du/ 5,000 sf - Areas on a lot with slopes greater than 20 percent: see 070.040.020(b).
Setbacks					
Front, minimum	5 feet	20 feet	20 feet	15 feet	15 feet
Front, maximum	60 feet	—	—	—	—
Side, minimum	5 feet	10 feet	5 feet	5 feet	5 feet
Rear, minimum	10 feet	10 feet	10 feet	5 feet	15 feet
Building Standards, Maximum					
Building height	60 feet	40 feet	40 feet	40 feet	27 feet

070.030.040(d)(1)(d)(3) – Accessory Uses and Structure.

(d) Additional Standards for Specific Accessory Uses and Structures.

(1) Accessory Dwelling Units.

a. Purpose and Intent. The intent of this Subsection is to promote small rental housing units in the form of accessory dwelling units on lots with detached single-family dwellings, to increase the stock of attainable rental housing in the community, use available land more efficiently, and minimize the additional infrastructure that must be provided to support such rental units. These standards are established to minimize impacts to the surrounding residential neighborhoods and the community.

b. Applicability. These standards apply to all accessory dwelling units. Private covenants, conditions, or restrictions on any development, subdivision, or use of land do not preclude compliance with this Section.

c. Ownership. An accessory dwelling unit shall not be sold independently of the principal dwelling on the parcel.

d. Where Permitted.

1. Accessory dwelling units are allowed in zoning districts according to Table 030.1, Table of Allowed Uses.

2. Accessory dwelling units are allowed within a planned unit development unless specifically identified as a prohibited use by the planned unit development.

3. Accessory dwelling units are allowed by right within a historic district ~~only when they are internal to an existing residential dwelling or existing accessory structure.~~

4. Accessory dwelling units shall only be permitted on a lot where a detached single-family dwelling exists or will be constructed concurrently with the accessory dwelling unit.

070.040.060 Off-Street Parking and Loading.

…

(e) *Parking Alternatives.* The developer of a property may submit an application to the Director requesting consideration of alternatives to the off-street parking spaces required by Table 030.1: Table of Allowed Uses, pursuant to the following standards:

…

(5) *Tandem Parking.* Tandem parking is allowed for any residential parking area, and for vehicle sales and leasing uses. The Director may also approve tandem parking for employee parking areas for ~~uses~~ nonresidential uses requiring fewer than ten (10) parking spaces pursuant to Table 030.1: Table of Allowed Uses.

070.050.040 Landmark Alteration Certificate.

…

(h) *Criteria for Reviewing Structure Demolition.*

(1) *Review Criteria for Total Demolition.* Applicants requesting a landmark alteration certificate for total demolition must provide data to clearly demonstrate that the situation meets the following four (4) criteria:

a. The building is structurally unsound.

b. The building cannot be rehabilitated or reused on site to provide for any reasonable beneficial use of the property.

c. The building cannot be practically moved to another site in the City.

d. The applicant demonstrates that the proposal mitigates to the greatest extent practicable the following:

1. Any impacts that occur to the visual character of the neighborhood where demolition is proposed to occur; and

2. Any impact to the historical or architectural significance ~~importance~~ of other buildings located on the property and to adjacent landmarks or contributing buildings within an historic district.

e. In the case of archaeological sites, consideration will be given to whether information can be recovered as part of the demolition.

070.070.030 All Other Terms Defined.

…

Porch. Any gallery, veranda, piazza, portico, or similar ~~protection~~ projection from the main wall of a building and covered by a roof, other than a carport, with no opaque side enclosures (except screens and handrails) that is more than thirty-six (36) inches in height.

Exhibit B

070.070.020 Definitions of Use Categories and Specific Use Types.

…

(b) Public, Institutional, and Civic Uses.

…

(2) *Adult and Child Care Facilities.* Uses in this category include temporary care facilities on a less than twenty-four-hour basis for adults and children of varying ages. Activities include supervision, education, and recreation for care facility participants. Accessory uses commonly include recreation, personal storage buildings, and parking.

a. *Adult Day Care*. A facility, whether in a private home or institutional setting, providing temporary care and supervision for persons eighteen (18) years of age or older. Care is provided for periods of less than twenty-four (24) hours a day and does not include overnight care.

b. *Child Care Center.* A facility that is maintained for the whole or part of a day for the care of five (5) or more children who are eighteen (18) years of age or younger and who are not related to the owner, operator, or manager of the facility, whether such facility is operated with or without compensation for such care and with or without stated educational purposes. The term includes facilities commonly known as day care centers, school-age child care centers, before and after school programs, nursery schools, kindergartens, preschools, day camps, summer camps, and centers for developmentally disabled children and those facilities that give twenty-four-hour care for children and includes those facilities for children under the age of six (6) years with stated educational purposes operated in conjunction with a public, private or parochial college or a private or parochial school; except that the term shall not apply to any kindergarten maintained in connection with a public, private or parochial elementary school system of at least six (6) grades or operated as a component of a school district's preschool program operated pursuant to the Colorado Preschool and Kindergarten Program Act, 22-28-101, et seq. of the Colorado Revised Statutes, as amended. The term shall not include any facility licensed as a family child care home or foster care home.

c. *Child Day Care Home, Large.* A family child care home that provides care for seven (7) to twelve (12) children. Child care may be provided to children from twenty-four (24) months to thirteen (13) years of age. This does not prohibit the care of children ages thirteen (13) to eighteen (18). Care may be provided to no more than two (2) children under the age of two (2) whether or not older siblings are in care.

d. *Child Day Care Home, Small.* A type of family care home that provides less than twenty-four-hour care for two (2) or more children on a regular basis in a place of residence. Children in care are from different family households and are not related to the caregiver. Care may be provided for six (6) children from birth to thirteen (13) years of age with no more than two (2) children under two (2) years of age. This does not prohibit the care of children ages thirteen (13) to 18. Care also may be provided for no more than two (2) additional children of school age attending full-day school. School-age children are children enrolled in a kindergarten program a year before they enter the first grade and children six (6) years of age and older. Residents of the home under twelve (12) years of age who are on the premises and all children on the premises for supervision are counted against the approved capacity, except where specifically indicated otherwise. A family child care licensee may be approved to care for three (3) children under two (2) years of age with no more than two (2) children under twelve (12) months, including the caregiver's own children per the state's requirements.

An Act

HOUSE BILL 21-1222

BY REPRESENTATIVE(S) Valdez A. and Van Winkle, Bernett, Caraveo, Carver, Catlin, Cutter, Daugherty, Duran, Esgar, Exum, Gonzales-Gutierrez, Gray, Jackson, Kipp, Lontine, Lynch, McCluskie, McCormick, McLachlan, Michaelson Jenet, Mullica, Ortiz, Pelton, Ransom, Ricks, Sandridge, Sirota, Tipper, Titone, Valdez D., Van Beber, Will, Williams, Woog, Young, Garnett, Amabile, Baisley, Bird, Boesenecker, Froelich, Geitner, McKean, Pico, Snyder, Sullivan, Woodrow;
also SENATOR(S) Smallwood and Winter, Bridges, Buckner, Cooke, Danielson, Fields, Ginal, Gonzales, Hisey, Jaquez Lewis, Kirkmeyer, Kolker, Lee, Liston, Moreno, Pettersen, Priola, Rankin, Scott, Simpson, Sonnenberg, Story, Zenzinger, Garcia.

CONCERNING ALIGNING LOCAL GOVERNING AUTHORITY REGULATIONS TO EXPAND OPPORTUNITIES TO ACCESS CHILD CARE IN FAMILY CHILD CARE HOMES.

Be it enacted by the General Assembly of the State of Colorado:

SECTION 1. Legislative declaration. (1) The general assembly finds and declares that:

(a) Colorado has a shortage of licensed, safe, and affordable child

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Capital letters or bold & italic numbers indicate new material added to existing law; dashes through words or numbers indicate deletions from existing law and such material is not part of care options, while at the same time there is a growing need for child care in order to bolster the economy and allow parents to work;

(b) Family child care homes provide an essential element of the child care network in both urban and rural parts of the state. In fact, in many counties, there are no licensed child care centers, making family child care homes the only option families have for licensed child care.

(c) Many parents prefer child care that is located in family homes within their neighborhood so their children can experience a home-like environment that is conducive to healthy and safe development.

(2) The general assembly further finds that:

(a) Zoning, land use development, building, and fire standards that vary across the state and that treat family child care homes differently from family residences are difficult for providers to meet, create undue hardship and barriers to entry, and negatively impact the number of providers willing and able to offer licensed child care; and

(b) The child care licensure rules promulgated by the Colorado department of human services provide rigorous protections for children's health and safety, including protective standards relating to fire and life safety, sanitation, and physical environment in family child care homes.

(3) Therefore, the general assembly declares that the regulation of family child care homes throughout the state is a matter of statewide concern and the inconsistent regulation by local governments relating to zoning, land use development, building codes, and fire and life safety hinders the ability of the state department of human services to license and inspect family child care homes and to provide accessible, safe, and affordable licensed child care options for all Colorado parents.

SECTION 2. In Colorado Revised Statutes, 26-6-104.5, **amend** (1) as follows:

26-6-104.5. Compliance with local government zoning regulations - notice to local governments - provisional licensure. (1) (a) The department shall require any child care facility seeking licensure pursuant to section 26-6-104 to comply with any applicable zoning AND LAND USE DEVELOPMENT regulations of the municipality, city and county, or county where the facility is situated. Failure to comply with applicable zoning AND LAND USE regulations ~~shall constitute~~ CONSTITUTES grounds for the denial of a license to a facility.

(b) NOTWITHSTANDING SUBSECTION (1)(a) OF THIS SECTION TO THE CONTRARY, THE AVAILABILITY OF SAFE, AFFORDABLE, AND LICENSED FAMILY CHILD CARE HOMES IS A MATTER OF STATEWIDE CONCERN. THEREFORE, PERMITTING FRAGMENTED REGULATION AMONG JURISDICTIONS IMPEDES AND INFRINGES UPON THE DEPARTMENT'S APPROPRIATE AND CONSISTENT LICENSING AND REGULATION OF FAMILY CHILD CARE HOMES THROUGHOUT THE STATE. ACCORDINGLY, LOCAL GOVERNING AUTHORITIES SHALL TREAT FAMILY CHILD CARE HOMES AS RESIDENTIAL PROPERTY USE IN THE APPLICATION OF LOCAL REGULATIONS, INCLUDING ZONING, LAND USE DEVELOPMENT, FIRE AND LIFE SAFETY, SANITATION, AND BUILDING CODES. LOCAL GOVERNING AUTHORITIES SHALL NOT IMPOSE ANY ADDITIONAL REGULATIONS GOVERNING FAMILY CHILD CARE HOMES THAT DO NOT ALSO APPLY TO OTHER RESIDENTIAL PROPERTIES, PROVIDED THAT THE FOREGOING DOES NOT RESTRICT AN AUTHORITY'S ABILITY TO PROHIBIT, ON A CASE-BY-CASE BASIS, THE OPERATION IN IMMEDIATELY ADJACENT RESIDENCES OF TWO OR MORE LARGE FAMILY CHILD CARE HOMES, AS THAT TERM IS DEFINED BY RULES BY THE DEPARTMENT THAT GOVERNS THE OPERATION OF FAMILY CHILD CARE HOMES, OR TO MANAGE THE FLOW OF TRAFFIC AND PARKING RELATED TO ADJACENT LARGE FAMILY CHILD CARE HOMES. RESIDENTIAL USE OF PROPERTY FOR ZONING PURPOSES INCLUDES ALL FORMS OF RESIDENTIAL ZONING AND, SPECIFICALLY, ALTHOUGH NOT EXCLUSIVELY, SINGLE-FAMILY RESIDENTIAL ZONING.

SECTION 3. In Colorado Revised Statutes, 26-6-106, **amend** (1)(a) as follows:

26-6-106. Standards for facilities and agencies - rules. (1) (a) The department shall prescribe and publish standards for licensing. ~~Such~~ THE standards ~~shall~~ MUST be applicable to the various types of facilities and agencies for child care regulated and licensed by this part 1; except that the department shall prescribe and publish separate standards for the licensing of child placement agencies operating for the purpose of adoptive placement and adoption-related services. The department shall seek the advice and assistance of persons representative of the various types of child care facilities and agencies in establishing ~~such standards. Such~~

~~standards shall~~ THE STANDARDS, INCLUDING THE ADVICE AND ASSISTANCE OF THE DEPARTMENT OF PUBLIC SAFETY AND COUNCILS AND ASSOCIATIONS REPRESENTING FIRE MARSHALS AND BUILDING CODE OFFICIALS IN THE PROMULGATION OF ANY RULES RELATED TO ADEQUATE FIRE PROTECTION AND PREVENTION, AS ALLOWED IN SUBSECTION (2)(e) OF THIS SECTION, IN A FAMILY CHILD CARE HOME. THE STANDARDS MUST be established by rules promulgated by the state board of human services and ~~shall~~ be issued, ~~and~~ published, AND BECOME EFFECTIVE only in conformity with ~~the provisions and procedures specified in~~ article 4 of title 24. ~~C.R.S., and shall become effective only as provided in said article.~~

SECTION 4. Act subject to petition - effective date. This act takes effect at 12:01 a.m. on the day following the expiration of the ninety-day period after final adjournment of the general assembly; except that, if a referendum petition is filed pursuant to section 1 (3) of article V of the state constitution against this act or an item, section, or part of this act within such period, then the act, item, section, or part will not take effect unless approved by the people at the general election to be held in

November 2022 and, in such case, will take effect on the date of the official declaration of the vote thereon by the governor.

Alec Garnett
SPEAKER OF THE HOUSE
OF REPRESENTATIVES

Leroy M. Garcia
PRESIDENT OF
THE SENATE

Robin Jones
CHIEF CLERK OF THE HOUSE
OF REPRESENTATIVES

Cindi L. Markwell
SECRETARY OF
THE SENATE

APPROVED June 7, 2021 at 12:40pm
(Date and Time)

Jared S. Polis
GOVERNOR OF THE STATE OF COLORADO

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: Update on Emergency Evacuation

Action Requested: Emergency operations, especially the safe evacuation of people and the movement of traffic, can be complex and requires planning, communication, commitment, and cooperation of several responder agencies and organizations. Plan development included participation from City management, fire department, police department, public works, parks and recreation, public information office and engineering. External contributors are Garfield County Emergency Management, Garco Dispatch, Colorado Department of Transportation (CDOT), Colorado State Patrol (CSP), Roaring Fork Transit Authority (RFTA), educational facilities, volunteer agencies, Valley View Hospital (VVH), Chamber of Commerce and assisted living facilities. Solicitation of this input helps assure a comprehensive approach in designing coordinated, efficient, and effective emergency operations.

The Storm King access line break is permitted and awaiting an available traffic control company. Anticipated completion is September/October 2023. The West 1st Street access line break is anticipated to be completed in the summer of 2024.

Department: Fire Department

Presented By: Gary Tillotson

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

Background Info: The City of Glenwood Springs is working with EST Consulting who was awarded Request for Proposal (RFP) 2023-02P to develop an emergency operations plan as a supplement to our existing Hazards Mitigation and Traffic Incident Management Plans that is specific to potential local events, vulnerabilities, and response capabilities. Key components of the plan include:

- Clear identification of roles and responsibilities for all stakeholders.
- Direction, control and coordination to determine immediate and subsequent actions
- Interoperable communication plans
- Exhaustive resource identification
- Pre-determined primary evacuation routes, zones, procedures, and destinations.
- Primary evacuation routes include utilization of road closures, control points, key traffic management locations, and resources to secure those routes. Primary evacuation routes have been identified as I-70 via direct access from neighborhoods and/or access line breaks, Donnegan, Highway 6&24, Midland, Highway 82, County Road 117, and Dry Park Road. Specific routes, travel directions, ability to shelter in place, areas of refuge, shelter location, and duration are all dependent on the type of incident, direction from which the hazard is approaching and other variables. A preliminary image of routes can be found by copying and pasting this link into your browser; **https://www.google.com/maps/d/viewer?mid=1yeDuBwipVCoyGqXn1cveYwrq9CiVfQs&ll=39.51741708899266%2C-107.28626592514607&z=12**
- Evacuation area security, control, and re-entry
- Public notification procedures, information and messaging
- Pre-identification of vulnerable populations to the extent possible

Issues: Natural and man-made hazards pose potential risk to the residents of and visitors to the City and surrounding fire protection district. Topping the list of hazards are wildland urban interface fires, flooding, severe winter weather, and hazardous material spills. However, other incident types such as large structure fires, extended power outages, hostile events, rock and mud slides, civil disturbance and train derailments also present operational challenges.

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item: South Bridge Update

Action Requested: See staff report

Department: Engineering

Presented By: Ryan Gordon

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Staff presented to Council on June 15th during the work session a summary of the South Bridge Project. At the work session, staff informed council that we were proceeding with a peer review/value engineering study of the current South Bridge design and that we would come back to council to prior to starting this effort to secure approval.
Staff has engaged SGM Inc, of Glenwood Springs and Flatiron Construction Corporation of Broomfield CO to perform the peer review study which will predominantly focus on the bridge (and bridge elements), tunnel and roads around the airport. The intersection between South Bridge, State Highway 82 and the Rio Grand trial have been thoroughly reviewed by the Roaring Fork Transit Authority (RFTA) and Colorado Department of Transportation (CDOT), a peer review of these elements is unlikely to realize much in cost savings.
The goals of the peer review study are:

1. Review and update the 90% design cost estimate based on current construction costs.
2. Provide constructability reviews of the 90% design.
3. Identify elements that could be deleted, altered or redesigned for cost reductions.
4. For identified cost saving elements, provide high-level design and construction cost estimates and impacts to the schedule.

Cost: The cost for the study is $75,000 - $90,000
Schedule: The study is planned to be completed by the end of 2023.
Staff would like Council approval to proceed with this study and would utilize design funds already appropriated in the A&I Fund.

Project Update:
We have updated the 90% cost estimate for the grant submission. We included know construction elements that were not included in the cost estimate ($2,480,438) and updated the inflation numbers based on CDOT's construction cost index. The project costs have increased from $57.4M to $76.1M.
The City submitted on August 21st for a total of $49,682,927 from the Department of Transportation through the Rural Surface Transportation Grant ($27,829,900) and Nationally Significant Multimodal Freight and Highway (INFRA) Projects Grant ($21,829,900). We anticipate the results to be available around the end of 2023.

Issues: NA

Fiscal Impact: Already appropriated in A&I.

Legal Review: NA

Staff Recommendation: Staff supports this peer review.

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item:	Strategic Growth Executive Order from Governor Polis
Action Requested:	Description of Governor Polis' executive order.
Department:	Attorney
Presented By:	Karl Hanlon
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	NA
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA

August 20, 2023 | 2:00 pm

Stay up to date on COVID-19 (Coronavirus)

My top priority as Governor is keeping the people of our state safe. The Colorado Department of Public Health and Environment has been hard at work to detect and contain COVID-19 and has been partnering with federal and local health departments.

For the latest information click here.

Are you eligible to get the COVID-19 vaccine? Click here to find information on registering to get the vaccine.

ACCESSIBILITY FLAG STATUS NEWSLETTER SIGNUP

COLORADO
Governor Jared Polis

Governor Polis Takes Action to Help Address Colorado's Housing Challenges

MONDAY, AUGUST 21, 2023

DENVER - Colorado's housing supply has not kept pace with population growth. The state has current unmet housing needs of tens of thousands of units and will continue to grow — it is estimated the state will add 1.72 million people by 2050. Nearly one-third of Colorado households spend more than 30% of their income on housing and people are forced to live further away from where they work, leading to increased traffic and decreased access to job opportunities. In order to help address this ongoing challenge, Colorado Governor Jared Polis took action, signing a new executive order today.

"Colorado is at a crossroads, we can take action to help create more housing now or we can go the way of California where home prices are upwards of $1 million. The choice is clear: Coloradans want a rejection of the status quo, which is why I am taking the actions that I can within my authority to streamline and speed up approval and ensure the government is not a barrier to housing being built while helping save people money," said Governor Polis. **"Colorado must have more housing that people can afford in the state, especially for families, our seniors looking to**

downsize, for our businesses looking to grow and hire workers, and for the next generation and it's going to take all of us working together to help achieve these goals."

The goals of the Governor's executive order include increasing housing opportunities, protecting the environment and aligning with climate goals, aligning transportation with the State's growing needs, protecting and increasing economic growth and mobility, establishing State processes that are as quick and as efficient as possible, and considering the context and needs of different regions of the state.

This Executive Order aligns the Polis administration's programs and policies with increasing housing supply close to existing, new or expanded public transit, safe biking, and walking corridors, places of employment, and other everyday needs of Coloradans. Increasing housing supply in this manner can save people money on housing. Efficient housing types also use significantly less energy and less water per capita per acre, saving residents money and reducing pollution and conserving our precious water and natural resources.

"The high cost of housing also creates less access to jobs, more challenges for Colorado businesses, and threatens our economic success. This Executive Order is one of many important steps to help older adults who want to downsize, young people seeking to live on their own, and first-time homebuyers unable to find homes within their budgets because there is not enough inventory and the homes that are available are too expensive and do not meet their needs. We need more housing for every budget while protecting Colorado's vital resources, including the state's air, water, and open spaces, and reducing sprawl. The steps we're taking today are needed to align our state agencies towards these goals," said Governor Polis.

Colorado leaders applauded the Governor's action today.

"By building our communities more thoughtfully, Colorado can reduce air pollution and impacts from climate change, and expand housing options," said Alana Miller, Colorado Policy Director at Natural Resources Defense Council (NRDC). **"Gov. Polis' order will help move toward those goals by ensuring that the state's resources are directed in ways that reduce energy and water use, while expanding transportation options and improving housing affordability," said Alana Miller, Policy Director, Natural Resources Defence Council.**

"Housing Colorado is excited to see the executive order on housing come from Governor Polis today. Housing, and especially affordable housing, remains a top concern for so many Coloradans, especially those making the least amount of money," said Brian Rossbert, Executive Director of Housing Colorado. **"We are hopeful that with today's executive order, positive steps in the direction of aligning state resources will result in shorter time frames and greater funding for projects that**

provide affordable housing for our state's residents. We are confident that the Governor and the Legislature will continue to keep the issue of housing top of mind as we move toward 2024. The actions taken today will help inform further legislative action that will help move the needle on our housing crisis. Housing Colorado remains dedicated to partnering with our elected officials in making our vision that every Coloradan has a safe, healthy, quality, affordable home in a thriving community a reality."

"As we work to mitigate the housing crisis in Colorado, the Executive Order recognizes not only the importance of the conversations had during the last legislative session, but the critical need for deeper collaboration between the state, local governments, and other partners. Coloradans deserve housing, and partnerships that remove barriers are a fundamental piece of delivering on that goal. The EO is an exciting and positive step forward," said Tamara Pogue, Summit County Commissioner.

"In Colorado water is critical to our economy, agriculture and environment. The water divisions within the Department of Natural Resources look forward to aligning our programs with the Governor's Executive Order to support strategic housing investments," said Dan Gibbs, Executive Director, DNR. **"With smart and integrated planning, enhanced water conservation, and collaborative water projects guided by the Colorado Water Plan there can be enough resources for future growth and for needed housing for all Coloradans."**

"We can no longer afford Growth in Colorado to be a haphazard matter. Strategic growth must be deliberate, measured and aligned with resources and local government input. State level agencies involved in growth must be synchronized and efficient and sensitive to the unique needs of 64 counties and hundreds of municipalities. I appreciate the Governor and his staff reaching out to stakeholders and local government leaders for input and best practices ideas. The strategic growth goals as outlined provide the necessary framework for state agencies and local governments to share ideas and common goals, enabling us to work together. I look forward to bringing a local and rural perspective to the goals and to partnering with agencies and other communities in the development of solutions that will benefit all Coloradoans," said Dan Williams, Teller County Commissioner.

"With this Executive Order, the Polis Administration is putting the state's money where its mouth is - ensuring that state programs and funding are aligned and supporting strategic growth goals to increase housing availability and affordability, conserve water and energy, reduce climate emissions and air pollution, and safeguard open space and farmland. This is an important first step on Colorado's journey towards a more sustainable and inclusive future," said Elise Jones, Executive Director, Southwest Energy Efficiency Project.

“In public health, we always try to examine the many factors that play a role in a person’s ability to be healthy. The Governor’s Executive Order today addresses many of those factors head-on. It’s truly in the spirit of creating a Colorado where everyone can thrive. We’re thrilled to get to work on the charge he lays out in the order,” said Jill Hunsaker Ryan, executive director, CDPHE.

"Thanks to Colorado voters and legislators in recent years, the state has an unprecedented amount of funding for affordable housing programs that needs to be distributed,” said Jonathan Cappelli, Executive Director, Neighborhood Development Collaborative. **“Today's executive order is an important first step in empowering key sectors of our government to provide affordable housing providers with the resources needed to sustainably, effectively, efficiently, and swiftly increase housing opportunity and stability for Colorado's workforce and most vulnerable households. "**

“In order to help Colorado’s working families, we must expeditiously deliver support for affordable housing, equitable economic development, and to ensure that our state’s growth is environmentally and financially sustainable. I support Governor Polis’ efforts to streamline and strengthen partnerships between state agencies and local governments, and his administration’s commitment to cutting bureaucratic red tape. I encourage my colleagues in municipalities throughout the state to participate in the stakeholder process created through this executive order to ensure we’re all working to tackle the challenges we face together,” said Juan Marcano, council member, Aurora.

“As an affordable homeownership organization serving over 45 communities across the state, Habitat for Humanity of Colorado applauds the Governor’s strategic growth goals. As a state partner, we appreciate the directive to the Division of Housing to expedite the contracting process as well as provide deeper subsidies to increase the housing supply. The alignment of state organizations is essential in addressing the housing crisis. Habitat for Humanity of Colorado looks forward to continuing our partnership with the state to ensure that affordable homeownership is accessible to all Coloradans,” said Karen Kallenberg, Executive Director, Habitat for Humanity of Colorado.

“We strongly support Governor Polis’ directive to his executive agencies to assess current funding programs intended to support statewide housing needs. State competitiveness data we’ve collected shows that Colorado has one of the highest housing costs compared to other states. It’s critical that all tools in the toolbox are used to reduce the housing shortage and affordability crisis that Colorado is experiencing,” said Loren Furman, President & CEO, Colorado Chamber of Commerce.

"The forces that have simultaneously led Colorado into an era of economic vitality and prosperity are also those that have contributed to imbalance and potential instability in the housing market. Our office will continue to work with both public and private partners to address the supply of housing and affordability so Coloradans can afford to live and work in the communities they love," Natriece Bryant, Public Private Partnership Director, DPA.

"Coloradans are grappling with the effects of climate change. This executive order is a step towards aligning state agencies around sustainable housing development. We hope this process will result in bold policies, programs, and funding to save water, cut greenhouse gas emissions, and ensure that growth is consistent with goals to reduce sprawl and advance climate resilience," said Jon Goldin-Dubois, President, Western Resource Advocates.

"As Colorado continues to attract new residents and opportunities, we recognize the need to align our housing development efforts with the state's expected population growth. Our vision is one where every Coloradan, regardless of income or circumstance, can find affordable and suitable housing. The State and the Department of Local Affairs are committed to promoting housing affordability, availability, and accessibility," said Rick Garcia, Executive Director, the Department of Local Affairs. **"We believe that by building a diverse range of housing options, we not only secure the state's economic vitality but also ensure that the Colorado dream remains within reach for everyone."**

"We applaud Governor Polis for taking further steps to address Colorado's housing crisis," said Santhosh Ramdoss, President and CEO of Gary Community Ventures. **"Today's executive order is a necessary step towards fulfilling the promise Proposition 123 made to meaningfully address the state's affordable housing shortfall."**

"Colorado's transportation network is at a crossroads, with rapid population and job growth, an urgent need for housing, and looming transitions for how communities across the state move to accommodate these and other aspects of people's lives," said Shoshana Lew, Executive Director of Colorado Department of Transportation. **"We need to work across disciplines to ensure that we are thinking holistically about these issues, and this executive order is an important step in that direction."**

"The Colorado Association of REALTORS· applauds and supports Governor Polis in the implementation of these Strategic Growth Directives that can help create, guide and advance the creation of attainable, affordable housing options for every Coloradan. With housing inventory at all-time lows, and a growing population, we are facing challenges that require thoughtful,

collaborative solutions to protect the economic vitality and future of our state across diverse communities and property types. The current housing climate has priced out first-time homebuyers, prevents families from moving into larger homes and older adults aren't able to downsize. This type of collaboration across state agencies and with defined processes will help us reduce the costs and remove the growing barriers to development and growth. We literally can build our way into an environment that delivers much needed housing, protects our communities and embraces the diversity, equity and inclusion of all Coloradans. With more than 29,000 REALTOR® members working and serving in communities across our state, we thank the Governor for his commitment to prioritizing these critical issues and we look forward to being active, engaged partners in finding and implementing solutions that can drive home ownership and all of its benefits," said Tyrone Adams, CEO of Colorado Association of Realtors.

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Contact Governor Polis

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Constituent Services Help Line: (303) 866-2885
Governor's Office, Front Desk: (303) 866-2471

JARED POLIS
GOVERNOR

136 STATE CAPITOL
DENVER, COLORADO 80203

TEL 303-866-2471
FAX 303-866-2003

D 2023 014

EXECUTIVE ORDER

Concerning State Programs that Support Strategic Growth

Pursuant to the authority vested in the Governor of the State of Colorado and, in particular, Article IV, Section 2 of the Colorado Constitution, I, Jared Polis, Governor of the State of Colorado, issue this Executive Order aligning State government programs with strategic growth goals to better plan for Colorado's growing and changing population.

I. Background and Purpose

Housing is one of the highest costs Coloradans face. Nearly a third of Colorado households spend more than 30% of their income on housing, making Colorado the eighth most unaffordable state in the country. Because of those costs, many Coloradans are not able to live close to where they work or close to transit, which leads to more congestion on our roads, more money spent on commuting, more pollution, and more inequitable outcomes. It is estimated that daily commutes contribute nearly 15% of total greenhouse gas emissions annually in Colorado, and the distance the average Coloradan drives per year has risen 20% over the past 40 years. The high cost of housing also creates barriers to accessing jobs, more challenges for Colorado businesses, and threatens our economic success. Older adults who want to downsize, young people seeking to live on their own, and first-time homebuyers are unable to find homes within their budgets because there is not enough inventory, and the homes that are available are too expensive and do not meet the needs of many Colorado families.

Colorado will add an estimated 1.72 million people by 2050. The choice is not between growth and no growth. It is between more traffic, longer drives, and sprawling neighborhoods that bleed into our rural communities and place tremendous pressure on our agricultural land and natural resources, or strategic growth that saves money, supports our economy, uplifts people, and protects our environment. We need more housing for every budget while reducing sprawl and protecting Colorado's vital resources, including the State's air, water, and open spaces. We need to ensure equity, and access to affordable, safe, and attainable housing for all whether it is rental or homeownership, to prevent further housing instability, homelessness, and to allow communities to thrive.

The people of Colorado expect us to deliver more affordable housing choices so Coloradans can stay in their communities and live near their work. By increasing the number of housing units, including affordable and accessible units, across the State, we want to achieve a reduction in the average financial burden of housing for Coloradans, support our workforce and overall economy, and ensure stable housing options for all Coloradans regardless of income.

Since 2019 the State has invested over $2.5 billion into Colorado's housing needs. This includes proactive measures to build more mixed housing options, including mixed-use and mixed-income, and measures to keep people in their homes via Emergency Rental & Mortgage Assistance. We created the first ever dedicated State funding source for affordable housing through House Bill 19-1245. In 2021, the federal American Rescue Plan Act provided Colorado with an opportunity to make historic housing investments. Through funding allocated by the General Assembly through programs like the Innovative Affordable Housing Strategies program in House Bill 21-1271, Creation of the Affordable Housing and Homeownership Cash Fund in House Bill 21-1329, and the Transformational Affordable Housing Grant and Strong Communities program in House Bill 22-1304, Colorado has also embraced and recruited innovative approaches, such as modular and 3D printed housing and worked directly with businesses and local governments to provide resources and funding. In 2022, Colorado voters approved Proposition 123, which will dedicate an estimated $300 million in funding per year to affordable housing through the State's budget.

Working hand in hand with communities and the legislature, we can secure a Colorado that is livable, sustainable, and affordable. Neither the State nor local governments should be a barrier to housing development and State programs must support and align with the State's strategic growth goals. We can all learn from the work already being done by local governments, nonprofits, the private sector, and other organizations throughout the State, and should incentivize and encourage best practices taken from different regions to better inform the State's strategic growth. This will benefit the economic, environmental, and social quality of life in Colorado as the State moves toward the goals outlined below.

This Executive Order instructs specific Agencies to inventory programs that provide support to local governments, for housing development, transportation, economic development, and water infrastructure and conservation and develop recommendations to further the strategic growth goals outlined in this Executive Order. This Order also directs the Division of Housing (DOH) within the Department of Local Affairs (DOLA) to make their programs and timelines more efficient.

This Executive Order will continue to build on the State's goals, but is not the only solution. We all have a role to play in addressing our housing crisis and this action is aimed at better informing conversations around our collective solutions for Colorado.

II. <u>Declarations</u>

A. It is critical that the State thoughtfully plan for expected growth. It is estimated that between 2023 and 2040, Colorado will add an average of 35,000 households per year based on continued job growth of an average of 40,000 jobs a year. Furthermore, housing costs are already unaffordable compared to other major markets.

B. Colorado's housing supply has not kept pace with population growth leading to increased housing costs. The State has a current unmet housing needs of tens of thousands of units. Coloradans who struggle to afford a place to live are often faced with impossible choices between housing and other vital necessities like health care and food on the table.

C. Increasing housing availability and affordability will depend on improved collaboration aimed at creating more housing units, especially close to existing, new or expanded public transit, safe biking and walking corridors, places of employment, and other everyday needs of Coloradans.

D. Increasing housing supply will improve housing affordability and stability. Efficient housing types, in addition to being more affordable for a greater number of Coloradans, also use significantly less energy and use less water per capita per acre, saving residents money and reducing pollution and conserving our precious water and natural resources.

E. The benefits of increasing access to housing for Coloradans of all incomes expand beyond addressing our State's housing crisis. Strategic growth can contribute to stronger local economies and improved business environments, reduced transportation and infrastructure costs, better-protected open spaces, reduced water usage, lower greenhouse gas emissions, and more connected regions all across Colorado.

III. **Strategic Growth Goals for Colorado**

Colorado's population is growing and changing. We must be thoughtful about how we grow and develop across the State. The following are goals for State government:

A. Incentivize efficient development patterns that align with our climate and air quality goals, use less energy, conserve water, and require less infrastructure.

B. Address water challenges by encouraging actions outlined in the Colorado Water Plan to increase water conservation across sectors, increase water efficiency for households by advancing water-efficient outdoor landscapes, support infill, and watershed health, and reduce water supply, treatment, and distribution infrastructure costs.

C. Reduce development pressures in agricultural and open space areas, and discourage sprawl.

D. Incentivize housing development, production, preservation, and stability for every budget that will accommodate our expected population growth, align with limits in infrastructure and resource availability, and provide housing affordability, availability, and accessibility.

E. Promote and expand frequent, reliable, and safe transit service that aligns with housing goals, and prioritize safe access to transit and people's daily needs through complete streets.

F. Ensure adequate and sustainable transportation infrastructure that safely and efficiently allows access and movement among communities.

G. Support economic development in downtowns, commercial, and mixed-use areas, infill development, and revitalization efforts.

H. Improve access to economic mobility by providing more affordable and attainable housing to rent or own options and transportation for people currently unable to afford to live in high-opportunity neighborhoods with connection to high-quality services that help people achieve their goals.

I. Ensure that State processes are effective and efficient, responsive to community needs, and reduce paperwork and time burdens. Reform policies that unnecessarily drive up costs and add barriers to public infrastructure, transportation, and local housing development projects.

J. Consider the context of different regions and communities across the State, empower and promote local initiatives and ideas that lead to strategic growth, and recognize that all communities have unique needs that often call for additional flexibility when applying strategic growth goals, especially rural and rural resort communities and communities vulnerable to displacement.

IV. Strategic Growth Directives

A. I direct the Colorado Energy Office, the Office of Economic Development and International Trade, the Department of Transportation, the Department of Natural Resources, the Department of Local Affairs, the Department of Public Health and Environment, and the Department of Personnel & Administration (“Relevant Agencies”) to inventory each Relevant Agency’s own policies, plans, procedures, and rules for programs that provide support to local government partners, regional councils of governments, metropolitan planning organizations, quasi-governmental organizations and nonprofit organizations, support for housing development, transportation, economic development, water infrastructure and conservation, and other growth-related programs.

B. I direct all Relevant Agencies to inventory each Relevant Agency’s own grant and loan programs and additional funding or other programs that provide support to local government partners, regional councils of governments, metropolitan planning organizations, quasi-governmental organizations, nonprofit organizations, for housing development, transportation, economic development, and water infrastructure and conservation.

C. Each Relevant Agencies must submit their own report to the Governor’s Office by December 15, 2023 detailing the results of the inventory under subsections IV.A and IV.B, a prioritization of programs that can best support the goals in section III, and recommendations to ensure that the policies, procedures, rules, programs, grants and loans further the State's strategic growth goals outlined above in section III and to further the implementation of these State Strategic Goals.

D. I encourage Special Purpose Authorities not under my direct authority, including the Colorado Housing and Finance Authority and the Middle Income Housing Authority, the Department of Education, and other quasi-governmental entities to also implement these State Strategic Goals when developing and implementing programs and when planning for our State's future growth.

E. Because local governments, other organizations, and individuals that regularly interact with the Relevant Agencies are a valuable resource to determine how these programs could work better for the entire State, I direct the Relevant Agencies to partner with the Governor's Office to develop a formalized and measurable method to receive outside stakeholder feedback. This feedback must be incorporated into the report described in subpart IV.C.

F. I direct the Relevant Agencies to send at least one representative to a cross-department working group. The purpose of this group is to facilitate best practice and discussion on identifying and aligning programs with the Strategic Goals for the State and developing a finalized, public report based on the reports submitted in subpart IV.C.

V. <u>Department of Local Affairs Directives on Housing</u>

A. I direct that by January 1, 2024, the Division of Housing (DOH) within DOLA to draft and execute their contracts for grants and loans within one hundred and twenty (120) days after DOH receives a substantially complete post-award due diligence package from an awardee. By July 1, 2024, I direct those contracts to be executed within ninety (90) days. Further, DOH should provide to the Governor's Office a report monthly that lists any approved contracts that are not yet executed by that timeline and a reason for delays, as well as notifying awardees of the delay.

B. I direct DOH to make all reasonable efforts to reduce the time period for producing a first draft and preliminary version of the contract after funds are awarded to a recipient to thirty (30) days or less.

C. I direct DOH to make all reasonable efforts to reduce the time period for a recipient to receive a signed contract after it is approved and terms are finalized by both parties to ten (10) days or less.

D. I direct DOH to make all reasonable efforts to streamline disbursement and reimbursement processes and timelines.

E. When appropriate, I direct DOH to use existing State and federal funds to provide deeper subsidies to maximize unit production including developments in high-need, difficult-to-develop areas and to never disqualify developments from further DOH or OEDIT support based on their prior receipt for Proposition 123 funding.

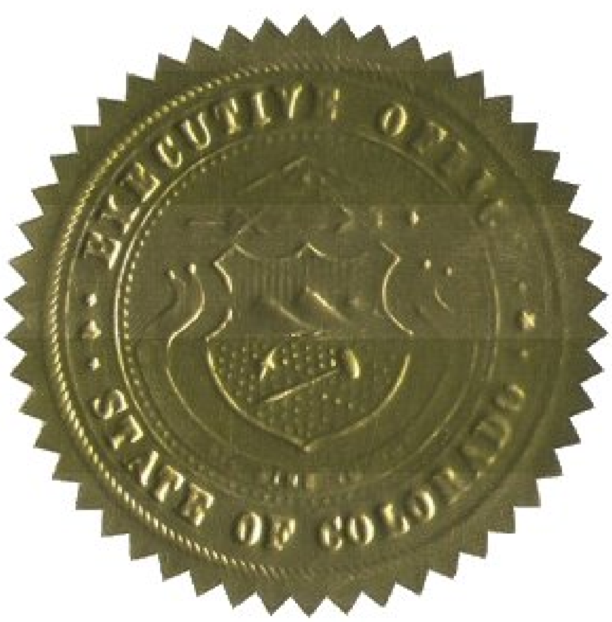
F. I direct DOH to evaluate funding opportunities at all stages of a project, including pre-development funding and “first-in” catalytic funding commitments, and the creation of standardized documents, and re-evaluate per-unit subsidy and per-award maximum. These evaluations must account for different contexts for regions throughout the State. DOH must include these evaluations in the report outlined in subpart IV.C.

G. I direct DOH to continue to improve transparency, stakeholder expectations, and communications throughout the post-award period until projects are funded/closed out.

H. I direct DOH to continue to provide the most accurate and transparent data possible in reporting on the above efficiency metrics.

VI. <u>Duration</u>

This Executive Order shall remain in effect unless modified or rescinded by future Executive Order of the Governor.



GIVEN under my hand and the Executive Seal of the State of Colorado, this twenty-first day of August, 2023.

Jared Polis
Governor

City Council
STAFF REPORT
City of Glenwood Springs
September 7, 2023

Agenda Item:	Appointment of Acting City Manager and Process for Selection of Permanent Manager
Action Requested:	Appointment of Interim Manager
Department:	Attorney
Presented By:	Karl Hanlon
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	NA
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA