



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
AUGUST 1, 2024
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.

TIME	ITEM	WORK SESSION	ACTION
3:00	1.	Representative Velasco	Information/Discussion
3:30	2.	Community Relations Discussion with Slate Communications	Information/Discussion
4:00	3.	Public Works Annual Budget	Information/Discussion
5:15	4.	Break to get Dinner	
5:30	5.	Mobile Home Park Preservation Presentation	Information/Discussion

ZOOM INSTRUCTIONS

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/88464571512?pwd=6YXwgK8UK9YY7x0yRusfXCV5t2wr6l.1>

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Webinar ID: 884 6457 1512

International numbers available: <https://us02web.zoom.us/j/88464571512>

REGULAR SESSION

- 6:15
6. Roll Call
 7. Agenda Changes & Conflicts
 8. Council Announcements
 9. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)
 10. Council Reaction to Public Comments
 11. Consent Agenda
 - A. July 18, 2024 Council Minutes
 - B. Ordinance 2024-13; Title 070 Code Amendments. Second Reading
 - C. Ordinance 2024-14; Title 050 Municipal Code Amendment, Plumbers License. Second Reading
 - D. Resolution 2024-24 Supporting DOLA Grant Application for Down Payment Assistance Program
 - E. Jacobs 10th Amendment - South Bridge Design Contract

F. VALE Board Appointment

Discussion and/or Action

ACTIONS AND/OR PRESENTATIONS

12. Parking Enforcement Discussion

Information/Discussion

13. Broadband Update

Information/Discussion

14. Ordinance 2024-15 Code Amendment to Title 100, Keeping of Certain Animals

Discussion and/or Action

15. Council Comments

16. Report from City Administration

A. City Manager

B. City Attorney

C. Correspondence Incoming/Outgoing

17. Council Social Event Location

Information

18. Adjournment

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City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Representative Velasco

Action Requested: Representative Velasco's office proposed a meeting with City Council as part of a tour of House District 57. Her office left the conversation open for Council to lead.

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Representative Velasco has shown appreciation of Council's letters of support for SB-100 and HB24-1373.

Issues: NA

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Community Relations Discussion with Slate Communications
Action Requested:	Discussion about topics to communicate to residents.
Department:	City Administration
Presented By:	Bryana Starbuck, Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	Slate Communications has been doing background work to understand City needs and priorities, and would like to discuss a regular column in the paper and/or other forums to provide accurate and positive information about City progress.
Issues:	NA
Fiscal Impact:	Unknown at this time.
Legal Review:	NA
Staff Recommendation:	NA



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Public Works Annual Budget
Action Requested:	Discussion about public works budgets.
Department:	Public Works
Presented By:	Matthew Langhorst, Steve Boyd
Strategic Goals:	Preserve and Improve Infrastructure Provide Efficient and Responsive City Government Ensure Public Safety Protect and Preserve our Quality of Life
Background Info:	Staff will present the Public Works budgets, to include Streets and Alleys, Street Tax, Water, Wastewater, Electric, Broadband, Landfill, Broadband, Special Work Assignment Team, and Engineering. Staff will try to get a final draft out to Council by the end of the day on Tuesday in the event any Councilors would like to review them prior to the meeting. We will present all of our budgets to Council in work sessions held in August and November.
Issues:	None at this time.
Fiscal Impact:	None at this time.
Legal Review:	None at this time.
Staff Recommendation:	None at this time.

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
01 GENERAL FUND - 144 ENGINEERING & ADMINISTRATION						
01144-51110	REGULAR EMPLOYEES	\$430,546	\$386,264	\$416,646	\$437,471	
01144-51140	OVERTIME	\$34	\$0	\$0	\$0	
01144-51210	HEALTH INSURANCE PREMIUMS	\$89,697	\$89,963	\$119,232	\$129,962	
01144-51220	LONG TERM DISABILITY	\$1,203	\$1,067	\$1,230	\$1,240	
01144-51230	BASIC LIFE INSURANCE	\$1,047	\$866	\$1,050	\$1,107	
01144-51250	FICA CONTRIBUTIONS	\$31,284	\$28,199	\$31,874	\$33,467	
01144-51260	RETIREMENT CONTRIBUTIONS	\$22,952	\$15,237	\$29,166	\$30,623	
01144-51270	UNEMPLOYMENT COMPENSATION	\$826	\$719	\$833	\$875	
01144-51280	WORKERS' COMPENSATION	\$1,001	\$1,377	\$1,200	\$1,446	
01144-51360	EMPLOYEE ONBOARDING	\$25	\$68	\$250	\$0	
01144-51410	UTILITIES	\$3,132	\$3,039	\$4,000	\$3,647	20% increase from 2023
01144-51610	SUPPLIES	\$1,129	\$2,098	\$2,500	\$4,000	
01144-51710	PROFESSIONAL SERVICES	\$220,352	\$81,616	\$214,000	\$250,000	Storm Water Master Plan
					\$50,000	general surveying and geotech work
					\$50,000	stormwater design at Veltus Park
					\$150,000	bike/ped trail along 7th from Midland to Colorado
	TOTAL PROFESSIONAL SERVICES	\$220,352	\$81,616	\$214,000	\$500,000	
01144-51810	MAINTENANCE & REPAIR	\$1,799	\$1,426	\$0	\$1,500	
01144-51920	RENT/LEASE - EQUIPMENT	\$4,102	\$2,463	\$4,000	\$4,000	
01144-52110	PUBLIC NOTICES	\$0	\$0	\$100	\$500	
01144-52120	EMPLOYMENT POSTING	\$0	\$0	\$200	\$0	
01144-52140	PROCUREMENT ADVERTISING	\$0	\$0	\$250	\$0	
01144-52210	PROFESSIONAL DEVELOPMENT	\$4,553	\$1,515	\$7,000	\$10,000	
01144-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$60	\$3,000	\$1,000	
01144-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$0	\$0	\$500	
01144-52440	PROFESSIONAL SUBSCRIPTION	\$2,681	\$0	\$0	\$250	
01144-52610	TECHNOLOGY	\$0	\$3,350	\$0	\$6,000	
01144-52810	OTHER OPERATING EXPENSE	\$847	\$2,632	\$700	\$1,000	
	TOTAL 144 - ENGINEERING & ADMINISTRATION	\$817,209	\$621,960	\$837,231	\$1,168,588	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
01 GENERAL FUND - 153 STREETS & ALLEYS						
01153-51110	REGULAR EMPLOYEES	\$561,810	\$520,769	\$589,378	\$607,299	
01153-51120	PART-TIME EMPLOYEES	\$13,745	\$0	\$0	\$0	
01153-51140	OVERTIME	\$4,368	\$3,511	\$5,000	\$7,000	
01153-51150	STANDBY AND CALLBACK PAY	\$20,875	\$18,809	\$20,000	\$20,000	
01153-51210	HEALTH INSURANCE PREMIUMS	\$149,028	\$116,843	\$145,356	\$167,175	
01153-51220	LONG TERM DISABILITY	\$1,488	\$1,199	\$2,001	\$2,058	
01153-51230	BASIC LIFE INSURANCE	\$1,273	\$1,072	\$1,512	\$1,529	
01153-51250	FICA CONTRIBUTIONS	\$45,282	\$41,043	\$47,000	\$48,524	
01153-51260	RETIREMENT CONTRIBUTIONS	\$30,878	\$31,079	\$43,005	\$44,401	
01153-51270	UNEMPLOYMENT COMPENSATION	\$1,204	\$1,073	\$1,178	\$1,269	
01153-51280	WORKERS' COMPENSATION	\$24,945	\$23,371	\$25,000	\$24,539	
01153-51290	OTHER EMPLOYEE BENEFITS	\$2	\$0	\$0	\$0	
01153-51360	EMPLOYEE ONBOARDING	\$71	\$72	\$100	\$100	
01153-51380	UNIFORM ALLOWANCE	\$365	\$4,549	\$5,000	\$5,500	
01153-51410	UTILITIES	\$193,834	\$226,527	\$215,000	\$265,000	Street light power, gas, water, sewer and electric for the facilities
01153-51610	SUPPLIES	\$38,745	\$56,923	\$40,000	\$25,000	
01153-51710	PROFESSIONAL SERVICES	\$928	\$13,774	\$34,500	\$7,500	Site planning and survey needs.
01153-51810	MAINTENANCE & REPAIR	\$224,604	\$364,418	\$250,000	\$250,000	
01153-51920	RENT/LEASE - EQUIPMENT	\$1,797	\$1,184	\$7,500	\$2,500	
01153-51930	RENT/LEASE - BUILDING	\$31,510	\$31,510	\$0	\$0	
01153-52120	EMPLOYMENT POSTING	\$0	\$1,495	\$0	\$0	
01153-52210	PROFESSIONAL DEVELOPMENT	\$5,868	\$24,015	\$7,500	\$15,000	
01153-52410	PROFESSIONAL DUES AND MEMBERSH	\$370	\$0	\$400	\$500	
01153-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$0	\$400	\$0	
01153-52610	TECHNOLOGY	\$10,121	\$1,445	\$3,500	\$7,500	VUE Works and Radios.
01153-52810	OTHER OPERATING EXPENSE	\$18,200	\$11,885	\$2,500	\$10,000	
01153-52870	FLOOD CONTROL/HAZARDOUS WASTE	\$0	\$0	\$2,000	\$4,000	
TOTAL 153 - STREETS & ALLEYS		\$1,381,310	\$1,496,564	\$1,447,830	\$1,516,394	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
13 STREET TAX FUND - 000						
1330-60000	PROJECT	\$1,468,182	\$4,311,789	\$3,828,834	\$1,850,000	Blake Avenue Phase 2, 23rd and Blake from 21st to 23rd.
					\$600,000	6&24 Street Storm Sewer and Roadway Improvements
					\$115,000	Sidewalk from Flat Tops to Community Center on south side of Wulfsohn. 305 feet of walkway and two handicapped ramps.
					\$300,000	Replace 600 LF of Lincolnwood, connect to new section of roadway to cul-de-sac. Provide drainage, curb, gutter, asphalt replacement and improve emergency service turnaround.
	TOTAL PROJECT	\$1,468,182	\$4,311,789	\$3,828,834	\$2,865,000	
	TOTAL 000 -	\$1,468,182	\$4,311,789	\$3,828,834	\$2,865,000	
13 STREET TAX FUND - 253 STREET TAX FUND						
13253-51610	SUPPLIES	\$82,782	\$172,345	\$100,000	\$55,000	Traffic Control Devices, deicer, thermal plastics, paint, weed killer, etc.
13253-51710	PROFESSIONAL SERVICES	\$19,067	\$58,490	\$115,000	\$50,000	Storm Sewer Survey Completion and GIS/VUE Works coordination. Survey and quick design for sidewalk project, Sustainable Strategies.
13253-51810	MAINTENANCE & REPAIR	\$862,157	\$866,683	\$630,000	\$600,000	Chip and Seal, Crack Seal, Stripping, Asphalt Patching, concrete work, snow removal, signage, signals, guardrail repairs/replacement, vegetation control, sweeping, traffic calming program, safe routes to school program, alleyway replacement program, etc.
13253-51920	RENT/LEASE - EQUIPMENT	\$0	\$24,500	\$0	\$7,500	
13253-52510	GRANTS	\$24,000	\$59	\$24,000	\$0	
13253-52610	TECHNOLOGY	\$0	\$3,500	\$0	\$3,500	
13253-52710	CREDIT CARD FEES	\$953	\$791	\$1,000	\$0	
13253-52810	OTHER OPERATING EXPENSE	\$124	\$0	\$5,000	\$0	
13253-52820	TIF TO DDA	\$139,813	\$159,434	\$167,406	\$168,919	Total TIF \$1.25 million
13253-52825	ECONOMIC INCENTIVE REBATE	\$22,961	\$31,252	\$33,784	\$25,000	
13253-53910	PRINCIPAL - BONDS	\$285,000	\$290,000	\$280,000	\$280,000	
13253-53930	INTEREST - BONDS	\$33,858	\$27,360	\$29,775	\$47,000	
13253-53960	ADMIN SERVICE FEES	\$300	\$300	\$0	\$0	
13253-54310	INTERFUND COST OF SERVICE	\$312,715	\$318,969	\$328,593	\$331,727	
	TOTAL 253 - STREET TAX FUND	\$1,783,730	\$1,953,684	\$1,714,558	\$1,568,646	
		\$3,251,912	\$6,265,473	\$5,543,392	\$4,433,646	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
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21 WATER, SEWER AND SANITATION - 000

2146-60000	PROJECTS				\$100,000	Grit System Upgrades
					\$75,000	Grinder Pump Upgrades
		\$916,550	\$2,210,129	\$670,000	\$250,000	Sewer Rehabilitation Program
					\$100,000	System Improvements
					\$50,000	6" Clay Line Replacement on Bennett - 170 Feet
					\$50,000	Midland Avenue Sewer Line 10th Street Area - 230 Feet
					\$100,000	Replace operating software and control for WWTF HVAC systems
					\$20,000	Lighting upgrades at WWTF
	TOTAL PROJECTS	\$916,550	\$2,210,129	\$670,000	\$745,000	
	TOTAL 000 -	\$916,550	\$2,210,129	\$670,000	\$745,000	

21 WATER, SEWER AND SANITATION - 000

2145-60000	PROJECTS				\$1,000,000	Flocculation Equipment Upgrades at WTP
					\$100,000	System Upgrades
					\$75,000	HVAC Upgrades at WTP
					\$850,000	Blake Project - 23rd Street - Replacement of 6" thin wall steel pipe with 8" PVC.
					\$75,000	6th Street Water and Raw Water Project
					\$850,000	6th Street and Laurel Water Line
		\$2,695,996	\$2,880,801	\$3,070,000	\$100,000	Palmer Avenue Thin Wall Steel Pipe Replacement
					\$90,000	Bennett Waterline Replacement 2" Galv to 6" DIP
					\$90,000	Lightning Protection WTP
					\$20,000	Lighting upgrades at WTP
	TOTAL PROJECTS	\$2,695,996	\$2,880,801	\$3,070,000	\$3,250,000	
	TOTAL 000 -	\$2,695,996	\$2,880,801	\$3,070,000	\$3,250,000	

21 WATER, SEWER AND SANITATION - 211 WATER & SEWER ADMINISTRATION

21211-51110	REGULAR EMPLOYEES	\$351,344	\$356,135	\$445,307	\$477,572	
21211-51210	HEALTH INSURANCE PREMIUMS	\$57,979	\$53,826	\$97,166	\$74,612	
21211-51220	LONG TERM DISABILITY	\$881	\$787	\$1,388	\$1,513	
21211-51230	BASIC LIFE INSURANCE	\$764	\$719	\$1,147	\$1,206	
21211-51250	FICA CONTRIBUTIONS	\$25,387	\$26,107	\$34,067	\$36,534	
21211-51260	RETIREMENT CONTRIBUTIONS	\$24,145	\$23,337	\$31,172	\$33,430	
21211-51270	UNEMPLOYMENT COMPENSATION	\$670	\$682	\$890	\$955	
21211-51280	WORKERS' COMPENSATION	\$9,814	\$8,263	\$12,500	\$8,676	
21211-51290	OTHER EMPLOYEE BENEFITS	\$18,915	\$0	\$0	\$0	
21211-51380	UNIFORM ALLOWANCE	\$0	\$700	\$1,000	\$750	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
21211-51410	UTILITIES	\$1,525	\$1,886	\$2,000	\$2,263	20% increase from 2023
21211-51610	SUPPLIES	\$1,901	\$2,922	\$3,000	\$3,000	
21211-51710	PROFESSIONAL SERVICES				\$60,000	HVAC System Design, Water and Sewer Model Updates Plan Printing, Consulting and Other Services
		\$50,439	\$30,908	\$67	\$120,000	Brownhill Virtual SCADA
	TOTAL PROFESSIONAL SERVICES	\$50,439	\$30,908	\$67	\$180,000	
21211-51810	MAINTENANCE & REPAIR	\$15,892	\$12,072	\$20,000	\$15,000	Building and Site Repairs/Maintenance
21211-52120	EMPLOYMENT POSTING	\$0	\$299	\$0	\$250	
21211-52210	PROFESSIONAL DEVELOPMENT	\$2,349	\$120	\$5,000	\$5,000	
21211-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$0	\$3,000	\$0	
21211-52420	ORGANIZATIONAL DUES AND MEMBER	\$355	\$635	\$0	\$3,000	
21211-52440	PROFESSIONAL SUBSCRIPTION	\$35	\$0	\$0	\$0	
21211-52510	GRANTS	\$23,316	\$34,000	\$28,000	\$35,000	
21211-52610	TECHNOLOGY	\$10,001	\$0	\$10,000	\$10,000	
21211-52810	OTHER OPERATING EXPENSE	\$391	\$2,628	\$20,000	\$20,000	Mudslide Cleanup, Transient Cleanup, Misc.
21211-53510	PROPERTY INSURANCE	\$93,989	\$86,580	\$135,344	\$100,000	
21211-53520	LIABILITY AND CASUALTY INSURA	\$6,913	\$7,460	\$9,954	\$7,500	
21211-54310	INTERFUND COST OF SERVICE	\$413,919	\$422,197	\$434,863	\$439,084	
21211-54610	ENERGY CONSERVATION	\$0	\$34,516	\$25,000	\$50,000	Turf Buy Back and Water Sustainability Program
21211-54810	WATER ASSESSMENTS	\$9,001	\$30,147	\$10,000	\$33,000	Ruedi Reservoir, Reynolds and Cain, Water Rights and Land Leases.
TOTAL 211 - WATER & SEWER ADMINISTRATION		\$1,119,925	\$1,136,926	\$1,330,865	\$1,538,345	
21 WATER, SEWER AND SANITATION - 240 CUSTOMER ACCOUNTS WATER						
21240-51710	PROFESSIONAL SERVICES	\$4,038	\$3,543	\$35,000	\$5,000	
21240-54310	INTERFUND COST OF SERVICE	\$186,220	\$189,944	\$195,642	\$197,500	
TOTAL 240 - CUSTOMER ACCOUNTS WATER		\$190,258	\$193,487	\$230,642	\$202,500	
21 WATER, SEWER AND SANITATION - 260 WATER INTERFUND						
21260-55710	ALLOCATED ORGANIZATION COST	\$120,264	\$133,500	\$147,000	\$138,850	
21260-55810	INTERFUND FRANCHISE FEE	\$120,264	\$133,500	\$147,000	\$138,850	
TOTAL 260 - WATER INTERFUND		\$240,528	\$267,000	\$294,000	\$277,700	
21 WATER, SEWER AND SANITATION - 261 WASTEWATER INTERFUND						
21261-55710	ALLOCATED ORGANIZATION COST	\$120,264	\$132,300	\$138,000	\$137,500	
21261-55810	INTERFUND FRANCHISE FEE	\$120,264	\$132,300	\$138,000	\$137,500	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
TOTAL 261 - WASTEWATER INTERFUND		\$240,528	\$264,600	\$276,000	\$275,000	
21 WATER, SEWER AND SANITATION - 270 INTEREST						
21270-53930	INTEREST - BONDS	\$497,074	\$393,185	\$810,992	\$461,605	
21270-53940	INTEREST - OTHER DEBT	\$17,826	\$0	\$15,852	\$0	
TOTAL 270 - INTEREST		\$514,900	\$393,185	\$826,844	\$461,605	
21 WATER, SEWER AND SANITATION - 275 DEPRECIATION/AMORTIZATION						
21275-55610	DEPRECIATION	\$864,909	\$949,828	\$920,000	\$950,000	
21275-59599	CAPITALIZED ASSETS	(\$2,834,029)	(\$4,990,147)	\$0	\$0	
TOTAL 275 - DEPRECIATION/AMORTIZATION		(\$1,969,120)	(\$4,040,319)	\$920,000	\$950,000	
21 WATER, SEWER AND SANITATION - 276 DEPRECIATION/AMORTIZATION - WA						
21276-55610	DEPRECIATION	\$1,166,531	\$1,170,905	\$1,200,000	\$1,200,000	
21276-59599	CAPITALIZED ASSETS	(\$114,234)	(\$872,035)	\$0	\$0	
TOTAL 276 - DEPRECIATION/AMORTIZATION - WA		\$1,052,296	\$298,870	\$1,200,000	\$1,200,000	
21 WATER, SEWER AND SANITATION - 410 WATER TREATMENT						
21410-51110	REGULAR EMPLOYEES	\$297,992	\$307,198	\$322,384	\$377,321	
21410-51140	OVERTIME	\$4,858	\$5,516	\$10,000	\$18,000	
21410-51150	STANDBY AND CALLBACK PAY	\$19,772	\$20,401	\$20,000	\$20,000	
21410-51210	HEALTH INSURANCE PREMIUMS	\$56,731	\$71,115	\$85,314	\$149,452	
21410-51220	LONG TERM DISABILITY	\$784	\$727	\$1,097	\$1,276	
21410-51230	BASIC LIFE INSURANCE	\$678	\$717	\$828	\$952	
21410-51250	FICA CONTRIBUTIONS	\$23,957	\$25,166	\$26,958	\$31,772	
21410-51260	RETIREMENT CONTRIBUTIONS	\$19,783	\$22,010	\$24,667	\$29,072	
21410-51270	UNEMPLOYMENT COMPENSATION	\$646	\$657	\$645	\$831	
21410-51280	WORKERS' COMPENSATION	\$9,063	\$9,132	\$10,000	\$9,588	
21410-51380	UNIFORM ALLOWANCE	\$0	\$1,575	\$2,000	\$2,000	
21410-51410	UTILITIES	\$130,232	\$118,591	\$150,000	\$142,309	20% increase from 2023
21410-51610	SUPPLIES	\$4,432	\$5,436	\$7,000	\$7,500	
21410-51710	PROFESSIONAL SERVICES	\$55,527	\$48,921	\$60,000	\$60,000	Standard SCADA Control and HVAC
21410-51810	MAINTENANCE & REPAIR	\$96,201	\$109,937	\$110,000	\$110,000	
21410-51920	RENT/LEASE - EQUIPMENT	\$1,339	\$1,171	\$21,000	\$22,000	Grizzly Creek Gauge Station - USGS Fee
21410-52120	EMPLOYMENT POSTING	\$0	\$299	\$0	\$0	
21410-52210	PROFESSIONAL DEVELOPMENT	\$1,846	\$3,054	\$8,000	\$6,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
21410-52410	PROFESSIONAL DUES AND MEMBERSH	\$103	\$1,718	\$0	\$2,000	
21410-52610	TECHNOLOGY	\$3,703	\$7,887	\$12,000	\$12,000	
21410-52810	OTHER OPERATING EXPENSE	\$3,951	\$2,731	\$5,000	\$4,000	
21410-53230	OTHER CHEMICALS	\$136,144	\$129,303	\$150,000	\$130,000	
21410-53240	LABORATORY	\$2,100	\$3,040	\$5,000	\$4,000	
21410-54820	LAB SUPPLIES	\$10,458	\$11,533	\$16,000	\$12,000	
21410-55110	SAFETY PROGRAMS	\$0	\$676	\$4,000	\$4,000	
21410-59520	CAPITAL OUTLAY	\$11,615	\$5,255	\$12,000	\$10,000	
TOTAL 410 - WATER TREATMENT		\$891,914	\$913,768	\$1,063,893	\$1,166,073	

21 WATER, SEWER AND SANITATION - 420 WATER TRANSMISSION & DISTRIBUT

21420-51110	REGULAR EMPLOYEES	\$311,161	\$277,664	\$359,395	\$288,100	
21420-51140	OVERTIME	\$4,453	\$4,336	\$6,000	\$5,000	
21420-51150	STANDBY AND CALLBACK PAY	\$12,460	\$11,377	\$12,000	\$12,000	
21420-51210	HEALTH INSURANCE PREMIUMS	\$82,762	\$50,021	\$68,715	\$107,331	
21420-51220	LONG TERM DISABILITY	\$826	\$712	\$1,157	\$977	
21420-51230	BASIC LIFE INSURANCE	\$671	\$620	\$931	\$729	
21420-51250	FICA CONTRIBUTIONS	\$25,259	\$23,013	\$28,871	\$23,340	
21420-51260	RETIREMENT CONTRIBUTIONS	\$19,594	\$15,911	\$26,418	\$21,357	
21420-51270	UNEMPLOYMENT COMPENSATION	\$680	\$602	\$718	\$610	
21420-51280	WORKERS' COMPENSATION	\$7,085	\$9,181	\$8,000	\$9,640	
21420-51360	EMPLOYEE ONBOARDING	\$25	\$43	\$0	\$0	
21420-51380	UNIFORM ALLOWANCE	\$146	\$1,575	\$2,000	\$2,000	
21420-51410	UTILITIES	\$36,214	\$41,734	\$40,000	\$50,081	20% increase from 2023
21420-51610	SUPPLIES	\$7,740	\$12,458	\$8,000	\$10,000	
21420-51710	PROFESSIONAL SERVICES	\$7,330	\$33,534	\$50,000	\$35,000	
21420-51810	MAINTENANCE & REPAIR	\$99,565	\$98,636	\$110,000	\$110,000	
21420-51920	RENT/LEASE - EQUIPMENT	\$1,530	\$52,165	\$52,000	\$52,000	
21420-52120	EMPLOYMENT POSTING	\$399	\$299	\$0	\$500	
21420-52210	PROFESSIONAL DEVELOPMENT	\$200	\$1,655	\$11,500	\$7,500	
21420-52410	PROFESSIONAL DUES AND MEMBERSH	\$77	\$313	\$0	\$300	
21420-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$50	\$0	\$0	
21420-52610	TECHNOLOGY	\$5,197	\$14,383	\$12,000	\$15,000	
21420-52810	OTHER OPERATING EXPENSE	\$36	\$0	\$1,200	\$1,000	
21420-53240	LABORATORY	\$6,852	\$2,875	\$7,500	\$4,000	
21420-53530	DAMAGE CLAIMS	\$0	\$0	\$3,000	\$3,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
21420-54330	FORCE CONSTRUCTION	\$50,000	\$50,000	\$0	\$50,000	
21420-55110	SAFETY PROGRAMS	\$1,379	\$962	\$4,000	\$4,000	
21420-55210	FIRE HYDRANT REPLACEMENT	\$0	\$21,480	\$20,000	\$20,000	
21420-55220	METERS	\$65,754	\$65,830	\$75,000	\$75,000	
21420-55230	LEAK DETECTION	\$5,000	\$7,175	\$8,000	\$7,500	
21420-59520	CAPITAL OUTLAY	\$0	\$126,886	\$140,000	\$10,000	
TOTAL 420 - WATER TRANSMISSION & DISTRIBUTION		\$752,395	\$925,488	\$1,056,405	\$925,965	

21 WATER, SEWER AND SANITATION - 430 WASTEWATER TREATMENT

21430-51110	REGULAR EMPLOYEES	\$276,354	\$271,307	\$287,526	\$227,366	
21430-51140	OVERTIME	\$2,271	\$6,131	\$4,000	\$3,000	
21430-51150	STANDBY AND CALLBACK PAY	\$18,979	\$19,245	\$20,000	\$20,000	
21430-51210	HEALTH INSURANCE PREMIUMS	\$87,727	\$113,033	\$116,886	\$119,001	
21430-51220	LONG TERM DISABILITY	\$717	\$704	\$978	\$771	
21430-51230	BASIC LIFE INSURANCE	\$612	\$625	\$750	\$575	
21430-51250	FICA CONTRIBUTIONS	\$21,277	\$21,805	\$23,833	\$19,153	
21430-51260	RETIREMENT CONTRIBUTIONS	\$17,385	\$17,551	\$21,808	\$17,526	
21430-51270	UNEMPLOYMENT COMPENSATION	\$575	\$570	\$575	\$501	
21430-51280	WORKERS' COMPENSATION	\$6,253	\$11,508	\$7,500	\$12,083	
21430-51360	EMPLOYEE ONBOARDING	\$37	\$15	\$0	\$0	
21430-51380	UNIFORM ALLOWANCE	\$117	\$1,721	\$2,000	\$2,000	
21430-51410	UTILITIES	\$336,060	\$315,297	\$385,000	\$378,356	20% increase from 2023
21430-51610	SUPPLIES	\$15,463	\$17,275	\$16,000	\$15,000	
21430-51710	PROFESSIONAL SERVICES	\$45,995	\$54,396	\$64,050	\$55,000	
21430-51810	MAINTENANCE & REPAIR	\$175,689	\$137,296	\$185,000	\$140,000	
21430-51920	RENT/LEASE - EQUIPMENT	\$1,643	\$1,883	\$1,500	\$1,500	
21430-52120	EMPLOYMENT POSTING	\$0	\$1,274	\$0	\$500	
21430-52210	PROFESSIONAL DEVELOPMENT	\$4,064	\$2,695	\$10,000	\$7,500	
21430-52410	PROFESSIONAL DUES AND MEMBERSH	\$0	\$387	\$0	\$500	
21430-52420	ORGANIZATIONAL DUES AND MEMBER	\$0	\$50	\$0	\$0	
21430-52610	TECHNOLOGY	\$4,050	\$6,495	\$5,000	\$8,000	
21430-52810	OTHER OPERATING EXPENSE	\$7,963	\$7,871	\$8,000	\$5,000	
21430-53230	OTHER CHEMICALS	\$22,558	\$22,474	\$25,000	\$25,000	
21430-53240	LABORATORY	\$9,321	\$14,056	\$12,000	\$14,000	
21430-54820	LAB SUPPLIES	\$17,552	\$16,574	\$20,000	\$20,000	
21430-55110	SAFETY PROGRAMS	\$6,794	\$840	\$5,000	\$4,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
21430-59520	CAPITAL OUTLAY	\$2,163	\$0	\$15,000	\$175,000	Replacement Biosolids Slinger Equipment
TOTAL 430 - WASTEWATER TREATMENT		\$1,081,620	\$1,063,079	\$1,237,406	\$1,271,332	
21 WATER, SEWER AND SANITATION - 440 WASTEWATER COLLECTION & TRANSMISSION						
21440-51110	REGULAR EMPLOYEES	\$279,525	\$329,401	\$321,287	\$415,930	
21440-51140	OVERTIME	\$4,323	\$4,914	\$5,000	\$4,000	
21440-51150	STANDBY AND CALLBACK PAY	\$10,123	\$12,087	\$8,000	\$13,000	
21440-51210	HEALTH INSURANCE PREMIUMS	\$73,258	\$94,830	\$104,463	\$156,096	
21440-51220	LONG TERM DISABILITY	\$744	\$798	\$1,092	\$1,409	
21440-51230	BASIC LIFE INSURANCE	\$654	\$724	\$837	\$1,053	
21440-51250	FICA CONTRIBUTIONS	\$21,941	\$25,110	\$25,573	\$33,119	
21440-51260	RETIREMENT CONTRIBUTIONS	\$16,503	\$21,672	\$23,401	\$30,305	
21440-51270	UNEMPLOYMENT COMPENSATION	\$586	\$657	\$643	\$866	
21440-51280	WORKERS' COMPENSATION	\$7,486	\$6,427	\$7,500	\$6,748	
21440-51360	EMPLOYEE ONBOARDING	\$21	\$0	\$0	\$0	
21440-51380	UNIFORM ALLOWANCE	\$248	\$1,575	\$2,000	\$2,000	
21440-51410	UTILITIES	\$20,621	\$25,426	\$23,000	\$30,511	20% increase from 2023
21440-51610	SUPPLIES	\$5,003	\$4,244	\$6,200	\$6,500	
21440-51710	PROFESSIONAL SERVICES	\$7,105	\$26,312	\$75,000	\$60,000	Sanitary Sewer Survey for GIS Update
					\$2,500	Drug Testing, Medicals, etc.
					\$1,000	CDL Testing and Training
	TOTAL PROFESSIONAL SERVICES	\$7,105	\$26,312	\$75,000	\$63,500	
21440-51810	MAINTENANCE & REPAIR	\$88,950	\$81,324	\$95,000	\$70,000	Lift Stations, Equipment and Fuel
					\$30,000	Fleet
	TOTAL MAINTENANCE & REPAIR	\$88,950	\$81,324	\$95,000	\$100,000	
21440-51920	RENT/LEASE - EQUIPMENT	\$1,583	\$4,719	\$52,000	\$10,000	
21440-52210	PROFESSIONAL DEVELOPMENT	\$805	\$2,207	\$6,000	\$7,500	
21440-52410	PROFESSIONAL DUES AND MEMBERSH	\$77	\$81	\$0	\$500	
21440-52610	TECHNOLOGY	\$4,305	\$10,523	\$6,000	\$7,000	
21440-52810	OTHER OPERATING EXPENSE	\$1,371	\$45	\$1,500	\$1,000	
21440-53530	DAMAGE CLAIMS	\$0	\$0	\$1,000	\$1,000	
21440-54330	FORCE CONSTRUCTION	\$300	\$300	\$0	\$0	
21440-54910	ROOT CONTROL	\$0	\$18,420	\$10,000	\$10,000	
21440-54920	BACKFLOW DEVICE	\$0	\$0	\$750	\$10,000	
21440-55110	SAFETY PROGRAMS	\$2,244	\$821	\$4,000	\$3,000	
21440-59520	CAPITAL OUTLAY	\$8,777	\$126,885	\$18,000	\$10,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
TOTAL 440 - WASTWATER COLLECTION & TRANSMISSION		\$556,551	\$799,503	\$798,246	\$925,037	
21 WATER, SEWER AND SANITATION - 999 INTERFUND TRANSFERS						
21999-55910	TRANSFER TO FLEET SERVICE	\$100,000	\$72,000	\$150,000	\$0	
21999-55980	TRANSFER TO OTHER FUNDS	\$30,000	\$50,000	\$50,000	\$0	
TOTAL 999 - INTERFUND TRANSFERS		\$130,000	\$122,000	\$200,000	\$0	
		\$8,414,340	\$7,428,517	\$13,174,301	\$13,188,557	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
22 BROADBAND - 227 BROADBAND						
22227-51110	REGULAR EMPLOYEES	\$621,841	\$715,256	\$739,364	\$750,241	
22227-51120	PART-TIME EMPLOYEES	\$20,802	\$0	\$0	\$0	
22227-51140	OVERTIME	\$4,108	\$5,115	\$5,000	\$3,000	
22227-51150	STANDBY AND CALLBACK PAY	\$37,266	\$40,982	\$40,000	\$41,000	
22227-51210	HEALTH INSURANCE PREMIUMS	\$115,056	\$148,082	\$160,980	\$193,790	
22227-51220	LONG TERM DISABILITY	\$1,675	\$1,829	\$2,378	\$2,378	
22227-51230	BASIC LIFE INSURANCE	\$1,422	\$1,616	\$1,894	\$1,898	
22227-51250	FICA CONTRIBUTIONS	\$51,116	\$56,696	\$60,004	\$60,759	
22227-51260	RETIREMENT CONTRIBUTIONS	\$32,957	\$46,250	\$54,906	\$55,597	
22227-51270	UNEMPLOYMENT COMPENSATION	\$1,355	\$1,481	\$1,478	\$1,588	
22227-51280	WORKERS' COMPENSATION	\$3,043	\$1,784	\$3,000	\$1,874	
22227-51360	EMPLOYEE ONBOARDING	\$66	\$45	\$0	\$0	
22227-51380	UNIFORM ALLOWANCE	\$0	\$0	\$4,000	\$0	
22227-51410	UTILITIES	\$193,898	\$200,388	\$232,500	\$232,000	Shared Utilities at Operations Center and Bandwidth Purchases.
22227-51610	SUPPLIES	\$87,496	\$37,815	\$30,000	\$80,000	
22227-51710	PROFESSIONAL SERVICES	\$40,844	\$79,315	\$7,500	\$7,500	
22227-51810	MAINTENANCE & REPAIR	\$12,792	\$15,334	\$40,000	\$40,000	
22227-51930	RENT/LEASE - BUILDING	\$33,768	\$36,160	\$0	\$0	
22227-52210	PROFESSIONAL DEVELOPMENT	\$12,549	\$15,497	\$15,000	\$15,000	
22227-52310	MISC. TRAVEL	\$0	\$109	\$6,000	\$6,000	
22227-52610	TECHNOLOGY	\$85,383	\$128,394	\$30,000	\$40,000	
22227-52710	CREDIT CARD FEES	\$10,960	\$14,583	\$10,000	\$10,000	
22227-52810	OTHER OPERATING EXPENSE	\$18,458	\$7,695	\$10,000	\$10,000	
22227-53520	LIABILITY AND CASUALTY INSURA	\$24,577	\$22,968	\$35,390	\$46,078	
22227-54110	BAD DEBTS	\$0	\$1,531	\$0	\$35,000	
22227-54310	INTERFUND COST OF SERVICE	\$16,370	\$16,697	\$17,198	\$17,198	
22227-55610	DEPRECIATION	\$102,452	\$97,344	\$0	\$85,000	
22227-55910	TRANSFER TO FLEET SERVICE	\$0	\$72,000	\$0	\$20,000	
22227-59520	CAPITAL OUTLAY	\$0	\$856	\$0	\$48,000	Replacement for Transit Van
22227-60000	PROJECTS	\$49,162	\$376,890	\$300,000	\$250,000	Miscellaneous projects and upgrades associated with the city wide roll-out

TOTAL 227 - BROADBAND	\$1,579,415	\$2,142,711	\$1,806,592	\$2,053,901
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22 BROADBAND - 999 INTERFUND TRANSFERS

22999-55910	TRANSFER TO FLEET SERVICE	\$100,000	\$0	\$50,000	\$0
22999-55945	TRANSFER TO ELECTRIC	\$181,528	\$405,917	\$630,306	\$680,306

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
TOTAL 999 - INTERFUND TRANSFERS		\$281,528	\$405,917	\$680,306	\$680,306	
		\$1,860,943	\$2,548,628	\$2,486,898	\$2,734,207	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
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24 ELECTRIC UTILITY - 000

2450-60000	PROJECTS				\$1,291,884	Cardnell Substation Xcel Payment
					\$75,000	General System Improvements
					\$175,000	6&24 Undergrounding
					\$175,000	500 MCM Cable Upgrades - Mitchell Creek Circuit #4 Upgrades
					\$75,000	Mountain Shadows - Upgrades to System
					\$175,000	Overhead to Underground - Donegan Road/480
		\$584,223	\$3,345,909	\$1,215,000	\$150,000	Red Mountain Phase 2
	TOTAL PROJECTS	\$584,223	\$3,345,909	\$1,215,000	\$2,116,884	
	TOTAL 000 -	\$584,223	\$3,345,909	\$1,215,000	\$2,116,884	

24 ELECTRIC UTILITY - 220 ELECTRIC ADMINISTRATION

24220-51110	REGULAR EMPLOYEES	\$172,880	\$180,074	\$196,012	\$269,186	
24220-51210	HEALTH INSURANCE PREMIUMS	\$20,520	\$22,522	\$30,617	\$33,075	
24220-51220	LONG TERM DISABILITY	\$464	\$429	\$667	\$788	
24220-51230	BASIC LIFE INSURANCE	\$407	\$400	\$529	\$592	
24220-51250	FICA CONTRIBUTIONS	\$13,059	\$13,632	\$14,995	\$20,593	
24220-51260	RETIREMENT CONTRIBUTIONS	\$12,029	\$12,557	\$13,722	\$18,843	
24220-51270	UNEMPLOYMENT COMPENSATION	\$346	\$357	\$392	\$538	
24220-51280	WORKERS' COMPENSATION	\$2,540	\$551	\$2,500	\$578	
24220-51360	EMPLOYEE ONBOARDING	\$0	\$161	\$0	\$0	
24220-51410	UTILITIES	\$14,245	\$21,851	\$20,000	\$26,211	20% increase from 2023
24220-51610	SUPPLIES	\$4,216	\$6,990	\$5,000	\$7,500	
24220-51710	PROFESSIONAL SERVICES	\$22,557	\$35,050	\$22,644	\$75,000	
24220-51810	MAINTENANCE & REPAIR	\$0	\$0	\$0	\$50,000	
24220-51920	RENT/LEASE - EQUIPMENT	\$30,440	\$21,054	\$30,000	\$2,500	
24220-52210	PROFESSIONAL DEVELOPMENT	\$8,147	\$5,857	\$10,000	\$10,000	
24220-52410	PROFESSIONAL DUES AND MEMBERSH	\$9,439	\$9,079	\$10,000	\$10,000	
24220-52420	ORGANIZATIONAL DUES AND MEMBER	\$3,960	\$0	\$4,000	\$0	
24220-52510	GRANTS	\$15,000	\$0	\$10,000	\$0	
24220-52610	TECHNOLOGY	\$3,716	\$9,709	\$4,500	\$7,500	
24220-52810	OTHER OPERATING EXPENSE	\$1,236	\$49	\$0	\$1,500	
24220-53510	PROPERTY INSURANCE	\$67,974	\$91,157	\$97,883	\$80,000	
24220-53520	LIABILITY AND CASUALTY INSURA	\$6,221	\$5,814	\$8,959	\$9,720	
24220-53950	ISSUANCE COSTS	\$107,888	\$0	\$0	\$0	
24220-54310	INTERFUND COST OF SERVICE	\$342,915	\$349,773	\$360,266	\$363,763	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
24220-54410	REGULATORY EXPENSE	\$2,663	\$1,015	\$3,000	\$5,500	
24220-54610	ENERGY CONSERVATION	\$120,670	\$138,808	\$155,000	\$175,000	
24220-54750	PURCHASED POWER	\$10,031,327	\$9,969,123	\$10,200,000	\$10,500,000	
TOTAL 220 - ELECTRIC ADMINISTRATION		\$11,014,859	\$10,896,013	\$11,200,686	\$11,668,387	

24 ELECTRIC UTILITY - 245 CUSTOMER ACCOUNTS ELECTRIC

24245-51110	REGULAR EMPLOYEES	\$157,215	\$157,268	\$162,689	\$168,463
24245-51210	HEALTH INSURANCE PREMIUMS	\$44,749	\$45,725	\$49,452	\$53,903
24245-51220	LONG TERM DISABILITY	\$381	\$367	\$553	\$567
24245-51230	BASIC LIFE INSURANCE	\$339	\$338	\$410	\$422
24245-51250	FICA CONTRIBUTIONS	\$10,900	\$11,596	\$12,446	\$12,887
24245-51260	RETIREMENT CONTRIBUTIONS	\$10,413	\$10,997	\$11,388	\$11,792
24245-51270	UNEMPLOYMENT COMPENSATION	\$294	\$300	\$325	\$337
24245-51280	WORKERS' COMPENSATION	\$1,050	\$2,834	\$1,000	\$2,975
24245-51380	UNIFORM ALLOWANCE	\$0	\$700	\$300	\$750
24245-52210	PROFESSIONAL DEVELOPMENT	\$0	\$20	\$3,000	\$3,000
24245-52610	TECHNOLOGY	\$51,329	\$52,993	\$50,000	\$50,000
24245-52810	OTHER OPERATING EXPENSE	\$0	\$57	\$0	\$0
24245-54110	BAD DEBTS	\$14,790	\$35,935	\$0	\$0
24245-54320	INTERFUND BILLING	\$348,632	\$355,604	\$366,273	\$369,828
24245-54340	NONRECIPROCAL INTERFUND ACTIVI	\$513,132	\$473,850	\$514,500	\$475,000
24245-54760	CUSTOMER DEPOSIT INTEREST	\$1,849	\$898	\$0	\$0
24245-55810	INTERFUND FRANCHISE FEE	\$513,132	\$473,850	\$514,500	\$475,000
24245-59520	CAPITAL OUTLAY	\$0	\$0	\$100,000	\$0

TOTAL 245 - CUSTOMER ACCOUNTS ELECTRIC	\$1,668,205	\$1,623,333	\$1,786,836	\$1,624,924
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24 ELECTRIC UTILITY - 270 INTEREST

24270-53930	INTEREST - BONDS	\$196,031	\$136,968	\$172,887	\$187,600
24270-53940	INTEREST - OTHER DEBT ALPINE	\$142,296	\$405,865	\$420,252	\$420,523

TOTAL 270 - INTEREST	\$338,327	\$542,833	\$593,139	\$608,123
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24 ELECTRIC UTILITY - 275 DEPRECIATION/AMORTIZATION

24275-55610	DEPRECIATION	\$879,582	\$996,027	\$1,025,000	\$1,100,000
24275-59599	CAPITALIZED ASSETS	(\$748,302)	(\$6,419,103)	\$0	\$0

TOTAL 275 - DEPRECIATION/AMORTIZATION	\$131,280	(\$5,423,076)	\$1,025,000	\$1,100,000
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2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
24 ELECTRIC UTILITY - 380 MAINTENANCE & DISTRIBUTION						
24380-51110	REGULAR EMPLOYEES	\$662,384	\$813,818	\$971,394	\$1,051,678	
24380-51140	OVERTIME	\$2,659	\$2,954	\$4,000	\$0	
24380-51150	STANDBY AND CALLBACK PAY	\$63,477	\$68,113	\$65,000	\$69,000	
24380-51160	PROJECT ALLOCATION WAGES	(\$41,991)	(\$36,762)	\$0	\$0	
24380-51210	HEALTH INSURANCE PREMIUMS	\$143,725	\$141,360	\$152,748	\$214,930	
24380-51220	LONG TERM DISABILITY	\$2,135	\$2,298	\$2,859	\$3,002	
24380-51230	BASIC LIFE INSURANCE	\$1,933	\$2,154	\$2,419	\$2,640	
24380-51250	FICA CONTRIBUTIONS	\$65,171	\$74,918	\$79,590	\$85,732	
24380-51260	RETIREMENT CONTRIBUTIONS	\$60,316	\$63,539	\$72,830	\$78,447	
24380-51270	UNEMPLOYMENT COMPENSATION	\$1,751	\$1,959	\$1,941	\$2,241	
24380-51280	WORKERS' COMPENSATION	\$11,098	\$15,558	\$11,000	\$16,336	
24380-51380	UNIFORM ALLOWANCE	\$25	\$3,150	\$2,000	\$0	
24380-51410	UTILITIES	\$3,799	\$5,241	\$5,000	\$6,289	20% increase from 2023
24380-51610	SUPPLIES	\$29,147	\$26,694	\$30,000	\$50,000	
24380-51710	PROFESSIONAL SERVICES	\$50,694	\$5,794	\$20,000	\$25,000	
24380-51810	MAINTENANCE & REPAIR	\$181,617	\$196,576	\$225,000	\$275,000	
24380-52210	PROFESSIONAL DEVELOPMENT	\$2,459	\$3,266	\$10,000	\$8,000	
24380-52610	TECHNOLOGY	\$0	\$0	\$3,500	\$4,500	
24380-52810	OTHER OPERATING EXPENSE	\$316	\$175	\$2,500	\$1,500	
24380-53530	DAMAGE CLAIMS	\$0	\$0	\$1,000	\$0	
24380-59520	CAPITAL OUTLAY	\$206,226	\$613,337	\$824,173	\$350,000	
24380-59599	CAPITALIZED ASSETS	(\$178,840)	(\$612,591)	\$0	\$0	
24380-59994	BIW VEHICLE	\$0	\$0	\$0	\$50,000	Truck Replacement
TOTAL 380 - MAINTENANCE & DISTRIBUTION		\$1,268,101	\$1,391,550	\$2,486,954	\$2,294,295	
24 ELECTRIC UTILITY - 999 INTERFUND TRANSFERS						
24999-55910	TRANSFER TO FLEET SERVICES	\$300,000	\$321,000	\$390,000	\$0	
24999-55930	TRANSFER TO CAPITAL PROJECTS	\$0	\$25,000	\$25,000	\$0	
TOTAL 999 - INTERFUND TRANSFERS		\$300,000	\$346,000	\$415,000	\$0	
		\$15,304,996	\$12,722,563	\$18,722,615	\$19,412,613	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
28 TRASH FUND - 620 TRASH						
28620-51710	PROFESSIONAL SERVICES	\$0	\$104,294	\$604,000	\$648,000	Contracted Collections with MWR
					\$5,000	Education and Notices
					\$24,000	Hazardous Waste Day
					\$11,500	Summer Green Waste Collection
	TOTAL PROFESSIONAL SERVICES	\$0	\$104,294	\$604,000	\$688,500	
	TOTAL 620 - TRASH	\$0	\$104,294	\$604,000	\$688,500	
28 TRASH FUND - 999 INTERFUND TRANSFERS						
28999-55935	TRANSFER TO LANDFILL	\$0	\$0	\$34,000	\$25,000	Clean up program
					\$10,000	Recycle costs
	TOTAL TRANSFER TO LANDFILL	\$0	\$0	\$34,000	\$35,000	
28999-55950	TRANSFER TO GENERAL FUND	\$0	\$0	\$112,000	\$0	
	TOTAL 999 - INTERFUND TRANSFERS	\$0	\$0	\$146,000	\$35,000	
		\$0	\$104,294	\$750,000	\$723,500	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
29 LANDFILL ENTERPRISE FUND - 000						
2960-60000	PROJECTS	\$32,310	\$82,905	\$130,000	\$150,000	Buy out price for 950GC loader at end of lease, Wind Fence, Leachate Control Project.
TOTAL 000 -		\$32,310	\$82,905	\$130,000	\$150,000	
29 LANDFILL ENTERPRISE FUND - 610 LANDFILL ADMINISTRATION						
29610-51110	REGULAR EMPLOYEES	\$753,880	\$830,460	\$799,262	\$833,065	
29610-51120	PART-TIME EMPLOYEES	\$0	\$715	\$0	\$0	
29610-51140	OVERTIME	\$15,800	\$17,560	\$16,000	\$30,000	
29610-51210	HEALTH INSURANCE PREMIUMS	\$180,013	\$159,781	\$165,741	\$218,877	
29610-51220	LONG TERM DISABILITY	\$2,009	\$1,987	\$2,649	\$2,738	
29610-51230	BASIC LIFE INSURANCE	\$1,730	\$1,788	\$2,058	\$2,108	
29610-51250	FICA CONTRIBUTIONS	\$57,619	\$62,523	\$62,367	\$66,101	
29610-51260	RETIREMENT CONTRIBUTIONS	\$47,331	\$50,920	\$57,069	\$60,415	
29610-51270	UNEMPLOYMENT COMPENSATION	\$1,550	\$1,632	\$1,600	\$1,728	
29610-51280	WORKERS' COMPENSATION	\$25,126	\$22,086	\$25,000	\$23,191	
29610-51360	EMPLOYEE ONBOARDING	\$40	\$33	\$100	\$400	
29610-51380	UNIFORM ALLOWANCE	\$263	\$1,998	\$4,000	\$0	
29610-51410	UTILITIES	\$24,903	\$25,594	\$30,000	\$41,000	Electric, natural gas, propane, communications, technology, water and wastewater.
29610-51610	SUPPLIES	\$14,001	\$12,774	\$14,000	\$22,000	
29610-51710	PROFESSIONAL SERVICES	\$143,213	\$181,475	\$157,000	\$257,890	Waste Works, APEN Fees, E-waste, Recycle Program, Landfill Testing, Engineering On-call Services.
29610-51810	MAINTENANCE & REPAIR	\$408,304	\$343,048	\$400,000	\$367,500	Fire Mitigation, small equipment, fuel, hardware, supplies, vehicles maintenance, heavy equipment maintenance, landscaping, parts and signage.
29610-51920	RENT/LEASE - EQUIPMENT	\$107,571	\$213,309	\$500,000	\$322,900	25 ton truck, loaders, dozer, shredder and screener, Bomag.
29610-51930	RENT/LEASE - BUILDING	\$5,100	\$425	\$5,100	\$5,300	
29610-52110	PUBLIC NOTICES	\$0	\$0	\$0	\$1,150	
29610-52210	PROFESSIONAL DEVELOPMENT	\$6,854	\$6,433	\$6,000	\$20,000	
29610-52410	PROFESSIONAL DUES AND MEMBERSH	\$1,318	\$990	\$2,000	\$2,000	
29610-52420	ORGANIZATIONAL DUES AND MEMBER	\$1,506	\$230	\$15,000	\$2,000	
29610-52810	OTHER OPERATING EXPENSE	\$670	\$117	\$0	\$17,000	
29610-53510	PROPERTY INSURANCE	\$303	\$2,063	\$437	\$17,000	Technology,
29610-53520	LIABILITY AND CASUALTY INSURA	\$32,417	\$42,067	\$46,680	\$35,000	
29610-53940	INTEREST - OTHER DEBT	\$13,560	\$10,686	\$0	\$12,500	
29610-54110	BAD DEBTS	\$11,752	\$0	\$0	\$2,500	
29610-54310	INTERFUND COST OF SERVICE	\$145,632	\$148,545	\$153,000	\$154,500	
29610-54320	INTERFUND BILLING	\$4,728	\$4,919	\$4,728	\$5,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
29610-55320	SEPTIC AND CAR WASH	\$0	\$0	\$0	\$3,500	
29610-55340	TIRE DISPOSAL	\$13,637	\$16,961	\$20,000	\$30,000	
29610-55350	CONCRETE CRUSHING AND RECYCLIN	\$57,167	\$214,217	\$0	\$200,000	Concrete crushing - if budget allows, can wait till 2026, but will take up space.
29610-55360	LANDFILL CLOSURE COSTS	\$101,812	\$0	\$100,000	\$120,000	
29610-55370	LANDFILL POSTCLOSURE COSTS	\$54,002	\$0	\$125,000	\$75,600	
29610-55380	WEED CONTROL	\$3,000	\$4,000	\$6,000	\$5,000	
29610-55390	RECYCLING PROGRAM	\$86,915	\$97,656	\$120,000	\$100,000	
29610-55510	HOUSEHOLD HAZARDOUS WASTE	\$21,169	\$18,638	\$0	\$0	
29610-55610	DEPRECIATION	\$405,492	\$202,065	\$125,000	\$200,000	
29610-55910	TRANSFER TO FLEET SERVICE	\$100,000	\$0	\$125,000	\$0	
29610-59520	CAPITAL OUTLAY	\$408,899	\$385,000	\$0	\$0	
29610-59599	CAPITALIZED ASSETS	(\$483,209)	(\$405,375)	\$0	\$0	
TOTAL 610 - LANDFILL ADMINISTRATION		<u>\$2,776,075</u>	<u>\$2,677,320</u>	<u>\$3,090,791</u>	<u>\$3,257,963</u>	
29 LANDFILL ENTERPRISE FUND - 999 INTERFUND TRANSFERS						
29999-55930	TRANSFER TO CAPITAL PROJECTS	\$0	\$25,000	\$25,000	\$0	
TOTAL 999 - INTERFUND TRANSFERS		<u>\$0</u>	<u>\$25,000</u>	<u>\$25,000</u>	<u>\$0</u>	
		\$2,808,386	\$2,785,225	\$3,245,791	\$3,407,963	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
13 STREET TAX FUND - 00						
1300020-41210	GENERAL SALES TAX	\$3,356,178	\$3,504,337	\$3,770,669	\$3,959,202	
1300020-41310	USE TAX	\$180,779	\$149,596	\$180,779	\$189,818	
		<u>\$3,536,957</u>	<u>\$3,653,932</u>	<u>\$3,951,448</u>	<u>\$4,149,020</u>	
13 STREET TAX FUND - 00						
1300070-44310	TRANSFER FROM CAPITAL PROJECTS	(\$0)	\$180,000	(\$0)	(\$0)	
1300070-44355	TRANSFER FROM MARIJUANA TAX FU	\$175,000	(\$0)	(\$0)	(\$0)	
1300070-44370	TRANSFER FROM GENERAL FUND	(\$0)	\$2,495,903	(\$0)	(\$0)	
		<u>\$175,000</u>	<u>\$2,675,903</u>	<u>(\$0)</u>	<u>(\$0)</u>	
13 STREET TAX FUND - 15 PUBLIC TRANSPORTATION						
1315060-41220	AUDIT REVENUE	\$13,611	\$11,175	\$40,000	(\$0)	
1315060-42310	GRANTS	(\$0)	(\$0)	\$495,000	(\$0)	
1315060-42420	CREDIT CARD CONVENIENCE FEES	\$253	\$161	(\$0)	(\$0)	
1315060-42920	TRAFFIC IMPACT FEES	(\$0)	(\$0)	\$5,000	(\$0)	
1315060-42930	TRAFFIC IMPACT - SPRINGRIDGE	\$5,743	(\$0)	\$10,000	(\$0)	
1315060-43510	INTEREST	\$56,413	\$186,629	\$5,000	\$75,000	
1315060-44130	MISCELLANEOUS	\$3,330	(\$0)	(\$0)	(\$0)	
		<u>\$79,350</u>	<u>\$197,965</u>	<u>\$555,000</u>	<u>\$75,000</u>	
		\$3,791,307	\$6,527,801	\$4,506,448	\$4,224,020	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
21 WATER, SEWER AND SANITATION - 45 WATER						
2145060-42310	GRANTS	\$378,040	\$88,098	\$1,900,000	\$1,000,000	
2145060-43510	INTEREST	\$43,145	\$143,351	\$35,000	\$45,000	
2145060-43650	MISCELLANEOUS LEASE	\$840	\$840	(\$0)	(\$0)	
2145060-43910	COST REIMBURSEMENTS	(\$0)	\$475,000	(\$0)	(\$0)	
2145060-43920	INSURANCE REIMBURSEMENT	\$2,265	\$84,068	\$3,000	(\$0)	
2145060-44130	MISCELLANEOUS	\$613	\$4,237	(\$0)	(\$0)	
		\$424,903	\$795,594	\$1,938,000	\$1,045,000	
21 WATER, SEWER AND SANITATION - 45 WATER						
2146050-42520	SEWER USER FEES	\$4,184,267	\$4,038,441	\$4,600,000	\$5,400,000	
2146050-42540	SEWER TAP FEES	(\$0)	\$38,223	(\$0)	(\$0)	
2146050-42580	SEWER IMPROVEMENT FEES	\$315,416	\$757,750	\$826,382	\$1,750,000	
		\$4,499,683	\$4,834,414	\$5,426,382	\$7,150,000	
21 WATER, SEWER AND SANITATION - 46 WASTEWATER						
2145050-42510	WATER USER FEES	\$4,148,148	\$4,338,731	\$4,900,000	\$5,100,000	
2145050-42550	METER SALES	\$27,206	\$25,094	\$20,000	\$15,000	
2145050-42560	SERVICE CONNECT FEES	\$3,300	\$4,550	\$3,000	\$3,500	
2145050-42570	WATER IMPROVEMENT FEES	\$344,301	\$770,062	\$974,543	\$400,000	
		\$4,522,955	\$5,138,438	\$5,897,543	\$5,518,500	
21 WATER, SEWER AND SANITATION - 46 WASTEWATER						
2146060-43920	INSURANCE REIMBURSEMENT	(\$0)	\$40,468	(\$0)	(\$0)	
		(\$0)	\$40,468	(\$0)	(\$0)	
		\$9,447,541	\$10,808,913	\$13,261,925	\$13,713,500	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
22 BROADBAND - 51 BROADBAND						
2251050-43430	INTERNET - BUSINESS CBN	\$683,722	\$783,570	\$880,173	\$1,100,000	
2251050-43440	INTERNET - RESIDENTIAL CBN	\$345,271	\$517,432	\$532,105	\$600,000	
		<u>\$1,028,993</u>	<u>\$1,301,002</u>	<u>\$1,412,278</u>	<u>\$1,700,000</u>	
22 BROADBAND - 51 BROADBAND						
2251060-43510	INTEREST	\$485	\$26,670	(\$0)	\$25,000	
2251060-44130	MISCELLANEOUS	\$14,360	\$1,336	(\$0)	(\$0)	
		<u>\$14,844</u>	<u>\$28,006</u>	<u>(\$0)</u>	<u>\$25,000</u>	
		\$1,043,837	\$1,329,008	\$1,412,278	\$1,725,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
24 ELECTRIC UTILITY - 00						
2400070-44393	TRANSFER FROM BROADBAND	\$181,528	\$405,917	\$630,306	\$680,306	
		\$181,528	\$405,917	\$630,306	\$680,306	
24 ELECTRIC UTILITY - 50 ELECTRIC						
2450060-42560	SERVICE CONNECT FEES	\$13,395	\$25,520	\$14,735	\$15,000	
2450060-42650	VENDORS FEE	\$8,020	\$11,717	\$8,822	\$10,000	
2450060-42660	JOINT POLE USE	(\$0)	(\$0)	(\$0)	\$25,000	
2450060-43510	INTEREST	(\$45,551)	\$55,767	\$4,629	\$50,000	
2450060-43650	MISCELLANEOUS LEASE	\$1,000	\$200	\$1,100	(\$0)	
2450060-43710	DEVELOPER CONTRIBUTIONS	\$290,758	\$123,952	\$944,007	(\$0)	
2450060-43920	INSURANCE REIMBURSEMENT	\$29,764	(\$0)	\$32,740	(\$0)	
2450060-44110	SALE OF ASSETS	\$4	(\$0)	(\$0)	(\$0)	
2450060-44130	MISCELLANEOUS	\$140,222	\$120,942	\$20,000	(\$0)	
2450060-44140	BAD DEBT RECOVERY	\$1,636	\$1,073	(\$0)	(\$0)	
		\$439,248	\$339,171	\$1,026,033	\$100,000	
24 ELECTRIC UTILITY - 50 ELECTRIC						
2450050-42610	COMMERCIAL	\$9,461,700	\$9,902,663	\$11,000,000	\$11,250,000	
2450050-42620	RESIDENTIAL	\$5,215,782	\$5,796,726	\$6,040,000	\$6,000,000	
2450050-42630	MUNICIPAL	\$98,720	\$138,387	\$100,000	\$140,000	
2450050-42640	SECURITY LIGHTING	\$11,722	\$10,771	\$10,000	\$15,000	
2450050-42645	EV CHARGING FEES	(\$0)	\$904	(\$0)	(\$0)	
		\$14,787,924	\$15,849,450	\$17,150,000	\$17,405,000	
		\$15,408,700	\$16,594,538	\$18,806,339	\$18,185,306	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
28 TRASH FUND - 30 PUBLIC WORKS						
2830050-42850	TRASH SERVICE FEE	(\$0)	\$104,261	\$755,000	\$800,000	
		(\$0)	\$104,261	\$755,000	\$800,000	
28 TRASH FUND - 30 PUBLIC WORKS						
2830060-43510	INTEREST	(\$0)	(\$0)	(\$0)	\$10,000	
		(\$0)	(\$0)	(\$0)	\$10,000	
		(\$0)	\$104,261	\$755,000	\$810,000	

2025 BUDGET

Account	Account Description	2022 Actual	2023 Actual	2024 Revised Budget	2025 Request	Description
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29 LANDFILL ENTERPRISE FUND - 60 LANDFILL

2960060-42310	GRANTS	(\$0)	\$370,750	\$40,000	(\$0)	
2960060-42650	VENDORS FEE	\$412	\$646	(\$0)	(\$0)	
2960060-43510	INTEREST	\$30,540	\$93,735	(\$0)	\$75,000	
2960060-44130	MISCELLANEOUS	\$46,499	\$51,363	(\$0)	\$25,000	
		\$77,452	\$516,494	\$40,000	\$100,000	

29 LANDFILL ENTERPRISE FUND - 60 LANDFILL

2960050-42810	CONCRETE	\$130,289	\$193,611	\$130,000	\$150,000	
2960050-42811	OTHER RECYCLABLE METALS	\$1,405	(\$0)	(\$0)	(\$0)	
2960050-42812	ANIMALS	\$1,505	\$1,490	\$1,200	\$1,200	
2960050-42813	NON-FRIABLE ASBESTOS	(\$0)	\$93	\$1,000	\$1,000	
2960050-42814	APPLIANCES	\$11,350	\$12,220	\$13,000	\$13,000	
2960050-42815	BRUSH & WOOD	\$251,603	\$380,357	\$180,000	\$200,000	
2960050-42816	CITY OF GLENWOOD	\$2,127	(\$0)	\$20,000	\$20,000	
2960050-42817	CONSTRUCTION WASTE MIXED	\$955,604	\$1,024,237	\$1,000,000	\$1,000,000	
2960050-42818	CONTAMINATED SOIL	\$34,876	\$6,531	\$15,000	\$15,000	
2960050-42819	MUNICIPAL WASTE	\$1,012,840	\$995,361	\$1,040,000	\$1,100,000	
2960050-42820	RESIDENTIAL/MIXED	\$26,799	\$58,044	\$10,000	\$50,000	
2960050-42821	SLUDGE	\$16,937	\$19,800	\$20,000	\$20,000	
2960050-42822	CAR WASH SLUDGE	\$44,663	\$26,811	\$34,000	\$34,000	
2960050-42823	SEPTIC SLUDGE	\$218,734	\$76,065	\$185,000	\$185,000	
2960050-42824	TIRES - PASSENGER/LT TRUCK	\$22,433	\$25,291	\$20,000	\$20,000	
2960050-42825	TIRES - LARGE TRUCK	\$2,076	\$5,112	\$2,000	\$2,000	
2960050-42826	TIRES - EQUIPMENT	(\$0)	(\$0)	\$100	\$100	
2960050-42827	COMPOST FEE	\$105,588	\$227,971	\$120,000	\$120,000	
2960050-42828	SCRAP METAL/RECYCLE FEES	\$1,242	\$3,002	\$1,200	\$1,200	
2960050-42829	CLEAN OUT FEE	\$39,747	\$41,424	\$2,000	(\$0)	
2960050-42830	ELECTRONICS	\$67,631	\$81,225	\$55,000	\$55,000	
		\$2,947,448	\$3,178,645	\$2,849,500	\$2,987,500	
		\$3,024,900	\$3,695,139	\$2,889,500	\$3,087,500	



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Mobile Home Park Preservation Presentation
Action Requested:	Presentation on pros,cons and strategies around preservation of mobile home parks.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Generate Sustainable Economic Development Protect and Preserve our Quality of Life
Background Info:	Representatives from Manaus, the organization that owns the Three Mile Trailer Park will be here to present.
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA

MHP Preservation Program Pilot and Overview

August 2024 @ City of Glenwood Springs Council Worksession

**Roaring Fork
Community
Development
Corporation**

Hello!

Today's Agenda

Overview
of
Regional
MHPs

ROC
Models
&
Issues in
Rural
Colorado

RF CDC's
Pilot
Model
&
Approach

Struggles at
3-Mile MHP
&
Universally

How Might
Glenwood
Springs
Support?



MHP Preservation

Traditional ROC (Resident Owned Communities)

ROC Capital and ROC USA fund purchases of MHPs exclusively through Technical Assistance providers (like Thistle) to support organized residents in securing the purchase of and a decade of support for the operations of their park.

Nontraditional Preservation Models

Nonprofit intervention (like RFCDC),
Municipal intervention (like Pitkin County),
Housing Authority interventions,
Community Land Trust
developments, etc

Overview of Roaring Fork MHPS

Over 55 Parks in the Roaring Fork and Colorado River Valleys. 14 of those are within or very near the City of GWS boundary.

ROC Models & Rural Colorado

Financing a park purchase is uniquely difficult and outrageously expensive due to the redevelopment possibilities and limited financing opportunities.

The Issues & Hurdles

Low-income families, often with mixed documentation status, and other health disparities.

The rampant issue of benevolent negligence.

The need for affordable housing vs the cost of new construction or renovations.

MHPs are not stable investments if equity, wellbeing and community stabilization are the goal.

Language accessibility.

Changing rules.

MHPs & CoGS

The Parks in and around CoGW won't qualify for ROC financing.

There are very few nonprofits and agencies working in the MHP preservation space, regardless of final ownership plans.

The capacity to do more is highly limited by operational funding and lack of philanthropic investments or grant opportunities.

How Might CoGS Take Action?

Utilize unique funding mechanisms only CoGS can access to support agencies already working with Parks.

Update ballot language to support Parks without demographic requirement.

Preserve a Park.

Engage with MHP Owners, support them with infrastructure improvement planning, oversight and sourcing funds to keep rents low.

Offset operational costs for new owners with caveats on affordability.

3-Mile Mobile Home Park

Help lower utility costs (revoke 1.5 utility costs for outside city limits parks).

Fund community organizing to support residents.

Engage park owners in utility cost reductions.

Report infrastructure issues to State.

Advocate for GarCo to opt-in to Prop123 or advocate with legislators to adjust the ballot language to be more encompassing.

MHP Preservation Program Pilot and Overview

August 2024 @ City of Glenwood Springs Council Worksession



**Roaring Fork
Community
Development
Corporation**

Thank You



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: July 18, 2024 Council Minutes

Action Requested: July 18, 2024 City Council Minutes

Department: City Clerk

Presented By:

Strategic Goals: Provide Efficient and Responsive City Government

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
CITY COUNCIL MEETING
JULY 18, 2024
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 9. 10:13 Roll Call

Present: Mayor Wussow, Mayor Pro Tem Dehm, Councilor Schachter, Councilor Kaup, Councilor Weimer, and Councilor Zalinski. Also present were; City Manager Steve Boyd; City Clerk Ryan Muse; City Engineer Ryan Gordon; City Attorney Karl Hanlon, Finance Director Yvette Gustad, Lieutenant John Hassell, Director of Economic and Community Development Hannah Klausman, Executive Assistant Sara Weigel, Public Information Officer Bryanna Starbuck, City Planner Emery Ellingson, Public Works Director Matt Langhorst.

Item 10. 10:31 Agenda Changes & Conflicts

Mayor Pro Tem requested to move Item 23 up the agenda to Item 15. The council all agreed.

Item 11. 11:00 Council Announcements

Mayor Wussow, Councilor Zalinski and Councilor Kaup made announcements.

Item 12. 14:10 Citizens Appearing Before Council (for items not on the agenda - comments limited to 3 minutes)

14:24 Mayor Wussow opened the floor to public comment.

Public comments were made.

18:02 Mayor Wussow closed the floor to public comment.

Item 13. 18:14 Council Reactions to Public Comment

Councilor Zalinski shared her reaction to public comment.

Item 14. 18:27 Consent Agenda

Councilor Kaup moved to approve the consent agenda. Councilor Zalinski seconded the motion.

The motion passed unanimously.

Item 15. 18:50 Habitat Lofts Phase 3 Project

City Manager, Steve Boyd, Director of Economic and Community Development, Hannah Klausman, and Gail Schwartz, president of the Habitat for Humanity Roaring Fork Valley presented.

Councilor Kaup, Councilor Zalinski, Mayor Pro-Tem Dehm, and Councilor Schachter made comments.

43:18 Councilor Schachter moved commit an additional \$2M toward the project. Half a million would come from Workforce Housing fund and \$1.5M from City Funds, structured as a reasonable loan and the workforce housing commitment would be tied to some priorities for Glenwood Springs employees. Councilor Zalinski seconded the motion.

Councilors Schachter, Councilor Kaup, Mayor Pro Tem Dehm, and Councilor Zalinski made comments.

58:11 Councilor Schachter amended his motion to commit an additional \$2M toward the project. Half a million would be a grant from Workforce Housing fund, that would be tied to three additional priorities for Glenwood Springs workforce housing, and the remaining \$1.5M structured as a reasonable loan with terms and sources recommended by the City.

Councilors Schachter, Councilor Kaup, Mayor Pro Tem Dehm, and Councilor Zalinski made comments.

1:05:00 Councilor Schachter amended his motion to commit an additional half a million, on top of the already committed \$1M, which will come as a grant from the Workforce Fund, under the same terms and conditions as the original grant, which will result in a total of 15 units, with another \$1.5M to be a loan to come from funding sources to be determined.

Councilor Zalinski seconded the amended motion.

Mayor Pro Tem Dehm, Councilor Kaup, Councilor Zalinski and Mayor Wussow made comments.

1:11:12 the motion passed unanimously.

Item 16. 1:12:36 Update from Sustainable Strategies on Grant Opportunities

Ashley Badesh, partner at Sustainable Strategies DC, presented on the services provided to the City.

Item 17. 1:23:54 West Mountain Regional Health Alliance Update

Executive Director, Christina Gair and Health Access Director, Namrata Shrestha, presented.

Item 18. 2:23:54 Request for Fifth Amendment to Agreement for Immediate Possession and Conveyance of Property Interests (Butler Rents)

Karl Hanlon, City Attorney, presented. Erica Gibson with JVAM Law was available for questions.

1:45:21 Mayor Wussow opened the floor to public comment.

Public comments were made.

1:46:30 Mayor Wussow closed the floor to public comment.

1:46:40 Councilor Kaup moved to approve the Fifth Amendment to Agreement for Immediate Possession and Conveyance of Property Interests (Butler Rents). Mayor Pro Tem Dehm seconded.

The motion passed unanimously.

Item 19. 1:47:40 South Bridge Update

City Engineer Ryan Gordon presented.

Councilor Schachter and Councilor Kaup made comments.

1:53:51 Mayor Wussow opened the floor to public comment.

Public comments were made.

1:58:00 Mayor Wussow opened the floor to public comment.

Item 20. 1:58:28 Planning File 09-24 Major Site and Architectural Plan Lot 10C Glenwood Meadows

Emery Ellingson, City Planner II, Matthew Langhorst, Public Works Director, and the applicant, Dave Dresser, with LK Architecture, presented.

Councilor Kaup, Councilor Weimer, and Mayor Pro Tem Dehm made comments.

2:26:26 Mayor Wussow opened the floor to public comment.

No public comments were made.

2:26:35 Mayor Wussow closed the floor to public comment.

2:27:30 Mayor Pro Tem Dehm moved to approve Planning File 09-24 Major Site and Architectural Plan Lot 10C Glenwood Meadows with the conditions lined out in the staff report. Councilor Kaup seconded.

Councilor Zalinski made comments.

2:28:57 The motion passed unanimously.

Item 21. 2:35:00 Fee Waiver and Funding Request for Glenwood Gardens Low Income Housing Tax Credit

A. Fee Waiver Request for Proposed Multifamily Development at Glenwood Gardens

B. Workforce Housing Fund Advisory Board grant funding recommendation

Hannah Klausman, Director of Economic and Community Development and Lisa Sorenson from the Cohn Esrey Development group presented.

3:14:42 Mayor Wussow opened the floor to public comment.

No public comments were made.

3:14:51 Mayor Wussow closed the floor to public comment.

3:15:11 Mayor Pro Tem Dehm moved to approve the Fee Waiver and Funding Request for Glenwood Gardens Low Income Housing Tax Credit – approving \$785,000 out of the 2C fund for year 2025 and

\$785,000 out of 2C Fund for year 2026 without a fee waiver reduction following the recommendation of the applicants. Councilor Kaup seconded the motion.

The full Council made comments.

3:21:46 The motion passed unanimously.

Item 22. Ordinance 2024-13; Title 070 Code Amendments

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

3:32:08 Mayor Wussow opened the floor to public comment.

No public comments were made.

3:32:16 Mayor Wussow closed the floor to public comment.

3:32:32 Councilor Schachter moved to approve Ordinance 2024-13; Title 070 Code Amendments as presented by staff. Councilor Zalinski seconded the motion.

The motion passed unanimously.

Item 23. Ordinance 2024-14; Title 050 Municipal Code Amendment, Plumbers License

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

3:34:30 Mayor Wussow opened the floor to public comment.

No public comments were made.

3:34:34 Mayor Wussow closed the floor to public comment.

3:34:36 Councilor Zalinski moved to approve Ordinance 2024-14; Title 050 Municipal Code Amendment, Plumbers License as presented by staff. Councilor Kaup seconded the motion.

The motion passed unanimously.

Item 24. 3:35:27 Council Comments

Mayor Pro Tem Dehm, Councilor Kaup, and Mayor Wussow made comments.

Item 25. 3:43:15 Report from City Administration

Steve Boyd, City Manager, had no comments.

Karl Hanlon, City Attorney, made comments.

Item 26. 3:45:10 Council Social Event Location Announcement

There was no social event planned for the evening.

Item 27. 3:45:38 Adjournment

Councilor Kaup moved to adjourn. Councilor Weimer seconded.

The motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Ordinance 2024-13; Title 070 Code Amendments. Second Reading
Action Requested:	Consideration of various amendments to Municipal Code Title 070 including but not limited to Sections 070.010, 070.020, 070.030, 070.040, 070.060, 070.070, 070.080 related to Development permits, non-conformities, measurements and exceptions, use specific standards, common open space, definitions, and public noticing.
Department:	Economic and Community Development
Presented By:	Hannah Klausman
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	A special election held on April 23, 2024 amended the City of Glenwood Springs Charter related to processing residential development applications as well as annexations and City owned land and the dispensation of City owned land. City Council passed an emergency Ordinance 2024-08 to enact a temporary moratorium on May 2, 2024 to suspend all impacted applications for 120 days until Community Development department could amend Code to align with the recently passed ballot initiative. Staff has included the Legal Memorandum detailing the moratorium. Ballot Question A included amendments to the Sections 13.2 and 13.19 of the City of Glenwood Springs home rule charter as set forth below, with new language in <u>bold and underlined</u> and strike through language be deleted. <u>Section 13.19 – Growth Accountability</u> <u>Upon City approval of any annexation, or upon approval of any residential or mixed-use housing to be built on City owned land, Council shall, on its own motion, submit the ordinance, question, or issue to the electorate as provided in Article V of this Charter.</u> <u>Any application for a development permit which includes more than four new dwelling units shall be subject to review by the Planning and Zoning Commission and by Council, and shall require approval by Council.</u> <u>The City shall amend the City ordinances to be consistent with this Charter Amendment.</u> Sec. 13.2 - Restriction on sales of land and water rights. Neither lands owned and used by the City for park, airport, or governmental purposes, nor water rights, shall be sold or conveyed without an affirmative vote of a majority of the qualified electors. Nothing in this provision, however, shall prohibit the City from exchanging, or changing point of diversion of water rights without such vote. Staff has also identified other small code amendments to include in this change that are detailed under “Other Code Section Amendments” within this report on Page 5. These changes include points of clarification or minor error corrections. Staff has included all Code Sections being amended as attachments to this report as Exhibit A and Exhibit B. Exhibit A is all of the code amendments related to the special election and Charter amendment. Exhibit B is all of the minor edits and clarification code amendments proposed by staff. Strikethrough text indicates language being deleted, while <u>double underline</u> text indicates language being added.
Issues:	Planning and Zoning Commission reviewed the Code amendments at their June 25, 2024 regularly scheduled meeting. The Commission voted 7-0 in favor of recommending approval of the code amendments.

Staff has attached the Planning and Zoning Commission report that includes a full analysis of the code amendments, code language descriptions, and suggested findings.

Fiscal Impact:

Some of the Code amendments related to the Charter amendment stipulate that a public election shall be required for any annexations into the City as well as any residential development on City-owned land. Each public election costs the City and taxpayers between \$10,000 and \$13,000.

Legal Review:

Legal has reviewed the Code amendment proposal and drafted the ordinance for adoption.

Staff Recommendation:

Planning and Zoning Commission recommends approval of the proposed text amendments with the following suggested findings:

The Code Amendments are:

1. Is consistent with the Comprehensive Plan and other City policies;
2. Does not conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
3. Is necessary to address a demonstrated community need;
4. Is necessary to respond to substantial changes in conditions and/or policy; and
5. Is consistent with the general purpose and intent of this code.

ORDINANCE NO. 13

Series of 2024

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING TITLE 070 SECTIONS 070.020, 070.030, 070.040, 070.060, 070.070, AND 070.080, OF THE GLENWOOD SPRINGS MUNICIPAL CODE.

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, on April 23, 2024 the electorate of the City approved Question A to amend the Charter to make changes in the processing of annexations and land use permits for residential and mixed-use developments proposed to contain more than four residential units; and

WHEREAS, Question A specifically directs and requires the City to amend the City ordinances to be consistent with the Charter amendment; and

WHEREAS, Title 070 of the Glenwood Springs Municipal Code (the “Land Use Code”) provides for the Subdivision, Development, and Use of Land within the City; and

WHEREAS, the Land Use Code contains certain residential unit number thresholds that trigger varying procedural requirements that no longer align with the Charter, as amended; and

WHEREAS, the Land Use Code does not contain procedures for annexations beyond the statutory requirements; and

WHEREAS, in the process of applying the revised development code, City staff discovered provisions that need clarification or modification relating to residential, nonresidential, and mixed-use site and building design; and

WHEREAS, recommended amendments to the development code to address the foregoing issues are set forth on **Exhibit A** attached hereto; and

WHEREAS, on June 25, 2023, the Planning and Zoning Commission found that the recommended amendments on **Exhibit A** satisfy the Code Amendment Approval Criteria set forth in Section 070.060.040(c)d.3. and recommended adopting the amendments on Exhibit A; and

WHEREAS, the City Council finds and declares that the amendments to the development code on **Exhibit A** satisfy the Code Amendment Approval Criteria set forth in Section 070.060.040(c)d.3. and are proper and necessary to advance the public health, safety and welfare of the City’s residents.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD
SPRINGS, COLORADO, ORDAINS:**

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Title 070 of the Glenwood Springs Municipal Code is hereby amended as set forth in **Exhibit A** attached hereto.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS 18th DAY OF JULY 2024.

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 _____ 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

Exhibit B Code Amendments

070.020.020 Summary of Dimensional Standards.

(a) Residential Districts.

Table 020.2: Summary of Residential Dimensional Standards						
	RR	RL	RM1	RM2	RH	RT
Lot Standards, Minimum						
Lot area	40,000 sf	20,000 sf	6,000 sf	—	—	—
Lot area, lots created prior to March 1, 1965			5,000 sf			
Lot area, single-family detached	—	—	—	5,000 sf/unit	4,500 sf/unit	5,000 sf/unit
Lot area, attached dwellings sharing common wall	—	—	7,500 sf	2,500 sf/unit	2,250 sf/unit	2,500 sf/unit
Landscaped area (for multifamily dwellings)	—	—	—	20 percent	20 percent	20 percent
Setbacks, Minimum						
Front (from arterial streets)	50 feet	50 feet	30 feet	30 feet	15 feet	15 feet
Front (from other streets)	25 feet	25 feet	20 feet	20 feet	10 feet	10 feet
Side	10 feet	10 feet ^[1]	5 feet	5 feet ^[2]	5 feet ^[2]	5 feet ^[2]
Rear	25 feet	25 feet	15 feet	10 feet	10 feet	10 feet
Building Standards, Maximum						
Building height	27 feet	27 feet	27 feet	27 feet	40 feet	40 feet
Notes:						
[1] Or one-half the height of the principal building, whichever is greater.						
[2] For attached dwellings sharing a common wall, interior side setbacks may be permitted at zero feet.						

...

070.020.060 Residential Multifamily Limited (RM2) District.

...

(b) Standards.

Table 020.8: RM2 District		
Dimensional Standards		
Lot Standards, Minimum		
A	Lot area, single-family detached (sq ft)	5,000 per unit
	Lot area, attached dwellings sharing common wall (sq ft)	2,500 per unit

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	Landscaped area (for multifamily dwellings) (%)	20
Setbacks, Minimum		
B	Front (from arterial streets) (ft)	30
	Front (from other streets) (ft)	20
C	Side (ft)	5 ^[1]
D	Rear (ft)	10
Building Standards, Maximum		
E	Building height (ft)	27
Other Key Standards		

(Ord. No. 19-2018, § 2(Exh. A), 8-2-2018; Ord. No. 9-2023, § 2, 10-26-2023)

...

070.020.070 Residential High-Density District (RH) District.

...

(b) *Standards.*

Table 020.9: RH District		
Dimensional Standards		
Lot Standards, Minimum		
A	Lot area, single-family detached (sq ft)	4,500 per unit
	Lot area, attached dwellings sharing common wall (sq ft)	2,250 per unit
	Landscaped area (for multifamily dwellings) (%)	20
Setbacks, Minimum		
B	Front (from arterial streets) (ft)	15
	Front (from other streets) (ft)	10
C	Side (ft)	5 ^[1]
D	Rear (ft)	10
Building Standards, Maximum		
E	Building height (ft)	40

(Ord. No. 19-2018, § 2(Exh. A), 8-2-2018; Ord. No. 9-2023, § 2, 10-26-2023)

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070.020.080 Residential Transitional (RT) District.

...

(b) *Standards.*

Table 020.10: RT District		
Dimensional Standards		
Lot Standards, Minimum		
A	Lot area, single-family detached (sq ft)	5,000 per unit
	Lot area, attached dwellings sharing common wall (sq ft)	2,500 per unit
	Landscaped area (for multifamily dwellings) (%)	20
Setbacks, Minimum		
B	Front (from arterial streets) (ft)	15
	Front (from other streets) (ft)	10
C	Side (ft)	5 ^[1]
D	Rear (ft)	10
Building Standards, Maximum		
E	Building height (ft)	40

(Ord. No. 19-2018, § 2(Exh. A), 8-2-2018; Ord. No. 9-2023, § 2, 10-26-2023)

...

070.020.200 Measurements and Exceptions.

(c) *Setbacks.*

- (6) *Exceptions to Setback Standards.* The features listed in Table 020.20 shall be permitted to project into the required setbacks of the applicable zoning district. The exceptions apply to all zoning districts unless otherwise stated.

Table 020.20: Authorized Exceptions to Setback Standards	
Accessibility ramps	May be located within required yards. Ramps shall be removed within three (3) months after the need for such ramp is removed. Ramps shall not be located in the public right-of-way without approval by the City.
Front porches and stoops	May encroach ten (10) feet into required front yard provided such porch or stoop is a minimum of sixty-five (65) percent open (including screens

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	and/or windows) on the front and each side and is no closer than ten (10) feet from the front property line.
Ground-mounted solar panels	May encroach five (5) feet into required side and rear yards provided no element is located closer than two (2) feet from any property line.
Ground-mounted mechanical equipment	May encroach five (5) feet into required side and rear yards provided no element is located closer than two (2) feet from any property line and the equipment complies with screening standards in Subsection 070.040.050(f), Screening, Fences, and Walls.
Roof eaves and other incidental architectural features	May encroach eighteen (18) inches into a required yard.
Storage sheds	In residential districts, storage sheds less than one hundred twenty (120) square feet in size may be placed up to, but not closer than three (3) feet from a rear or side property line provided they are not placed on a permanent foundation or over an easement.
Uncovered balconies and fire escapes	May encroach eighteen (18) inches into required side yard; four (4) feet into required front or rear yard.
Uncovered porches, slabs, patios, walks, and steps	May encroach into required yards by any amount provided all components of the encroachment are no greater than thirty (30) inches above ground level.
Retaining walls	May encroach by any amount into required front, rear, or side yards with the approval of the Public Works Director and City Engineer, provided that all other standards of this code and the Engineering Standards related to retaining walls are met.

...

070.030.020 Table of Allowed Uses.

Table 030.1 lists the uses allowed within each base zoning district. Each listed use is defined in Section 070.070.020, Definitions of Use Categories and Specific Use Types.

- (a) *Explanation of Use Permissions.*

...

- (b) *Use for Other Purposes Prohibited.* Approval of a use listed in Table 030.1, and compliance with applicable use-specific standards for that use, authorizes that use only. Development or use of a property for any other use not specifically allowed in Table 030.1, and approved under the appropriate process, is prohibited.
- (c) *Table Organization.* In Table 030.1, land uses and activities are classified by general "use categories" and specific "use types" based on common functional, product, or physical characteristics such as the type and intensity of activity, the type of customers or residents, operation requirements, how goods or services are sold or delivered, and typical site conditions. This classification provides a systematic basis for assigning present and future land uses into appropriate zoning districts. This classification does not list every use or activity that may appropriately exist within the categories. Certain uses may be listed in one (1) category when they may reasonably have been listed in one (1) or more other categories. The use categories are an indexing tool and are not regulatory.
- (d) *Classification of New and Unlisted Uses.* The following procedures shall apply if an application is submitted for a use category or use type that is not specifically listed in Table 030.1. Submission and

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approval of such an application shall be required prior to approval of any other permit or development approval associated with the use.

...

(e) Multiple Primary Uses Permitted. Multiple primary uses on one lot shall be allowed in the RM2, RH, RT, M1, M2, M3, CO, and RE zoning districts if each individual use is allowed in the zoning district and all uses can be accommodated within the zoning district's dimensional standards and comply with all use-specific conditions or standards required of any of the principal uses.

(f) *Table of Allowed Uses.*

(Ord. No. 19-2018, § 2(Exh. A), 8-2-2018; Ord. No. 3-2019, § 2(Exh. A), 1-31-2019; Ord. No. 15-2020, § 2(Exh. A), 7-2-2020; Ord. No. 27-2020, § 2(Exh. A), 11-19-2020; Ord. No. 3-2021, § 2(Exh. A), 5-20-2021; Ord. No. 18-2021, § 2(Exh. A), 1-6-2022; Ord. No. 18-2022, § 2(Exh. A), 7-21-2022; Ord. No. 15-2023, § 2(Exh. A), 10-5-2023)

...

070.030.030 Use-Specific Standards.

(11) *Medical Marijuana Business.*

...

d. *Requirements Related to Operation of a Medical Marijuana Business.*

1. Medical marijuana businesses shall meet all operational criteria for the procurement, dispensing, labeling, sanitation, security, and any other criteria as required by the state pursuant to the Colorado Marijuana Code and the City Code Article 050.080.
2. In addition, all medical marijuana businesses shall comply with the following local restrictions:
 - i. Medical marijuana businesses shall limit their hours of operation to between 8:00 a.m. and ~~7:00 p.m.~~ **10:00 p.m.** Monday through Sunday or as otherwise limited by state law;

...

(12) *Retail Marijuana Business.*

...

d. *Requirements Related to Operation of a Retail Marijuana Business.*

1. Retail marijuana businesses shall meet all operational criteria for the procurement, display, dispensing, labeling, sanitation, security, and any other criteria as required by the state pursuant to the CMC and the City Code Article 050.090.
2. In addition, all retail marijuana businesses shall comply with the following local restrictions:
 - i. Hours of operation shall be limited to between 8:00 a.m. and ~~7:00 p.m.~~ **10:00 p.m.** Monday through Sunday; and

-
- ii. A sign permit shall be obtained through the Community Development Department. All exterior signage associated with a retail marijuana business will meet the standards established in the Colorado Marijuana Code and in the City Code.
 - iii. Storage of retail marijuana shall be considered an accessory use. Not more than twenty-five (25) percent of the licensed premises of a retail marijuana business shall be used for such purposes.
 - iv. No discernible odor shall be projected beyond the exterior walls of the licensed premises.

...

Exhibit A Code Amendments

070.040.040 Common Open Space.

- (a) *Purpose.* Common open spaces are set aside for the use and enjoyment of a development's residents, employees, or users. Common open space serves numerous purposes, including preservation of natural areas and resources, ensuring greater resident access to open areas and recreation, reducing the heat island effect, enhancing stormwater quality, and providing public health benefits. Goals and requirements for common open space complement this Code's requirements for dedicated parkland, and serve similar purposes.
- (b) *Applicability.*
 - (1) *General.* Unless new development is expressly exempted in accordance with Subsection (2) below, the standards in this Section shall apply to all new development subject to:
 - a. Planned Development Rezoning (Subsection 070.060.040(b));
 - b. Special Use Permit (Subsection 070.060.050(e));
 - c. Major Subdivision Preliminary Plat Approval (Subsection 070.060.060(b));
 - d. Minor Subdivision Plat Approval (Subsection 070.060.060(a));
 - e. Major Site/Architectural Plan Approval (Subsection 070.060.050(a)(5));
 - f. Minor Site/Architectural Plan Approval (Subsection 070.060.050(a)(4)); or
 - g. Administrative Site/Architectural Plan Approval (Subsection 070.060.050(a)(3)).
 - h. Multi-family development of three (3) to four (4) units exempted from Administrative Site/Architectural Plan Approval (Subsection 070.060.050(a)(2)).**
 - (2) *Exemptions.* The following development is exempt from the standards of this Section:
 - a. Properties located in the M2 zoning district;
 - b. Condominiumization or subdivision of existing residential and nonresidential units; and
 - c. Development of a single-family detached or duplex dwelling on an existing lot.

(Ord. No. 19-2018 , § 2(Exh. A), 8-2-2018; Ord. No. 3-2019 , § 2(Exh. A), 1-31-2019; Ord. No. 18-2021 , § 2(Exh. A), 1-6-2022)

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070.060.040 Ordinance Amendments.

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(d) *Annexation.*

- (1) *Purpose.* This Section describes the procedure for annexing new land into the City.
- (2) *Applicability.* This Section applies to all petitions to annex new land into the City.
- (3) *Annexation Procedure.*
 - a. Annexation of land into the City shall comply with the procedures and other provisions of C.R.S. § 31-12-101 et seq.
 - b. The final annexation plan shall conform to applicable state statutes, shall be consistent with the Comprehensive Plan, and shall include all information required by the City to evaluate whether and to what extent the annexation impacts the City and the public health, safety, and welfare of the City.
 - c. Annexations may be considered concurrently with zoning and development permits; however, no development permit for land proposed for annexation into the City shall become effective until the related annexation is approved by the City Council.
 - d. Annexations require an affirmative vote of a majority of the qualified electors per April 23, 2024 majority vote on ballot issue 1A amending the City Charter.
- (4) *Annexation Policies.* Annexation of land into the City is a legislative act of City Council. The City Council shall annually review its policy regarding annexation to inform the public of the City Council's willingness to consider potential annexations.

(Ord. No. 19-2018 , § 2(Exh. A), 8-2-2018; Ord. No. 3-2019 , § 2(Exh. A), 1-31-2019)

...

070.060.050 Development Permits.

(a) *Site/Architectural Plan Review.*

- (1) *Purpose.* This Subsection describes the process by which proposed development is reviewed for compliance with the development and design standards of this Code. The site/architectural plan review procedure ensures that potential impacts of development are considered before submittal of an application for final plan approval (pursuant to the City of Glenwood Springs Engineering Standards) or issuance of a building permit.
- (2) *Applicability.*

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- a. *Exemptions.* The following are exempt from the site/architectural plan review procedure, but are subject to the standards of this Code:
1. A change in use that does not involve or require other development (such as new or expanded buildings, additional parking, etc.);
 2. Conversion of non-residential building area into up to five (5) dwelling units, or mixed-use building area into up to five (5) dwelling units, without changing the existing building footprint or increasing the building area;
 3. Alteration, repairs, or additions to existing buildings that increase the gross floor area by less than twenty-five (25) percent;
 4. Tenant improvements that do not increase gross floor area or building height, increase the density or intensity of use, or affect other development standards (such as parking or landscaping requirements);
 5. Construction of a single-family detached, or two-family dwelling, **three (3) to four (4) multi-family units**, additions to such dwellings, and structures accessory to such dwellings; and
 6. Construction or erection of accessory buildings, fences, hedges, or walls.
- b. *Thresholds for Site/Architectural Plan Review Type.*
1. Table 060.2 describes the applicable site/architectural plan review type (administrative, minor, and major), unless exempted from the site/architectural plan review procedure under Paragraph a. above.
 2. Residential thresholds are based on the new dwelling units added, not the total number of dwelling units (existing plus new).

Table 060.2: Residential Site/Architectural Plan Review Thresholds ^[1]			
Type of Development	Administrative Site/Architectural Plan (Director) ^[2]	Minor Site/Architectural Plan (Planning Commission) (City Council)	Major Site/Architectural Plan (City Council)
Residential	1 to 8 new dwelling units <u>Not applicable</u>	9 5 to 24 new dwelling units Hotel conversions	Any new development on site larger than 10 acres; 25 or more new dwelling units
Nonresidential	Less than 10,000 square feet gross floor area	At least 10,000 and no more than 30,000 square feet gross floor area	Any new development on site larger than 10 acres; development of greater than 30,000 square feet gross floor area
Mixed-Use	1 to 8 new dwelling units and Up to and including 4 dwelling units and less than 10,000	9 5 to 24 new dwelling units or at least 10,000 and no	Any new development on site larger than 10 acres;

(Supp. No. 32)

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	square feet nonresidential gross floor area	more than 30,000 square feet nonresidential gross floor area	25 or more new dwelling units or greater than 30,000 square feet nonresidential gross floor area
Parking as a Principal Use, or Parking Structure	Up to 25 vehicle spaces	26 or more spaces	Parking structure
Notes: [1] Notwithstanding the thresholds above, any development requiring dedication of land to the City shall be processed as a major site/architectural plan. [2] Administrative Site/Architectural Review involving five or more units is required to follow public noticing procedures in Subsection 070.060.030(f)(3).			

Table 060.23: Non-Residential Site/Architectural Plan Review Thresholds ^[1]			
Type of Development	Administrative Site/Architectural Plan (Director) ^[2]	Minor Site/Architectural Plan (Planning Commission)	Major Site/Architectural Plan (City Council)
Nonresidential	Less than 10,000 square feet gross floor area	At least 10,000 and no more than 30,000 square feet gross floor area	Any new development on site larger than 10 acres; development of greater than 30,000 square feet gross floor area
Parking as a Principal Use, or Parking Structure	Up to 25 vehicle spaces	26 or more spaces	Parking structure
Notes: [1] Notwithstanding the thresholds above, any development requiring dedication of land to the City shall be processed as a major site/architectural plan.			

c. *Referral and Call-Up Procedures*

1. Off Street Parking Alternative Request

i. *Director Referral to Planning Commission.*

- a. The Director may refer parking alternative requests to the Planning Commission for a final decision.
- b. After reviewing a referred request, the Planning Commission shall vote to make a final decision or to refer to the City Council for a final decision.

ii. ~~*Planning Commission Call-Up.*~~

- ~~a. The Director shall regularly make available to the Planning Commission a record of pending applications for administrative site/architectural plans.~~

b. Plans to add three (3) or more new residential units may be called up by the Planning Commission for a final decision. If at least three (3) members of the Planning Commission request that the Planning Commission make the final decision on any such application within ten (10) days of receiving such notice, the Director shall inform the applicant of such decision. The Director shall schedule the application to be considered at the next regularly scheduled Planning Commission meeting.

c. The Director shall provide public notice in accordance with 070.060.030(f).

2. *Minor Site/Architectural Plans.*

- i. *Planning Commission Referral to City Council.* The Planning Commission may refer minor site/architectural plans to the City Council for a final decision. The Director shall inform the applicant of such decision to refer the application and shall provide public notice and schedule the application to be considered at the next regularly scheduled City Council meeting.
- ii. *City Council Call-Up.* The Director shall regularly make available to the City Council a record of pending applications for minor site/architectural plans where Planning and Zoning commission is the final decision maker. If at least three (3) members of the City Council request that the City Council make the final decision on any such application on or before the next regular Council meeting but not less than ten (10) days of the Director providing such notice, the Director shall inform the applicant of such decision. The Director shall provide public notice and schedule the application to be considered at the next regularly scheduled City Council meeting.

...

- (4) **NON-RESIDENTIAL** *Minor Site/Architectural Plan Review Procedure.* Figure 060-6 identifies the applicable steps from the common review procedures in Section 070.060.030 that apply to the review of **NON-RESIDENTIAL** minor site/architectural plans. Figure 060-7 identifies the applicable steps from the common review procedures in Section 070.060.030 that apply to the review of **NON-RESIDENTIAL** minor site/architectural plans. Additions or modifications to the common review procedures are noted below.

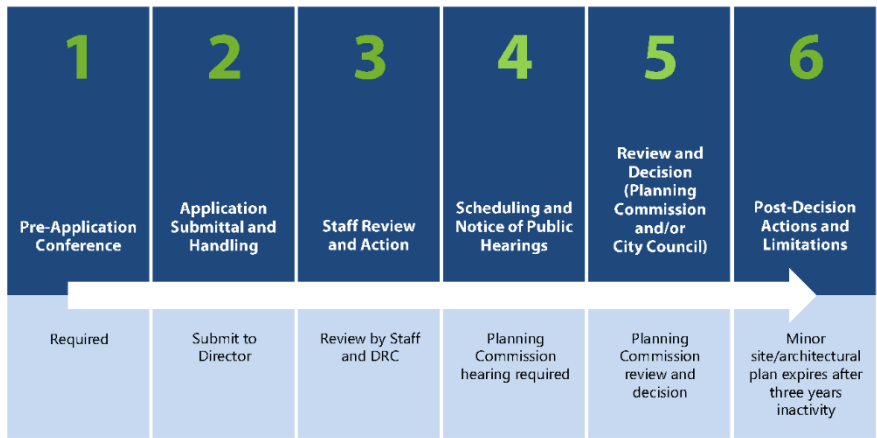


Figure 060-6: Summary of **NON-RESIDENTIAL** Minor Site/Architectural Plan Procedure

...

- (5) *Major Site/Architectural Plan and Residential Minor Site/Architectural Review Procedure.* Figure 060-7 identifies the applicable steps from the common review procedures in Section 070.060.030 that apply to the review of major site/architectural plans. Additions or modifications to the common review procedures are noted below.

Commented [HK1]: Need to include "Residential Minor Site/Arch" to step 6 in the chart.

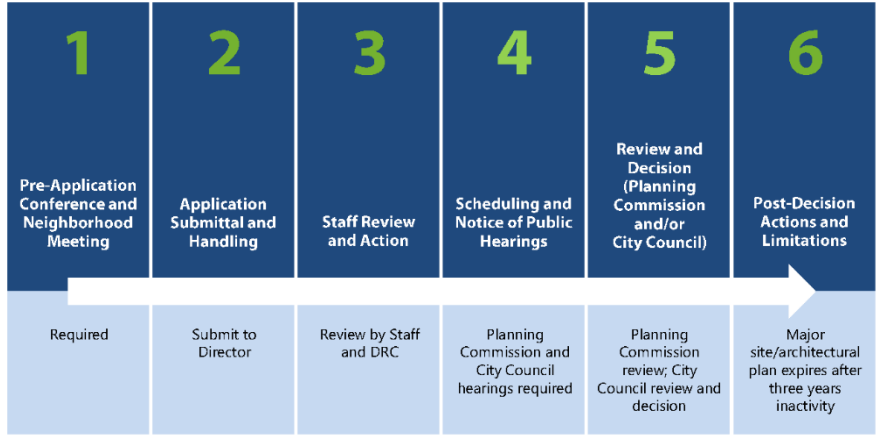


Figure 060-7: Summary of Major Site/Architectural Plan and **Residential Minor Site/Architectural** Procedure

...

(c) *Final Plans.*

- (1) *Purpose.* The final plans procedure provides a mechanism for the City to review and approve technical drawings associated with approved development applications and to ensure compliance with this Code and the City's Engineering Standards.
- (2) *Applicability.*
 - a. *General.* Except for a single-family detached, or two-family dwelling, or three (3) to four (4) multi-family units, approval of final plans pursuant to this Section is required for any type of development prior to issuance of a building permit, a grading or excavation permit, or a floodplain development permit. Approval of final plans pursuant to this Section is also required for any application that includes infrastructure or utility improvements unless such improvements are guaranteed by a separate agreement with the City.
 - b. *Concurrent Review.* An application for final plans approval may be submitted concurrently with an application for any site/architectural plan approval.
- (3) *Final Plan Procedure.* Figure 060-9 identifies the applicable steps from the common review procedures in 070.060.030 that apply to the review of final plans. Additions or modifications to the common review procedures are noted below.

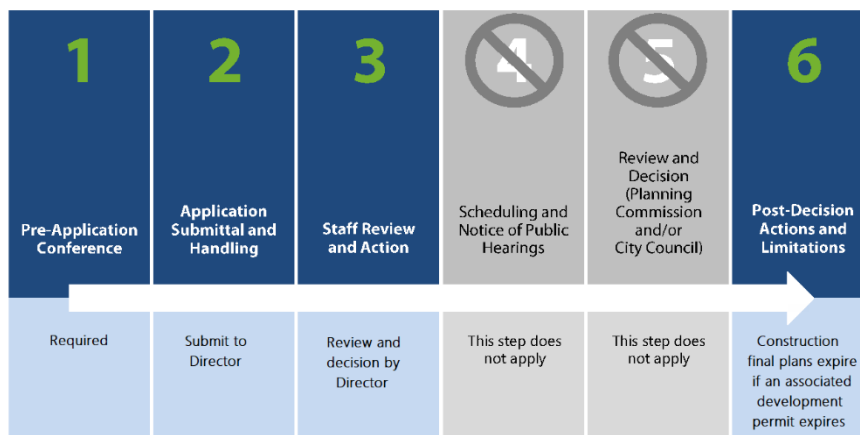


Figure 060-9: Summary of Construction Final Plans Procedure

...

(Ord. No. 19-2018 , § 2(Exh. A), 8-2-2018; Ord. No. 3-2019 , § 2(Exh. A), 1-31-2019; Ord. No. 16-2019 , § 2(Exh. A), 9-5-2019; Ord. No. 3-2021 , § 2(Exh. A), 5-20-2021; Ord. No. 18-2021 , § 2(Exh. A), 1-6-2022; Ord. No. 18-2022 , § 2(Exh. A), 7-21-2022)

...

070.060.060 Subdivision Procedures.

...

(e) *Vacation of Right-of-Way.*

- (1) *Purpose.* The vacation of right-of-way procedure provides a mechanism for vacating rights, interests, or title of the City in and to any right-of-way located in the City.
- (2) *Applicability.* The vacation of right-of-way procedure applies to any request to vacate rights, interest, or title of right-of-way within the City. Title to vacated roadways shall be in accordance with Colorado law.
- (3) *Vacation of Right-of-Way Procedure.* Figure 060-16 identifies the applicable steps from the common review procedures in Section 070.060.030 that apply to the review of vacations of right-of-way. Additions or modifications to the common review procedures are noted below.

...

- g. Vacations of Right of Way require an affirmative vote of a majority of the qualified electors per April 23, 2024 majority vote on ballot issue 1A amending the City Charter.

(Ord. No. 19-2018 , § 2(Exh. A), 8-2-2018; Ord. No. 3-2019 , § 2(Exh. A), 1-31-2019; Ord. No. 18-2021 , § 2(Exh. A), 1-6-2022)

...

070.070.020 Definitions of Use Categories and Specific Use Types.

(a) *Residential Uses.*

- (1) *Household Living.* Uses in this category are characterized by residential occupancy of a dwelling unit by a household. Tenancy is arranged on a month-to-month or longer basis. Common accessory uses include recreational activities, gardens, personal storage buildings, and residential parking.
 - a. *Dwelling, Live-Work.* A dwelling unit combining both a residential living space and also an integrated work space principally used by one (1) or more of the residents. The unit typically has a storefront, workspace or studio, and public display area on the ground floor, with residential located either on the upper floor or in the back of the workspace.
 - b. *Dwelling, Multifamily.* A building or buildings located on a single lot containing including three (3) or more dwelling units, each of which is designed for one (1) family, with separate housekeeping and cooking facilities for each. Multifamily dwellings are often stacked vertically, sharing both common vertical and horizontal walls and ceilings. Multifamily dwellings do not include those uses meeting the definition of single-family townhouse dwelling.

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(Supp. No. 32)

-
- c. *Dwelling, Townhouse.* A building that contains three (3) or more dwelling units, each having primary ground floor access to the outside and are attached to each other by common party walls without openings.
 - d. *Dwelling, Single-Family Detached.* One (1) building on one (1) lot designed to be occupied by not more than one (1) family.
 - e. *Dwelling, Two-Family.* ~~One (1) A building on one (1) lot designed~~ as a single structure that contains two (2) separate dwelling units, each of which is designed to be occupied as a separate residence by one (1) family or household.
 - f. *Mobile Home Park.* Any plat of ground upon which two (2) or more mobile homes are located and occupied for dwelling or sleeping purposes, regardless of whether or not a charge is made for such accommodations.
 - g. *Accessory Dwelling Unit.* A separate, complete, dwelling unit containing separate facilities for sleeping, cooking, and sanitation that is contained within or attached to a detached single-family dwelling, or detached from it on the same property.

...

070.080.120 Notice of Public Hearing, Mailing, Publication.

- (a) The Director shall prepare a notice of the designation hearing which shall include:
 - (1) The time and place of the hearing;
 - (2) The place at which ~~maps~~ **materials** relating to the area or activity to be designated and any regulations for the administration thereof may be examined; and
 - (3) A description of the area or activity proposed to be designated in sufficient detail to provide reasonable notice as to property which would be included.

...

(Ord. No. 09-2022 , § 2(Exh. A), 3-3-2022)

Ordinance 2024-13, Title 070 Code Amendments

Hannah Klausman
Community Development Director

Thursday, July 18, 2024



Background

April 23, 2024 Special Election Amended City Charter

- Any annexation requires a public vote.
- Any housing on City owned land requires a public vote.
- Any City owned lands require a public vote to sell/convey.
- Any development including more than 4 new dwelling units shall be subject to the review of Planning and Zoning Commission and approval by City Council.

Moratorium Ordinance 2024-08

- Council passed a temporary moratorium to suspend all impacted applications for 120 days.

Housekeeping items for Code

- Staff routinely collects small errors or clarifications to code that are necessary for implementation.

Planning and Zoning Commission Recommends Approval

June 25, 2024 Meeting review of amendments. Unanimous vote to recommend approval of all proposed code amendments.



Proposed Code Amendments Related to City Charter Amendments

070.060 Administration and Procedures

- ⌘ Added City Council public hearing and approval for all projects that include five (5) to 24. Previously these projects were decided by Planning and Zoning Commission.
- ⌘ Addition of a public vote for final annexation and vacation of right of way approvals.
- ⌘ Exempted three (3) and four (4) multifamily unit projects for a Site/Architectural Plan.
- ⌘ Removed Call Up Procedures for Planning and Zoning Commission.

070.040 Development Standards, Common Open Space

- ⌘ Amendment to applicability for Common Open Space adding three (3) and four (4) unit multifamily projects to the applicability section of Common Open Space



Proposed Code Amendments

Errors and Clarification Housekeeping Items

070.020 Zoning Districts

- ☞ Clarifying the allowance of retaining walls within setbacks with Public Works Director and City Engineer approval.
- ☞ Adding “/unit” to single family detached category to facilitate 070.030 use regulation change below.

070.030 Use Regulations

- ☞ Inserting language that clarifies that multiple primary permitted uses are allowed on one lot and associated dimensional standards for zones RM2, RH, RT, M1, M2, M3, CO.
- ☞ Amending Marijuana retail hours to match with Ordinance 2023-06 extending open hours to 10:00pm.

070.070 Rules of Construction

Small changes to the definitions for Multifamily and Duplex to align better with construction design.

070.080 Spelling mistake

Small spelling mistake changing the word “mates” to “materials.”



Review Criteria and Analysis

City Council shall consider whether and to what extent the proposed amendment:

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



Recommendation and Suggested Findings

Action Item:

Consideration of code text amendments to Municipal Code Section 070.

Planning and Zoning Commission recommends APPROVAL, with the following suggested findings below and included in the staff report:

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



Motions and Alternative Motions

City Council can approve, deny, or continue ALL the code amendments, or only SOME of the amendments.

I motion to **APPROVE** Ordinance 2024-13, Code text amendments to Municipal Code Section 070, with the suggested findings included in the staff report.

I motion to **DENY** Ordinance 2024-13, Code text amendments to Municipal Code Section 070, with the findings that the proposal **IS NOT**:

- i. Consistent with the Comprehensive Plan and other City policies;
- ii. Does conflict with other provisions of this Code or other provisions in the Glenwood Springs Municipal Code;
- iii. Necessary to address a demonstrated community need;
- iv. Necessary to respond to substantial changes in conditions and/or policy; and
- v. Consistent with the general purpose and intent of this code.





Planning and Zoning Commission Staff Report

Date: June 25, 2024
To: Planning and Zoning Commission
From: Hannah Klausman, Director Community & Economic Development
Subject: Planning Item 10-24

REQUEST	Consideration of code changes to Title 070 development including but not limited to Sections 070.010, 070.020, 070.030, 070.040, 070.060, 070.070, 070.080 related to Development permits, measurements and exceptions, dimensional standards, use specific standards, common open space, definitions, and public noticing.
APPLICANT	City of Glenwood Springs
LOCATION	Citywide

ACTION ITEMS

Action 1:

Consideration of code text amendments to Municipal Code Section Sections 070.010, 070.020, 070.030, 070.040, 070.060, 070.070, and 070.080.

Staff recommends approval with suggested findings on page 10.

REVIEW AUTHORITY

A Code amendment is a legislative decision by the City Council. Planning Commission is a recommending body to City Council.

BACKGROUND

A special election held on April 23, 2024 amended the City of Glenwood Springs Charter related to processing residential development applications as well as annexations and City owned land and the dispensation of City owned land. City Council passed an emergency Ordinance 2024-08 to enact a temporary moratorium on May 2, 2024 to suspend all impacted applications for 120 days until Community Development department could amend Code to align with the recently passed ballot initiative. Staff has included the Legal Memorandum detailing the moratorium.

Ballot Question A included amendments to the Sections 13.2 and 13.19 of the City of Glenwood Springs home rule charter as set forth below, with new language in **bold and underlined** and ~~strike through~~ language be deleted.

Section 13.19 – Growth Accountability

Upon City approval of any annexation, or upon approval of any residential or mixed-use housing to be built on City owned land, Council shall, on its own motion, submit the ordinance, question, or issue to the electorate as provided in Article V of this Charter.

Any application for a development permit which includes more than four new dwelling units shall be subject to review by the Planning and Zoning Commission and by Council, and shall require approval by Council.

The City shall amend the City ordinances to be consistent with this Charter Amendment.

Sec. 13.2 - Restriction on sales of land and water rights.

Neither lands owned ~~and used~~ by the City ~~for park, airport, or governmental purposes~~, nor water rights, shall be sold or conveyed without an affirmative vote of a majority of the qualified electors. Nothing in this provision, however, shall prohibit the City from exchanging, or changing point of diversion of water rights without such vote.

The City shall continue to own, operate, repair, and maintain the Glenwood Springs municipal airport, including its facilities, improvements, and runway, in at least the general condition and configuration that existed on January 1, 2021, unless and until most of the qualified electors of the City approve the sale or permanent closure of the airport. Nothing in this provision shall (i) prohibit the City from constructing a tunnel under the airport runway, improving the airport, or extending the runway, or (ii) compel the City to use non-airport enterprise funds to operate, repair, maintain, or improve the airport.:

Staff has also identified other small code amendments to include in this change that are detailed under “Other Code Section Amendments” within this report on Page 5. These changes include points of clarification or minor error corrections.

Staff has included all Code Sections being amended as attachments to this report. ~~Strikethrough~~ text indicates language being deleted, while double underline text indicates language being added.

CODE AMENDMENT PROPOSAL

In addition to the necessary code amendments from the passed ballot initiative, staff has also identified other small code amendments to include in this change that are detailed under “Other Code Section Amendments” within this report on Page 5. These changes include points of clarification or minor error corrections.

Staff has included all Code Sections being amended as attachments to this report. ~~Strikethrough~~ text indicates language being deleted, while double underline text indicates language being added.

Special Election related Code Amendments

070.060 Administration and Procedures

Entitlement process changes to align with ballot initiative. The majority of these changes relate to multifamily projects including five (5) to 24 units now requiring an additional public hearing with City Council as the final decision-making entity, where previously these projects were decided by Planning and Zoning Commission.

070.060.040 Ordinance Amendments

Ordinance amendments include applications for annexation. The Charter amendment included the addition

of a public vote for final annexation approvals. Staff has added the proposed amendment below to accommodate for this change:

(3) *Annexation Procedure.*

- a. Annexation of land into the City shall comply with the procedures and other provisions of C.R.S. § 31-12-101 et seq.
- b. The final annexation plan shall conform to applicable state statutes, shall be consistent with the Comprehensive Plan, and shall include all information required by the City to evaluate whether and to what extent the annexation impacts the City and the public health, safety, and welfare of the City.
- c. Annexations may be considered concurrently with zoning and development permits; however, no development permit for land proposed for annexation into the City shall become effective until the related annexation is approved by the City Council.
- d. Annexations require an affirmative vote of a majority of the qualified electors per April 23, 2024 majority vote on ballot issue 1A amending the City Charter.

070.060.050 (a)(2) Development Permits Applicability

Staff has added three and four multifamily unit projects to the exemption list for a Site/Architectural Plan. This change allows these administratively approved projects to forgo the additional process of the Site/Architectural process and go straight to the building permit process. This also removes the Final Plans process that is associated with all Site/Architectural Plans for 3-4 unit projects.

This alteration does not change who approves the project, nor does it change the criteria with which it is reviewed. Community Development staff has found the Site/Architectural Plan cumbersome for smaller projects. These small unit projects are very similar in process and scale to the review for a Single family home or Duplex, and staff proposed to make the process for 1-4 unit projects the same. This will streamline these lower density projects while maintaining all standards and criteria.

The proposed change is as follows:

(2) *Applicability.*

- a. *Exemptions.* The following are exempt from the site/architectural plan review procedure, but are subject to the standards of this Code:
 1. A change in use that does not involve or require other development (such as new or expanded buildings, additional parking, etc.);
 2. Conversion of non-residential building area into up to five (5) dwelling units, or mixed-use building area into up to five (5) dwelling units, without changing the existing building footprint or increasing the building area;
 3. Alteration, repairs, or additions to existing buildings that increase the gross floor area by less than twenty-five (25) percent;
 4. Tenant improvements that do not increase gross floor area or building height, increase the density or intensity of use, or affect other development standards (such as parking or landscaping requirements);
 5. Construction of a single-family detached, ~~or two-family dwelling~~, three (3) to four (4) multi-family units, additions to such dwellings, and structures accessory to such dwellings; and
 6. Construction or erection of accessory buildings, fences, hedges, or walls.

Table 060.2 Site/Architectural Plan Review Thresholds

This table has been amended to meet the new threshold levels as approved in the special election. To

accommodate this, staff has split the original table into two categories, one being Residential Site/Architectural Plans, and the other being Non-Residential Site/Architectural Plans. This was necessary as the ballot initiative only impacted projects with residential units and Non-residential projects are not changing. The proposed table amendments are as follows:

Table 060.2: <u>Residential</u> Site/Architectural Plan Review Thresholds^[1]			
Type of Development	Administrative Site/Architectural Plan (Director) ^[2]	Minor Site/Architectural Plan (Planning Commission) (City Council)	Major Site/Architectural Plan (City Council)
Residential	1 to 8 new dwelling units : <u>N/A</u>	<u>9</u> 5 to 24 new dwelling units Hotel conversions	Any new development on site larger than 10 acres; 25 or more new dwelling units
Nonresidential	Less than 10,000 square feet gross floor area	At least 10,000 and no more than 30,000 square feet gross floor area	Any new development on site larger than 10 acres; development of greater than 30,000 square feet gross floor area
Mixed-Use	<u>8 new dwelling units and Up to 4 dwelling units and less than 10,000 square feet nonresidential gross floor area</u>	9 to 24 new dwelling units or at least 10,000 and no more than 30,000 square feet nonresidential gross floor area	Any new development on site larger than 10 acres; 25 or more new dwelling units or greater than 30,000 square feet nonresidential gross floor area
Parking as a Principal Use, or Parking Structure	Up to 25 vehicle spaces	26 or more spaces	Parking structure
Notes: [1] Notwithstanding the thresholds above, any development requiring dedication of land to the City shall be processed as a major site/architectural plan. <u>[2] Administrative Site/Architectural Review involving five or more units is required to follow public noticing procedures in Subsection 070.060.030(f)(3).</u>			

Table 060.3: <u>Non-Residential</u> Site/Architectural Plan Review Thresholds^[1]			
Type of Development	Administrative Site/Architectural Plan (Director) ^[2]	Minor Site/Architectural Plan (Planning Commission)	Major Site/Architectural Plan (City Council)
Nonresidential	Less than 10,000 square feet gross floor area	At least 10,000 and no more than 30,000 square feet gross floor area	Any new development on site larger than 10 acres; development of greater than 30,000 square feet gross floor area

Parking as a Principal Use, or Parking Structure	Up to 25 vehicle spaces	26 or more spaces	Parking structure
Notes: [1] Notwithstanding the thresholds above, any development requiring dedication of land to the City shall be processed as a major site/architectural plan.			

Referral and Call Up Procedures

Staff is proposing to eliminate the call up procedure that currently exists for Planning and Zoning Commission. The current call up procedure allows for P&Z to elect to call up any application with three (3) or more new residential units. Now that administrative approvals is reduced to four (4) units or less, staff believes this call up allowance is no longer needed. Previously, staff was authorized to approve up to 8 units therefore the call up procedure applied to three (3) to eight (8) units. If left unchanged, the call up procedure would only apply to three (3) and four (4) unit projects.

Staff also calls attention to possible increase in workload for P&Z as consideration for eliminating the now reduced applicability of the call up. The Planning Commission will now see all residential projects that include 5-24 units, which is an increase from the previous 9-24 units.

The call up procedure for Council remains unchanged.

The review procedure outlines Administrative Site/Architectural, Minor Site/Architectural, Major Site/Architectural plans, and Final Plans include amendments to bring them in line with the changes mentioned in the summary tables above.

070.060.060 Subdivision Procedures

Addition of language related to a public vote requirement for the vacation of public right of way. The following amendment is proposed:

(3) Vacation of Right-of-Way Procedure.

- g. Vacations of Right of Way may require an affirmative vote of a majority of the qualified electors per April 23, 2024 majority vote on ballot issue 1A amending the City Charter.

070.040.040 Development Standards, Common Open Space

Amendment to applicability for Common Open Space adding three (3) and four (4) unit multifamily projects to the applicability section of Common Open Space.

This is connected to changes in section 070.060.050 exempting three (3) and four (4) unit multifamily projects from administrative site architectural development permit process. Under current standards, three and four unit projects are required to meet open space requirements as they fall under an Administrative Site/Architectural Plan. Staff has proposed to remove the Site/Architectural Plan process for three to four units however wants to maintain the common open space requirements for the multifamily projects. In order to do so, staff has included the following amendment:

070.040.040 Common Open Space.

- (a) *Purpose.* Common open spaces are set aside for the use and enjoyment of a development's residents, employees, or users. Common open space serves numerous purposes, including preservation of natural areas and resources, ensuring greater resident access to open areas and recreation, reducing the heat island effect, enhancing stormwater quality, and providing public health benefits. Goals and requirements for common open space complement this Code's requirements for dedicated parkland, and serve similar purposes.
- (b) *Applicability.*
- (1) *General.* Unless new development is expressly exempted in accordance with Subsection (2) below, the standards in this Section shall apply to all new development subject to:
- a. Planned Development Rezoning (Subsection 070.060.040(b));
 - b. Special Use Permit (Subsection 070.060.050(e));
 - c. Major Subdivision Preliminary Plat Approval (Subsection 070.060.060(b));
 - d. Minor Subdivision Plat Approval (Subsection 070.060.060(a));
 - e. Major Site/Architectural Plan Approval (Subsection 070.060.050(a)(5));
 - f. Minor Site/Architectural Plan Approval (Subsection 070.060.050(a)(4)); or
 - g. Administrative Site/Architectural Plan Approval (Subsection 070.060.050(a)(3)).
 - h. Multi-family development of three (3) to four (4) units exempted from Administrative Site/Architectural Plan Approval (Subsection 070.060.050(a)(2)).

Other Code Section Amendments

In addition to the code amendments related to the moratorium, staff has compiled other small error amendments, clarifying intent or correcting small grammatical errors. Those sections include:

070.020.020 Zoning Districts Measurements and Exceptions

Clarifying the allowance of retaining walls within setbacks with Public Works Director and City Engineer approval.

This has long been the practice of development staff and this language would align those practices. The proposed language, included below, would stipulate that similar to other measurements and exceptions that can occur within a setback within certain parameters, retaining walls would be added. Retaining walls will continue to require a building permit and meet all engineering and municipal code requirements.

Table 020.20: Authorized Exceptions to Setback Standards	
Accessibility ramps	May be located within required yards. Ramps shall be removed within three (3) months after the need for such ramp is removed. Ramps shall not be located in the public right-of-way without approval by the City.
Front porches and stoops	May encroach ten (10) feet into required front yard provided such porch or stoop is a minimum of sixty-five (65) percent open (including screens and/or windows) on the front and each side and is no closer than ten (10) feet from the front property line.
Ground-mounted solar panels	May encroach five (5) feet into required side and rear yards provided no element is located closer than two (2) feet from any property line.

Ground-mounted mechanical equipment	May encroach five (5) feet into required side and rear yards provided no element is located closer than two (2) feet from any property line and the equipment complies with screening standards in Subsection 070.040.050(f), Screening, Fences, and Walls.
Roof eaves and other incidental architectural features	May encroach eighteen (18) inches into a required yard.
Storage sheds	In residential districts, storage sheds less than one hundred twenty (120) square feet in size may be placed up to, but not closer than three (3) feet from a rear or side property line provided they are not placed on a permanent foundation or over an easement.
Uncovered balconies and fire escapes	May encroach eighteen (18) inches into required side yard; four (4) feet into required front or rear yard.
Uncovered porches, slabs, patios, walks, and steps	May encroach into required yards by any amount provided all components of the encroachment are no greater than thirty (30) inches above ground level.
<u>Retaining walls</u>	<u>May encroach by any amount into required front, rear, or side yards with the approval of the Public Works Director and City Engineer, provided that all other standards of this code and the Engineering Standards related to retaining walls are met.</u>

070.030.020 Table of Allowed Uses

Inserting language that clarifies that multiple primary permitted uses are allowed on one lot.

Staff has set this to the residential zone districts starting with RM2 as it includes lot size minimums for Single Family detached and attached units. This change allows for the possibility for a single lot that has the square footage to have more than one single family detached dwelling. The density remains the same, as the zone districts regulate the square feet required per unit, which is not proposed to change.

(e) Multiple Primary Uses Permitted. Multiple primary uses on one lot shall be allowed in the RM2, RH, RT, M1, M2, M3, CO, and RE zoning districts if each individual use is allowed in the zoning district and all uses can be accommodated within the zoning district's dimensional standards and comply with all use-specific conditions or standards required of any of the principal uses.

Staff has included a small edit to 070.020.020 Summary of Dimensional Standards, and to all other zone specific dimensional standards tables included in sections 070.020.060, 070.020.070, 070.020.080, to coincide with the Multiple Primary Use amendment. That is illustrated below.

Table 020.2: Summary of Residential Dimensional Standards						
	RR	RL	RM1	RM2	RH	RT
Lot Standards, Minimum						
Lot area	40,000 sf	20,000 sf	6,000 sf	—	—	—
Lot area, lots created prior to March 1, 1965			5,000 sf			
Lot area, single-family detached	—	—	—	5,000 sf/unit	4,500 sf/unit	5,000 sf/unit
Lot area attached dwellings sharing	—	—	7,500 sf	2,500 sf/unit	2,250 sf/unit	2,500 sf/unit

common wall- Multifamily dwellings						
Landscaped area (for multifamily dwellings)	—	—	—	20 percent	20 percent	20 percent

070.030.030 Use Regulations

Amending Marijuana retail hours to match with Ordinance 2023-06 extending open hours to 10:00pm.

070.070.020 Rules of Construction and Definitions

Small changes to the definitions for Multifamily and Duplex to align better with construction design.

The current definition dictates that a multi-family residential development only build structures containing 3 or more dwelling units. This limits flexibility in configuration and site design of multifamily developments.

For example, on a property zoned for multifamily development with sufficient land area to build five units, this definition would require all five units to be attached in one structure. A development could not build a four unit building with a smaller detached unit for the fifth unit as that would not meet the current definition. Given that this hypothetical project would still have to meet all landscape standards, off-street parking requirements, and other design standards, this proposed change does not change the amount of density allowed on a property, it only changes how that density could possibly be configured.

The proposed Multifamily definition change is as follows:

- b. *Dwelling, Multifamily.* A building or buildings located on a single lot ~~containing~~ including three (3) or more dwelling units, each of which is designed for one (1) family, with separate housekeeping and cooking facilities for each. Multifamily dwellings are often stacked vertically, sharing both common vertical and horizontal walls and ceilings. Multifamily dwellings do not include those uses meeting the definition of single-family townhouse dwelling.

Additionally, the current wording of residential use for duplex does not allow for flexibility in terms of configuration of multifamily residential development. An example would be constructing four units on a lot. Under the current wording, building two separate two unit structures would not be allowed because a two-family dwelling is required to be on one lot, so the only configuration allowed would be an attached four unit structure. Another example would be building six units as the current definition would not allow for three 2-unit buildings.

Removing the requirement for one two-family dwelling unit to be on one lot would not affect lot standard requirements because lot standards describe “Lot area for attached dwellings sharing a common wall”. Any proposed development seeking to utilize a two-unit configuration for buildings would still have to make lot changes.

The proposed Duplex definition change is as follows:

- e. *Dwelling, Two-Family.* ~~One (1) A building on one (1) lot~~ A building designed as a single structure that contains two (2) separate dwelling units, each of which is designed to be occupied as a separate residence by one (1) family or household.

070.080.120 Guidelines and Regulations for Matters of State Interest

Small spelling mistake changing the word “mates” to “materials.”

Reviewing Agency Comments

Staff discussed the proposed amendments with the legal department, planning department and building department. No comments received.

REVIEW CRITERIA AND STAFF ANALYSIS

A Code amendment is a legislative decision by the City Council. Prior to recommending approval a proposed Code amendment, the Planning Commission and City Council shall consider whether and to what extent the proposed amendment meets the following five criteria. Staff has provided analysis in **bold**.

i. Is consistent with the Comprehensive Plan and other City policies;

The proposed changes are not inconsistent with the Comprehensive Plan.

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

Any conflicting code sections have also been amended to ensure compatibility.

iii. necessary to address a demonstrated community need;

The majority of the proposed amendments are in response to the special election passed by the community. Other changes are meant to clarify existing procedures or error correction.

iv. Is necessary to respond to substantial changes in conditions and/or policy; and

Substantial changes include the previously mentioned special election that took place on April 23, 2024.

v. Is consistent with the general purpose and intent of this Code.

The general purpose of this Code is to protect the public health, safety, and welfare of the City and to implement the policies, goals, and strategies adopted by the City of Glenwood Springs, including those set forth in the Glenwood Springs Comprehensive Plan. More specifically, this Code is intended to create the best built environment. These amendments achieve the intent by:

- **Promoting orderly, efficient, and integrated development within the City;**
- **Regulating the development and use of land based upon the impact of such development or use on surrounding areas or the City;**
- **Providing minimum standards for the design and improvement of land, subdivision, and development to ensure that each building site is capable of accommodating a structure devoted to the intended use of the land;**
- **Ensuring equitable processing of development proposals by providing uniform procedures and standards;**

ACTION ALTERNATIVES

Planning and Zoning Commission may take one of the following actions:

1. Recommend approval of all or some of the amendments;
2. Recommend denial of some or all of the amendments; or,

3. Continue the hearing with a requirement that staff submit changes or provide additional information regarding some or all the amendments.

Staff notes that the amendments related to Ballot Initiative A passing are a necessary requirement of implementing the new City Charter.

ACTION ITEM AND STAFF RECOMMENDATIONS

Action Item: Consideration of code changes to Title 070 development including but not limited to Sections 070.010, 070.020, 070.030, 070.040, 070.060, 070.070, 070.080 related to Development permits, nonconformities, measurements and exceptions, dimensional standards, use specific standards, common open space, definitions, and public noticing.

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

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

MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission

Regular Meeting
June 25, 2024
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM

1. Roll Call

Present: Commissioners: Carolyn Cipperly, Amy Connerton, Pete Waller, Joy White, Matthew Simms, John Haughton, Gregory Cowan

Also Present: Community Development Director Hannah Klausman, Senior Planner Emery Ellingson, City Attorney Karl Hanlon, Deputy City Clerk, Danyelle Rigli

2. Conflicts of Interest

None

3. Receipt of Minutes

March 26, 2023 Planning and Zoning Commission regular meeting minutes

Commissioner Cipperly made a motion to approve the minutes, seconded by Commissioner Connerton. No comment on the minutes. Item called to question with voice vote and passed 6-0 with Commissioner White abstaining.

4. Comments from citizens for items not appearing on the agenda

No public comment was offered.

5. New Items

b. Planning File 10-24 Title 070 Code Amendments

Community Development Director presented Planning File 10-2024 Code Amendments to Title 070. Key points of the presentation included:

- Ballot Question A, April 23, 2024 amended the City Charter requiring compliance changes to Title 070 Development Code.
- Staff has included some housekeeping and clarification code amendments.
- The necessary code amendments related to the Charter Amendment include Section 070.060 Administration and Procedures, and Section 070.040 Common Open Space Requirements.
- Housekeeping and clarification code amendments proposed by staff include Section 070.020.020 Zoning Districts Measurements and Exceptions, Section 070.030.020 Table of Allowed Uses, Section 070.030.030 Use Regulations, 070.070.020 Rules of Construction and Definitions, and 070.080.120 Guidelines and Regulations for Matters for State Interest.

Staff recommend approval with findings and conditions in the staff report.

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

- Changes are going to make development more costly. Does changing architectural review shorten the process for smaller projects.
 - Staff response: yes, removing 3 and 4 units from Site/Arch process reduces the amount of time to building permit, while maintaining the same criteria.
- Question about public input on 4-plex and not having any opportunity to comment.
- Without the Call Up procedure, this also removes the public comment opportunity.
 - Staff response: Public notice would not change for 3 and 4 units. Public notice is not required for 3 and 4 units unless called up by P&Z. P&Z has never called up a development of 3 or 4 units. Public noticing procedure was required at 5 units, which is also not changing.
- The process for 1-4 units gets easier, the 5-9 gets more difficult. The purpose is to offset workload by making some of these changes?
 - Staff response: Yes.
- Commissioners had questions regarding vacation of right of way and concern regarding the requirement of an election. Comments that the general public probably did not understand this impact.
- Questions on who pays for the new elections that are required.
- City Attorney clarified that the new election provision does apply even to small amounts of land, even 10 square feet owned by the City no longer being able to be conveyed as part of a transfer for other land from a developer.
 - Staff response: This is yet to be decided, however the City may choose pass along the costs of the election to the applicant.

Staff proposes taking two action items, one for the necessary Charter Amendment initiated code amendments and one for the staff proposed housekeeping proposals.

Action Item 1. Section 070.060 Administration and Procedures, and Section 070.040 Development Standards Common Open Space Requirements Amendments.

Commissioner White made a motion to approve Action Item 1 with suggested findings on page 10 of the staff report conditions as written in the packet for Section 070.060 and 070.040. Commissioner Connerton seconded the motion.

Motion passes unanimously with a vote of 7-0.

Staff went on to detail the changes of the housekeeping and clarification code amendments including retaining walls in setbacks, multiple primary uses, spelling changes, and construction use definition changes.

Commissioner comments and questions:

Commissioner Cipperly suggested adding language to the retaining walls provision that states all other standards “related to retaining walls” be added for clarification. Staff agrees.

Comments that the City should look to inform the public on true outcome of Ballot A to get ahead of the confusion. Inform on the burden of the cost of the election and where that lands. Also include a news release regarding the changes made to code to accommodate the election results.

Action Item 2. Housekeeping and clarification amendments that include Section 070.030.020 Table of Allowed Uses, Section 070.030.030 Use Regulations, 070.070.020 Rules of Construction and Definitions, and 070.080.120 Guidelines and Regulations for Matters for State Interest. Amendments.

Commissioner Connerton made a motion to approve Action Item 2 with suggested findings on page 10 of the staff report conditions as written in the packet for Section 070.030.020 Table of Allowed Uses, Section 070.030.030 Use Regulations, 070.070.020 Rules of Construction and Definitions, and 070.080.120 Guidelines and Regulations for Matters for State Interest. Commissioner White seconded the motion.

Motion passes unanimously with a vote of 7-0.



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Ordinance 2024-14; Title 050 Municipal Code Amendment, Plumbers License. Second Reading

Action Requested: Consideration of a Code Text Amendment to ARTICLE 050.040 - CONSTRUCTION TRADES LICENSES amending the prorating of Plumbers Licenses. [SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL](#)

Department: Economic and Community Development

Presented By: Hannah Klausman

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Title 050.040 Construction Trade Licenses sets out the requirement of professional licenses for building and development within the City of Glenwood Springs. This includes general, electrical, building, specialty, and plumbing contractors.

Plumbers licenses are for 2 years and are prorated. It is the only license that is prorated. Staff proposes to eliminate the prorated aspect of the plumbers license and have it operate in the same manner as all other licenses. This will make it easier for staff implementation.

The terms of the licenses for electrician and plumbing licenses expire at the expiration date of the state electrician and plumbing licenses.

Issues: The following table outlines License and testing fees for the various construction licenses required in the City. All of the licenses are for one year except for Plumbing contractors which is 2 years.

Classification of Licensee	Testing Fee	License Fee
Class AA Unlimited General Contractor	\$125.00	\$200.00/year
Class A Limited Commercial Contractor	\$100.00	\$175.00/year
Class B Limited Light Commercial Contractor	\$75.00	\$150.00/year
Class C Home Builder Contractor	\$60.00	\$125.00/year
Class D Specialty Contractor	\$50.00	\$ 75.00/year
Electrical Contractor		No Fee
Plumbing Contractor		\$ 50.00/2 years
Renewals: \$50.00 for Class AA, A, B and C; \$35.00 for Class D		

The plumbing contractor license fees are listed in code to be prorated for the period from date of license issuance to expiration date. This is the only contractor license that is not on a standard annual renewal schedule.

The Plumbing contractor license is the least expensive license at \$50 for 2 years. With the low cost of the license, \$25/a year, the impact of not prorating the license term is small.

Fiscal Impact: A nominal amount of additional revenue may be collected as the license rate would no longer be prorated.

Legal Review: N/A

Staff Recommendation: Staff recommends approval of Ordinance 2024-14 amending Title 050 of the Municipal Code.

ORDINANCE NO. 14

Series of 2024

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING TITLE 050 BUSINESS LICENSES AND REGULATIONS.

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, Title 050 of the Glenwood Springs Municipal Code regulates all business licenses including professional licenses within the City of Glenwood Springs ("Glenwood Springs" or the "City") by the adoption of certain international and national construction codes; and

WHEREAS, to appropriately regulate current business license practices, the City periodically reviews and updates the License Regulations; and

WHEREAS, following City staffs recent review of Title 050, City Council finds that the amendments set forth on **Exhibit A** are necessary to correct and clarify the Construction Trades Licenses; and

WHEREAS, the City Charter of the City of Glenwood Springs requires that an ordinance be enacted to effectuate the amendments.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ORDAINS:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Title 050 of the Glenwood Springs Municipal Code is hereby amended as set forth in **Exhibit A** attached hereto.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS 18th DAY OF JULY 2024.

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 _____ 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

050.040.010 General requirements.

- (a) *Requirement.* Before a permit required by the provisions of Title 060 is issued to any person, such person must first obtain a license in accordance with the provisions of this article. Such license may only be issued to a person and not to a business entity. A permit for a construction project may be issued before all subcontractors are determined; however, no work may be commenced by the subcontractor until a license required by this article is obtained. As used in this article, the term license shall also include any registration as required for plumbers and electricians.
- (b) *Stop work order.* If the Building Official discovers work being performed by a person without the license, as required in this article, he/she may, in addition to any other remedies or actions available to the City pursuant to this Code, issue a stop work order. Such stop work order shall remain in effect until the license required by this article is obtained.
- (c) *License to save and hold harmless.* Every person issued a license pursuant to this article shall save and hold harmless the City from damages, cost and expenses including, but not limited to attorney's fees, that arise out of the negligence of the licensee or his/her servants, employees, agents or those acting on his/her behalf or out of his/her or their failure to comply with state and federal laws and regulations and this Code, City ordinances and regulations.
- (d) *Insurance.* Every licensee granted a license under this article shall maintain at all times workers' compensation insurance as required by state law and combined single-limit insurance which includes both bodily injury and property damage insurance in the following minimum amount:

Classification of Licensee	Insurance
Class A Building Contractor	\$500,000.00
Class B.1 Building Contractor	\$500,000.00
Class B.2 Building Contractor	\$500,000.00
Class C Building Contractor	\$300,000.00
Class D Building Contractor	\$300,000.00
Electrical Contractor	\$300,000.00
Plumbing Contractor	\$300,000.00

- (e) *License and testing fees.* The license fee for licenses granted under this article shall be as follows:

Classification of Licensee	Testing Fee	License Fee
Class AA Unlimited General Contractor	\$125.00	\$200.00/year
Class A Limited Commercial Contractor	\$100.00	\$175.00/year
Class B Limited Light Commercial Contractor	\$75.00	\$150.00/year
Class C Home Builder Contractor	\$60.00	\$125.00/year
Class D Specialty Contractor	\$50.00	\$ 75.00/year
Electrical Contractor		No Fee
Plumbing Contractor		\$ 50.00/2 years
Renewals: \$50.00 for Class AA, A, B and C; \$35.00 for Class D		

~~(1) The plumbing contractor license fees shall be prorated for the period from date of license issuance to expiration date.~~

~~(2)-(1)~~ In the event a licensee with a business entity leaves that business entity and a new person is licensed for that business entity, in accordance with the provisions of this article, no new license fee for

that year of the license shall be required, unless the licensee transfers his/her license to a new business entity. Such new person shall pay all application or examination fees required by this article.

- (f) *License term.* The terms of the licenses shall be as follows: Class AA, B, C and D, one (1) year from date of issuance of a conditional license or regular license, whichever is issued first, and yearly thereafter. Electrician and plumbing licenses shall expire at the expiration date of the state electrician and plumbing licenses.
- (g) *Proof of license.* The City shall issue to each licensee under this article a license certificate and card, which license card must be available for inspection by the Building Official at all construction sites.

(Code 1962 § 22.6-2; Code 1971 §§ 4-43—4-45, 4-90, 4-93, 4-108, 4-163, 4-164, 4-166, 4-167, 4-213—4-215; 44-83 §§ 2—10; 25-88 § 3; 1-97; 8-08 § 2)



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Resolution 2024-24 Supporting DOLA Grant Application for Down Payment Assistance Program
Action Requested:	Resolution to approve the City of Glenwood Springs grant application to the Department of Local Affairs for the Down Payment Assistance Revolving Loan Fund program through Proposition 123.
Department:	Economic and Community Development
Presented By:	Hannah Klausman
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The City of Glenwood Springs has been invited to apply for the Down Payment Assistance Grant through Department of Local Affairs utilizing Proposition 123 program funds. The grant application requires a Council resolution. The Colorado Department of Local Affairs, Division of Housing (DOH) and the State Housing Board authorize and direct the use of Revolving Loan Fund (RLF) programs to increase, improve, and sustain the affordable housing stock in the State of Colorado. DOH currently funds RLFs for Single Family Owner Occupied Rehabilitation (Rehab), Down Payment Assistance (DPA), and certain home ownership development programs.
Issues:	
Fiscal Impact:	If awarded, the grant would provide \$600,000 in DOLA funding. The City would contribute a \$150,000 match from the Workforce Housing Fund.
Legal Review:	Legal has reviewed the resolution.
Staff Recommendation:	Staff and the Workforce Housing Fund Advisory board recommend approval.

RESOLUTION 2024 - 24

A RESOLUTION OF THE CITY COUNCIL OF GLENWOOD SPRINGS, COLORADO, SUPPORTING AN DOWN PAYMENT ASSISTANCE GRANT PROGRAM APPLICATION TO THE DEPARTMENT OF LOCAL AFFAIRS AND THE ACCEPTANCE AND APPROPRIATION OF ANY GRANT FUNDS AWARDED

WHEREAS, the City of Glenwood Springs is a political subdivision of the State of Colorado, and therefore an eligible applicant for a grant administered by the Colorado Department of Local Affairs (“DOLA”); and

WHEREAS, the City of Glenwood Springs has filed a commitment via Proposition 123 to increase affordable housing by 3% annually and is therefore eligible to apply for DOLA administered Proposition 123 grant programs; and

WHEREAS, the City of Glenwood Springs intends to submit a \$600,000 Down Payment Assistance (DPA) grant application to DOLA to fund a revolving loan fund for home buyers in Glenwood Springs; and

WHEREAS, the City will provide matching funds for the grant application of \$150,000 from the Workforce Housing Fund; and

WHEREAS, the City Council strongly supports providing affordable housing ownership opportunities.

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.

Section 2. The City strongly supports the DOLA DPA Grant application and has appropriated \$250,000 in matching funds from the Workforce Housing Fund.

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

Section 4. If a grant is awarded, the City Council of the City of Glenwood Springs hereby authorizes the Mayor or Mayor Pro Tem to sign a Grant Agreement with DOLA.

INTRODUCED, READ, AND PASSED THIS 1st DAY OF AUGUST 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk



COLORADO

Department of Local Affairs [\(/\)](#)

[Home \(/\)](#) [Applying for Funding \(/applying-for-funding\)](/applying-for-funding) [Down Payment Assistance \(/\)](#)

Down Payment Assistance

Applying for Funding

Down Payment Assistance (/down-payment-assistance)

Mobile Home Programs (/mobile-home-programs)

New Construction/Acquisition Rehabilitation (/new-construction-acquisition-rehabilitation)

Single Family Owner-Occupied (SFOO) Rehab (/single-family-owner-occupied-rehab)

Eligible Applicants

- Community Partner (Nonprofit organization)
- Local Governments
 - Any county, municipality, city, tribal government, special district organized under Title 32, school district, district, or a housing authority created under Part 2 of Article 4 of Title 29.

Eligible Households

First time homebuyers, prioritizing first generation homebuyers.

Eligible Housing Types

- Single Family Homes
- Duplexes
- Townhomes
- Condominiums
- Manufactured and modular homes on permanent foundations or properly tied down, on land owned by the homeowner client, or within a resident owned community mobile home park.
- Any of the above, on Community Land Trust Property.

Eligible Communities

A [list of jurisdictions](#) is available for this commitment.

Filing Commitments

For a project to be eligible for Proposition 123 funding, the county, municipality or tribal government must first file a commitment to increase affordable housing within each jurisdiction by 3% per year, for three years, for a total of a 9% increase.

The commitment filing period for 2023 expired on November 1, 2023. New commitments will be accepted in summer 2024.

Eligible Projects

- Down Payment Assistance (DPA)
- DPA and Repair

Affordability Period

5 Years

AMI Limitations

Up to 120% AMI

Allowable Loan Terms DPA

- Max loan of up to 20% of actual home cost
- Loan-to-value up to 100%
- Loans are non-forgivable
 - Amortized Loans
 - Interest only payments by borrowers (deferred principal)
- Front end debt to income ratio at or below 35%

Allowable Loan Terms DPA and Repair

- Front end debt to income ratio at or below 35%
- Can allow for a DPA loan up to 110% loan-to-value when immediate repairs are needed (energy efficiency upgrades included) at time of purchase

Administering Agency Operational Funds

Not to exceed 10% of the total agreement amount

Additional Due Diligence Requirements

The application requirements can be found in the Development Application Instructions and the project-specific application material checklists are found on the DOH website. Please note the checklists may not be exhaustive depending on the specific nuances of a project.

Reporting Requirements

Awardees will be required to report quarterly to DOH. Reports will include, but are not limited to:

- A description of each awardee's use of the grant funds.
- Program performance progress (loans closed, program accomplishments/difficulties, etc.)
- Beneficiary information including but not limited to demographic (e.g., race and ethnicity), geographic, income, and program participants.
- Program Income reporting semi-annually, or more frequently if required.
- Other State reporting requirements as required.
- Please be sure to refer to the published and periodically updated Term Sheet and FAQs immediately prior to application as additional requirements and/or waivers may be published

Application and Award Process

Applications should be submitted through Neighborly and follow typical DOH Funding Application guidelines. Contact your Asset Manager for additional information.

- Applications will be accepted on August 1st or December 1st.
- Award and Determination: After DOH staff underwrites applications, staff recommendations will be presented to the State Housing Board (SHB). SHB recommendations will then be presented to the DOLA Executive Director for final approval. A contract between the Division of Housing and the applicant can start being drafted at this time.

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Was this content helpful?

☐ Yes

☐ No

Additional Feedback

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The Department of Local Affairs

1313 Sherman Street, Suite #518

Denver, Colorado 80203

DOLA Email: dola_web@state.co.us (mailto:dola_web@state.co.us)

☐

Divisions, Boards, and Offices

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[The Division of Local Government](#)

[The Division of Property Taxation](#)

[The Board of Assessment Appeals \(/assessment-appeals\)](#)

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Quick Access

[Digital Accessibility Accommodations or Modifications \(/digital-accessibility-and-ada-accommodations\)](#)

[Rulemaking and Cost-Benefit Analysis Process](#)

[IDEA at DOLA \(/idea-at-dola\)](#)

[Careers \(/careers-at-dola\)](#)

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[Open Records Request \(/open-records-request\)](#)

[Strategic and Legislative Planning \(/strategic-legislative-planning\)](#)

[Fraud Prevention \(https://cdola.colorado.gov/fraud-prevention\)](https://cdola.colorado.gov/fraud-prevention)

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[General Notices \(https://www.colorado.gov/general-notices\)](https://www.colorado.gov/general-notices)



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item:	Jacobs 10th Amendment - South Bridge Design Contract
Action Requested:	Council Approval for the mayor to sign a \$2,194,831.85 design contract amendment #10, which will bring the South Bridge design to a bid level package and finalize right of way procurement process in 2025.
Department:	Engineering
Presented By:	Matthew Langhorst
Strategic Goals:	Protect and Preserve our Quality of Life Ensure Public Safety
Background Info:	Engineering staff has been working with Jacobs to develop a scope, design fees and schedule to finalize the South Bridge project and develop biddable documents. Amendment 10 to the Jacobs contract includes scope to update the environmental assessment (EA) documents, complete the right of way (ROW) process and finalize the construction drawings. Amendment 10 is for \$2,194,831.85 which includes fees for subconsultants for geotechnical engineering, ROW services and survey. The contract requires that Jacobs finalize and deliver the project to the City by September 25, 2025. Jacobs will incur liquidated damages (LD) of \$5,000 per day for every day beyond the stipulated date (September 25, 2025) if they fail to deliver the project. The ROW portion is not subject to the LD amount at this time as there are unknowns associated with the ROW process that might delay this task beyond what Jacobs can control. The current schedule does not reflect the actual schedule as it pertains to the ROW process as there have been (and will be) several meetings with the Colorado Department of Transportation (CDOT), Jacobs' team and the City to better understand the tasks and time frames. Staff will provide updates to council on the schedule once we have better direction on the ROW process from CDOT. The City had previously amended the 2024 budget to allocate funds to cover the design fees and council had adopted this allocation. The amendment will require the signature of the City Mayor and staff is seeking the approval of council to sign and authorize the amendment.
Issues:	None at this time.
Fiscal Impact:	The budget has already been allocated for this design process completion.
Legal Review:	Legal is finalizing the contract documents.
Staff Recommendation:	Staff is recommending council approval of the \$2,194,831.85 design contract amendment #10 with the Mayors signature.



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: VALE Board Appointment

Action Requested: VALE Board Appointment

Department: City Clerk

Presented By: Ryan Muse

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: **Councilor Zalinski's Recommendation:**
Councilor Zalinski interviewed Scott Conely and recommends appointing him a regular seat on the board with a term to expire in 2027.

Current Vacancies:
There would be one remaining vacancy on the board with this appointment.

Applicant:
The applicant, Scott Conley, a Glenwood Springs resident, was interviewed by Councilor Zalinski and was deemed eligible for appointment to a regular seat.

Composition:

- Five (5) citizens, at least four (4) who are residents of the City and one (1) who may reside outside of the City but within the 81601 zip code area or own real property or a business within the City.
- The Chief of Police as an advisory member, but a nonvoting member of the Board.

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:

Print**VALE Board Application - Submission #2664****Date Submitted: 7/17/2024****Victim's and Witnesses Assistance and Law Enforcement (VALE) Board Application**

City of Glenwood Springs
101 W. 8th St.
Glenwood Springs, CO 81601

Clare Roberts, VALE Board Secretary
clare.roberts@cogs.us
970-384-6527



Thank you for your interest in serving your community. Please answer all questions on this application.

Membership Qualifications*

You must qualify with one of the options below to be eligible to serve on the Victim's and Witnesses Assistance and Law Enforcement (VALE) Board. Please select the option(s) that applies to you.

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

Please select today's date*

7/17/2024

Personal Information

First Name*

Scott

Last Name*

Conley

Occupation*

Business Owner and Winter Zamboni driver at rink

Home Address***City***

Glenwood Springs

State*

CO

Zip Code*

81601

Mobile Phone Number***Email Address*****Home Phone Number****Work Phone Number**

Mailing Address (If different than home address)**City****State****Zip Code**

Personal and Professional Interests**Why are you interested in serving on the VALE Board?***

I want to help the community that I live in mostly. Melissa Jones (Referred me) that I would have a good outlook on the cases that the board normally sees

What do you view as the role of a VALE Board member?*

I believe an impartial view of the claim is important. Making sure the allocation of funds is properly given to community members that have followed the guidelines of the committee

Describe any experience with maintaining confidential information.*

As a previous sales and finance associate at a car dealerships I was regulated to the federal safeguard rules. I saw SSN and credit reports on an everyday basis for 12 years

Have you ever been a victim of a crime? Please explain to your comfort level.*

Had my bike stolen out of my open overnight garage in Centennial Colorado. This was my fault as I did not close the garage overnight and the bike was not locked up.

Have you ever been convicted of a crime? If so, what was the violation?*

No

Have you, a close family member, or friend ever been employed in the law enforcement or criminal justice system?*

My Father and brother were New York State correction officers holding many different roles throughout their 30 years of service.

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

Do you have any existing time commitments that will hamper your ability to serve?*

No, should not but if something were to come up I would absolutely make every attempt to join virtually or let someone else know I would for some crazy reason not able to attend.

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

none at the moment

Have you previously served on the VALE Board?*

No

Reappointment Applicants

These questions only required for reappointment applicants.

Why do you think you should be reappointed?

Have you served two full successive terms on the VALE Board?

-- Select One --

Powers and Duties of the VALE Board

(as defined in Title 020 of the Glenwood Springs Municipal Code); (h) Powers and duties of the Victim's and Witnesses Assistance and Law Enforcement Board.

1. The Board shall designate one (1) of its members as chairman, shall establish rules of procedure and order and shall hold meetings as it might deem necessary.
2. A surcharge equal to twenty-five percent (25%) of the fine imposed for violation of all municipal ordinances, including ordinance violations under the Model Traffic Code, is hereby levied on each Municipal Court action resulting in a conviction, plea of guilty or no contest or in a deferred judgment and sentence, which municipal ordinance violation is charged pursuant to City ordinances. All calculated surcharge amounts resulting in dollars and cents shall be rounded to the nearest whole dollar. In the event a portion of the fine is suspended, the surcharge levied shall be computed based upon the original fine, regardless of whether a portion of said fine has been suspended. Said surcharges shall be paid to the Clerk of the Court by the defendant, and said Clerk shall deposit the money so received in the fund hereinafter created. (A 33-05,\$2)
3. The Victim's and Witnesses Assistance and Law Enforcement Fund, hereinafter referred to as the "Fund," consist of all monies paid as a surcharge as provided in Subsection (2) above. All monies deposited in the Fund shall be deposited in an interest-bearing account, and all interest earned by monies in the Fund shall be credited to the Fund. The City Manager, by and through the Finance Director, shall be responsible for establishing a separate fund for purposes of accounting for the revenues and expenditures. At the conclusion of each fiscal year, all monies remaining in the Fund shall remain in the Fund for allocation as hereinafter set forth.
4. The Board shall disburse monies from the Fund in the following manner:
 - a. First, to the payment of all reasonable and necessary expenses and costs incurred by the Board in the performance of its duties, including but not limited to professional fees, office supplies and meeting expenses.
 - b. Second, not less than fifty percent (50%) of the monies remaining in the Fund after the deduction of reasonable expenses and costs shall be allocated for the purchase of victims and witnesses services and reimbursements, as hereinafter set forth. No funds shall be paid except in those specific instances where a police report has been filed by the Police Department for an alleged violation of a municipal ordinance, regardless of whether the perpetrator has been identified, arrested or prosecuted.
 - c. Third, any remaining monies may be allocated to the Police Department for the following purposes, including, but not limited to: equipment purchases, training programs for personnel and the employment of additional personnel. Such funds shall not be used by the Police Department for defraying the costs of routine and ongoing operating expenses. No disbursement within this category of expenditure shall be made without the approval of the City Council following a written recommendation by the Board.
5. Disbursement of funds by the Board on behalf of the victim's and witnesses assistance services may be used for the following purposes:
 - a. Provision of services for early crisis intervention;
 - b. Assistance in prompt return of victims' property;
 - c. Assistance to victims and witnesses in arranging transportation to and from court;
 - d. Provision of translator services;

- e. Protection from threats of harm and other forms of intimidation
 - f. Reasonable medical and hospital expenses and expenses incurred for dentures, eyeglasses, hearing aids or other prosthetic or medically necessary devices; and
 - g. Losses resulting from property damage, including repair or replacement of property damaged as a result of crime or payment of the deductible amount on a residential insurance policy in an amount not to exceed five hundred dollars (\$500.00). Victims' recovery due to property damage shall not exceed five hundred dollars (\$500.00) for any crime, but in no case shall a loss be compensable if the aggregate property damages are less than twenty-five dollars (\$25.00).
6. The Board is authorized to accept and evaluate all applications for disbursement of funds, whether emanating from victims, witnesses or law enforcement agencies. Applications for disbursement shall be made upon forms prescribed by the Board, and made available by the Municipal Court and the Police Department. The Board shall establish its own criteria for evaluating applications for disbursement, and nothing herein contained shall obligate the Board to make disbursement of any funds available to it. Upon a finding by the Board that a disbursement shall be made from the Fund, the Board shall submit a written request for payment to the Finance Department, which shall then remit payment in accordance with the request.
7. The Board is required to submit minutes of its meetings to the City Council at the next regular Council meeting following the Board's meeting.
-

Appointment, Removal, Term, and Vacancies of Boards and Commissions

(Per the Glenwood Springs, CO Municipal Code 020.020.040)

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

1. February:

Planning and Zoning Commission;
Finance Advisory Board;
Tourism Management Board;
Building Board of Appeals.

2. March:

Transportation Commission;
Arts and Culture Board;
Parks and Recreation Commission;
Airport Board;
River Commission.

3. April:

Local Liquor Licensing Authority;
Victim's Witnesses Assistance and Law Enforcement Board;
Historic Preservation Commission;
Workforce Housing Fund Advisory Board;
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. Unless it is deemed vital by the City Council that an appointed member of a board or commission be retained in office, no Board member shall serve more than two (2) full successive terms on the same board or commission. An individual may serve multiple non-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
August 1, 2024

Agenda Item: Parking Enforcement Discussion

Action Requested: Determine whether to increase the area that is signed and enforced as 2 hour parking.

Department: Police Department

Presented By: John Hassell, Steve Boyd

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: Two Glenwood Springs residents have approached staff and Council who do not want cars parked in front of their houses for more than 2 hours.

Issues: NA

Fiscal Impact: Will be an offsetting and nominal impact in enforcement costs and revenue from violations.

Legal Review: NA

Staff Recommendation: Staff defers to Council.



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Broadband Update

Action Requested: None at this time.

Department: Public Works

Presented By: Matthew Langhorst

Strategic Goals: Preserve and Improve Infrastructure

Background Info: The City of Glenwood Springs moved forward with a City wide fiber to home broadband system in 2020. It was the Council's goal to build out the system as quickly as possible, instead of a phased approach, which was the right decision to make. As of 2023, a majority of the system has been completed, with cable pulled and pedestals installed, but it has taken us into 2024 to finalize some of the cable proofing and final hub connections at the back-end server rooms. We are currently working on connection drops and working with private homeowner associations on access agreements to large buildings and subdivisions on private roadways. Staff will be presenting a short PowerPoint to go over install counts, current customer counts, passing uptake rates, and the financial condition of the fund.

Issues: None at this time.

Fiscal Impact: None at this time.

Legal Review: None at this time.

Staff Recommendation: None at this time.



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Ordinance 2024-15 Code Amendment to Title 100, Keeping of Certain Animals

Action Requested: Consideration of a correction to Title 100 for a incorrect code reference.

Department: Economic and Community Development

Presented By: Hannah Klausman

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Section 100.020.020 of the municipal code regulates the keeping of certain animals within the City of Glenwood Springs. Currently the code lists the keeping, raising, or housing of any cattle, goats, sheep, swine, foxes, chickens, ducks, turkeys or geese or any more than four (4) rabbits, as unlawful, except in accordance with section 070.030.030(c).

Issues: The code reference to section 070.030.030(c) for exceptions is an incorrect code section reference. Staff believes this error occurred when Title 070 Development Code was completely updated in 2018 which included significant section numbering changes.

Section 070.030.040(d)(2) of the code includes provisions for Backyard Chicken permits that can be lawfully obtained when meeting specific conditions. Staff has corrected the code reference to accurately reflect the correct section that relates to the process for lawfully keeping Chickens.

Staff proposes the following correction with deleted language ~~struckthrough~~ and added language double underlined:

100.020.020 Keeping of certain animals and fowl restricted.
It shall be unlawful for any person anywhere in the City to maintain, keep, harbor, raise, house, stable or corral any cattle, goats, sheep, swine, foxes, chickens, ducks, turkeys or geese or any more than four (4) rabbits, except in connection with the commercial slaughter and processing of animals unless in accordance with a permit issued in accordance with Section ~~070.030.030(c)~~ 070.030.040(d)(2) Backyard Chickens.
(Code 1962 § 20.9; Code 1971 § 3-5; 8-12 § 3; Ord. No. 19-2018, 6, 8-2-2018)

Fiscal Impact: None

Legal Review: Legal drafted the ordinance.

Staff Recommendation: Staff recommends approval of the Code amendment.

ORDINANCE NO.

Series of 2024

**AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS,
COLORADO, AMENDING TITLE 060 CONSTRUCTION BUILDING
CODES AND REGULATIONS.**

WHEREAS, the City of Glenwood Springs (“Glenwood Springs” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Glenwood Springs Home Rule Charter; and

WHEREAS, on August 2, 2018, City Council approved a revised development code as set forth in Title 070 of the Municipal Code; and

WHEREAS, in the process of applying the revised development code, City staff discovered errors and omissions in Title 100 related to Title 070 adoption that require correction as set forth in **Exhibit A** attached hereto; and

WHEREAS, Title 100 of the Glenwood Springs Municipal Code regulates all animal control and maintenance within the City of Glenwood Springs ("Glenwood Springs" or the "City"); and

WHEREAS, following City staffs recent review of Title 100, City Council finds that the amendments set forth on **Exhibit A** are necessary to correct and clarify the keeping of certain animals and fowl; and

WHEREAS, the City Charter of the City of Glenwood Springs requires that an ordinance be enacted to effectuate the amendments.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENWOOD
SPRINGS, COLORADO, ORDAINS:**

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Title 100 of the Glenwood Springs Municipal Code is hereby amended as set forth in **Exhibit A** attached hereto.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS 1st DAY OF AUGUST, 2024.

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 _____, 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

100.020.020 Keeping of certain animals and fowl restricted.

It shall be unlawful for any person anywhere in the City to maintain, keep, harbor, raise, house, stable or corral any cattle, goats, sheep, swine, foxes, chickens, ducks, turkeys or geese or any more than four (4) rabbits, except in connection with the commercial slaughter and processing of animals unless in accordance with a permit issued in accordance with Section ~~070.030.030(e)~~. 070.030.040(d)(2) Backyard Chickens.

(Code 1962 § 20.9; Code 1971 § 3-5; 8-12 § 3; Ord. No. 19-2018, 6, 8-2-2018)



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: City Manager

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: City Attorney

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Correspondence Incoming/Outgoing

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:

Nancy R. Schneider
P.O. Box 1700
Glenwood Springs, CO 81602

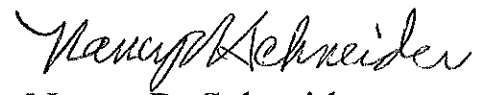
July 15, 2024

Glenwood Springs City Council
101 West 8th St.
Glenwood Springs, CO 81601.

Dear councillors,

I was disappointed to read that your summer "To Do" list did not include Airport Road, over which I must drive many times a week. I have been fortunate to travel in some so-called third-world countries and I do not recall a paved road in any of them in as disgracefully poor condition as Airport Road right here in Glenwood Springs. Occasional patching of axle-breaking potholes is not sufficient. The whole roadway south of Cardiff Glen needs to be replaced.

Sincerely,


Nancy R. Schneider

xc: Glenwood Springs Post Independent

Tom Jankovsky, Chair Pro Tem

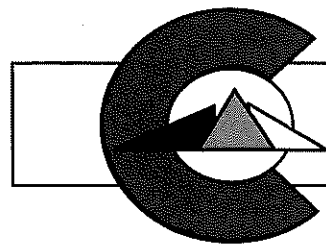
District 1

John Martin, Chair

District 2

Mike Samson

District 3



Garfield County

BOARD OF GARFIELD COUNTY COMMISSIONERS

July 16, 2024

Ms. Kathryn Grosscup
Manager, Housing Tax Credit
Colorado Housing and Finance Authority
1981 Blake Street
Denver, CO 80202

RE: *Allocating the County's 2024 Private Activity Bonds to support the "Glenwood Gardens" project in Glenwood Springs, CO*

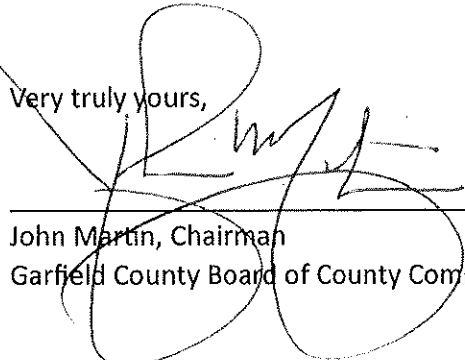
Dear Ms. Grosscup:

The purpose of this letter is to express the County's support for Cohen-Esrey's proposal for Glenwood Garden as a Federal Low-Income Housing Tax Credit and State Affordable Housing Tax Credit project. This project will represent a significant community investment in Glenwood Springs and advance the Board of County Commissioners' stated goals for affordable housing, which is a dire need in our community and for our local workforce.

Garfield County receives an annual direct allocation of Private Activity Bond (PAB) volume cap from the Colorado Department of Local Affairs (DOLA) and typically takes action regarding the use of this PAB in September each year. Cohen-Esrey has reached out regarding the availability of Garfield County's PAB, and the Garfield County Board of County Commissioners has agreed to allocate the County's 2024 allocation of \$3,916,783 to Colorado Housing and Finance Authority (CHFA) in support of the Glenwood Garden project. Garfield County is supportive of affordable housing proposed in our community and would encourage CHFA to give high consideration to projects responding to the severe housing shortage across the Roaring Fork Valley.

As always, thank you for all that CHFA does to support housing needs in our community and across the State of Colorado.

Very truly yours,



John Martin, Chairman
Garfield County Board of County Commissioners

108 8th Street, Suite 101 • Glenwood Springs, CO 81601

Office: 970-945-5004 • Fax: 970-945-7785



July 11, 2024

Steve Boyd
City of Glenwood Springs
PO Box 458
Glenwood Springs, CO 81602-0458

Dear Steve,

FOOD DISTRIBUTION

Aspen
Snowmass
El Jebel
Glenwood Springs
Carbondale
Silt
Rifle
Parachute

I am writing to express our heartfelt gratitude for your generous donation to LIFT-UP of \$10,000, received on June 27, 2024. Your support is vital to our mission of ensuring that everyone in our service area from Parachute to Aspen has access to fresh, healthy, and sustainable food.

Your contribution comes at a crucial time. Over the past year, our community has faced significant challenges, and the need for our services has grown tremendously. In 2023, we served over 128,000 guests, highlighting the increasing demand for food security. With a 45% reduction in SNAP benefits last year, many more families are turning to us for help.

EXTENDED TABLE

Glenwood Springs
Rifle

Our Farm to Food Pantry (F2FP) program has been instrumental in addressing these needs. We source 49% of our food directly from local farmers and have successfully rescued 400 tons of food from waste, ensuring that it reaches those who need it most. The support from people like you enables us to maintain and expand this program, allowing us to continue providing essential services to our community.

THRIFT STORES

Glenwood Springs
Rifle

Thank you once again for your support. Your kindness and commitment to our cause are making a real difference in the lives of so many. Together, we are building a stronger, healthier community where everyone can thrive.

With gratitude,

Ivan Jackson
Executive Director

*Steve
Thank you for your
support of
LIFT-UP*

FOOD FOR KIDS

Rifle
Parachute
Basalt

LIFT-UP is a 501(c)3 organization, EIN #84-0896081. No goods or services were provided in exchange for this gift. Your gift is fully tax deductible as permitted by law. Please retain this letter which serves as your receipt as described by the IRS.

ADMINISTRATIVE OFFICE: 100 Midland Ave, Unit 270 • Glenwood Springs, CO 81601 •
970.625.4496 • info@liftup.org • www.LIFTUP.org



*And the day came when the risk to remain tight in a bud
was more painful than the risk it took to blossom.*

July 17, 2024

Trustees

Michael Connolly
Chair

Bill Anuszevski

Jill Ashe

John Brune

Caroline Cochener

Andrew Drazin

Robert Ferguson

Robert Musser

Becky Gordon

Executive Director

City of Glenwood Springs
Finance Dept. – Steve Boyd
101 W. 8th Street
Glenwood Springs, CO 81601

Dear City of Glenwood Springs and the Grant Committee,

Thank you so very much for the recent tax-deductible grant to A Way Out in the amount of \$5,000.00.

As you know, A Way Out provides free clinical and peer support services and scholarships to under-served youth, adults, and families in the City of Glenwood Springs and Garfield County who lack adequate insurance or finances to get proper care for addiction.

Many calls come in for assistance identifying, accessing, and/or paying for validated treatment programs to begin their road to recovery. After treatment, we provide a year of free clinical care, ongoing family support, and fun alumni peer engagement that helps individuals, and their families find joy and make new healthy friendships.

A Way Out believes everyone deserves access to quality clinical and addiction care when needed, regardless of a lack of finances or adequate insurance.

Your grant helps us provide a timely crisis response, personalized referrals to evidence-based treatment programs, scholarships, and a year of ongoing clinical and peer-driven support for our residents of Glenwood Springs who are battling the disease of addiction as well as co-occurring mental health issues.

A Way Out is a not-for-profit organization, tax identification number: 46-1809899. We acknowledge that no goods or services were received for this contribution.

All of us at A Way Out are grateful for your continued support!

Becky Gordon
Executive Director

Charles Kennedy
Emeritus

Advisory Board

Michael Barnes, PhD,
MAC, LPC

Judith Grisel, PhD

Julio Medina

Jerry Moe, MA

Alan Nelson, MD

Post Office Box 1124 • Carbondale, Colorado 81623 • 970-340-4505 • www.AWayOut.org



MEMORANDUM

DATE: July 2 ,2024

TO: CAST Membership

FROM: Jonathan Godes, CAST President

RE: 2024 Legislative Position Statement on Housing

Please find attached the CAST 2024 Colorado Legislative Position Statement on Housing. As you will see, the legislative proposals it contains would give local governments more tools and revenue options to address housing issues in the discretion of each individual local government and its residents. We have developed these concepts through a great deal of collaboration within the CAST Housing Task Force, including working groups for each proposal, and they have the support of the CAST Board of Directors.

The CAST board requests that each Colorado CAST member governing body consider lending its support to this position statement as well. It would be ideal to have this support **by August 9**. While each CAST member will find different value in the various proposals, by working in concert we demonstrate greater backing for the package as a whole and for our fellow local governments seeking to pursue one of these options. We intend to engage other partner organizations in the effort as described in the position statement, and as we work with others, these proposals may evolve or expand. As they do, our intent will remain to secure more opportunities to address our housing needs while preserving our existing means of serving and representing our communities.



COLORADO ASSOCIATION OF SKI TOWNS

2024 COLORADO LEGISLATIVE POSITION STATEMENT ON HOUSING

OVERVIEW: The Colorado Association of Ski Towns (CAST) represents the mountain resort communities throughout Colorado. Colorado's ski industry generates \$4.8 billion in annual economic output, supports more than 46,000 year-round equivalent jobs, and generates \$1.9 billion per year in labor income. ([RRC Associates](#)). The lack of available and attainable housing for employees in Colorado mountain resort communities has reached a crisis level which is directly impacting the provision of basic services as well as the ability to adequately staff and operate all businesses, from ski resort companies to local, small businesses. CAST supports targeted legislation to provide additional financial tools for Colorado mountain communities to address housing needs.

AUTHORIZE LOCAL SHORT-TERM RENTAL TAXES: CAST supports legislation to specifically authorize counties and municipalities to refer short term rental taxes to the voters with the proceeds of such revenues to be dedicated to local workforce and affordable housing.

AUTHORIZE LOCAL VACANCY TAXES: CAST supports legislation to clearly allow municipalities and counties to refer residential vacancy taxes to their voters. Census data shows residential vacancy rates soaring above 40% in some Colorado mountain towns facing acute housing shortages. Vacancy taxes, also known as empty homes taxes, incentivize homeowners to rent their homes to local residents rather than rent them at peak times and leave them empty most of the year. Additionally, this would disincentivize the use of homes as investments and result in a higher utilization as actual homes. Revenue from the tax would fund local affordable and workforce housing. CAST proposes that county assessors or the state facilitate the process by identifying the vacant homes in a taxing jurisdiction and tying enforcement into existing administrative processes

AUTHORIZE LOCAL REAL ESTATE TRANSFER FEES: The Colorado Constitution prohibits new *taxes* on the transfer of real estate, but the courts have long held fees to be different from taxes. CAST supports legislation to expressly allow municipalities and counties to adopt fees on the transfer of real estate, with the fee revenues to fund local affordable and workforce housing. This can be a powerful tool; total revenues from legacy real estate transfer taxes in CAST member municipalities have risen above \$80 million annually.

CAST TO WORK WITH PARTNER ORGANIZATIONS: In supporting this position statement, CAST members support CAST seeking to work with the Colorado Municipal League; Colorado Counties, Inc.; Colorado Counties Acting Together; and any other organizations who agree to support these proposals, and members formally request these organizations initiate and pursue this legislation on their behalf.

CONTACT INFORMATION: For more information please contact, Margaret Bowes, Executive Director, Colorado Association of Ski Towns, (970) 389-4347, mbowes@coskitowns.com; or Dan Kramer, CAST Housing Task Force Chairperson, dkramer@estes.org.



THE MEETING PLACE

July 24, 2024

City of Glenwood Springs
Attn: Steve Boyd, Chief Operating Officer
101 W 8th Street
Glenwood Springs, CO 81601

Good afternoon,

On behalf of the Board of Directors, we want to thank the City of Glenwood Springs for recently contributing to The Meeting Place with \$2,000 in grant funding. TMP currently hosts 25 weekly in-person meetings, including Alcoholics Anonymous, Narcotics Anonymous, Overeaters Anonymous, Sex Addicts Anonymous, Mindfulness in Recovery, yoga, Tai Chi, and meditation groups. We are so grateful and excited for the opportunities that this gift has provided for our organization and look forward to keeping you updated about our future endeavors!

Roaring Fork Recovery Support d/b/a The Meeting Place is a 501(c)(3) non-profit organization qualified to receive deductible contributions (federal tax ID 47-3529308). This support makes a tremendous difference for our recovery community, and you inspire others with your commitment and great generosity.

Warm Regards,

Karlynn Fulmer
Executive Director

2024 Board of Directors: Lemmy Beaulieu, Madison Burke, Craig Bushong,
Adam Carballeira, Gigi Durand, Kortney Hartman, Kim Reil

TMP

PO Box 2051 Carbondale, Co 91823



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Council Social Event Location

Action Requested: City Council will announce the location of their social event following the Council meeting.

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
August 1, 2024

Agenda Item: Adjournment

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation: