



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
OCTOBER 3, 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.

WORK SESSION

3:00	1. Planning and Zoning Joint Work Session	Information/Discussion
3:45	2. Boards and Commissions Makeup	Information/Discussion
4:15	3. Employer-Based Rental Assistance Program Recommendation for Funding	Information/Discussion
5:00	4. Break to Get Dinner	
5:15	5. Municipal Judge Discussion	Information/Discussion
5:30	6. Micro Transit Management	Information/Discussion

ZOOM INSTRUCTIONS

Please click the link to join the webinar: <https://us02web.zoom.us/j/84937542169>

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REGULAR SESSION

- 6:15 7. Roll Call
8. Agenda Changes & Conflicts
9. Council Announcements
10. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)
11. Council Response to Citizen Comments
12. Proclamation Honoring Councilor Kaup
13. Consent Agenda
 - A. Award Request for Proposal (RFP) 2024-20P Pool Filter Replacements
 - B. Award Request for Proposal (RFP) 2024-21P Streets Department Shop Building
 - C. 2025 Chamber Contract for Tourism Promotion Services
 - D. Ordinance 2024-18; Requiring Commercial and Multifamily Buildings to use an Appropriate Recycling Service. Second Reading

- E. Planning File 26-24 Right of Way Encroachment License 308 7th Street Juicy Lucy Awning
- F. September 19, 2024 Council Minutes

ACTIONS AND/OR PRESENTATIONS

- | | |
|---|--------------------------|
| 14. Comprehensive Safety Action Plan Update | Discussion and/or Action |
| 15. South Bridge Update | Discussion and/or Action |
| 16. Ordinance 2024-19; An Ordinance of the City of Glenwood Springs, Colorado, Amending Section 040.010.040 of the Glenwood Springs Municipal Code to Provide for the Implementation of Proposed Taxing Measure Referred to the City's Electors. Second Reading | Discussion and/or Action |
| 17. Employer-Based Rental Assistance Program Recommendation for Funding | Discussion and/or Action |
| 18. Local Landmark Designation 1109 Pitkin Avenue | Discussion and/or Action |
| 19. Budget | Discussion and/or Action |
| 20. Council Comments | |
| 21. Report from City Administration | |
| A. City Manager | |
| B. City Attorney | |
| C. Correspondence Incoming/Outgoing | |
| 22. Council Social Event Location | Information |
| 23. Adjournment | |

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City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Planning and Zoning Joint Work Session

Action Requested: No action required for a worksession.

Department: City Administration

Presented By: Hannah Klausman

Strategic Goals:

Background Info: The Planning and Zoning Commission meets monthly to review all planning and development permits as well as City initiated Code amendments. The Commission is a recommending body to Council on many applications, but is the deciding authority on Special Use Permits, Variances, Administrative appeals, and previously minor residential permit.

In 2024 to date, the Commission has held 6 meetings, canceling April, May, and July due to lack of applications. Below is a list of projects and actions the Commission has undertaken in 2024.

January 2024

1. Planning File #69-23 Special Use Permit 818 Colorado Avenue, Downtown Overlay District Use. Approved.
2. Planning File #06-23, Variance for Front Setback on a double frontage lot. Approved

February 2024

1. Planning File 02-24 Glenwood Hot Springs Signage Variance 401 N River Avenue. Approved

March 2024

1. Planning File 06-24 Code Text Amendment Short Term Rental and Accessory Tourist Rental Permits. Recommended Approved, lowered GID threshold from 18-15%, changed language on penalties, added language on group ownership models.
2. Planning File 74-23 Variances to Dimensional Setbacks for existing buildings to allow for a subdivision. Approved with conditions and modification.

June 2024

1. Planning File 09-24 Major Site and Architectural Plan and Variances Lot 10C Glenwood Meadows. Recommended approval.
2. Planning File 10-24 Title 070 Code Amendments related to Charter Amendments and other errata. Recommended Approval.

August 2024

1. Variance for Awning size and material. Approved.

September 2024

1. Received updates on the Strategic Housing Action Plan
2. Received updates on the Energy and Climate Action Plan
3. Discussed Design Standards related to building material

Issues:

Commission has expressed interest in reviewing or amending the following topic areas:

1. Lighting Standards
2. Design Standards
3. Standards for less than 4 housing unit projects

Currently the Commission has two open seats for alternates.

Fiscal Impact:

N/A

Legal Review:

Assistant City Attorney Richard Peterson-Cremer attends the Planning and Zoning Commission meetings.

Staff Recommendation:

Staff recommends that Council discuss any desired or contemplative policy code changes with Planning and Zoning Commission.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Boards and Commissions Makeup
Action Requested:	Discuss the current composition of Board and Commission seats, in particular, as it concerns the upcoming vacant seats by Councilor Kaup.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government Protect and Preserve our Quality of Life
Background Info:	Councilor Kaup currently serves on the Transportation, River, Housing, and Parks and Recreation commission. The Arts and Culture, Garfield County Clean Energy and Roaring Fork Transportation Authority Board.
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Employer-Based Rental Assistance Program Recommendation for Funding

Action Requested: Council is asked to discuss the concept of the Employer-Based Rental Assistance Program created and recommended by the Workforce Housing Fund Advisory Board.

Department: Economic and Community Development

Presented By: Hannah Klausman, Kevin Rayes

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

Background Info: In response to the growing affordability gap in Glenwood Springs, the Workforce Housing Fund Advisory Board (WHFAB) has drafted an employer-based assisted housing program. The idea is to partner with local businesses to offset a portion of monthly housing costs for employees living within city limits. Below is a high level outline of how the program is envisioned:

1. What is the program? - The City, in partnership with local employers, provides rental assistance to employees that spend more than 30 percent of their monthly income on housing costs.

2. How does it work? - Using money from the 2C fund, the City supplements a portion of an employee's rent with the employer providing matching funds. Contributions are allocated based on household AMI. For example, a one-person household earning below 81 percent AMI would be eligible for up to \$500 per month, with half coming from the City and the other half from the employer. Alternatively, a one-person household earning between 101 percent AMI and 120 percent AMI could receive up to \$332 per month, with half from the City and half from the employer. (See attachment 1 for a full description of fund distribution.)

3. Who benefits? - The program benefits both local employers and employees. Partnering with employers to offset the monthly expenses of employees helps stabilize the living conditions of locals, and reduces employee turnover at local businesses.

4. Where are the geographical boundaries of the program? - Funding is limited to employers and employees based in Glenwood Springs city limits.

5. Why this program? - The concept of the program is consistent with the goals and strategies of the Workforce Housing Fund Advisory Board as adopted by Council in February 2024 (see the full implementation plan in Attachment 3.) Specifically, the rental assistance program aligns with Goal & Strategy 2.B, which calls for WHFAB to "design and implement rental assistance pilot program(s) inclusive of immediate and long-term rental subsidy options, for households at 30-150 percent of AMI and any additional criteria established by the working groups by December 2024."

WHFAB Recommendation

The WHFAB recommends approval of \$50 thousand of 2C funds to 'pilot' the program for six months. During the pilot period, Staff will administer the program, collect data, and identify areas for improvement. Staff will work with WHFAB and Council to refine the program and implement tweaks as needed.

Following the pilot period, WHFAB recommends approval of \$250 thousand of 2C funds per year thereafter to continue funding the program.

WHFAB Board Member, Matt Spidell and Community Development Staff will be present at the work session and look forward to discussing the concept with Council.

Issues:

The Employer-Based Rental Assistance Program is an innovative way to assist qualified households living in free market housing. The money going towards the program will certainly help individuals and households manage monthly housing costs, but does little to address the underlying/systemic factors that have contributed to the housing crisis. Staff encourages Council to discuss the trade-offs of funding this program and the need to secure affordable/deed restricted housing on a long term basis.

The pilot period will provide Staff the opportunity to work with employers and identify opportunities/challenges to consider in the future. Towards the end of the pilot program, Staff will discuss findings and next steps with WHFAB and Council.

Fiscal Impact:

The WHFAB recommends allocating up to \$50 thousand of 2C funds to pilot the program. The pilot program will support up to eight qualified employees for six months and will provide Staff the opportunity to work with employers, collect data, and identify areas for improvement. Towards the end of the pilot program, Staff will discuss findings with WHFAB and Council and tweak the program as needed.

Following the conclusion of the pilot period, WHFAB recommends allocating up to \$250 thousand of 2C funds per year to continue funding the program. (Note: assuming the six-month pilot program begins in 2025 with \$50 thousand of 2C dollars, only \$100 thousand additional 2C dollars are required to fund the program through the remainder of the year which is reflected in the budget of Attachment 2.)

The 2C lodging tax is estimated to bring in approximately \$1.7 million per year. (See the full budget in Attachment 2.) For context, WHFAB's recommendation to allocate \$250 thousand of 2C dollars towards the rental assistance program represents about 15 percent of the annual budget.

Legal Review:

At this time, there are no legal concerns about the program. Pending approval, Staff will consult with the legal department as needed when administering the program.

Staff Recommendation:

Staff defers to the recommendation from WHFAB to approve funding to pilot the employer-based rental assistance program.

Employer-Based Assisted Housing Program White Page

The Employer-Based Assisted Housing Program aims to increase local service worker housing through employer-based housing assistance for Glenwood Springs, Colorado. This program would support employers willing to qualify, apply, and match monthly rent support to employees.

Why the employer? We aim to expand our community of accountable employers willing to walk the walk, expand the limited resources through matching funds, and limit the amount of responsibility of the City of Glenwood Springs resources.

Program Outline:

- **Pilot Program Budget:** \$50,000 + Admin Costs - July-Dec 2024. Serving 9-10 employers/workers. July 2024-December 2024. Allow pilot employers to meet all rules and regulations and roll over their workers for another year in 2025.
- **Year One Budget:** \$250,000 + Admin Costs - Start date 2025
- **AMI Levels:** 30% - 120% (See salary ranges on spreadsheet)
30-80% - 22 Applicants
81-100% - 15 Applicants
101-120% - 10 Applicants
- **2C/Employer Match:** 50%/50%; see spreadsheet for allocation and matching amounts. For details, see the attached spreadsheet
- **Applicant Benefit Timeline:** Employers apply for an FTE once a year. A second renewal year for the same employee can be used, but up to two years can be used for one employee.
- **ACH/Fund Transfers:** Quarterly, the first of each quarter
- **Education and Auditing:** Matt Spidell volunteers to help with auditing during the pilot program

Employer/Business Requirements:

The Employer records the following with the City of Glenwood Springs:

1. Name/DBA & EIN in Good Standing with Secretary of State
2. City Business License (Must be in Good Standing)
3. Address of Operations (Located in Glenwood Springs - 81601)
4. Address of Housing (Located in Glenwood Springs - 81601)

Employer Responsibility & Accountability:

Annual Submittals:

1. Provide an Employee Lease (PDF) showing the local address and complete a pre-defined template with the annual wage of the employee and their cost of housing expenses. The housing assistance level meets AMI and program requirements. Re-examine the continuation of funding annually. I have a template spreadsheet for this calculation.
2. Employer uploads current LLC documents showing EIN and that their business is in good standing with the State of Colorado.
3. An employer provides the City of Glenwood Springs ACH banking and routing information.

Monthly (submitted quarterly) and Annual Submittals (submitted annually by March 1st):

1. Paystubs showing the employee's pay, address, and designated housing percentage are shown from employer to employee. Employers must show rent assistance as a category on paystubs, showing both 2C and employer contributions.

Assistance funding could be sent via ACH to the employer's banking account on file quarterly, and payments are triggered upon monthly paystub uploads and per monthly questions answered by the employer.

If all information is not provided and checked off by the program administrator, funding doesn't transfer.

Regulations and Procedures:

1. Employer takes on the responsibility of hiring and all hiring laws. The city has also been removed from issues with leasing and subletting.
2. For full-time workers, averaging is over 32 hours a week and working full-time January through December. The employer is responsible for hiring practices that meet state and federal rules and regulations.
3. The City of Glenwood Springs may do period auditing of this program and expects employers to provide timely information. The funding will terminate immediately if an employer provides false information, non-disclosure of income (monthly and W2), occupancy fraud, or unreported changes, including income, occupancy, household composition, the employee takes a job outside of Glenwood Springs.
4. This program can be repeated for up to two years for those eligible to receive the benefit. After the first year, a renewal process can occur if the employer/employee is eligible. After two years, it is assumed that the employee is stable and the benefit has been realized.
5. If an employee has a second job, both W2s need to be submitted, and the correct AMI needs to be calculated.
6. Employee garnishments and child support are not counted against and applicant regarding W2 income and the AMI calculator.

7. The employee must communicate and provide any details about other rental assistance. If additional rental assistance is added to gross pay, the employee is still eligible if they meet AMI requirements.
8. Employer gives previous six paychecks prior to starting the assistance program. Why? To ensure wage and program integrity is met.
9. If an employee quits or is terminated, the employer must notify the city within 15 days. The employer may submit another employee's information, meeting all requirements and fulfilling the remainder of the year's assistance.
10. If any of the aforementioned rules are violated, the City of Glenwood Springs reserves all rights to terminate the assistance and provide it to another employer meeting the rules and regulations.

Attachment 1 | Employer-Based Assisted Housing Program White Page

			Monthly	Yearly	Employer Mon	Total Monthly	Total Annual	AMI Salary Max	Total 2C Outlay	Pilot Program	
Employer Based Assistance			2C Incentive	2C Incentive	Match	2C/Match Benefit	2C/Match Benefit		2C Annual		
AMI Up to 80%		FTE's		Defer to the Garfield AMI chart of Income Limits if there is a conflict or update.							
Categories of GWS Workers		# HH GWS Jobs						AMI Max Salary Range			
1 Person HH (Household)		1	\$250.00	\$3,000.00	\$250.00	\$500.00	\$6,000.00	\$57,360	\$3,000.00		
2 Person HH		2	\$550.00	\$6,600.00	\$550.00	\$1,100.00	\$13,200.00	\$65,600	\$6,600.00		
3 Person HH		3+	\$750.00	\$9,000.00	\$750.00	\$1,500.00	\$18,000.00	\$73,760	\$9,000.00		
								Median	\$6,200.00	5	
AMI 81%-100%										\$31,000.00	
Categories of GWS Workers											
1 Person HH (Household)		1	\$200.00	\$2,400.00	\$200.00	\$400.00	\$4,800.00	\$71,700	\$2,400.00		
2 Person HH		2	\$440.00	\$5,280.00	\$440.00	\$880.00	\$10,560.00	\$82,000	\$5,280.00		
3 Person HH		3+	\$600.00	\$7,200.00	\$600.00	\$1,200.00	\$14,400.00	\$92,200	\$7,200.00		
								Median	\$4,960.00	2	
AMI 101%-120%										\$9,920.00	
Categories of GWS Workers											
1 Person HH (Household)		1	\$166.00	\$1,992.00	\$166.00	\$332.00	\$3,984.00	\$86,040	\$1,992.00		
2 Person HH (2 GWS jobs)		2	\$365.00	\$4,380.00	\$365.00	\$730.00	\$8,760.00	\$98,400	\$4,380.00		
3 Person HH (2 or more GWS jobs)		3+	\$500.00	\$6,000.00	\$500.00	\$1,000.00	\$12,000.00	\$110,640	\$6,000.00		
								Median	\$4,124.00	1	
										\$4,124.00	
Employer Applicaitons/Year As Resources are Available:										8 Workers	
Employers with 0-25 employees: Up to 2 applications										Total Pilot Budget*	
Employers with 25-50 employees: Up to 3 applications										\$45,044.00	
Employers with 51+ employees: Up to 4 applications											
			</								

2C AFFORDABLE HOUSING BUDGET						
CALENDAR YEAR		2023	2024	2025	2026	2027
REVENUE						
Projected		\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000
Carryover		-	\$1,748,764	-	-	-
Actual (As of May 2024)		\$1,748,764	\$599,584	-	-	-
Total Revenue	Actual + Carryover	\$1,748,764	\$2,348,348			
	Projected + Carryover	\$1,700,000	\$3,448,764	\$1,700,000	\$1,700,000	\$1,700,000
EXPENDITURES						
Projects	Habitat Project	\$0	\$1,500,000	\$0	\$0	\$0
	Glenwood Gardens	\$0	\$0	\$785,000	\$785,000	\$0
Grants	Down Payment Assistance*	\$0	\$75,000	\$75,000	\$0	\$0
Personnel	Housing Manager**	\$0	\$32,500	\$75,000	\$100,000	\$150,000
Programs	Rental Assistance Program Pilot	\$0	\$0	\$50,000	\$0	\$0
	Rental Assistance Program (Post Pilot)			\$100,000	\$250,000	\$250,000
Total Costs		\$0	\$1,607,500	\$1,085,000	\$1,135,000	\$400,000
REMAINING FUNDS						
Total Remaining Funds	Actual + Carryover	\$1,748,764	\$740,848	-	-	-
	Projected + Carryover	\$1,700,000	\$1,841,264	\$615,000	\$565,000	\$1,300,000

*Funded for two years. (Funding for additional years requires board approval.)

**Funded at 50% of full cost (salary + benefits).

Attachment 3 | WHFAB Implementation Plan



Workforce Housing Fund Advisory Board 2024 – 2027 IMPLEMENTATION PLAN

PURPOSE:

We believe providing trusted expertise and confidence to expand and maintain housing for individuals living and working in Glenwood Springs is critical to bridging the housing gap of our community.

VALUES:

- **EQUITY** – we advance housing solutions that leverage investment dollars ensuring all members of our workforce have a range of choices for where to live now and in the future.
- **TRANSPARENCY** – we develop and deliver housing solutions in an open and honest way.
- **INTEGRITY** – we do what we say we are going to do.
- **FAIRNESS** – we execute our work without favoritism or discrimination.

GOALS & STRATEGIES:

1. Provide a place to go and a person to talk to for people seeking housing solutions in Glenwood Springs.
 - A. Build an affordable housing information and resource website by December 2024.
 - B. Hire a City of Glenwood Springs Housing Manager by August 2024.
2. Increase affordable housing by 3%, based on the City of Glenwood Springs 2023 Strategic Housing Plan's projected long-range need for dwelling units*, through **property preservation & affordable housing creation strategies**, by December 2027.
 - A. Establish property acquisition pilot program(s) to facilitate purchase of existing properties (i.e. mobile home parks) for affordable housing preservation and/or land banking by December 2024.
 - B. Design and implement rental assistance pilot program(s) inclusive of immediate and long-term rental subsidy options, for households at 30 – 150% of AMI** and any additional criteria established by the working groups, by December 2024.
 - C. Design and implement homeownership assistance pilot program(s) (i.e. buy down), in partnership with West Mountain Regional Housing Coalition, for households at 30 – 150%** of AMI and any additional criteria established by the working groups, by December 2025.
 - D. Establish property preservation pilot program(s) to facilitate rehabilitation and conversion of existing properties by December 2025.
 - E. Implement funding opportunities with loans, incentives, cash subsidy and other gap financing that leverages private funding by December 2026.
3. Increased confidence and trust in Glenwood Springs commitment to addressing workforce housing.
 - A. Provide CoGS Council a multi-year plan, priorities and resource allocation recommendations for the use of 2C funds, by February 2024.
 - B. Establish program/initiative working groups for design and implementation of pilot programs by April 2024.

VISION:

Glenwood Springs will be a community where the local workforce can live and thrive.

Attachment 3 | WHFAB Implementation Plan



Workforce Housing Fund Advisory Board

RECOMMENDED APPROACH:

The Workforce Housing Fund Advisory Board recommends the following approach in executing their duties and responsibilities on behalf of the City of Glenwood Springs Council and community members:

- Pursue multiple pilot projects within each affordable housing strategy in effort to be adaptive and responsive to community needs, market realities and opportunities.
- Develop and implement programs targeted at individuals working and living or aspiring to live in Glenwood Springs for households at 30 – 150% of AMI* and any additional criteria established by the working groups.
- Dedicate \$75,000 of annual 2C funding to support 50% of an Affordable Housing Program Manager for advancing of the WHFAB recommended and Council approved strategies with the balance of the position being funded by alternative sources.
- Budget 50% of the balance of annual 2C funding to support property preservation and housing creation strategies.
- Budget 50% of the balance of annual 2C funding to support the development of existing property purchasing program(s) for implementing affordable housing strategies to include but not limited to; land banking, rehabilitation and/or preservation.

* <https://www.cogs.us/DocumentCenter/View/9241/Strategic-Housing-Plan-Update>

** <https://dlg.colorado.gov/area-median-income-and-housing-calculator>



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

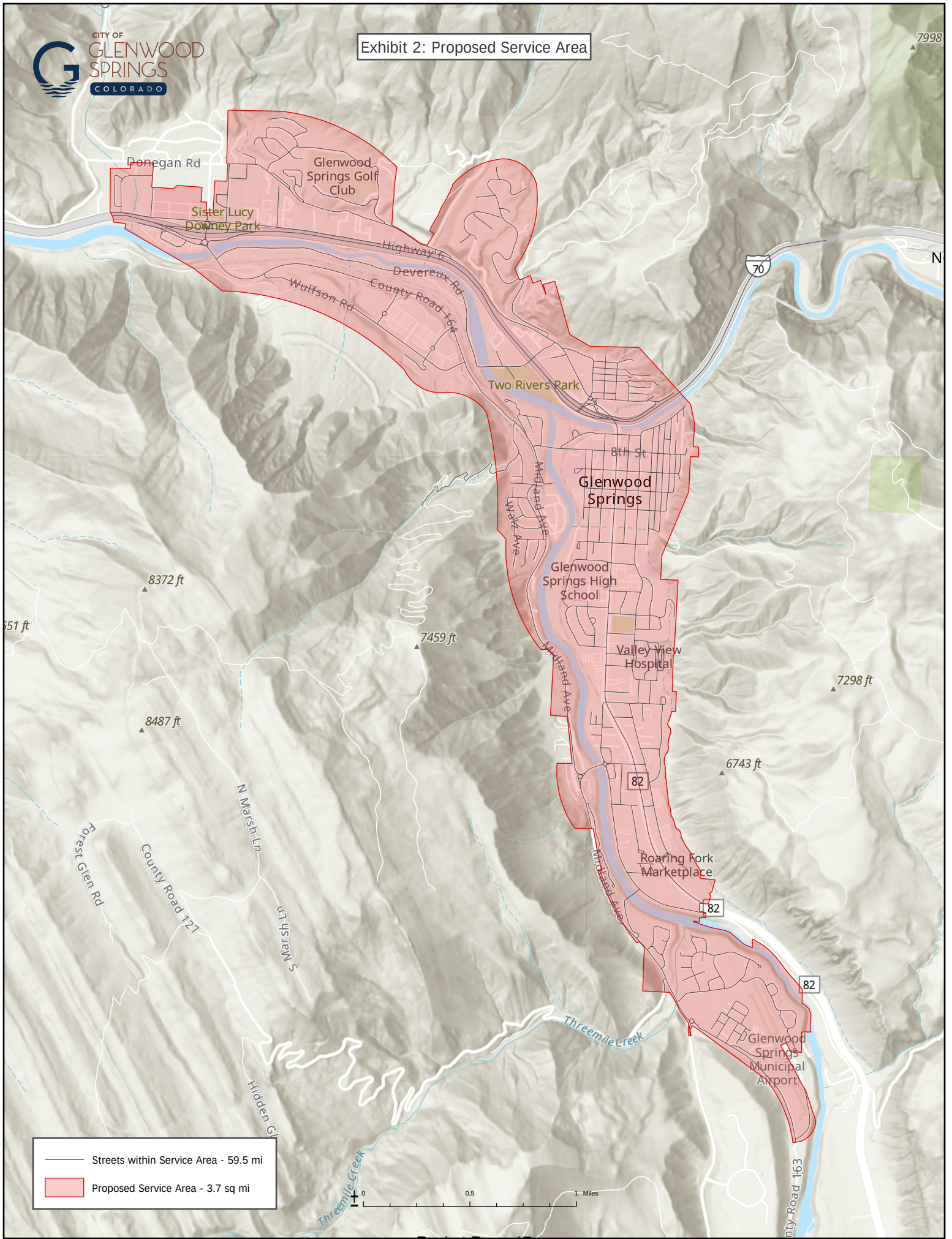
Agenda Item:	Municipal Judge Discussion
Action Requested:	The City had five bids submitted for our Request for Qualification (RFQ). They were from Stephanie Bergner of Bergner Law Office; Erin Maxwell of Erin Maxwell Law; Monica Groom of Groom Law Office; John Mallonee of Mallonee Mediation; and Timothy Graves of LeMoine & Graves. This discussion is an opportunity for Council to determine how it would like to proceed to selecting a municipal judge.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government Protect and Preserve our Quality of Life
Background Info:	The Municipal Judge is appointed by City Council.
Issues:	A shortlist of candidates will be selected for interviews. At that time their full proposal will be made available to Council and the public.
Fiscal Impact:	The contract will be funded in the Municipal Court department of the General Fund and will be determined by the submittal of the successful candidate.
Legal Review:	NA
Staff Recommendation:	NA



**City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024**

Agenda Item:	On-Demand Microtransit Service Proposal
Action Requested:	Discussion.
Presented By:	Lee Barger, Transportation Engineer
Background Info:	The City will be advertising for an on-demand microtransit operator to provide turnkey services that include the mobile application, call center, drivers, vehicles, and all associated operational, staffing, maintenance, and administrative items. In developing the Scope of Work for contracting services, staff seeks council's input on several items including: 1. Span of service, days of service 2. Fleet vehicles, size, passengers, equipment 3. Driver requirements 4. Passenger policy 5. Gratuity policy 6. Data sharing 7. Marketing/Launch The Level of Service required will be 15 minutes, meaning on average, a rider will be picked up within 15 minutes of requesting a ride. The service area is the entire city limits (Exhibit 2), and service is planned to begin April 1, 2025.
Issues:	None.
Action Alternatives:	None.
Staff Recommendation:	None.

Exhibit 2: Proposed Service Area





City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Proclamation Honoring Councilor Kaup

Action Requested: Honor Councilor Kaup for her years of service.

Department: City Administration

Presented By: Steve Boyd

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Councilor Kaup has served on City Council for a total of 11 years. She is retiring and this October 3rd will be her last meeting.

Issues: NA

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



A PROCLAMATION HONORING THE SERVICE OF COUNCILOR SHELLEY KAUP

WHEREAS, **Councilor Shelley Kaup** was elected to her first term on City Council in 2007; and

WHEREAS, **Councilor Kaup** has ultimately served eleven years serving on City Council; and

WHEREAS, **Councilor Kaup** has a passion for community planning with an emphasis on community strength and efficiency. Shelley earned her B.S. in Civil Engineering from the University of Colorado in Boulder, and her M.S. in Sustainable Engineering from Villanova University, Philadelphia, PA.; and

WHEREAS, **Councilor Kaup**, in 2013, became a certified Sustainability Manager through the Institute of Art and Design; and

WHEREAS, **Councilor Kaup** has raised a wonderful family and ran a successful business in our community; and

WHEREAS, **Councilor Kaup** has served as the liaison for numerous City Boards and Commissions, currently the Arts and Culture Board, the Transportation Commission, The Housing Commission, the River Commission, the Work Force Housing Fund Board; and

WHEREAS, **Councilor Kaup** was elected the RTFA Board Chair in February 2024; and

AND WHEREAS, the loyal service of **Councilor Kaup** has positioned Glenwood Springs for a resilient future and made significant positive impact on the community through her exceptional leadership and guidance of our city.

THEREFORE BE IT RESOLVED, I, Ingrid Wussow, Mayor of Glenwood Springs in the State of Colorado, do hereby recognize and express our sincere appreciation to **Councilor Shelley Kaup** for her long-standing commitment to serving our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glenwood Springs, Colorado to be affixed, this 3rd day of October, in the year 2024.

Ingrid Wussow, Mayor of the City of Glenwood Springs



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Award Request for Proposal (RFP) 2024-20P Pool Filter Replacements
Action Requested:	Award Request for Proposal 2024-20P Pool Filter Replacements to Prestige Aquatics
Department:	Parks & Recreation
Presented By:	Rod Tarullo
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The Community Center's swimming pool filters are failing, resulting in sand contamination in the pools. Due to the age and obsolescence of the current equipment, it has become increasingly difficult and expensive to source replacement parts and vendors. The existing filters date back to the original construction of the center, over 20 years ago. We strongly recommend replacing the filters. Prestige Aquatics of Loveland, Colorado was the sole respondent to Request for Proposal (RFP) 2024-20P. References were checked and found to be favorable. The incumbent provider submitted a bid of \$177,500. Additionally, Prestige Aquatics proposed two alternate options: • Filter Bypass Piping: \$6,750 • Upsizing Existing Lap Pool Pumps: \$37,250 In order to align with the State of Colorado Department of Public Health & Environment Swimming Pools and Mineral Baths Regulations as well as the Model Aquatic Health Code (MAHC) flow rate requirements, we recommend approving the full amount, including the alternate options, as the need to replace the existing pumps to achieve the desired flow rate in the lap pool remains uncertain.
Issues:	None
Fiscal Impact:	Budgeted expenditure of up to \$221,500.
Legal Review:	City's standard contract and purchase order.
Staff Recommendation:	Award Request for Proposal 2024-20P Community Center Pool Filter Replacements in the amount of \$221,500.00. to Prestige Aquatics of Loveland, CO



Aquatic Filter Change Bid Proposal

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

9/04/2024

General overall Project Scope: Removal and disposal of existing Lap pool and Activity pool filters.

Install new High Rate pressure sand filters for each body of water along with appropriate piping.

Upon submittal acceptance, Filters, valves and piping will be ordered. Please allow 14 - 18 weeks for filter delivery.

Prestige Aquatics requires a 10-calendar day timeframe (excluding holidays) for the pools to be shut down to perform the proposed work once all materials have arrived. Monday – Saturday 06:00 – 18:00 site access is required.

Anticipated pool data flow rates post filter change:

- Lap pool - 277,000 gallons, 5.5 hour turnover rate (325min) 850GPM at 12.5sf/gpm
 - Stacked horizontal Paddock HZS-FBG_48-68
- Activity pool - 28,000 gallons, 1 hour turnover rate (60 min) 525GPM at 12.5sf/gpm
 - Single horizontal Paddock HZ-FBG-48-34

To obtain the desired flow rate on the Lap pool, the existing pool pumps (Pentair C series 7.5hp x2) MAY need to be replaced/upsized. In efforts to save costs, we propose to replace the Lap pool filter and test the existing pump flow to the new filters and see if we can achieve flows that meet the MAHC. In the event the pumps need to be replaced, we can order the upsized pumps and coordinate with local Electrical contractor to make the swap at an appropriated date. See Alternate pricing for this scope. Estimated pump lead time 4 weeks. The Lap pool will need to be shut down for 1 day to allow for the pump change once pumps are in hand.



Prestige Aquatics Included Scope of Work:

1. Provide Aquatic Design Engineering Services for appropriate filter sizing
2. Provide insurance, transportation (flights, vehicle, fuel) subsistence & consumables.
3. Provide Submittal pack for owner review and approval.
 - i. Deviation from submitted materials may have a cost impact.
4. Replace necessary piping, valves and supports for new filters.
5. Provide sand/gravel media.
6. Provide Startup assistance for new filters along with filter operation training, instructions and manuals.
7. Provide new flow meter for each pool.
8. Provide dumpster for construction.
9. Permitting and taxes
10. Provide 1 year warranty on workmanship, Manufacturer's warranty per submitted equipment

Prestige Aquatics Excluded Scope of Work

1. Draining or refilling of the existing pools.
2. Chemical balancing upon startup.
3. Glass filter media
4. Electrical services and upgrades if required for upsizing Lap pool pumps.* See Alternate 2
5. Site utilities such as, electrical (120v), water and restroom access.

Bid Amount for above mentioned scope.....\$177,500

Add Alternate 1, Filter bypass piping.....\$6,750

Add Alternate 2, upsize existing Lap pool pumps.....\$37,250

Thank you for the opportunity to present this proposal to your team. This budget coincides with all information found in the RFP and Addendums 1, 2, 3, 4, 5, 6

PRESTIGE AQUATICS

Josh Benz 303-902-0166

josh@prestigeaquatics.com



Project References

City of Fort Lupton

Fort Lupton Community Recreation Center

Doug Cook

203 South Harrison Ave

Fort Lupton CO

303-857-4200 x 6164

dcook@fortluptonco.gov

Town of Berthoud

Berthoud Recreation Center

Luke Diede

Aquatics Supervisor

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Berthoud CO 80513

970-532-1600 X 105

ldiede@berthoud.org

Casper YMCA

YMCA of Natrona County

Stepanie Clark-Sleep

Aquatics Director

1611 Casper Mountain Road

Casper WY 82601

307-234-9187

stepahnie@caperfamilyymca.org



Anticipated project sequencing and scheduling

Target Award Date September 19th 2024

Owner Submittal Review and Acceptance Due October 4th 2024

Filters, piping and Valves onsite by January 17th 2025

Commence filter replacement January 20th 2025

Complete Filter Replacement January 29th 2025

Lap Pool Pump Replacement/ Upsize if required "Late February/Early March 2025"

Prestige Aquatics will track the filter delivery date and coordinate the scheduling of the filter install more accurately as the process develops. Please note, these dates listed above are moveable upon owner's request. Unfortunately, we are at the mercy of a long lead filter item and expediting materials is not probable.



Glenwood Springs Communtiy Center Filter Replacement

09-04-2024

Aquatic Submittal Package

Lap Pool Filter

Activity Pool Filter

Sch. 40 Pipe and Fittings, Cresline and Spears

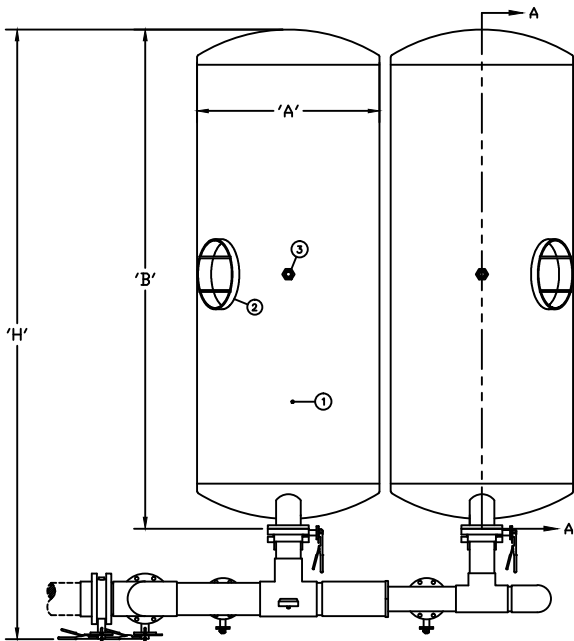
Glue -PVC Solvent Cement -711 (gray), Weld-On

Primer - PVC-P70 (purple), Weld-On

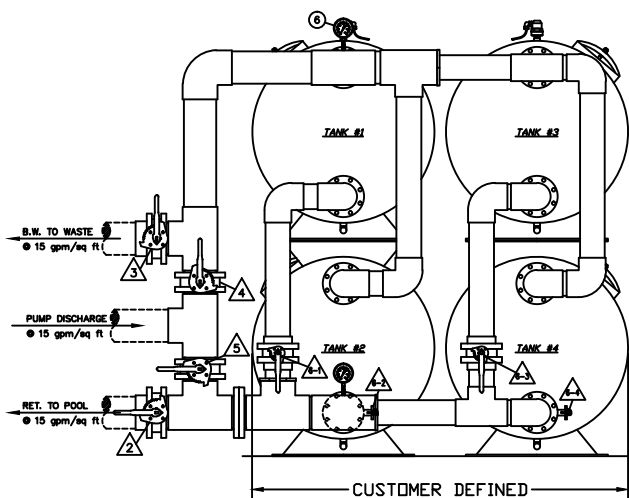
Asahi Valves

Blue White Flow Meter

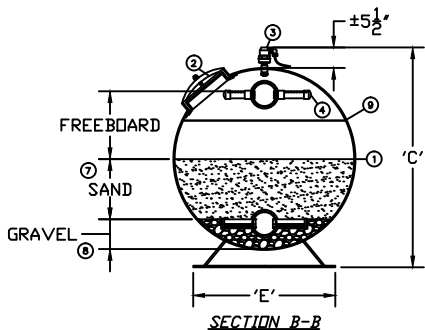
Alternate Pump up-sizing



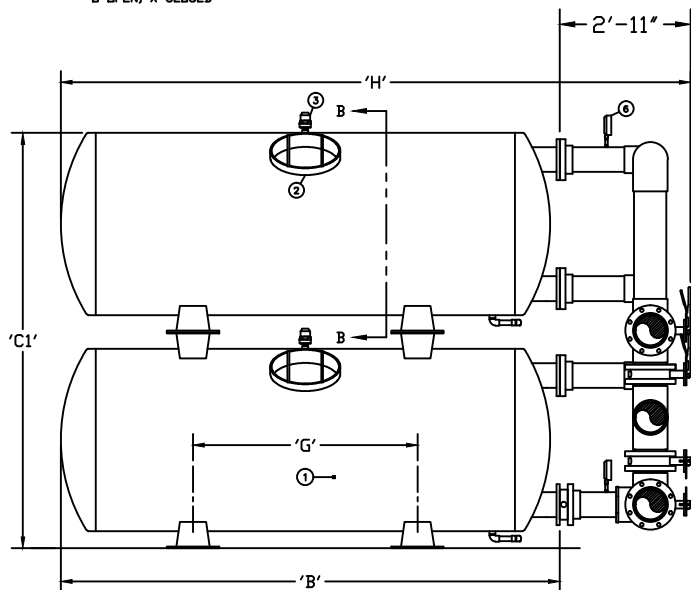
PLAN VIEW



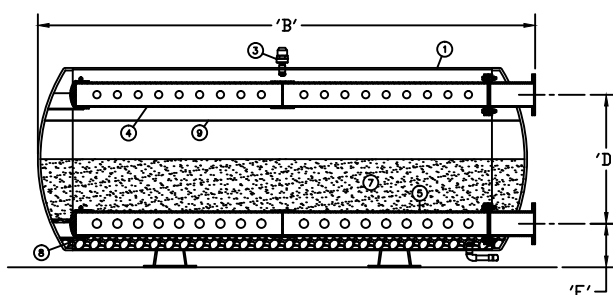
CUSTOMER DEFINED
DUAL UNIT ELEV.



SECTION B-B



SIDE ELEVATION



SECTION A-A

ITEM	DESCRIPTION
1	FIBERGLASS FILTER TANK, WITH FLANGED CONNECTIONS & SADDLES
2	TANK MANWAY ASSEMBLY
3	1" AIR RELEASE
4	SCH. 80 PVC OVERDRAIN HEADER WITH 1 1/2" PVC LATERALS
5	SCH. 80 PVC UNDERDRAIN HEADER W/2" NORYL THREADED LATERALS
6	PRESSURE GAUGE WITH AIR COCK
7	FILTER SAND (.45 TO .55mm) UNIFORMITY COEFFICIENT <= 1.60
8	1/16 TO 1/8 GRAVEL MEDIA
9	FIBERGLASS BAFFLE PLATES

GENERAL NOTES:

PIPING - SCH. 80 PVC, MAX. VELOCITY LESS THAN 10 FPS. PIPING DEPICTED WITH DASHED LINES NOT SUPPLIED BY PADDOCK.

FILTER WORKING PRESSURE IS 50 PSI.

VALVE LEGEND						
NO.	VALVE DESCRIPTION	FILTER	B.W. #1	B.W. #2	B.W. #3	B.W. #4
2	RETURN TO POOL	0	X	X	X	X
3	BACKWASH TO WASTE	X	0	0	0	0
4	FILTER INFLUENT	0	X	X	X	X
5	BACKWASH INFLUENT	X	0	0	0	0
6-1	TANK #1 ISOLATION	0	0	X	X	X
6-2	TANK #2 ISOLATION	0	X	0	X	X
6-3	TANK #3 ISOLATION	0	X	X	0	X
6-4	TANK #4 ISOLATION	0	X	X	X	0

0-OPEN, X-CLOSED

PADDOCK FIBERGLASS HORIZONTAL FILTERS - MULTIPLE CONFIGURATION SHOWN



DWG. NO.	SHEET 1 of 1	DESCRIPTION	 PADDOCK POOL EQUIPMENT COMPANY 555 Paddock Parkway Rock Hill, SC 29730-1676 info@paddockindustries.com (800)849-2729 Fax: (803)324-1116	FIBERGLASS HORIZONTAL FILTERS			
		JOB NAME & LOCATION		REV	REVISION DESCRIPTION	DATE	
	DWG. DATE	3/21/12					
	CUSTOMER						

PADDOCK STACKED FIBERGLASS HORIZONTAL FILTERS

CATALOG NO.	DIA.	TOTAL FILTER AREA	TOTAL FILTER RATE		BACKWASH RATE*	TANK CONN. SIZE	OVERDRAIN LAT'S (TOTAL)	UNDERDRAIN LAT'S (TOTAL)	MEDIA PER (2) TANKS (CU FT)	
			15 GPM/FT ²	15 GPM/FT ²					SAND	GRAVEL
HZF-32-33	32"	33 FT ²	495 GPM	247.5 GPM	4"	40	40	40	21.80	11.38
HZF-34-33	34"	33 FT ²	495 GPM	247.5 GPM	4"	48	48	48	23.20	12.12
HZF-36-40	36"	40 FT ²	600 GPM	300 GPM	6"	48	48	48	31.28	11.68
HZF-36-46	36"	46 FT ²	690 GPM	345 GPM	6"	52	52	52	35.67	13.50
HZF-36-50	36"	50 FT ²	750 GPM	375 GPM	6"	56	56	56	39.18	14.90
HZF-42-48	42"	48 FT ²	720 GPM	360 GPM	6"	40	40	40	47.50	15.13
HZF-42-54	42"	54 FT ²	810 GPM	405 GPM	6"	48	48	48	55.40	15.30
HZF-42-60	42"	60 FT ²	900 GPM	450 GPM	6"	56	56	56	59.06	18.88
HZF-42-66	42"	66 FT ²	990 GPM	495 GPM	6"	64	64	64	64.60	20.8
HZF-42-70	42"	70 FT ²	1,050 GPM	525 GPM	6"	72	72	72	70.60	19.48
HZF-48-46	48"	46 FT ²	690 GPM	345 GPM	6"	32	32	32	51.64	12.10
HZF-48-50	48"	50 FT ²	750 GPM	375 GPM	6"	36	36	36	59.00	15.88
HZF-48-60	48"	60 FT ²	900 GPM	450 GPM	6"	44	44	44	69.28	16.76
HZF-48-68	48"	68 FT ²	1,020 GPM	510 GPM	6"	56	56	56	82.00	18.00
HZF-48-74	48"	74 FT ²	1,110 GPM	555 GPM	6"	64	64	64	88.10	21.92
HZF-48-84	48"	84 FT ²	1,260 GPM	630 GPM	6"	72	72	72	100.00	22.00
HZF-48-92	48"	92 FT ²	1,380 GPM	690 GPM	6"	80	80	80	109.90	24.00
HZF-48-100	48"	100 FT ²	1,500 GPM	750 GPM	6"	88	88	88	119.68	30.28
HZF-60-70	60"	70 FT ²	1,050 GPM	525 GPM	6"	44	88	88	100.00	33.52
HZF-60-80	60"	80 FT ²	1,200 GPM	600 GPM	6"	52	104	104	111.12	36.68
HZF-60-92	60"	92 FT ²	1,380 GPM	690 GPM	6"	64	128	128	129.64	43.08
HZF-60-104	60"	104 FT ²	1,560 GPM	780 GPM	6"	72	144	144	138.68	43.40
HZF-60-120	60"	120 FT ²	1,800 GPM	900 GPM	8"	84	168	168	166.48	54.16
HZF-60-134	60"	134 FT ²	2,010 GPM	1,005 GPM	8"	96	192	192	186.00	60.40

*MULTI-TANK SYSTEM IS DESIGNED TO BACKWASH ONE TANK AT A TIME AT 15 GPM PER SQ. FT.

CATALOG NO.	DIM. 'A'	DIM. 'B'	DIM. 'C'	DIM. 'C1'	DIM. 'D'	DIM. 'E'	DIM. 'F'	DIM. 'G'	DIM. 'H'
HZF-32-33	2'-8"	7'-2"	3'-6"	7'-0 1/2"	1'-6 1/2"	2'-10"	1'-0 1/4"	2'-6"	9'-9 3/4"
HZF-34-33	2'-10"	6'-7"	3'-8 3/4"	7'-4 1/2"	1'-8 1/2"	2'-10"	11 5/8"	2'-6"	9'-6"
HZF-36-40	3'-0"	7'-5"	3'-10 3/4"	7'-8 1/2"	1'-10 1/2"	3'-2"	11 5/8"	3'-6"	10'-4"
HZF-36-46	3'-0"	8'-5"	3'-10 3/4"	7'-8 1/2"	1'-10 1/2"	3'-2"	11 5/8"	4'-0"	11'-4"
HZF-36-50	3'-0"	9'-1"	3'-10 3/4"	7'-8 1/2"	1'-10 1/2"	3'-2"	11 5/8"	4'-4"	12'-0"
HZF-42-48	3'-6"	7'-7"	4'-4 3/4"	8'-8 1/2"	2'-4 1/2"	3'-2"	11 5/8"	3'-6"	10'-6"
HZF-42-54	3'-6"	8'-4 1/2"	4'-4 3/4"	8'-8 1/2"	2'-4 1/2"	3'-2"	11 5/8"	4'-0"	11'-3 1/2"
HZF-42-60	3'-6"	9'-3 1/2"	4'-4 3/4"	8'-8 1/2"	2'-4 1/2"	3'-2"	11 5/8"	4'-6"	11'-9"
HZF-42-66	3'-6"	10'-1"	4'-4 3/4"	8'-8 1/2"	2'-4 1/2"	3'-2"	11 5/8"	5'-0"	12'-7"
HZF-42-70	3'-6"	10'-9 1/2"	4'-4 3/4"	8'-8 1/2"	2'-4 1/2"	3'-2"	11 5/8"	5'-6"	13'-8 1/2"
HZF-48-46	4'-0"	6'-0 3/8"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	2'-0"	8'-11 3/8"
HZF-48-50	4'-0"	6'-9 3/8"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	2'-6"	9'-8 3/8"
HZF-48-60	4'-0"	8'-0"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	3'-6"	10'-11"
HZF-48-68	4'-0"	8'-11 3/4"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	4'-0"	11'-11 3/8"
HZF-48-74	4'-0"	9'-9 3/8"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	4'-6"	12'-8 3/8"
HZF-48-84	4'-0"	11'-0 3/8"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	5'-0"	14'-0 3/8"
HZF-48-92	4'-0"	12'-0 3/8"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	5'-6"	14'-2 1/4"
HZF-48-100	4'-0"	12'-11 3/4"	4'-10 3/4"	9'-8 1/2"	2'-10 1/2"	3'-2"	11 5/8"	6'-0"	15'-11 3/8"
HZF-60-70	5'-0"	7'-9 7/8"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	3'-0"	10'-10 7/8"
HZF-60-80	5'-0"	8'-9 7/8"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	3'-3"	11'-8 5/8"
HZF-60-92	5'-0"	10'-1 7/8"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	4'-2"	12'-8 5/8"
HZF-60-104	5'-0"	11'-3 7/8"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	5'-0"	13'-11 5/8"
HZF-60-120	5'-0"	12'-11"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	6'-0"	16'-1 5/8"
HZF-60-134	5'-0"	14'-3 7/8"	5'-10 3/4"	11'-8 1/2"	3'-2 1/2"	5'-5"	15 5/8"	6'-6"	16'-11 5/8"

DWG. NO.	DESCRIPTION	 PADDOCK POOL EQUIPMENT COMPANY 555 Paddock Parkway Rock Hill, SC 29730-1676 info@paddockindustries.com	FIBERGLASS HORIZONTAL FILTERS		
	JOB NAME & LOCATION		REV	REVISION DESCRIPTION	DATE
	CUSTOMER		-	CHART INFO UPDATED	7/15/13
			-	MEDIA QTY'S NOW REFLECT (2) TANKS	7/22/13

ITEM	DESCRIPTION
1	FIBERGLASS FILTER TANK, WITH FLANGED CONNECTIONS & SADDLES
2	TANK MANWAY ASSEMBLY
3	1" AIR RELEASE
4	SCH. 80 PVC OVERDRAIN HEADER WITH 1 1/2" PVC LATERALS
5	SCH. 80 PVC UNDERDRAIN HEADER W/2" NORYL THREADED LATERALS
6	GAUGE PANEL
7	FILTER SAND (.45 TO .55mm) UNIFORMITY COEFFICIENT ≤ 1.60
8	1/16 TO 1/8 GRAVEL MEDIA
9	FIBERGLASS BAFFLE PLATES

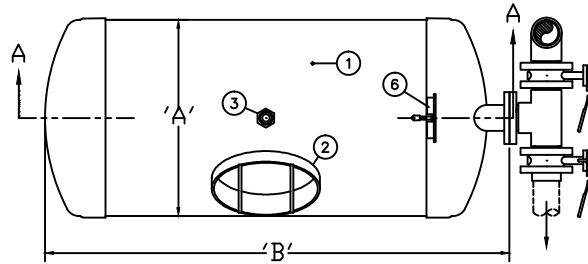
VALVE LEGEND			
NO.	VALVE DESCRIPTION	FILTER	BACKWASH
2	RETURN TO POOL	□	X
3	BACKWASH TO WASTE	X	□
4	FILTER INFLUENT	□	X
5	BACKWASH INFLUENT	X	□

□-OPEN, X-CLOSED

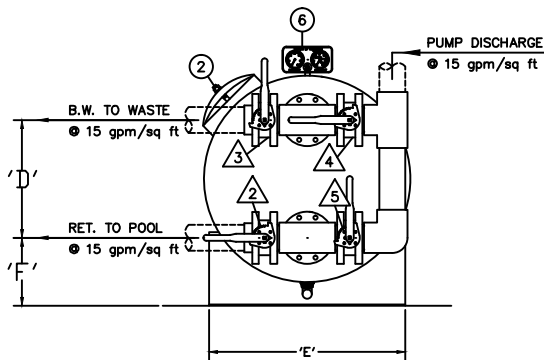
GENERAL NOTES:

PIPING — SCH. 80 PVC, MAX. VELOCITY LESS THAN 10 FPS. PIPING DEPICTED WITH DASHED LINES NOT SUPPLIED BY PADDOCK.

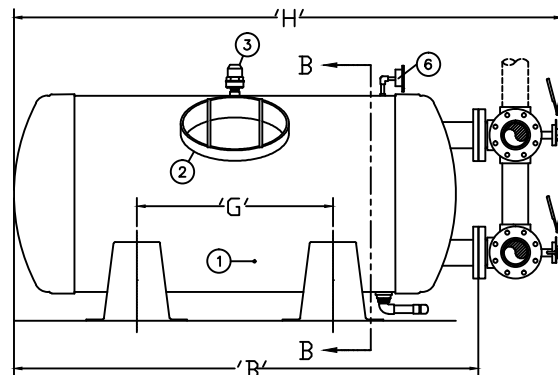
FILTER WORKING PRESSURE IS 50 PSI.



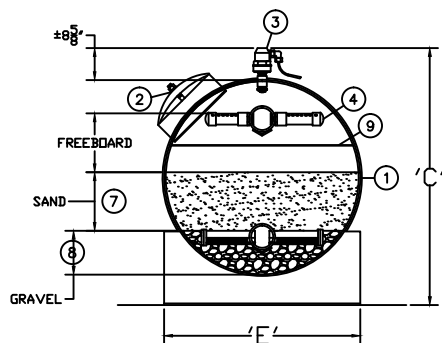
PLAN VIEW



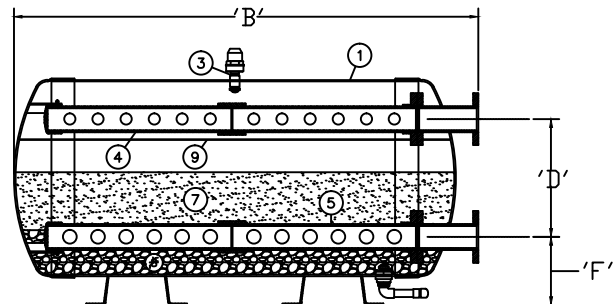
END ELEVATION



SIDE ELEVATION



SECTION B-B



SECTION A-A

PADDOCK FIBERGLASS HORIZONTAL FILTERS



DWG. NO.	DWS DATE	SHEET 1 of 1 REV 1	DESCRIPTION	JOB NAME & LOCATION	CUSTOMER	FIBERGLASS HORIZONTAL FILTERS		
						REV	REVISION DESCRIPTION	DATE



PADDOCK
POOL EQUIPMENT COMPANY

555 Paddock Parkway
Rock Hill, SC 29730-1676
info@paddockindustries.com

(800)849-2729
Fax: (803)324-1116

PADDOCK FIBERGLASS HORIZONTAL FILTERS

CATALOG NO.	DIA.	FILTER AREA	FILTER RATE	BACKWASH RATE*	TANK CONN. SIZE	OVERDRAIN LAT'S/TANK	UNDERDRAIN LAT'S/TANK	MEDIA PER TANK (CU FT)	
			15 GPM/FT ²	15 GPM/FT ²				SAND	GRAVEL
HZF-32-16.5	32"	16.5 FT ²	247.5 GPM	247.5 GPM	4"	20	20	10.90	5.69
HZF-34-16.5	34"	16.5 FT ²	247.5 GPM	247.5 GPM	4"	24	24	11.60	6.06
HZF-36-20	36"	20 FT ²	300 GPM	300 GPM	6"	24	24	15.64	5.84
HZF-36-23	36"	23 FT ²	345 GPM	345 GPM	6"	26	26	17.96	6.75
HZF-36-25	36"	25 FT ²	375 GPM	375 GPM	6"	28	28	19.59	7.45
HZF-42-24	42"	24 FT ²	360 GPM	360 GPM	6"	20	20	23.75	7.56
HZF-42-27	42"	27 FT ²	405 GPM	405 GPM	6"	24	24	27.70	7.65
HZF-42-30	42"	30 FT ²	450 GPM	450 GPM	6"	28	28	29.53	9.44
HZF-42-33	42"	33 FT ²	495 GPM	495 GPM	6"	32	32	32.30	10.40
HZF-42-35	42"	35 FT ²	525 GPM	525 GPM	6"	36	36	35.30	9.74
HZF-48-23	48"	23 FT ²	345 GPM	345 GPM	6"	16	16	25.82	6.05
HZF-48-25	48"	25 FT ²	375 GPM	375 GPM	6"	18	18	29.50	7.94
HZF-48-30	48"	30 FT ²	450 GPM	450 GPM	6"	22	22	34.64	8.38
HZF-48-34	48"	34 FT ²	510 GPM	510 GPM	6"	28	28	41.00	9.00
HZF-48-37	48"	37 FT ²	555 GPM	555 GPM	6"	32	32	44.05	10.96
HZF-48-42	48"	42 FT ²	630 GPM	630 GPM	6"	36	36	50.00	11.00
HZF-48-46	48"	46 FT ²	690 GPM	690 GPM	6"	40	40	54.95	12.00
HZF-48-50	48"	50 FT ²	750 GPM	750 GPM	6"	44	44	59.84	15.14
HZF-60-35	60"	35 FT ²	525 GPM	525 GPM	6"	22	44	50.00	16.76
HZF-60-40	60"	40 FT ²	600 GPM	600 GPM	6"	26	52	55.56	18.34
HZF-60-46	60"	46 FT ²	690 GPM	690 GPM	6"	32	64	64.82	21.54
HZF-60-52	60"	52 FT ²	780 GPM	780 GPM	6"	36	72	69.34	21.70
HZF-60-60	60"	60 FT ²	900 GPM	900 GPM	8"	42	84	83.24	27.08
HZF-60-67	60"	67 FT ²	1,005 GPM	1,005 GPM	8"	48	96	93.00	30.20

CATALOG NO.	DIM. 'A'	DIM. 'B'	DIM. 'C'	DIM. 'D'	DIM. 'E'	DIM. 'F'	DIM. 'G'	DIM. 'H'
HZF-32-16.5	2'-8"	7'-2"	3'-6"	1'-6 1/2"	2'-10"	1'-0 1/4"	2'-6"	8'-4 1/2"
HZF-34-16.5	2'-10"	6'-7"	3'-8 3/4"	1'-8 1/2"	2'-10"	11 5/8"	2'-6"	7'-9 1/2"
HZF-36-20	3'-0"	7'-5"	3'-10 3/4"	1'-10 1/2"	3'-2"	11 5/8"	3'-6"	8'-7 1/2"
HZF-36-23	3'-0"	8'-5"	3'-10 3/4"	1'-10 1/2"	3'-2"	11 5/8"	4'-0"	9'-10 3/4"
HZF-36-25	3'-0"	9'-1"	3'-10 3/4"	1'-10 1/2"	3'-2"	11 5/8"	4'-4"	10'-6 3/4"
HZF-42-24	3'-6"	7'-7"	4'-4 3/4"	2'-4 1/2"	3'-2"	11 5/8"	3'-6"	9'-0 3/4"
HZF-42-27	3'-6"	8'-4 1/2"	4'-4 3/4"	2'-4 1/2"	3'-2"	11 5/8"	4'-0"	9'-7"
HZF-42-30	3'-6"	9'-3 1/2"	4'-4 3/4"	2'-4 1/2"	3'-2"	11 5/8"	4'-6"	10'-6"
HZF-42-33	3'-6"	10'-1"	4'-4 3/4"	2'-4 1/2"	3'-2"	11 5/8"	5'-0"	11'-3 1/2"
HZF-42-35	3'-6"	10'-9 1/2"	4'-4 3/4"	2'-4 1/2"	3'-2"	11 5/8"	5'-6"	12'-0"
HZF-48-23	4'-0"	6'-0 3/8"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	2'-0"	7'-2 7/8"
HZF-48-25	4'-0"	6'-9 3/8"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	2'-6"	7'-11 7/8"
HZF-48-30	4'-0"	8'-0"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	3'-6"	9'-5 3/4"
HZF-48-34	4'-0"	8'-11 3/4"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	4'-0"	10'-2 1/4"
HZF-48-37	4'-0"	9'-9 3/8"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	4'-6"	10'-7 7/8"
HZF-48-42	4'-0"	11'-0 3/8"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	5'-0"	12'-2 7/8"
HZF-48-46	4'-0"	12'-0 3/8"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	5'-6"	12'-9"
HZF-48-50	4'-0"	12'-11 3/4"	4'-10 3/4"	2'-10 1/2"	3'-2"	11 5/8"	6'-0"	14'-2 1/4"
HZF-60-35	5'-0"	7'-9 7/8"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	3'-0"	9'-0 3/8"
HZF-60-40	5'-0"	8'-9 7/8"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	3'-3"	10'-3 3/8"
HZF-60-46	5'-0"	10'-1 7/8"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	4'-2"	11'-3 3/8"
HZF-60-52	5'-0"	11'-3 7/8"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	5'-0"	12'-6 3/8"
HZF-60-60	5'-0"	12'-11"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	6'-0"	14'-8 3/8"
HZF-60-67	5'-0"	14'-3 7/8"	5'-10 3/4"	3'-2 1/2"	5'-5"	15 5/8"	6'-6"	15'-6 3/8"

DWG. NO. SHEET 1 of 1 REV O	DESCRIPTION	 PADDOCK POOL EQUIPMENT COMPANY 555 Paddock Parkway Rock Hill, SC 29730-1676 info@paddockindustries.com (800)849-2729 Fax: (803)324-1116	FIBERGLASS HORIZONTAL FILTERS		
	JOB NAME & LOCATION		REV	REVISION DESCRIPTION	DATE
	CUSTOMER		-	CHART INFO UPDATE	7/15/13



PVC PRESSURE PIPE SCH-40 & SCH-80

FORM NO. 761 LW & HW SPECIFICATIONS
PRICES LISTED ON FORM MLP-2
PVC CEMENT ON FORM 466.
PLEASE ORDER BY PART NUMBER.

MAY, 2006



POTABLE WATER

SCH-40 PRESSURE PIPE PVC1120 ASTM D-1785  POTABLE WATER	SIZE	O.D.	MIN. WALL	WEIGHT PER 100'	SOCKET DEPTH INCHES	FEET PER PALLET	PALLETS PER T.L.	BELLED PART NO.
	1/2"	.840	.109	16.18	2.000	8400	44	42015
	3/4	1.050	.113	21.58	2.125	6600	40	42030
	1	1.315	.133	32.00	2.375	5400	32	42046
	1 1/4	1.660	.140	43.40	2.750	4000	32	42056
	1 1/2	1.900	.145	51.83	3.000	3600	28	42070
	2	2.375	.154	69.71	3.000	2800	24	42085
	2 1/2	2.875	.203	110.57	3.500	2240	20	42102
	3	3.500	.216	144.82	4.000	1500	20	42111
	4	4.500	.237	211.35	5.000	580	28	47675
	6	6.625	.280	374.72	6.500	400	20	47720
	8	8.625	.332	581.77	7.000	280	16	47735
	10	10.750	.365	802.82	7.500	160	16	47745
	12	12.750	.406	1063.81	8.000	120	12	47756

STANDARD LENGTH 20' EXCEPT 4", 6", 8", 10" & 12" WHICH ARE 20' LAYING LENGTH. NOT RECOMMENDED FOR THREADING.
SCH-40 FITTINGS ARE LISTED ON FORM 766 LW.

SCH-80 PIPE IS FURNISHED IN PLAIN END (PE) 20' LENGTHS.

SCH-80 PRESSURE PIPE PVC1120 ASTM D-1785  POTABLE WATER	SIZE	O.D.	MIN. WALL	WEIGHT PER 100'	PE	FEET PER PALLET	PALLETS PER T.L.	BELLED PART NO.
	1/2"	.840	.147	20.63	PE	5200	60	43010
	3/4	1.050	.154	28.02	PE	4400	48	43025
	1	1.315	.179	41.23	PE	5200	32	43045
	1 1/4	1.660	.191	57.06	PE	4000	32	43065
	1 1/2	1.900	.200	69.19	PE	2360	40	43080
	2	2.375	.218	95.89	PE	1860	32	43095
	2 1/2	2.875	.276	146.24	PE	1160	36	43115
	3	3.500	.300	195.88	PE	1500	20	43120
	4	4.500	.337	286.26	PE	580	28	43135
	6	6.625	.432	546.56	PE	400	20	43150
	8	8.625	.500	830.24	PE	280	16	43165

SCH-80 FITTINGS ARE LISTED ON FORM 761 HW .
SCH-80 PIPE IS RECOMMENDED FOR THREADING.



CRESLINE PLASTIC PIPE CO., INC.

600 Cross Pointe Blvd.
264 Silver Spring Rd.
2100 South 35th St.
3801 East Hwy. 31

Evansville, IN 47715
Mechanicsburg, PA 17050
Council Bluffs, IA 51501
Corsicana, TX 75109

812-428-9350
717-766-2566
712-322-2294
903-872-8475

www.cresline.com

Fax 812-428-9353
Fax 717-697-2371
Fax 712-322-6673
Fax 903-872-7732

**PRESSURE RATINGS
FOR CRESLINE - PVC PIPES
AT 73.4° F**

SIZE	½	¾	1	1¼	1½	2	2½	3	4	6	8	10	12
SCH-40	600	480	450	370	330	280	300	260	220	180	160	140	130
SCH-80	850	690	630	520	470	400	420	370	320	280	250		

**CONVERSION CHART FOR PRESSURE RATINGS
AT VARIOUS TEMPERATURES FOR CRESLINE - PVC PIPES**

TEMPERATURE °F	73.4°	80°	90°	100°	110°	120°	130°	140°
CONVERSION FACTOR	1.00	.88	.75	.62	.50	.40	.30	.22

PRESSURE RATING IS THE ESTIMATED MAXIMUM PRESSURE THAT WATER AS THE MEDIUM IN THE PIPE CAN EXERT CONTINUOUSLY FOR A LONG TIME WITH A HIGH DEGREE OF CERTAINTY THAT FAILURE OF THE PIPE WILL NOT OCCUR.

DO NOT USE PLASTIC PIPE AND FITTINGS FOR COMPRESSED AIR.

PALLET QUANTITIES PVC PRESSURE PIPE

PIPE SIZE	FEET PER PALLET	WT. PER PALLET
		SCH-40
½	8400	1360
¾	6600	1425
1	5400	1728
1¼	4000	1736
1½	3600	1866
2	2800	1952
2½	2240	2477
3	1500	2172
4	580	1226
6	400	1499
8	280	1629
10	160	1285
12	120	1277

PIPE SIZE	FEET PER PALLET	WT. PER PALLET
		SCH-80
½	5200	1073
¾	4400	1233
1	5200	2144
1¼	4000	2282
1½	2360	1633
2	1860	1784
2½	1160	1696
3	1500	2938
4	580	1660
6	360	1968
8	280	2325



POTABLE WATER

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Fax 712-322-6673
Fax 903-872-7732



PVC SCHEDULE 40 FITTINGS

40-2-0604

Performance Engineered & Tested



SPEARS® Schedule 40 PVC fitting designs combine years of proven experience with computer generated stress analysis to yield the optimum physical structure and performance for each fitting. Material reinforcement is uniformly placed in stress concentration areas for substantially improved pressure handling capability. Resulting products are subjected to numerous verification tests to assure the very best PVC fittings available.

Full 1/4" Through 12" Availability

Spears® comprehensive line of PVC fittings offers a variety of injection molded configurations in Schedule 40 sizes 1/4" through 12" conforming to ASTM D 2466.

Exceptional Chemical & Corrosion Resistance

Unlike metal, PVC fittings never rust, scale, or pit, and will provide many years of maintenance-free service and extended system life.

High Temperature Ratings

PVC thermoplastic can handle fluids at service temperatures up to 140°F (60°C), allowing a wide range of process applications, including corrosive fluids.

Lower Installation Costs

Substantially lower material costs than steel alloys or lined steel, combined with lighter weight and ease of installation, can reduce installation costs by as much as 60% over conventional metal systems.

Higher Flow Capacity

Smooth interior walls result in lower pressure loss and higher volume than conventional metal fittings.

Additional Fabricated Configurations through 36"

Extra large, hard-to-find, and custom configurations are fabricated from NSF Certified pipe. Fittings are engineered and tested to provide full pressure handling capabilities according to Spears® specifications.

PVC Valves

SPEARS® PVC Valve products are available for total system compatibility and uniformity; see SPEARS® THERMOPLASTIC VALVES PRODUCT GUIDE & ENGINEERING SPECIFICATIONS (V-4).

Advanced Design Specialty Fittings

Spears® wide range of innovative, improved products include numerous metal-to-plastic transition fittings and unions with Spears® patented special reinforced (SR) plastic threads.

Sample Engineering Specifications

All PVC Schedule 40 fittings shall be produced by Spears® Manufacturing Company from PVC Type I cell classification 12454, conforming to ASTM D 1784. All injection molded PVC Schedule 40 fittings shall be Certified for potable water service by NSF International and manufactured in strict compliance to ASTM D 2466. All fabricated fittings shall be produced in accordance with Spears® General Specifications for Fabricated Fittings.



PROGRESSIVE PRODUCTS FROM SPEARS® INNOVATION & TECHNOLOGY

Visit our web site: www.spearsmfg.com



GENERAL DESCRIPTION:

WELD-ON® 711™ is a gray, heavy bodied, medium setting, high strength PVC solvent cement for all classes and schedules of pipe and fittings with interference fit through 12 inch diameter, including Schedule 80. It has good gap filling properties and its medium set allows more working time in warm weather.

APPLICATION:

WELD-ON 711 is for use on all types of PVC plastic pipe applications, Type I and Type II. It is suitable for use with potable water pressure systems, irrigation, turf, conduit, sewer, drain, waste and vent systems.

Detailed directions on making solvent cemented joints are printed on the container label. An installation DVD/CD covering solvent cementing is available. It not only describes the basic principles of solvent cementing, but also covers the handling, storage and use of our products. It is highly recommended that the installer review the instructions supplied by the pipe and fitting manufacturer.

NOTE: WELD-ON solvent cements must never be used in a PVC system using or being tested by compressed air or gases; including air-over-water booster.

AVAILABILITY:

This product is available in ½ pint (237 ml), pint (473 ml), quart (946 ml) and gallon (3.785 l) metal cans. For detailed information on containers and applicators, see our current Price List.

STANDARDS AND CERTIFICATION LISTINGS:



- Meets ASTM D 2564 Standard.
- Listed by NSF International for compliance with ASTM D 2564, NSF/ANSI Standard 14, and NSF/ANSI Standard 61 for use on potable water, drain, waste, vent and sewer applications.
- Listed by IAPMO for compliance with ASTM D 2564 and applicable sections of the latest edition of the Uniform Plumbing Code®.
- Listed by CSA International for compliance with CSA B181.2, CSA B137.3, and NSF ANSI Standard 61, Section 6 for use in pressure and non-pressure installations for potable water, drain, waste, and vent applications.

SPECIFICATIONS:

COLOR:	Gray
RESIN:	PVC
SPECIFIC GRAVITY:	0.951 ± 0.04
BROOKFIELD VISCOSITY:	Minimum 1,600 cP @ 73 ± 2°F (23 ± 1°C)

SHELF LIFE:

3 years in tightly sealed containers. The date code of manufacture is stamped on the bottom of the container. Stability of the product is limited by the evaporation of the solvent when the container is opened. Evaporation of solvent will cause the cement to thicken and reduce its effectiveness. Adding of thinners to change viscosity is not recommended and may significantly change the properties of the cement.

QUALITY ASSURANCE:

WELD-ON 711 is carefully evaluated to assure that consistent high quality is maintained. Fourier transform infrared spectroscopy, gas chromatography, and additional in depth testing ensures each batch is manufactured to exacting standards. A batch identification code is stamped on each can and assures traceability of all materials and processes used in manufacturing this solvent cement.

SHIPPING:

For One Liter and Above

Proper Shipping Name: Adhesive
Hazard Class: 3
Identification Number: UN 1133
Packing Group: II
Label Required: Flammable Liquid

For Less than One Liter

Proper Shipping Name: Consumer Commodity
Hazard Class: ORM-D

SAFETY AND ENVIRONMENTAL PRECAUTIONS:

This product is flammable and considered a hazardous material. In conformance with the Federal Hazardous Substances Labeling Act, the following hazards and precautions are given. Purchasers who repackage this product must also conform to all local, state and federal labeling, safety and other regulations. VOC emissions do not exceed 600 grams per liter.

***DANGER: EXTREMELY FLAMMABLE. VAPOR HARMFUL.
MAY BE HARMFUL IF SWALLOWED. MAY IRRITATE SKIN OR EYES.***

Keep out of reach of children. Do not take internally. Keep away from heat, spark, open flame and other sources of ignition. Vapors may ignite explosively. Solvent cement vapors are heavier than air and may travel to source(s) of ignition at or near ground or lower level(s) and flash back. Keep container closed when not in use. Store between 40°F (5°C) and 110°F (44°C). Avoid breathing of vapors. Use only in well-ventilated area. If confined or partially enclosed, use forced ventilation. When necessary, use local exhaust ventilation to remove harmful airborne contaminants from employee breathing zone and to keep contaminants below 25 ppm TWA. Atmospheric levels must be maintained below established exposure limits contained in Section II of the Material Safety Data Sheet (MSDS). If airborne concentrations exceed those limits, use of a NIOSH approved organic vapor cartridge respirator with full face-piece is recommended. The effectiveness of an air-purifying respirator is limited. Use it only for a single short-term exposure. For emergency and other conditions where short-term exposure guidelines may be exceeded, use an approved positive pressure self-contained breathing apparatus. Do not smoke, eat or drink while working with this product. Avoid contact with skin, eyes and clothing. May cause eye injury. Protective equipment such as gloves, goggles and impervious apron should be used. Carefully read Material Safety Data Sheet and follow all precautions. Do not use this product for other than intended use.

"SARA Title III Section 313 Supplier Notification": This product contains toxic chemicals subject to the reporting requirements of Section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986 and of 40CFR372. This information must be included in all MSDS that are copied and distributed for this material.

FIRST AID:

Inhalation: If overcome with vapors, remove to fresh air. If not breathing, give artificial respiration.
If breathing is difficult, give oxygen. Call physician.

Eye Contact: Flush with plenty of water for 15 minutes and call a physician.

Skin Contact: Wash skin with plenty of soap and water for at least 15 minutes.
If irritation develops, get medical attention.

Ingestion: If swallowed, give 1 or 2 glasses of water or milk. Do not induce vomiting.
Contact physician or poison control center immediately.

SPECIAL PRECAUTION:

Do not use a dry granular calcium hypochlorite as a disinfecting material for water purification in potable water piping systems. The introduction of granules or pellets of calcium hypochlorite with PVC and CPVC solvent cements and primers (including their vapors) may result in a violent chemical reaction if a water solution is not used. It is advisable to purify lines by pumping chlorinated water into the piping system – this solution will be nonvolatile. Furthermore, dry granular calcium hypochlorite should not be stored or used near solvent cements and primers.

IMPORTANT NOTE:

This product is intended for use by skilled individuals at their own risk. These suggestions and data are based on information we believe to be reliable. Installers should verify for themselves that they can make satisfactory joints under varying conditions. Toward this end, it is highly desirable that they receive personal instruction from trained instructors or competent, experienced installers. Contact IPS® Corporation or your supplier for additional information or instructions.

WARRANTY:

IPS® Corporation ("IPS Corp.") warrants that all new IPS Corp. products shall be of good quality and free from defects in material and workmanship for the shelf life as indicated on the product. If any IPS Corp. product becomes defective, or fails to conform to our written limited warranty under normal use and storage conditions, then IPS Corp. will, without charge, replace the nonconforming product. However, this limited warranty shall not extend to, nor shall IPS Corp. be responsible for, damages or loss resulting from accident, misuse, negligent use, improper application, or incorporation of IPS Corp. products into other products. In addition, any repackaging of IPS Corp. products also shall void the limited warranty. IPS Corp. shall not be responsible for, nor does this limited warranty extend to, consequential damage, or incidental damage or expense, including without limitation, injury to persons or property or loss of use. Please refer to our standard IPS Corp. Limited Warranty for additional provisions.



455 W. Victoria Street
Compton, CA 90220 U.S.A.
Tel: 310.898.3300
Fax: 310.898.3392

Customer Service: 800.888.8312
www.ipscorp.com

500 Distribution Parkway
Collierville, TN 38017 U.S.A.
Tel: 901.853.5001
Fax: 901.853.5008



**GENERAL DESCRIPTION:**

WELD-ON® P-70™ is a low VOC emission, non-bodied, fast acting, primer. The strong, aggressive action of P-70 primer rapidly softens and dissolves the joining surfaces of PVC and CPVC pipe and fittings. The benefit of this priming action is especially noticeable on parts being joined together in cold weather. Available in clear and purple; the latter allows easy identification when used on the joining surfaces.

APPLICATION:

WELD-ON P-70 primer, when used in conjunction with appropriate WELD-ON solvent cements, will make consistently strong, well-fused joints. It is essential that the joining surfaces of pipe and fittings be softened and remains softened prior to assembly. The main function of the primer is to expedite the penetration and softening of the surfaces. Its rate of penetration into the joining surfaces is more rapid than that of solvent cement alone. P-70 primer is suitable for use with all types, classes and schedules of PVC and CPVC pipe and fittings.

Detailed directions on making solvent cemented joints are printed on the container label. An installation DVD/CD covering solvent cementing is available. It not only describes the basic principles of solvent cementing, but also covers the handling, storage and use of our products. It is highly recommended that the installer review the instructions supplied by the pipe and fitting manufacturer.

NOTE: WELD-ON solvent cements must never be used in a CPVC system using or being tested by compressed air or gases; including air-over-water booster.

AVAILABILITY:

Both WELD-ON P-70 clear and purple primers are available in ¼ pint (118 ml), ½ pint (237 ml), pint (473 ml), quart (946 ml) and gallon (3.785 l) metal cans. For detailed information on containers and applicators, see our current Price List.

STANDARDS AND CERTIFICATION LISTINGS:

- Meets ASTM F 656 Standard
- Meets SCAQMD Rule 1168/316A
- Compliant with LEED® (Leadership in Energy and Environmental Design). When using this WELD-ON low VOC product, credit can be claimed for LEED Green Building Rating System – Indoor Environmental Quality.
- Listed by NSF International for compliance with ASTM F 656, NSF/ANSI Standard 14, and NSF/ANSI Standard 61 for use on potable water, drain, waste, vent and sewer applications.
- **WELD-ON P-70 Purple Only** - Listed by IAPMO for compliance with ASTM F 656 and applicable sections of the latest edition of the Uniform Plumbing Code®.

SPECIFICATIONS:

COLOR: Clear or Purple
SPECIFIC GRAVITY: 0.858 ± 0.040
BROOKFIELD VISCOSITY: Water Thin

SHELF LIFE:

3 years in tightly sealed containers. The date code of manufacture is stamped on the bottom of the container. Stability of the product is limited by the evaporation of the solvent when the container is opened. Adding of solvents is not recommended and may significantly change the properties of the primer.

QUALITY ASSURANCE:

WELD-ON P-70 primer is carefully evaluated to assure that consistent high quality is maintained. Fourier transform infrared spectroscopy, gas chromatography, and additional in depth testing ensures each batch is manufactured to exacting standards. A batch identification code is stamped on each can and assures traceability of all materials and processes used in manufacturing this product.

SHIPPING:**For One Liter and Above**

Proper Shipping Name: Flammable Liquid
n.o.s. (Methyl Ethyl Ketone, Tetrahydrofuran)
Hazard Class: 3
Identification Number: UN 1993
Packing Group: II
Label Required: Flammable Liquid

For Less than One Liter

Proper Shipping Name: Consumer Commodity
Hazard Class: ORM-D

SAFETY AND ENVIRONMENTAL PRECAUTIONS:

This product is flammable and considered a hazardous material. In conformance with the Federal Hazardous Substances Labeling Act, the following hazards and precautions are given. Purchasers who repackage this product must also conform to all local, state and federal labeling, safety and other regulations. VOC emissions do not exceed 550 grams per liter.

**DANGER: EXTREMELY FLAMMABLE. VAPOR HARMFUL.
MAY BE HARMFUL IF SWALLOWED. MAY IRRITATE SKIN OR EYES.**

Keep out of reach of children. Do not take internally. Keep away from heat, spark, open flame and other sources of ignition. Vapors may ignite explosively. Solvent cement vapors are heavier than air and may travel to source(s) of ignition at or near ground or lower level(s) and flash back. Keep container closed when not in use. Store between 40°F (5°C) and 110°F (44°C). Avoid breathing of vapors. Use only in well-ventilated area. If confined or partially enclosed, use forced ventilation. When necessary, use local exhaust ventilation to remove harmful airborne contaminants from employee breathing zone and to keep contaminants below 25 ppm TWA. Atmospheric levels must be maintained below established exposure limits contained in Section II of the Material Safety Data Sheet (MSDS). If airborne concentrations exceed those limits, use of a NIOSH approved organic vapor cartridge respirator with full face-piece is recommended. The effectiveness of an air-purifying respirator is limited. Use it only for a single short-term exposure. For emergency and other conditions where short-term exposure guidelines may be exceeded, use an approved positive pressure self-contained breathing apparatus. Do not smoke, eat or drink while working with this product. Avoid contact with skin, eyes and clothing. May cause eye injury. Protective equipment such as gloves, goggles and impervious apron should be used. Carefully read Material Safety Data Sheet and follow all precautions. Do not use this product for other than intended use.

"SARA Title III Section 313 Supplier Notification": This product contains toxic chemicals subject to the reporting requirements of Section 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986 and of 40CFR372. This information must be included in all MSDS that are copied and distributed for this material.

FIRST AID:

Inhalation: If overcome with vapors, remove to fresh air. If not breathing, give artificial respiration.
If breathing is difficult, give oxygen. Call physician.

Eye Contact: Flush with plenty of water for 15 minutes and call a physician.

Skin Contact: Wash skin with plenty of soap and water for at least 15 minutes.
If irritation develops, get medical attention.

Ingestion: If swallowed, give 1 or 2 glasses of water or milk. Do not induce vomiting.
Contact physician or poison control center immediately.

SPECIAL PRECAUTION:

Do not use a dry granular calcium hypochlorite as a disinfecting material for water purification in potable water piping systems. The introduction of granules or pellets of calcium hypochlorite with PVC and CPVC solvent cements and primers (including their vapors) may result in a violent chemical reaction if a water solution is not used. It is advisable to purify lines by pumping chlorinated water into the piping system – this solution will be nonvolatile. Furthermore, dry granular calcium hypochlorite should not be stored or used near solvent cements and primers.

IMPORTANT NOTE:

This product is intended for use by skilled individuals at their own risk. These suggestions and data are based on information we believe to be reliable. Installers should verify for themselves that they can make satisfactory joints under varying conditions. Toward this end, it is highly desirable that they receive personal instruction from trained instructors or competent, experienced installers. Contact IPS® Corporation or your supplier for additional information or instructions.

WARRANTY:

IPS® Corporation ("IPS Corp.") warrants that all new IPS Corp. products shall be of good quality and free from defects in material and workmanship for the shelf life as indicated on the product. If any IPS Corp. product becomes defective, or fails to conform to our written limited warranty under normal use and storage conditions, then IPS Corp. will, without charge, replace the nonconforming product. However, this limited warranty shall not extend to, nor shall IPS Corp. be responsible for, damages or loss resulting from accident, misuse, negligent use, improper application, or incorporation of IPS Corp. products into other products. In addition, any repackaging of IPS Corp. products also shall void the limited warranty. IPS Corp. shall not be responsible for, nor does this limited warranty extend to, consequential damage, or incidental damage or expense, including without limitation, injury to persons or property or loss of use. Please refer to our standard IPS Corp. Limited Warranty for additional provisions.



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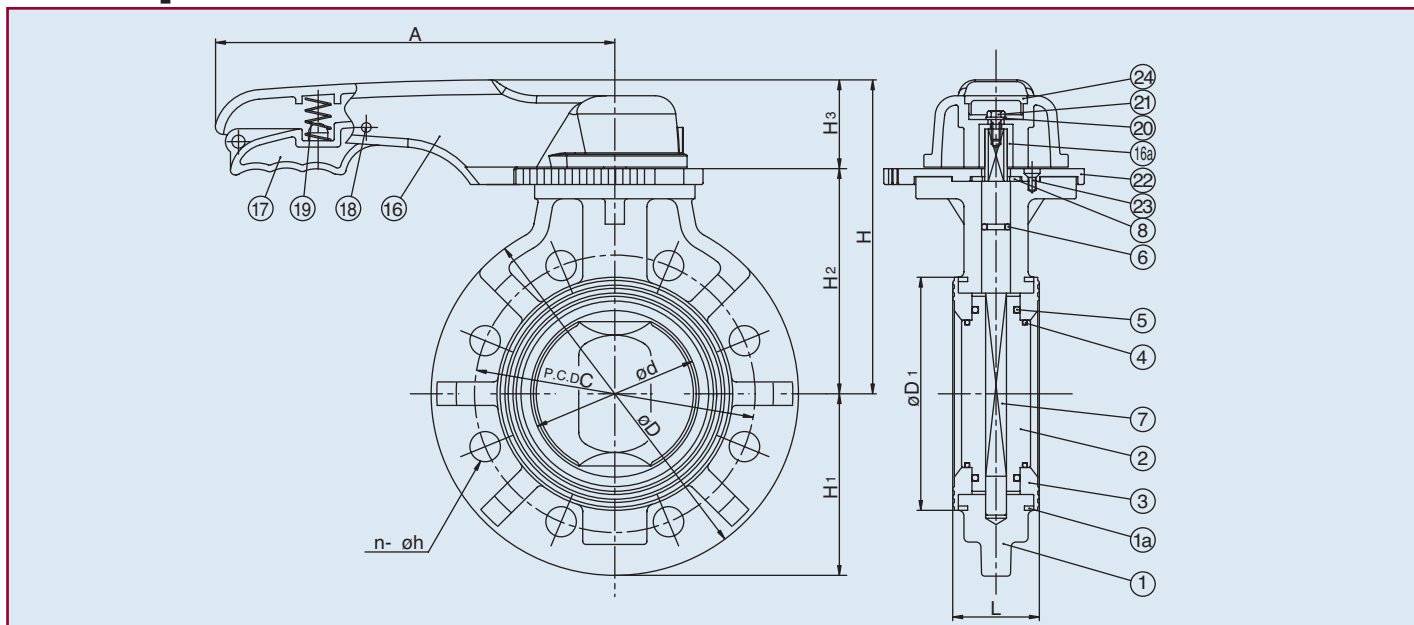
500 Distribution Parkway
Collierville, TN 38017 U.S.A.
Tel: 901.853.5001
Fax: 901.853.5008



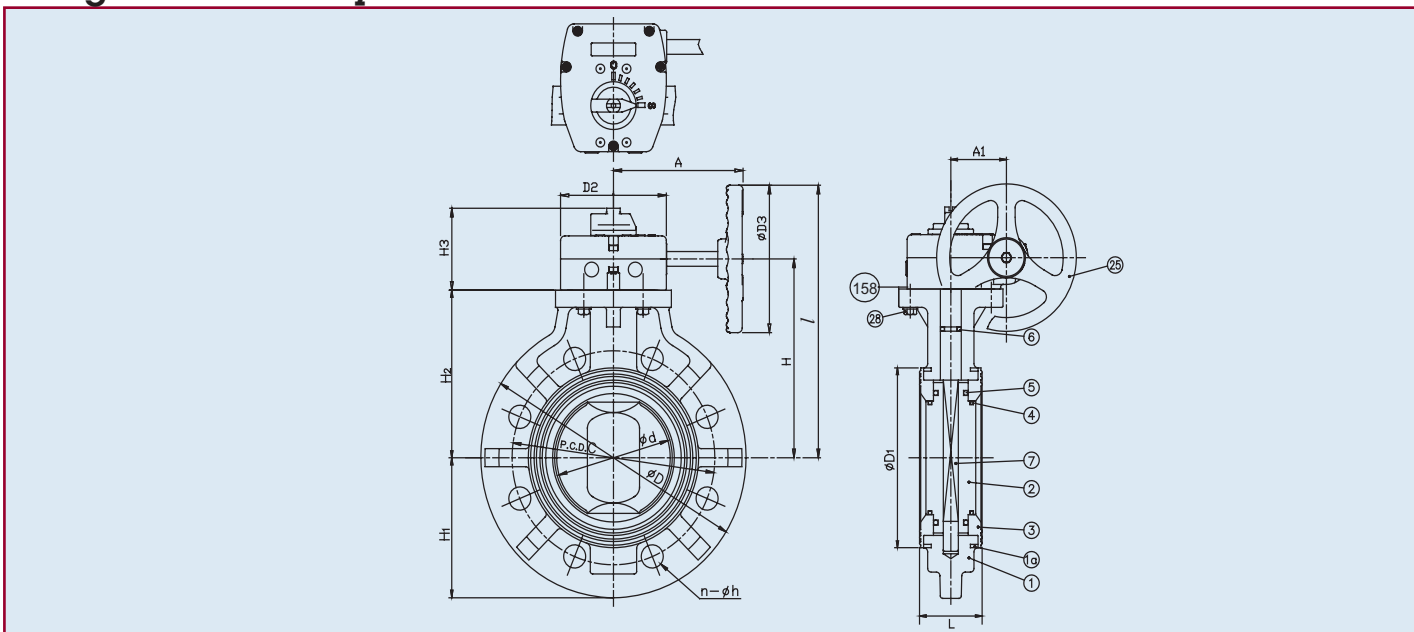
Pool-Pro® Type SP

Butterfly Valves

Lever Style



Plasgear™ Gear Style

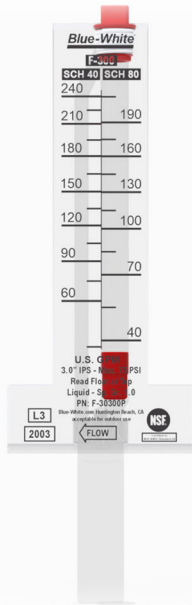


Dimensions (in.)

NOMINAL SIZE		ANSI CLASS 150											Gear Style					Lever Style			
INCHES	mm	d	C	n	h	D	D1	D2	D3	L	H1	H	H2	H3	/	A	A1	H	H2	H3	A
1-1/2	40	1.85	3.88	4	0.62	5.91	3.23	4.80	6.30	1.54	2.95	5.12	3.74	3.74	8.27	6.57	2.52	6.14	3.94	2.20	8.66
2	50	2.24	4.75	4	0.75	6.50	3.43	4.80	6.30	1.65	3.27	5.36	3.98	3.74	8.51	6.57	2.52	6.37	4.17	2.20	8.66
2-1/2	65	2.80	5.50	4	0.75	7.28	4.41	4.80	6.30	1.81	3.66	5.79	4.41	3.74	8.94	6.57	2.52	6.81	4.61	2.20	8.66
3	80	3.15	6.00	4	0.75	7.87	4.84	4.80	6.30	1.81	3.94	6.07	4.69	3.74	9.22	6.57	2.52	7.08	4.88	2.20	9.84
4	100	4.13	7.50	8	0.75	9.02	5.79	4.80	6.30	2.20	4.53	6.77	5.39	3.74	9.92	6.57	2.52	7.79	5.59	2.20	9.84
6	150	6.06	9.50	8	0.88	11.22	8.27	4.80	6.30	2.80	5.63	8.35	6.97	3.74	11.50	6.57	2.52	10.00	7.28	2.72	12.60

F-300

Variable Area Flow Meter



Features

- > Easy to read dual scale (SCH 40 / SCH 80)
- > Reads Horizontal, upwards or downwards flow
- > Acceptable for outdoor installations
- > Pitot Tube design makes it easy to install on existing pipe
- > One-piece, machined acrylic meter body
- > Standard Horizontal Units NSF 50 listed
- > Optional Flow Switch available

Video link: 

Highlights

Flow range

5.0 - 2,200 GPM (SCH 40)
4.0 - 1,950 GPM (SCH 80)

Pressures up to

50 PSI
(3.4 bar)

Max. fluid temp.

190 °F
88 °C

Body material

Acrylic

Pipe sizes

1" to 8"

Warranty

1 Year

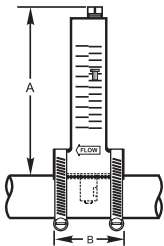


Pipe Requirements	IPS inch pipe size (ASTM-D-1785)
Maximum Working Pressure	50 PSI (3.4 bar) at 70 °F (21 °C) F-300 Units 75 PSI (5.2 bar) at 70 °F (21 °C) U/D-300 Units
Fluid Temperature Range	0° to 190 °F / -18 to 88 °C @ 0 PSI
Ambient Temp Range	0° to 110 °F / -18 to 43 °C
Full Scale Accuracy	1", 1.25", 1.5" and 2" pipe size: 5% 2.5", 3", 4", 6", and 8" pipe size: 10%
Calibration Fluid	Water, specific gravity 1.0
Approximate Shipping Weight	1" - 4" units: 1 lb (.45kg) 6" - 8" units: 2 lb (.91kg)

Dimensions

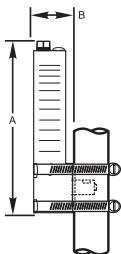
F-300 Series (NSF 50 Listed)

Pipe Size	A	B
1"	6"	2-7/16"
1-1/4"	6"	2-7/16"
1-1/2"	6"	2-7/16"
2"	6"	2-7/16"
2-1/2"	6"	2-7/16"
3"	6"	2-7/16"
4"	6"	2-7/16"
6"	7-1/2"	2-7/16"
8"	7-1/2"	2-7/16"

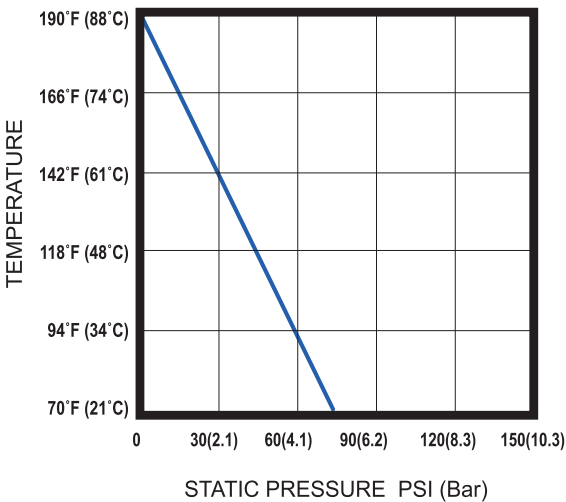


U/D-300 Series

Pipe Size	A	B
1-1/2"	6"	1-9/16"
2"	6"	1-9/16"



Maximum Temperature vs. Pressure



Wetted Components:

Meter Body	Acrylic
Float	PVDF
Gasket	Neoprene
Pipe Clamp	316SS

Output Specifications

Models for Mounting on Horizontal Pipe
Models for U.S. IPS Sch40 & 80 Pipe
(ASTM 1785)

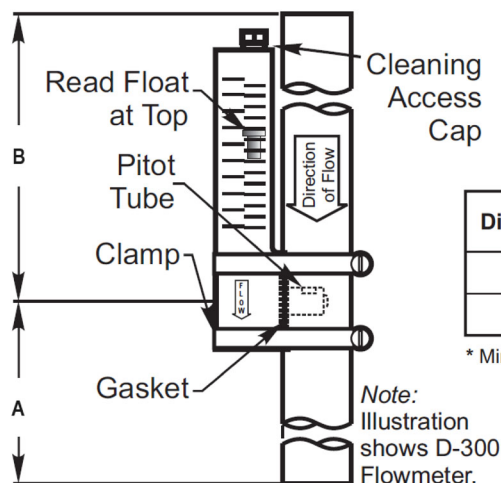
Model	Pipe size	Sch40	Sch80
F-30100P	1"	5 to 35	4 to 26
F-30125P	1-1/4"	9 to 50	8 to 40
F-30150P	1-1/2"	10 to 70	10 to 60
F-30200P	2"	20 to 120	18 to 100
F-30250P	2-1/2"	29 to 150	25 to 130
F-30300P	3"	45 to 240	40 to 215
F-30400P	4"	75 to 420	70 to 375
F-30600P	6"	170 to 1100	160 to 1000
F-30800P	8"	300 to 2200	275 to 1950

Models for Mounting on Vertical Pipe
Models for U.S. IPS Sch40 & 80 Pipe
(ASTM 1785)

Model	Pipe size	Sch40	Sch80	Flow direction
U-30150P	1-1/2"	10 to 60	10 to 50	UP
D-30150P	1-1/2"	10 to 60	10 to 50	DOWN
U-30200P	2"	20 to 110	20 to 100	UP
D-30200P	2"	20 to 110	20 to 100	DOWN

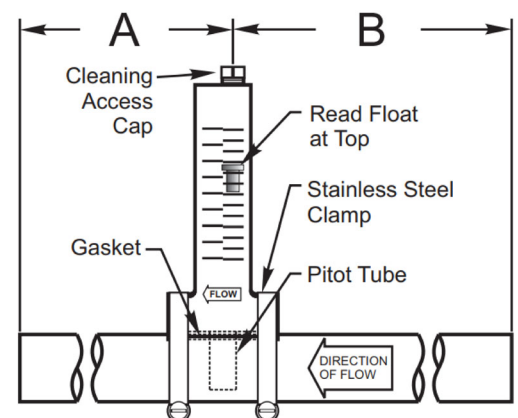
Installations Requirements

The meter's accuracy is affected by disturbances such as pumps, elbows, tees, valves, etc., in the flow stream. Install the meter in a straight run of pipe as far as possible from disturbances.



Dimension	Pipe Requirement
A	Outlet pipe length = 2 x Pipe I.D.*
B	Inlet pipe length = 5 x Pipe I.D.*

* Minimum acceptable dimensions.



Model Number Matrix

F-300 Model Number

F	Standard Flow Meter (Horizontal Flow) (NSF 50 Listed)
U	Flow Meter (Upwards Flow 1.5" and 2.0" only)
D	Flow Meter (Downwards Flow 1.5" and 2.0" only)

Series

30	F-300 Acrylic Body
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GPM Scale SCH 40 / SCH 80

100	1.0" Pipe, 5 - 35 GPM sch 40 (4 - 26 GPM sch 80)
125	1.25" Pipe, 9 - 50 GPM sch 40 (8 - 40 GPM sch 80)
150	1.50" Pipe, 10 - 70 GPM sch 40 (10 - 60 GPM sch 80)
150	UP/DOWN 1.5" Pipe, 10 - 60 GPM sch 40 (10 - 50 GPM sch 80)
200	2.0" Pipe, 20 -120 GPM sch 40 (18 - 100 GPM sch 80)
200	UP/DOWN 2.0" Pipe, 20 - 110 GPM sch 40 (20 - 100 GPM sch 80)
250	2.5" Pipe, 29 - 150 GPM sch 40 (25 - 130 GPM sch 80)
300	3.0" Pipe, 45 - 240 GPM sch 40 (40 - 205 GPM sch 80)
400	4.0" Pipe, 75 - 420 GPM sch 40 (70 - 375 GPM sch 80)
600	6.0" Pipe, 170 - 1100 GPM sch 40 (160 - 1000 GPM sch 80)
800	8.0" Pipe, 300 - 2200 GPM sch 40 (275 - 1950 GPM sch 80)

F	-	30	100	P	Sample Model Number
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Accessories



1.0"P - 1.25"P ONLY



1.5"P - 4.0"P ONLY



C Series®

High Performance Commercial Bronze Pumps



For commercial and high-end residential swimming pools and other water applications. Available in flows to 740 GPM, and from 5 to 20 HP.

The C Series® pump is a heavy-duty commercial pump specifically designed for large pools, fountains and water attractions that demand high flow rates and continuous operation. With bronze construction and a stainless steel strainer basket, the C Series is perfect for the toughest indoor or outdoor projects. This pump's lasting efficiency, quiet operation, easy maintenance and durability has set the standard for medium- and high-head performance in the pool industry for many years.

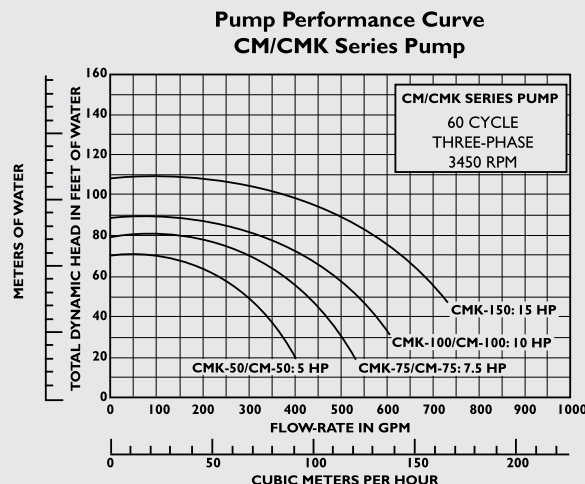
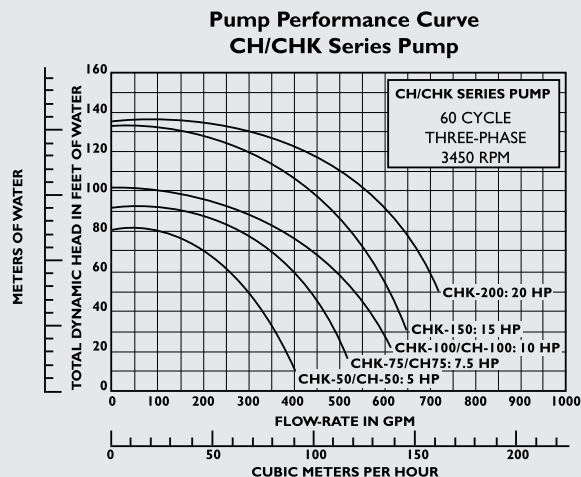
Available with and without a hair and lint strainer.

Standard Features

- All bronze construction for strength and durability.
- Close coupled for quiet, stable flow.
- Heavy-gauge stainless steel strainer basket, with open area five times the area of the suction port.
- 6-inch suction and 4-inch discharge for maximum efficiency with strainer.
- Closed impeller for longer motor bearing life.
- Heat-resistant seal for operation up to 150°.
- Available in single- and three-phase 50 and 60 Hz models.
- 200/208 and 575 volt models available on request.
- One-year limited warranty. See warranty for details.



C Series[®] High Performance Commercial Bronze Pumps



MATERIALS AND DESIGN

Pump Body

Volute type, back pull-out design

- **Port Size**
6" – ANSI[®] 125 lb. bolted flange suction port on strainer.
5" – ANSI[®] 125 lb. bolted flange suction port less strainer.
4" – ANSI[®] 125 lb. bolted flange discharge port.
- **Material**
Volute & Motor Adapter
Bronze CA 84400.
- **Impeller**
Bronze CA 83600.
- **Base**
Enamel Coated Cast Iron Foot CL30.
- **Corrosion Prevention**
All-bronze pump with stainless steel basket for maximum corrosion prevention.

Hair and Lint Strainer

- **Material**
Strainer pot – Bronze CA 84400.
Strainer – Stainless Steel.
- **Size**
6" ANSI[®] 125 lb. bolted flange suction ports.

Pump Maximum Limits

- **Liquid Temperature:** 104°.
- **Ambient Air Temperature:** 104°.

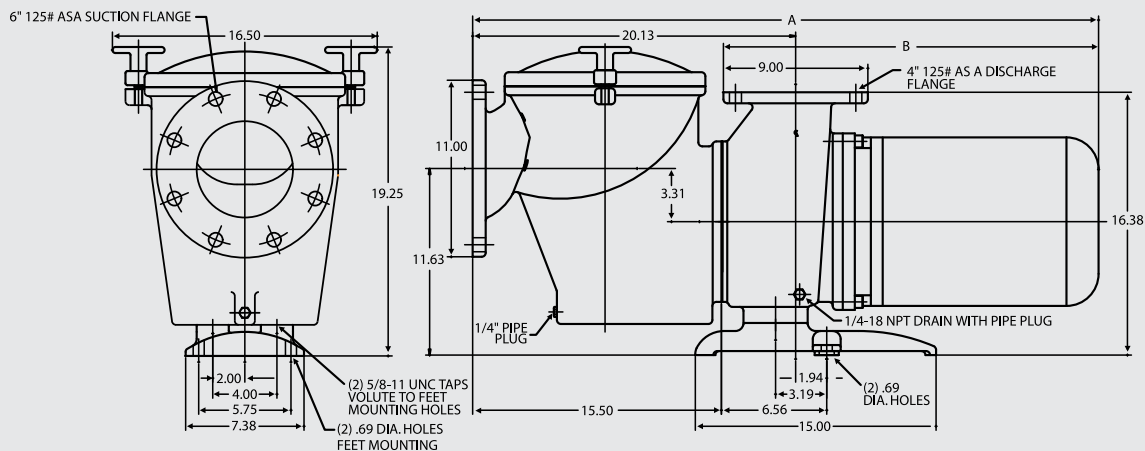
Motor

TY Frame Motor

- **Frame size**
NEMA[®] flange. 230/460V are open drip-proof design.
- **Shaft**
303 Stainless steel construction.
- **Design**
5 to 20 HP, 3500 RPM, JM open drip-proof, continuous duty, three-phase and single-phase (5, 7 ½, and 10 HP only).
- **Bearings**
Lubricated double sealed ball bearings
- **Thermal Overload Protection**
All models require external thermal overload protector.

Electrical

- **Power Supply Required**
Three-phase pumps are 208/220-440 and 200/208.
5, 7 ½, and 10 HP single-phase models are available in 230V, 60 Hz only.



PUMP DIMENSIONS			
THREE-PHASE AMPS @ 220/440 & 380/415 V			
HP	AMPS	A	B
5	14	34.88	19.50
7.5	20	35.88	20.50
10	26	36.88	22.50
15	38	37.38	22.00
20	46	37.88	23.50

PUMP DIMENSIONS			
SINGLE-PHASE AMPS @ 230 VOLTS			
HP	AMPS	A	B
5	26	35.50	20.50
7.5	37	35.88	20.50

PUMP DIMENSIONS			
SINGLE-PHASE AMPS @ 200 VOLTS			
HP	AMPS	A	B
5	29	35.50	20.50
7.5	39.6	35.88	20.50

NOTES:
 1. BOTH "A" AND "B" DIMENSIONS ARE APPROXIMATE IT DEPENDS ON MOTOR MANUFACTURER.
 2. ALL DIMENSIONS ARE IN INCHES AND MAY VARY $\pm .25$.

C Series Models with Hair and Lint Strainer

CHK/CMK Three-Phase 200/208V 60 Hz ³					
Product	Model	Voltage	Amps	HP	Carton Wt. (lbs.)
347940	CMK-50	200/208V	16.1	5	336
347941	CHK-50	200/208V	16.1	5	336
347942	CMK-75	200/208V	22.3	7.5	346
347943	CHK-75	200/208V	22.3	7.5	349
347944	CMK-100	200/208V	28.7	10	374
347945	CHK-100	200/208V	28.7	10	376
347946	CMK-150	200/208V	43.7	15	396
347947	CHK-150	200/208V	43.7	15	398
347948	CHK-200	200/208V	54	20	474
CHK/CMK Three-Phase 220/440V 60 Hz					
011657	CHK-50	220/440V	13/6.5	5	336
011652	CMK-50	220/440V	13/6.5	5	336
011658	CHK-75	220/440V	18/4.92	7.5	349
011653	CMK-75	220/440V	18/4.92	7.5	346
011659	CHK-100	220/440V	25.3/12.7	10	376
011654	CMK-100	220/440V	25.3/12.7	10	374
011660	CHK-150	220/440V	37.6/18.8	15	398
011655	CMK-150	220/440V	37.6/18.8	15	396
011661	CHK-200	220/440V	49/24.6	20	474
CH/CM Single-Phase 200/208V only 60 Hz					
347938	CM-50	200/208V	29.0	5	352
347939	CH-50	200/208V	29.0	5	352
348001	CM-75 ¹	200/208V	39.6	7.5	375
348005	CH-75 ¹	200/208V	39.6	7.5	375
CH/CM Single-Phase 230V only 60 Hz ²					
011651	CM-50	230V Only	24.0	5	352
011656	CH-50	230V Only	24.0	5	352
347916	CH-75	230V Only	37.0	7.5	375
347917	CM-75	230V Only	37.0	7.5	375
347963	CH-100	230V Only	51.0	10	376
347964	CM-100	230V Only	51.0	10	376

¹Not NSF listed.

²208V not available.

³Full load amps shown.

C Series®

High Performance Commercial Bronze Pumps



ENGINEERING SPECIFICATIONS

C Series Pump

- Recirculation pump shall be Pentair C Series Model No. _____ centrifugal pump, _____ phase, 60 Hz.

Installation

- Install pump in a cool, dry, well-vented location away from pool heaters and chemical storage.
- Pump should be firmly mounted with pipe supported to prevent vibration and undue operational noise.
- Allow 12" minimum clearance behind motor for servicing.
- Motor overheating may be caused by a voltage drop or excessive voltage. Be sure that wire size and voltage input is properly regulated.

Specifications

- The recirculation pump shall be a centrifugal design with a hair and lint strainer as shown in the plans.
- The pump body and attached hair and lint strainer shall be constructed of non-corrosive Bronze materials, and close-coupled to an electric motor by means of an adaptor of the same material. The pump body shall have a single suction port with a 6" ANSI® 125 bolt flange to the hair and lint strainer. A centerline discharge port of 4" ANSI® 125 bolt flange and a winterizing drain port of 1/4" NPT shall be a part of the design.
- The pump shall be a back pullout design to allow servicing without disturbing piping. The impeller shall be of the closed type and Bronze materials, non-overloading at any point on the performance curve. The mechanical shaft seal shall be constructed of ceramic and carbon seal faces, with stainless steel, brass and Buna N materials in the spring bellows portion. The impeller shall be secured to the motor shaft by means of a stainless steel key and locking screw into the end of the motor shaft. The pump shall be capable of operating at up to 50 psi, 104°F continuous water temperature.

- The electric motor coupled to the pump shall be of the NEMA® series JM construction with stainless steel shaft inside a removable shaft sleeve of 300 series stainless steel. The motor shall be of an open, drip-proof design (unless otherwise specified) with double shielded, single row, deep groove ball bearings. Motors shall be continuous duty rated at 40°C (or better) ambient and be suitable for outdoor installation.
- The pump motor shall be a _____ HP, _____ phase, 60 Hz, 3450 RPM for service on a _____ volt electric supply. The pump shall be rated for _____ GPM at _____ TDH. The pump shall be tested and certified by a nationally recognized testing laboratory to conform to National Sanitation Foundation Standard 50.

Hair and Lint Strainer

- The pump strainer shall consist of a Bronze body, Bronze cover with O-ring seal, threaded locking bolts and a strainer basket of stainless steel.
- The strainer body shall be 6" ANSI® 150 bolt flanged suction ports.
- The strainer body shall have a removable drain plug for winterizing.
- The strainer basket shall be securely positioned below the suction inlet of the strainer, with access for inspection and cleaning through a removable strainer lid. The strainer lid shall be secured by means of two T handle nut assemblies. The strainer basket shall have a perforation, which in total open area is 5 times the area of the suction port.



Pentair Water

Commercial Pool and Aquatics™

1620 Hawkins Avenue

Sanford, NC 27330

Phone: 800-831-7133

www.pentaircommercial.com

www.pentairpool.com



EQ SERIES® HIGH PERFORMANCE COMMERCIAL PUMP

FOR COMMERCIAL AND HIGH-END RESIDENTIAL SWIMMING POOLS AND OTHER WATER APPLICATIONS



EQ Series pump with TEFC motor

EQ Series pumps are designed for maximum efficiency and quiet operation in every detail. They are the only non-corrosive, all plastic pumps designed for the commercial pool and water applications market.

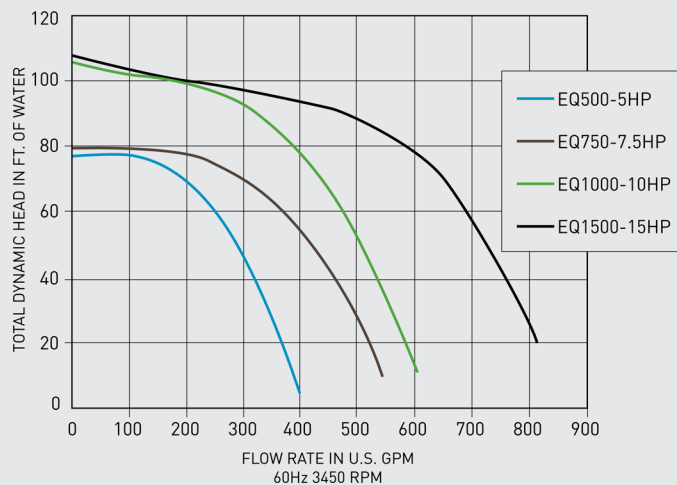
The EQ Series pump impellers are manufactured for true breakthrough performance, allowing for lower loads and longer motor life. Available with and without the strainer pot. Available in flows to 800 GPM, and from 3 to 15 HP.

STANDARD FEATURES

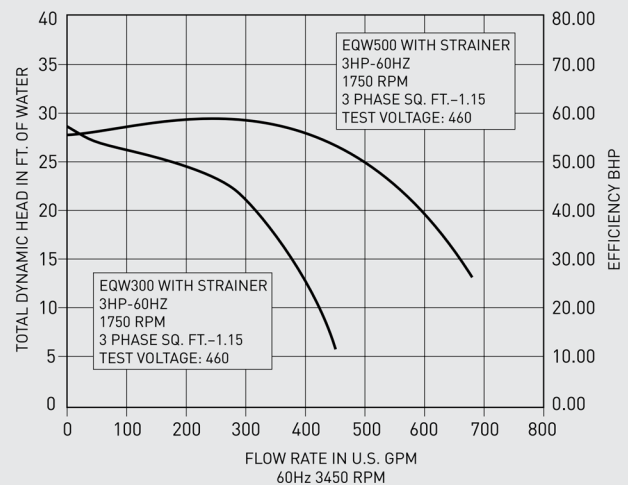
- Close-coupled for quiet, stable flow operation.
- Lightweight for easy, one-man installation.
- Clear Cam and Ramp™ Lid for added service convenience.
- Available in single- and three-phase models, ODP. TEFC motor available three-phase only.
- Closed impeller for long life and durability.
- 6" suction and 4" discharge with strainer pot.
- Great for use with Acu Drive™ XS Variable Frequency Drives.
- Self-priming under NSF standards; NSF Certified.

EQ SERIES® HIGH PERFORMANCE COMMERCIAL PUMP

EQ Series Commercial Pump
Performance Curve



EQ Series WaterFall Pump
Performance Curve



MATERIALS AND DESIGN

Pump Body

Volute type, back pull-out design.

- **Port Size**

- 6" – ANSI Rated 125 bolted flange suction port¹.
- 4" – ANSI Rated 125 bolted flange discharge port¹.

- **Material - Volute & Motor Adapter**

PPO Resin

- **Impeller**

PPO Resin

- **Base**

6061 aluminum design, slotted for mounting ease.

- **Corrosion Prevention**

All-plastic pump for maximum hydraulic performance and corrosion prevention.

Hair and Lint Strainer

- **Material**

Separate bolt-on PPO Resin body with plastic basket, Polycarbonate Resin Thermoplastic lid, and stainless steel bolts.

- **Size**

6" ANSI Rated 125 bolted flange suction and discharge ports.

Pump Maximum Limits

Liquid Temperature: 104° F

Ambient Air Temperature: 104° F

Motor

Standard JM type. Premium Efficient ODP Class F insulated.

On TEFC options, JMZ type, Premium Efficient, Class F insulated.

- **Frame Size**

NEMA Rated "C" flange. 230/460V are open drip-proof design.

- **Shaft**

303 stainless steel construction.

- **Design**

3 to 15 HP, 3500 RPM, JM open drip-proof, continuous duty, three-phase and single-phase (5, 7½, 10 HP). 5 to 15 HP, 3500 RPM JMZ TEFC, continuous duty three-phase.

- **Bearings**

Double-shielded, single row, deep-groove type, permanently lubricated.

- **Thermal Overload Protection**

All models require external thermal overload protector.

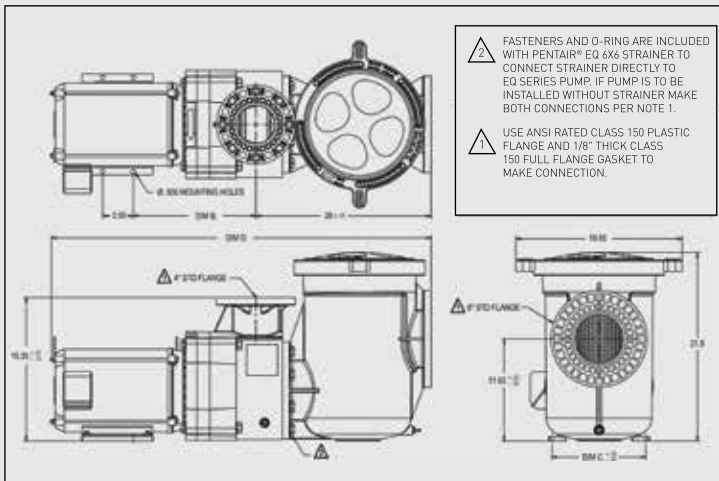
Electrical

- **Power Supply Required**

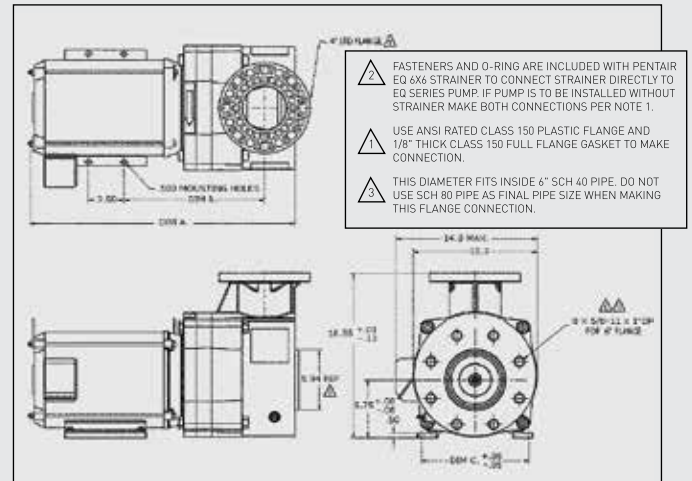
Three-phase pumps are 208-230/460. Single-phase models are available in ODP 230v, 60 Hz only.

¹ Use ANSI Rated class 125 plastic flange and ⅝" thick class 125 full flange gasket to make connection.

EQ Series Commercial Pump with Strainer Pot 6" x 4"



EQ Series Commercial Pump without Strainer Pot



EQ Series Commercial Pump With Strainer Pot 6" x 4"

Part # ODP Motor	Part # TEFC Motor	Description	Voltage	Amps	Phase	HP	Wt	Dim. A-ODP	Dim. A-TEFC	Dim. B	Dim. C	Dim. D-ODP	Dim. D-TEFC
340026		EQW 300 WaterFall	208/230	38/19	1	3	126	26.62	N/A	10.03	7.5	43.590	N/A
340027		EQWK 300 WaterFall	208 – 230/460	8.4 – 7.9/3.9	3	3	106	23.12	N/A	10.16	7.5	40.094	N/A
340028		EQW 500 WaterFall	230	23.4	1	5	126	26.62	N/A	13.18	9.7	43.590	N/A
340029		EQWK 500 WaterFall	208 – 230/460	13.6 – 12.7/6.4	3	5	106	23.12	24.68	13.31	9.7	40.094	41.65
340030		EQ500	230	19.6	1	5	126	26.62	N/A	10.03	7.5	43.590	N/A
340031	340604	EQK500	208 – 230/460	13.5 – 12.3/6.2	3	5	106	23.12	24.68	10.16	7.5	40.094	41.65
340032		EQ750	230	30.4	1	7.5	161	27.53	N/A	10.78	8.5	44.590	N/A
340033	340605	EQK750	208 – 230/460	20.1 – 18.3/9.1	3	7.5	116	24.50	28.06	10.16	7.5	41.560	45.12
340034	340606	EQK1000	208 – 230/460	27.1 – 24.3/12.2	3	10	146	26.31	29.81	10.78	8.5	43.290	46.79
340035	340607	EQK1500	208 – 230/460	40.0 – 36.0/17.8	3	15	161	26.31	28.31	10.78	8.5	43.290	45.29
340238		EQ1000	230	40.0	1	10	179	29.0	N/A	11.50	8.5	46.29	N/A

340013	Strainer Pot Assembly including Strainer, Lid, Basket and Hardware
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EQ Series Commercial Pump Without Strainer Pot 6" x 6"

Part # ODP Motor	Part # TEFC Motor	Description	Voltage	Amps	Phase	HP	Wt
340014		EQW 300 WaterFall	115/230	38/19	1	3	97
340016		EQWK 300 WaterFall	208 – 230/460	8.4 – 7.9/3.9	3	3	77
340017		EQW 500 WaterFall	230	23.4	1	5	97
340018		EQWK 500 WaterFall	208 – 230/460	13.6 – 12.7/6.4	3	5	77
340019		EQ500	230	19.6	1	5	97
340020	340608	EQK500	208 – 230/460	13.5 – 12.3/6.2	3	5	77
340021		EQ750	230	30.4	1	7.5	132
340022	340609	EQK750	208 – 230/460	20.1 – 18.3/9.1	3	7.5	87
340237		EQ1000	230	40.0	1	10	125
340023	340610	EQK1000	208 – 230/460	27.1 – 24.3/12.2	3	10	117
340024	340611	EQK1500	208 – 230/460	40.0 – 36.0/17.8	3	15	132

EQ Series pumps are available in 575V and 50 Hz models. Please contact your local sales representative or Pentair office for details.

EQ SERIES®

HIGH PERFORMANCE COMMERCIAL PUMP



EQ Series pump with ODP motor

ENGINEERING SPECIFICATIONS

EQ Series pump

- Recirculation pump shall be Pentair® EQ Series pump Model No. _____ self-priming centrifugal pump, _____ phase, 60 Hz.

General Notes

- Install pump in a cool, dry, well-vented location away from pool heaters and chemical storage.
- Pump should be firmly mounted with pipe supported to prevent vibration and undue operational noise.
- Allow 12" minimum clearance behind motor for servicing.
- Motor overheating may be caused by a voltage drop or excessive voltage. Be sure that wire size and voltage input are properly regulated.

Specifications

- The recirculation pump shall be a self-priming, centrifugal design with a hair and lint strainer as shown in the plans.
- The pump body, seal plate, and attached hair and lint strainer shall be constructed of non-corrosive PPO Resin materials, and close-coupled to an electric motor by means of an adaptor of the same material. The pump body shall have a single suction port with a 6" ANSI Rated 125 bolt flange to the hair and lint strainer. A centerline discharge port of 4" ANSI Rated 125 bolt flange and a winterizing drain port of 1/4" NPT shall be a part of the design.
- The pump shall be a back pull-out design to allow servicing without disturbing piping. The pump shall have a PPO Resin diffuser to aid in priming and it shall contain a replaceable bronze wear ring for the impeller. The impeller shall be of the closed type and PPO Resin, non-overloading at any point on the performance curve. The mechanical shaft seal shall be constructed of ceramic and carbon seal faces, with stainless steel, brass and Buna N materials in the spring bellows portion. The impeller shall be secured to the motor shaft by means of a stainless steel key and locking screw into the end of the motor shaft. The pump shall be capable of operating at up to 50 psi, 104° F continuous water temperature.

- The electric motor coupled to the pump shall be of the NEMA Rated series JM construction with stainless steel shaft inside a removable shaft sleeve of 300 series stainless steel. The motor shall be of an open, drip-proof design (or TEFC JMZ frame) with double-shielded, single row, deep-groove ball bearings. Motors shall be continuous duty rated at 40° C (or realign better) ambient and be suitable for outdoor installation.
- The pump motor shall be a _____ HP, _____ phase, 60 Hz, 3450 RPM for service on a _____ volt electric supply. The pump shall be rated for _____ GPM at _____ TDH. The pump shall be tested and certified by a nationally recognized testing laboratory to conform to National Sanitation Foundation Standard 50.

Hair and Lint Strainer

- The pump strainer shall consist of a PPO Resin body, Polycarbonate Resin Thermoplastic cover with O-ring seal, and Cam and Ramp™ Lid, and a strainer basket of mineral reinforced polypropylene material.
- The strainer body shall be 6" ANSI Rated 150 bolt flanged suction and discharge ports. The strainer body shall have a removable drain plug for winterizing.
- The strainer basket shall be securely positioned below the suction inlet of the trap, with access for inspection and cleaning through a removable trap body lid. The trap body lid shall be secured by means of a locking ring. The strainer basket shall have a perforation which in total open area is 98 square inches.



1620 HAWKINS AVE, SANFORD, NC 27330 800.831.7133 WWW.PENTAIRCOMMERCIAL.COM

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City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Award Request for Proposal (RFP) 2024-21P Streets Department Shop Building
Action Requested:	Award Request for Proposal (RFP) 2024-21P Streets Department Shop Building to Apex Multifamily Builders While Staying Within the 2024 Budgeted Amount.
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	Apex Multi Family Builders was the lowest qualified bidder at \$867,824.92. However, they were still over the approved 2024 budget. After meeting with the Apex team, we have been able to adjust the size of the project from a 10,000 square-foot building to an 8,000 square-foot building that still meets our current needs, can be added on to in the future as required for department expanded functions and is within the \$700,000 approved budget for 2024. Given the current state of steel building lead times and the fall/winter season we are moving into, staff is requesting that council approve staff to work with Apex to produce a financially affordable building that still meets the department's current needs, and for Procurement to work with Apex on a contract for the building work.
Issues:	None at this time.
Fiscal Impact:	This project is being adjusted in size to staff within the approved 2024 budget.
Legal Review:	Legal will work with Procurement as needed on the contract.
Staff Recommendation:	Staff is Recommending Council Award RFP 2024-21P, Streets Department Shop Building, to Apex Multifamily Builders to Staying Within the 2024 Budget and Meet the Departments Current Needs.

9/30/2024

City of Glenwood Springs
Streets Department Shop Building Project
RFP Number: 2024-21P



Colorado Division
2979 W Main St, #300-728
Littleton, CO 80120

Corporate Headquarters
3001 S Lamar Blvd, #300
Austin, TX 78704

Khristina Morrissey
720-289-1700
KMORRISSEY@APEX-MULTIFAMILY.COM



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

Dear Mr. Muse,

I hope this message finds you well and you enjoyed the weekend! I wanted to let you know while I've previously submitted the adjusted bid, for your convenience, I've combined everything into a single signed document.

Also included are the completed revised rough drawings. They reflect the updates we discussed, such as the four garage doors, five windows on each side, and the new oversized man door next to the garage doors.

I've also attached the color chart for the factory-applied paint. When you have a moment, please take a look and let me know your color choice(s).

Once you've had a chance to review everything, please send over the Certificate of Acceptance (COA) we can move forward with next steps.

If you have any questions or need more details, just let me know.

Best Regards,

Khristina Morrissey, Senior Account Executive
720-289-1700
Apex Multifamily Builders



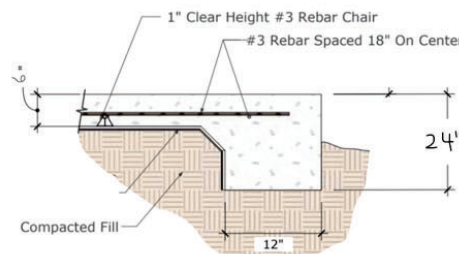
Detailed Scope

General Contractor Scope of Work

VALUE ENGINEERING REVISION 2 : REDUCE THE FOOTPRINT OF THE BUILDING

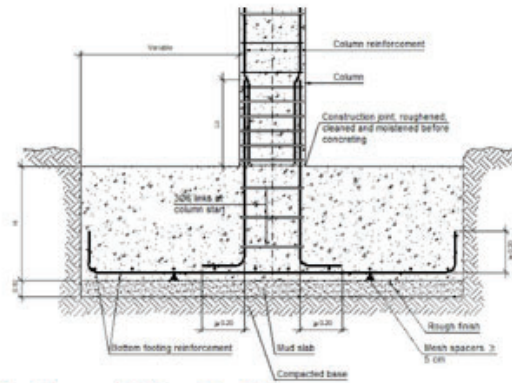
- Engineering
 - Grading Plan Design
 - Structural Foundation Plan
- Surveying
 - Construction Staking for Building Corners
- **Material Testing**
 - **Testing Excluded from this Bid**
- Earthwork
 - Excavation
 - Export
 - Import
 - Building Pad
- Trench Drain
 - Trench Drains
 - Drain Piping
 - Drywell
- Foundation and Slab
 - Design is conceptual until our engineer is able to design per load calculations
 - **6" Slab - 8,000 SF**
 - **Continuous Footings - 475 LF (1' Wide x 2' Deep) Around Perimeter**

■ Reference Photo



- **Column Footings - 20 EA (5' Wide x 5' Long x 1' Deep) Spread Footing**

■ Reference Photo



- **PEMB - Pre-Engineered Metal Building**
 - 80x100x16 2:12 Commercial Package
 - 4 - 14x14 framed openings
 - 2 - 3x7 framed openings
 - 6" roof and wall insulation
 - Full height wall only liner panels (26 ga)
 - 2' eave and gable overhangs w/soffit
 - 4' wainscot all walls
 - IBC 2021
 - 115 wind
 - 40 lbs snow
- Steel Erection
 - Steel Erection for the Structure and all Metal Panels for the walls and Roof
- Insulation
 - Supply and Install Roof and Wall Insulation by Steel Erector
- Fireproofing
 - Intumescent Coating on Steel
- Awning
 - **2 EYEBROW AWNINGS**
- Doors Frames and Hardware
 - **2 QTY Man Doors and Frames - Move man doors back to front**
 - **Increase size of door to 4' instead of 3'**
- Overhead Doors
 - **4 QTY Overhead Doors with Windows (14' x 14') (1 row of windows) - REDUCE 1 OVERHEAD DOOR**
- Windows
 - **10 Windows (30" x 42") - REDUCE 2 WINDOWS**
- **Snow Guards - Added**
 - **100 LF of Snow guards along the side with Doors / OHD**



Quote: 2760 / Date: 9/26/2024

Customer

APEX Multifamily Builders

US
1-737-209-0077

Prepared By:
Gabriel Macias
(254) 205-6433
gmacias@apex-multifamily.com

City of Glenwood Springs Colorado
101 West 8th St
Glenwood Springs, CO
81601, United States

City of Glenwood Springs Colorado
ryan.muse@cogs.us

Project: **City of Glenwood Springs Colorado**

Scope of Work

Engineering

Total Cost

\$6,086.29

Surveying

Total Cost

\$5,849.85

Earthwork

Total Cost

\$50,226.59

Trench Drain & Piping

Total Cost

\$52,864.97

Foundation and Slab

Total Cost

\$140,111.62

PEMB



Quote: 2760 / Date: 9/26/2024

	Total Cost
	\$188,136.89
Steel Erection	
	Total Cost
	\$48,690.36
Insulation	
	Total Cost
	\$44,113.47
Fireproofing	
	Total Cost
	\$21,910.66
Awning	
	Total Cost
	\$10,955.33
Doors, Frames, Hardware	
	Total Cost
	\$7,303.55
Overhead Doors	
	Total Cost
	\$53,559.40
Windows	
	Total Cost
	\$14,607.11
Snow Guards	
	Total Cost
	\$6,086.29



Included (+)

1. This proposal is valid for 30 days from the date of proposal.
2. This proposal is based on normal hours of operation, any required after-hours work will be an additional cost.
3. This proposal includes all labor and materials for the completion of the aforementioned scope of work.

Excluded (-)

1. Excludes any work not indicated on project plans or within the aforementioned scope of work.
2. Excludes any unforeseen work or hidden damage outside of the aforementioned scope of work.
3. Excludes the removal of any hazardous materials.
4. Excludes any additional costs for additional mobilization not caused by Apex Multifamily Builder.
5. Assumes there will be space available for a dumpster receptacle.
6. Apex Multifamily Builder will not assume responsibility for any personal property left on the premises within our area of work.
7. We have not allowed for an asbestos test/report. Client to provide Apex with an asbestos report prior to any demo. If no report is provided to Apex, then a change order and construction delay will occur in order for Apex to secure an asbestos report.
8. Apex will assume work to be done without the necessity of permits or architectural drawings. Any and all permits or drawings will be quoted separate from this proposal if deemed necessary.
9. Not responsible for damages to existing pavement caused by standard weighted, rubber-tired construction vehicles.
10. Erosion control and SWPPP are not included unless specified in the description above.
Grass seeding or sodding to be provided by others unless specified in the description above.

Notes

Summary

Subtotal	\$650,502.39
General Conditions	\$45,535.17

\$696,037.55

Accepted By

Date



Premo Steel Buildings

1212 1/2 East HWY 24
Woodland Park, CO, 80863
720-476-3414
www.premosteelbuildings.com

Quote ID : 83341 Page 1 of 5
Project Name : Apex GWS Insulated
Date Created : 9/30/2024
Expires: 10/5/2024
User : Kole Koleski
premosteel@gmail.com

CUSTOMER INFORMATION

Name : APEX (GWS)
Address :
City, State, Zip : Austin, TX

Phone :
Email :

JOBSITE INFORMATION

Customer :
Address :
City, State, Zip : Glenwood Springs, CO 81601
County :

Phone :

Email :

CODE & LOADS

Building Code: IBC 21	Closed / Open / Partial : E	Wind Load: 115	Dead Load: 2.00	Collateral Load: 0.50	Ss: 0.432	Site Class: D
Load Reduction: No	Risk/Occupancy Cat.: II	Exposure: B	Live Load: 20.00	Roof Snow Load: 40.0 0	S1: 0.087	SDC: C

BUILDING SPECIFICATIONS

Width: 80	Length: 100	Eave Height (L/R): 16 / 16	Slope (Back/Front): 2.0:12 / 2.0:12	Peak Offset: 40
Column Shape: Tapered	Left End Frame: Bearing	Right End Frame: Bearing	Interior Framing: Clear Span	
Left Wall Spacing: 1@13 3@18 1@13	Sidewall Spacing: 1@18.5 3@21 1@18.5	Right Wall Spacing: 1@13 3@18 1@13		

Back Sidewall:

Girt Type: Bypass
Bracing: X-Bracing
Eave Extension (FT): 2 ft by 100 ft
Liner Panels: Full Height
Gutter (LFT): 102
Downspouts (QTY.): 6
Wainscot Height (FT): 4.00
Panel Transition: Panel Break W/Trim

Girth Depth (in): Per Design

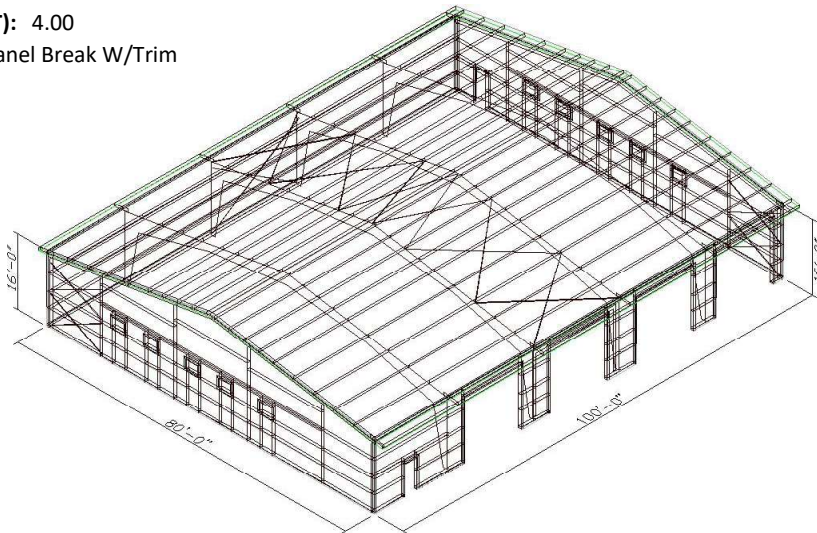
Roof:

Bracing: X-Bracing
Liner Panels: None
Purlin Depth (in): Per Design

Right Endwall:

Girt Type: Flush
Bracing: X-Bracing
Gable Extension (FT): 2 ft by 81.104 ft
Liner Panels: Full Height
Wainscot Height (FT): 4.00
Panel Transition: Panel Break W/Trim

Girth Depth (in): Per Design



Left Endwall:

Girt Type: Flush
Bracing: X-Bracing
Gable Extension (FT): None
Liner Panels: Full Height
Wainscot Height (FT): 4.00
Panel Transition: Panel Break W/Trim

Girth Depth (in): Per Design

Soffit: 26RU

Base:

Base Notch: No
Base Member : Angle
Base Trim: Yes

Front Sidewall:

Girt Type: Bypass
Bracing: Wind Bents
Eave Extension (FT): 2 ft by 100 ft
Liner Panels: Full Height
Gutter (LFT): 102
Downspouts (QTY.): 6
Wainscot Height (FT): 4.00
Panel Transition: Panel Break W/Trim

Girth Depth (in): Per Design

BUILDING PANEL & TRIM

Roof:

Panel Type: 26 Ga. PBR
Panel Color: 1 Galvalume
Member Screws: Driller Long Life
Screw Length: Medium
Soffit Color: Sig 200 Trim

Note: For standing seam roof, the standard purlin bracing is sag strap, all else per design

Walls:

Panel Type: 26 PBR
Panel Color: Sig 200 Wall
Member Screws: Driller Standard
Screw Length: Medium
Wainscot Color: Sig 200 Wall
Jamb Trim Style: With Cover trim

Trim Color:

Gable Trim: Sig 200 Trim
Corner Trim: Sig 200 Trim
Eave: Sig 200 Trim
Gutter: SIG 200 Trim
Downspout: SIG 200 Trim
Jamb Trim: Sig 200 Trim
Wainscot Transition Trim: Sig 200 Wall



Premo Steel Buildings

1212 1/2 East HWY 24
Woodland Park, CO, 80863
720-476-3414
www.premosteelbuildings.com

Quote ID : 83341 Page 2 of 5
Project Name : Apex GWS Insulated
Date Created : 9/30/2024
Expires: 10/5/2024
User : Kole Koleski
premosteel@gmail.com

FRAMED OPENING & OPEN AREAS

Framed Opening

- (5) at the Left Endwall
- (6) at the Right Endwall
- (5) at the Front Sidewall
- (0) at the Back Sidewall

Partial Open Wall

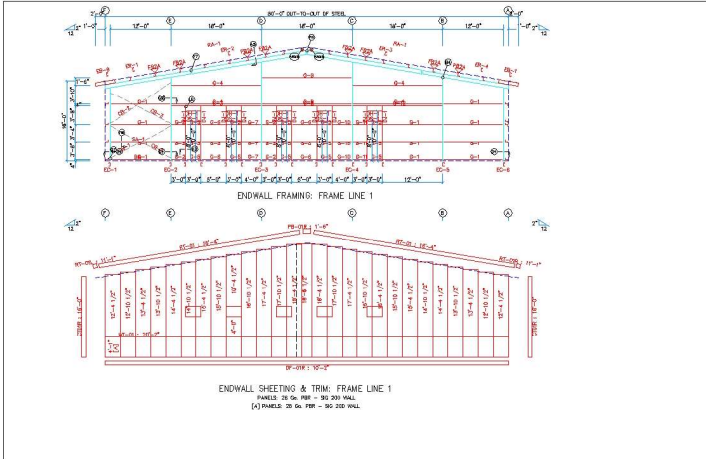
- (0) at the Left Endwall
- (0) at the Right Endwall
- (0) at the Front Sidewall
- (0) at the Back Sidewall

Open Walls

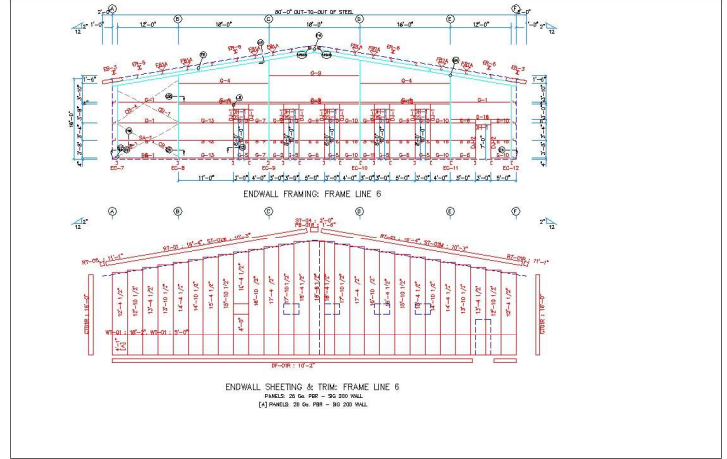
- Left Endwall: None
- Right Endwall: None
- Front Sidewall: None
- Back Sidewall: None

* Sizes and locations for all Framed Opening, Partial Open Walls, and Open Areas are shown in the elevation below

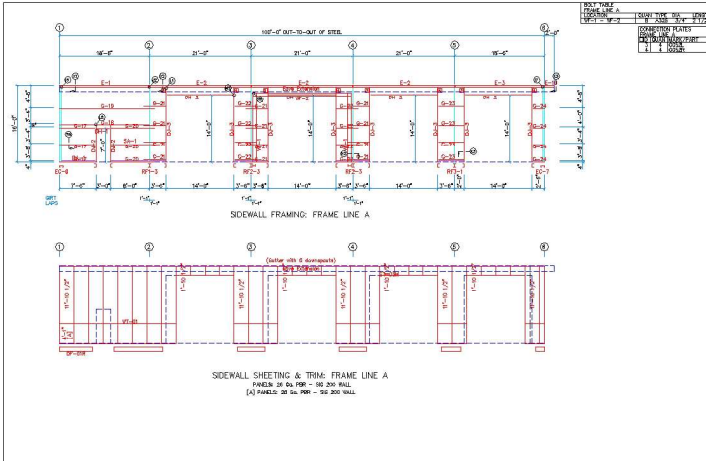
Left Endwall:



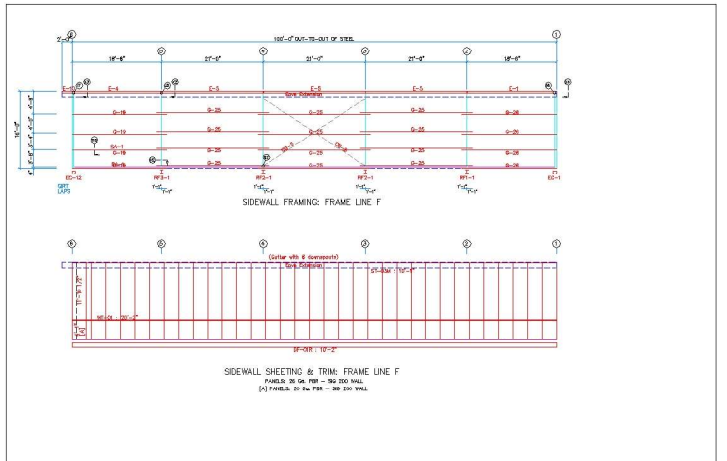
Right Endwall:



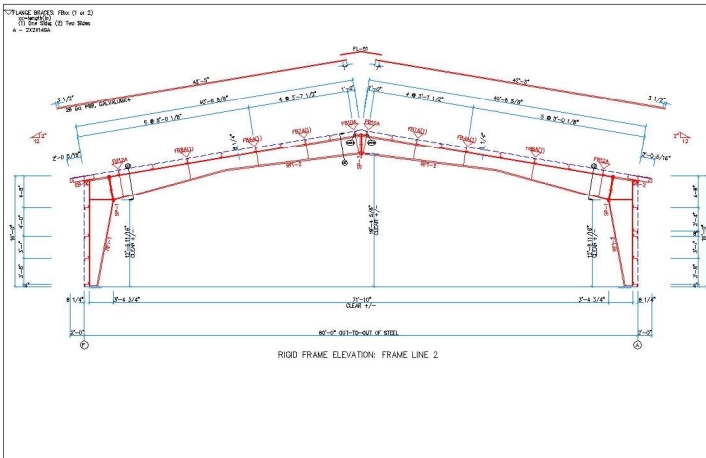
Front Sidewall:



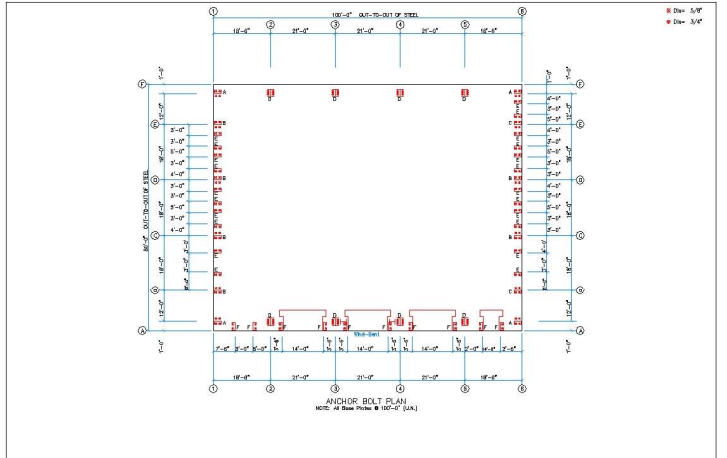
Back Sidewall:

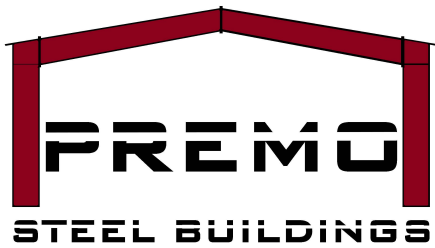


Rigid Frame:



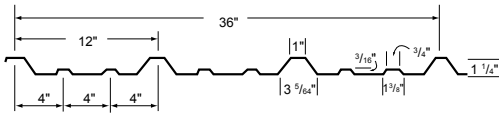
Anchor Bolt:



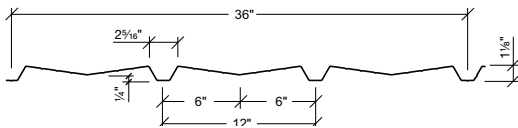


2041 N STATE HWY 83 SUITE D
FRANKTOWN, CO 80116

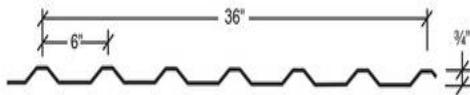
PBR



AVP



PBU



SIGNATURE® 200 | SILICONIZED POLYESTER | Polar White is a Straight Polyester.



POLAR WHITE ★
SR .58 SRI 69



LIGHT STONE ★
SR .50 SRI 58



FERN GREEN ★
SR .28 SRI 29



HAWAIIAN BLUE ★
SR .32 SRI 35



ASH GRAY ★
SR .48 SRI 56



SADDLE TAN ★
SR .48 SRI 56



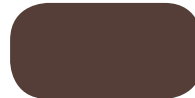
RUSTIC RED ★
SR .36 SRI 40



DESERT SAND ★
SR .42 SRI 48



CHARCOAL GRAY ★
SR .28 SRI 30



KOKO BROWN ★
SR .28 SRI 30



BURNISHED SLATE ★
SR .28 SRI 29

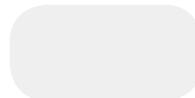


CRIMSON RED ★
SR .33 SRI 34



COBALT BLUE ★
SR .28 SRI 27

SIGNATURE® 300 | 70% PVDF RESIN



SNOW WHITE ★
SR .65 SRI 79



ALMOND ★
SR .63 SRI 76



SLATE GRAY ★
SR .37 SRI 41



HARBOR BLUE ★
SR .28 SRI 30



BROWNSTONE ★
SR .47 SRI 54



MEDIUM BRONZE ★
SR .33 SRI 36



CLASSIC GREEN ★
SR .28 SRI 30



BRITE RED ★
SR .49 SRI 55

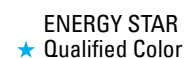
- Final color selection should be made from actual color chips.
- See product catalog for gauge and color availability.
- Heavier gauges, narrower widths, striations and embossing minimize "oil canning."
- All Signature® 300 and 300 Metallic are low gloss colors.
- A 25-year limited paint warranty available for all colors upon written request, please inquire. (Outside the continental United States, please inquire.)
- Signature® is a registered trademark of NCI Group, Inc.

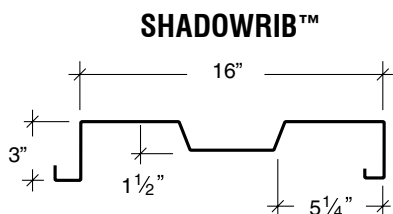
What is Solar Reflectivity (SR)?

Solar reflectivity or reflectance (SR) is the ability of a material to reflect solar energy from its surface back into the atmosphere. The SR value is a number from 0 to 1.0. A value of 0 indicates that the material absorbs all solar energy and a value of 1.0 indicates it is all reflected. ENERGY STAR requires SR testing of both new and aged roof products. New products must have an SR value of 0.25 or higher for steep slope (above 2:12) roofing and an SR value of 0.65 or higher for low slope (2:12 or less) roofing. Aged testing takes 3 years to complete, so not all products that meet the initial requirements are qualified. For more information, please go to www.energystar.gov.

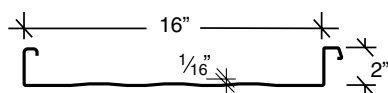
What is Solar Reflectance Index (SRI)?

The SRI is used to determine compliance with LEED requirements and is calculated according to ASTM E 1980 using values for reflectance and emissivity. Emissivity is a material's ability to release absorbed energy. To meet LEED requirements, a roofing material must have an SRI of 29 or higher for steep slope (above 2:12) roofing and an SRI value of 78 or higher for low slope (2:12 or less) roofing. For more information, please go to www.usgbc.org.



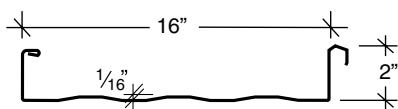


BATTENLOK® HS



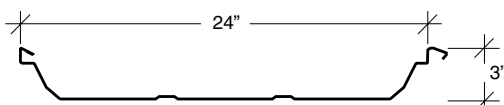
Field Seamed System
12" also available

SUPERLOK®



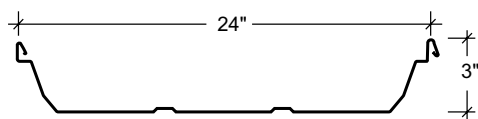
Field Seamed System
12" also available

DOUBLE-LOK®



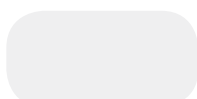
Field Seamed System
12" and 18" also available

ULTRA-DEK®



Snap-Together System
12" and 18" also available

SIGNATURE® 300 Standard Colors | 70% PVDF RESIN



SNOW WHITE ★
SR .65 SRI 79



ALMOND ★
SR .63 SRI 76



EVERGLADE ★
SR .33 SRI 36



NATURAL PATINA ★
SR .41 SRI 47



TUNDRA ★
SR .46 SRI 53



BROWNSTONE ★
SR .47 SRI 54



PACIFIC BLUE ★
SR .29 SRI 31



SPRUCE ★
SR .36 SRI 40



SLATE GRAY ★
SR .37 SRI 41



MEDIUM BRONZE ★
SR .33 SRI 36



HARBOR BLUE ★
SR .28 SRI 30



BRITE RED ★
SR .49 SRI 55



MIDNIGHT BRONZE ★
SR .29 SRI 31



COLONIAL RED ★
SR .34 SRI 37



HUNTER GREEN ★
SR .35 SRI 39



CLASSIC GREEN ★
SR .28 SRI 30

SIGNATURE® 300 Metallic | 70% PVDF RESIN



COPPER METALLIC ★
SR .45 SRI 51



SILVER METALLIC ★
SR .52 SRI 60

Note: Metallic coatings are directional. Panels and trim must be installed oriented in the same direction to prevent perceived shade variances. Directional arrows are on the back side of panels and trim to aid in the proper orientation.

SIGNATURE® 200 Standard Colors | SILICONIZED POLYESTER | Polar White is a Straight Polyester.



POLAR WHITE ★
SR .58 SRI 69



RUSTIC RED ★
SR .36 SRI 40



BURNISHED SLATE ★
SR .28 SRI 29



FERN GREEN ★
SR .28 SRI 29



LIGHT STONE ★
SR .50 SRI 58



KOKO BROWN ★
SR .28 SRI 30



CHARCOAL GRAY ★
SR .28 SRI 30



COAL BLACK ★
SR .30 SRI 31



HAWAIIAN BLUE ★
SR .32 SRI 35

Signature® 200 SPECIFICATIONS

Product Name
Signature® 200, a premium coating with proven, proprietary polymer and premium pigments.

Product Description
Uses: Signature® 200 is a factory-applied and oven-baked protective coating used on GALVALUME®, galvanized steel or aluminum substrate. Signature® 200 combines excellent physical characteristics and aesthetic values for metal panels and components. Its uses in architectural, industrial, commercial, residential and institutional metal construction are numerous. Signature® 200 coatings are formulated for hardness and flexibility, making it a versatile and durable coating system when applied over a proprietary, corrosion-resistant primer.

Limitations: Since Signature® 200 coatings require baking to cure, they cannot be field applied. Signature® 200 coatings are not approved for use on hot or cold rolled bare steel substrates intended for exterior exposure.

Composition and Materials: Signature® 200 is a thermoset coating consisting of a proprietary polyester resin modified by silicone resin intermediate. Signature® 200 uses premium, proven-durability ceramic pigments which give superior exterior protection and resistance to chemical corrosion and ultraviolet radiation.

Color: Signature® 200 coatings are available in a wide range of standard, field-proven colors. Special colors are available (minimum quantity requirements may apply) if approved by manufacturer. Polar White may not meet these specifications – please inquire.

Installation
The Signature® 200 system is factory applied over metal substrates using the coil coating process. Surfaces shall be chemically cleaned and pretreated according to manufacturers’ specifications to remove contaminants and provide acceptable corrosion resistance. Total dry film thickness of topcoat (Signature® 200 protective coating and primer) is within the 0.9 - 1.05 range for coil coated applications. The pretreated substrate is primed with 0.2 - 0.25 mil of a high performance primer. The Signature® 200 protective coating is applied over the primed substrate at 0.7 - 0.8 mil. The Signature® 200 systems incorporate outstanding exterior durability, while affording superior coil line application and post-forming capabilities.

Warranty
The Signature® 200 warranty is backed by the strictest production specifications and is one of the strongest in the industry. Details and further information are available by contacting the manufacturer.

Maintenance
The factory applied finish of Signature® 200 is baked-on coating designed to give trouble-free performance for years with little service required. However, mild detergents and/or mineral spirits are recommended for removal of surface dust and airborne chemical deposits. Air-dry touch-up paints are also available for repair of minor scratches.

Technical Assistance
Complete technical information and literature is available from manufacturer.

Signature® is a registered trademark of NCI Group, Inc.
GALVALUME® is a registered trademark of BIEC International Inc.

TECHNICAL DATA–PHYSICAL PROPERTIES			
PROPERTY	VALUE	TEST DESIGNATION	
Gloss @ 60° Film Hardness Impact Resistance, 3x Metal Thickness	20-80 F-Min (Eagle Turq.) No Adhesion Loss	ASTM D523 ASTM D3363 ASTM D2794	(1) 2T to 4T, No loss of adhesion. (2) No field blisters. (3) ≤¼ inch creep from scribe, few blisters, rating of 8. (4) Chalk rating no less than 8. Color change, no more than 5ΔE Hunter units. (5) 10% Hydrochloric acid solution 24 hours no visible changes. 25% sodium hydroxide 1 hour test no visible change.
Cross-Hatch Adhesion	No Adhesion Loss	ASTM D3359	
Formability: T-Bend Abrasion Resistance, Falling Sand	(1) Acceptable 35 ± 5 Liters	ASTM D4145 ASTM D968	
ACCELERATED TESTS: Humidity, 1,000 hrs. Dew Cycle Weatherometer, 200 Total Hours Salt Spray, 1,000 hrs. Chemical Spot Test	(2) Acceptable (4) Acceptable (3) Acceptable (5) Acceptable	ASTM D2247 ASTM D3361 ASTM B117 ASTM D1308	

Signature® 300 and Signature® 300 Metallic SPECIFICATIONS

Product Name
Signature® 300 and Signature® 300 Metallic, a premium fluoropolymer low gloss coating, produced with 70% PVDF resin.

Product Description
Basic Uses: Signature® 300 coatings are specified by leading architects and used by manufacturers of metal curtain wall and other building products as a long-life exterior finish for aluminum, galvanized steel and Galvalume®. The liquid coating is factory applied and oven baked on properly prepared and primed substrates. Signature® 300 coatings typically are used as exterior finishes for metal roofing, siding, louvers, fascia, curtain wall, spandrel paneling and column covers. The building components can be post-formed from pre-coated coil stock.

Limitations: Since Signature® 300 coatings require baking to cure, they cannot be field applied. Signature® 300 coatings are not approved for use on hot or cold rolled bare steel substrates intended for exterior exposure.

Composition and Materials: Signature® 300 coatings are based on 70% PVDF resin. They also are formulated with highly durable pigments and solvents blended for optimum application properties.

Color: Signature® 300 coatings are available in a wide range of standard, field-proven colors. Special colors are available (minimum quantity requirements may apply) if approved by manufacturer.

Technical Data
See Chart Below.

Installation
Signature® 300 coatings may be coil coated on HDG steel, Aluminum or Galvalume® substrates that have been pretreated and primed according to manufacturer specifications. The entire system is applied in the factory and oven baked. Topcoat dry film thicknesses are within the 0.9-1.1 mil range (Note: which refers to the combination of primer and the Signature® 300 protective coating) for coil coated applications. The pretreated substrate is primed with 0.2 - 0.30 mil of a high performance primer. The Signature® 300 protective coating is applied over the primed substrate at 0.7 - 0.8 mil. The flexibility of the system permits coil-coated stock to be post-formed by either a roll former or press brake. All applicators of Signature® 300 coatings must have the approval of manufacturer. A list of approved applicators is available upon request.

Warranty
The Signature® 300 warranty is backed by the strictest production specifications and is one of the strongest in the industry. Details and further information are available by contacting manufacturer.

Maintenance
Signature® 300 coatings are virtually maintenance free and non-staining. If necessary, surface residue may be removed by conventional cleaning solvents or detergents. Minor scratches may be touched-up with a specially formulated, field-applied coating of the same color.

Signature® 300 coatings can be used in conjunction with conventional sealants and caulking compounds. Mortar, plaster, etc. will neither adhere to nor stain the surface.

Technical Assistance
Complete technical information and literature is available from manufacturer.

Signature® is a registered trademark of NCI Group, Inc.
GALVALUME® is a registered trademark of BIEC International Inc.

TECHNICAL DATA–PHYSICAL PROPERTIES			
Property	Value	Test Designation	
Gloss @ 85° Film Hardness Impact Resistance, .5” Ball Indenter, 3x Metal Thickness	8-15 HB-Min (Eagle Turq.) (8) Acceptable	ASTM D523 ASTM D3363 (NCCA II-12) (2) ASTM D2794	(1) No evidence of cracking, and no loss of adhesion to the point of metal rupture. (2) No removal of finish after 1/16-inch cross-hatching to bare metal, to impact limits or point of metal rupture. (3) No cracking, peeling, blistering, loss of adhesion or corrosion of base metal. Chalk rating of 8 per ASTM D4214. Color change less than 2ΔE per ASTM D2244. (4) Rating of 10, no blistering, cracking, creepage or corrosion per ASTM D1654. (5) No more than 5/32-inch average creepage from scribed line rating of 7, field test rating of 8 per ASTM D1654. (6) No more than 1/32-inch creepage from scribed line, rating of 8. No blistering, rating of 10 per ASTM D1654. (7) 10% Hydrochloric acid solution 24 hours no visible changes. 25% sodium hydroxide 1 hour test no color change, no blistering. (8) Reverse impact and direct impact, no cracking or loss of adhesion.
Formability: 180° bend around 1/8” mandrel Adhesion Abrasion Resistance, Falling Sand	(1) Acceptable (2) Acceptable 67 Liters	ASTM D522 ASTM D3359 (NCCA II-5) ASTM D968	
Accelerated Weathering, 5,000 hrs. exposure Humidity, 3,000 hrs. Salt Spray, 2,000 hrs.	(3) Acceptable (4) Acceptable (5) Acceptable	ASTM D4587, G53, or G154 ASTM D2247, Apparatus A1 ASTM B117 (NCCA III-2)	
Cyclic Salt Fog/UV exposure, 3,000 hrs. Chemical Spot Test	(6) Acceptable (7) Acceptable	ASTM D5894 ASTM D1308	

Descriptions and specifications contained herein were in effect at the time this publication was approved for printing. We reserve the right to discontinue products at any time or change specifications and/or designs without notice and without incurring obligation.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	2025 Chamber Contract for Tourism Promotion Services
Action Requested:	Approval of 2025 Tourism Promotion Contract with the Chamber Association.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Generate Sustainable Economic Development
Background Info:	Each year the City outsources the promotion of Tourism to the Chamber Association. The Tourism Promotion Board makes a financial recommendation for the budget, and reviews the Chamber's marketing plan. Exhibit B is the budget which will be presented at this council meeting.
Issues:	None at this time.
Fiscal Impact:	The contract is funded from the Tourism Promotion Fund.
Legal Review:	Legal has reviewed the documents.
Staff Recommendation:	Staff supports renewal of the contract in 2025.

AGREEMENT FOR PROFESSIONAL SERVICES

This AGREEMENT FOR PROFESSIONAL SERVICES between the CITY OF GLENWOOD SPRINGS, a municipality under the laws of the State of Colorado ("City") and GLENWOOD SPRINGS CHAMBER RESORT ASSOCIATION, a Colorado corporation ("Chamber"), is effective January 1, 2025 no matter the date on which it was signed.

WITNESSETH:

In consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. Scope of Agreement. Chamber agrees to perform for the City Tourism Promotion Services more particularly described in the Marketing & Management Plan attached hereto as **Exhibit "A"** and incorporated herein ("Marketing-Management Plan").

2. Consideration. The City agrees to pay the Chamber in accordance with the proposed budget attached hereto as **Exhibit "B"** incorporated herein.

3. Term. This Agreement shall be effective from January 1, 2025 through December 31, 2025.

4. Independent Contractor. Chamber is providing services independently and is not an employee of the City. Chamber shall not be entitled to any benefits provided to City employees. Chamber understands the difference in status between an independent contractor and an employee and acknowledges and stipulates that Chamber is neither eligible nor entitled to statutory or legal benefits or provisions of labor codes or other such similar statutes. The parties further agree that the City shall not withhold from Chamber unemployment insurance, social security or any other withholdings. Chamber agrees to be responsible for all such payments required by law.

4.1 Chamber acknowledges and agrees that it is not entitled to unemployment insurance benefits unless unemployment compensation is provided by Chamber or some other entity. Chamber also acknowledges and agrees to report all payments received from the City on its federal and state income tax returns and is obligated to pay any and all resulting federal and state income tax obligations. Chamber will indemnify the City for any such payments required but not paid.

4.2 Chamber acknowledges and agrees that it is not covered by the City's workers' compensation coverage and is not entitled to workers' compensation benefits. The City will be held harmless, and Chamber will indemnify the City for any liability arising out of or caused by Chamber's business and/or persons engaged in operations covered by this Agreement.

4.3 In making and performing this contract, Chamber acts and at all times shall act as an independent contractor and shall maintain operations that are separate and distinct from the City. Nothing contained in this Agreement shall be construed or applied as to create or imply the relationship of partners, joint adventurers, or of employer or employee between the parties hereto.

5. Definitions. For purposes of this Agreement the following definitions shall apply:

Ad Production Expense. Design and creative (photographs/videos) work for tourism-related ads or other print or electronic materials.

Associated Staff. Refers to any staff hired by the Chamber, who is expressly involved with the promotion & management of tourism, directed by the Director of Tourism, and paid through budgeted funds allocated through the Tourism Promotion Marketing budget.

Association Memberships. Memberships in tourism-related or industry specific organizations.

Bookkeeping Services. Covers costs of bookkeeping, for the tourism promotion fund, e.g., accounts payable/receivable; billing co-op advertising partners; providing detailed P&L statements; tracking reimbursable marketing expenses for postage and printing, any tourism promotion fund bills which have been paid by the Chamber.

Building Costs & Equipment. Includes office space for the Director of Tourism and any associated staff; telephone system, telephones and regular monthly long distance and local phone bills; desks and furniture; office equipment to include computers, fax machine, use of copier and any other equipment; software including database management software; virus protection; and all other software; high speed internet access; IT support on related equipment; equipment maintenance; use of common areas.

Cooperative Advertising. Joint advertising efforts between the tourism promotion department and various tourism-related businesses and organizations.

Direct Mail. Bulk and direct mailing or shipping to individuals regarding specific advertising campaigns, including design, printing, postage and handling. These costs may include services provided by the Chamber or by a mail house.

Distribution. Distribution, storage and shipping of brochures to distribution outlets and costs of brochure distribution companies.

Financial Interest. Any undertaking or activity in which the Chamber will receive money from the City other than for payment of services pursuant to this Agreement.

Fulfillment. Postage costs incurred from responding to specific requests for tourism-related information.

Internet Listings, Website & Links. Infrastructure improvements, search engine optimization, marketing, promotion and sales of the Glenwood Springs visitor destination on visitglenwood.com and its' social channels.

Outside Consultants. Outside professionals retained to accomplish specific goals of the Marketing Plan.

Print & Digital Advertising. Advertising in news publications, and various industry and trade publications, such as travel guides, state guides, and travel magazines, as well as online advertising including Google Ads, OTA's, programmatic, etc.

Promotional Items. Giveaway items such as Glenwood Springs branded merchandise.

Public Relations & Social Media. Public Relations initiatives include press releases, articles, Internet placements and media familiarization tours. Social Media initiatives include targeted online advertising and posts. Also, includes, payments to outside consultants providing public relations and social media services.

Research and Tracking. Research to gain adequate knowledge of our target audience and demographics for branding issues and determining how promotional initiatives can be best executed. Budget will also fund tracking measures of marketing, advertising, and public relations.

Special Events & Group Marketing. For events/tour groups/meetings/businesses coming to Glenwood Springs, the Chamber may provide support as appropriate and determined by the Director of Tourism.

Tourism Management Board. Nine-member board as created and defined in the Glenwood Springs Municipal Code Article 020.020.

Trade Shows. Includes shows geared toward the travel industry. This area also includes marketing items for shows and promotional items purchased for giveaways at shows and for conventions and groups.

Travel. Covers travel expenses for the Director of Tourism Promotion and Associated Staff. Purpose is for attendance at trade shows or other out-of-town business meetings and functions. Includes transportation, lodging, meals and incidentals, does not include alcohol or personal entertainment.

TV/Radio. Television and radio advertising budget utilized for messages and promotions.

Visitor Center/Visitor Services. Includes staffing, space and furnishings, and all ancillary costs, for visitor information center, provided by the Chamber. Visitor Center shall be open year-round as follows:

November through May: Monday – Friday 9 a.m. to 5 p.m.

Saturday 10 a.m. to 2 p.m.

June through October: Monday – Friday 9 a.m. to 5 p.m.,

Saturday 10 a.m. to 2 p.m.

Sunday 10 a.m. to 2 p.m.

The GSCRA may adjust hours as necessary based on demand.

Holiday Hours (10 a.m. to 2 p.m.) – Memorial Day, Independence

Day, Labor Day

Holiday closures - Thanksgiving Day, Christmas Eve, Christmas Day,

New Year's Day. Special closures – Strawberry Days or other chamber

Special Events.

NOTE: Special circumstances may cause closure.

6. Duties of Chamber.

6.1 Implement the Marketing Plan in cooperation with the Tourism Management Board and City Council.

6.2 Provide periodic updates as requested by the City Council regarding the status of the Marketing Plan.

6.3 Recommend and implement changes and amendments, as needed to the Marketing Plan approved by City Council or its designee.

7. Payment for Services. Invoices shall be paid within fourteen (14) days of receipt subject to the following:

- 7.1 Invoices shall be in a form approved by the City Finance Director and shall have backup for all expenses listed thereon.
- 7.2 All expenditures shall be approved for payment by City Council or its designee.
- 7.3 Travel expenses for the Director of Tourism and associated staff incurred for mileage shall be reimbursed at the current applicable I.R.S. rate. Travel expense shall not exceed the amount budgeted in the Marketing Plan.
- 7.4 No credit card expenditures, other than the Director of Tourism and associated staff shall be reimbursed, and such expenditures shall comply with the Chamber's written credit card policy adopted December 21, 2005, and attached hereto as **Exhibit "C."**
- 7.5 Separate Accounts. Any money received and disbursed pursuant to this Agreement shall be reflected in a separate account maintained by the Chamber and shall be strictly segregated from all other monies received, handled, or disbursed by the Chamber pursuant to activities other than described herein. Such monies shall be accounted for in the same manner as used by the City for its own accounts.
- 7.6 Record Keeping and Inspections. The Chamber shall cooperate fully with the Tourism Management Board and City Council or its designee to maintain full and complete records of all activities performed pursuant to this Agreement and shall make such records available for inspection by the City upon request and during the Chamber's regular business hours. The City also reserves the right to inspect, review and audit any phase of the Chamber's performance hereunder either on a continuing or spot-check basis.

8. Disclosure of Financial Interest. Chamber shall disclose in writing to the City any Financial Interest it has in any transaction including without limitation special events, publications and activities for which City funds are used in whole or in part, including without limitation promotion, Printing, storage or Distribution.

9. City Representative; Work Product.

- 9.1 A City Council representative shall sit as an ad hoc non-voting

member of the Tourism Management Board during the term of this Agreement.

- 9.2 All work product created pursuant to this Agreement paid for with Tourism Promotion Funds is and shall remain the property of the City, including but not limited to URL addresses, web content, contact lists and research information, printed materials, photographic and video assets, and all consultant work products, except for the domain name glenwoodchamber.com that is registered and paid for by the Chamber.

10. Indemnity, Insurance and Governmental Immunity Act.

- 10.1 Chamber hereby covenants and agrees to indemnify, save, and hold harmless the City, its officers, employees, and agents from any and all liability, loss, costs, charges, obligations, expenses, attorneys' fees, litigation, judgments, damages, claims, and demands of any kind whatsoever arising from or out of any negligent act or omission or other tortious conduct of Chamber, its officers, employees, or agents in the performance or nonperformance of its obligations under this Agreement.
- 10.2 Chamber has provided proof of general liability insurance to the City upon execution of this Agreement. City may require increased coverage based on particular project requirements.
- 10.3 Nothing herein shall be interpreted as a waiver of governmental immunity, to which the parties would otherwise be entitled under §24-10-101, et seq., C.R.S., as amended.

11. Termination. The City or the Chamber may terminate this Agreement at any time by providing a minimum one hundred and twenty (120) calendar days' written notice to the other party. If the parties have mutually determined that the work has become infeasible, the parties agree to terminate the Agreement in accordance with this Section 12. In the event this Agreement is terminated, the Chamber shall be compensated for all work performed to date including a pro-rated amount for work items begun but not completed.

12. Agreement Administration and Notice. For purposes of administering this Agreement, the City Manager hereby appoints the City Finance Director to represent the City in carrying out the purposes and intent of this Agreement. Any notices required to be given pursuant to this Agreement shall be delivered as follows:

To the City: Finance Director
City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601

Copies to: City Manager
City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601

To the Chamber: Lisa Langer, Director of Tourism and
Angela Anderson, President and CEO
Glenwood Springs Chamber Resort Association
P.O. Box 1238, 802 Grand Avenue
Glenwood Springs, CO 81602-1238

13. Entire Agreement. This Agreement constitutes the entire agreement between the parties. The provisions of this Agreement may be amended at any time by the mutual consent of both parties. The parties shall not be bound by any other agreements, either written or oral, except as set forth in this Agreement.

14. Governing Law. The laws of the State of Colorado shall govern the validity, performance and enforcement of this Agreement. Venue for any action instituted pursuant to this agreement shall lie in Garfield County, Colorado.

15. Authority. Each person signing this Agreement represents and warrants that said person is fully authorized to enter into and execute this Agreement and to bind the party it represents to the terms and conditions hereof.

16. Attorneys' Fees. Should this Agreement become the subject of litigation between the City and Chamber, the prevailing party shall be entitled to recovery of all actual costs in connection therewith, including but not limited to attorneys' fees and expert witness fees. All rights concerning remedies and/or attorneys' fees shall survive any termination of this Agreement.

17. Counterparts. This Agreement may be executed in counterparts, including any facsimile copies, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

18. Agreement Subject to Appropriations. It is expressly understood and agreed that the City's performance of this Agreement is subject to appropriations being made by the City Council of the City of Glenwood Springs. In the event City Council fails to make or maintain sufficient appropriations to pay any costs incurred under this Agreement, the Agreement shall be terminated immediately.

Signatures continued on following page

CITY OF GLENWOOD SPRINGS

ATTEST:

By: _____
Ingrid Wussow, Mayor

Ryan M. Muse, City Clerk

GLENWOOD SPRINGS CHAMBER
RESORT ASSOCIATION, INC.

By: _____
Angela Anderson, President and
Chief Executive Officer

By: _____
Nicole Christianson, Board Chair



Glenwood Springs 2025 Management & Marketing Plan



**2025 Tourism Management & Marketing Plan
By Lisa Langer, Director of Tourism**

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Note: Numbers in parenthesis correspond to related sections of the 2025 Budget

The 2025 Management & Marketing Plan

The tourism budget for 2025 has been set at **\$1,500,000 (1)**. This is less than a 1% increase over the base budget set for 2024. It is important to note that the tourism budget is based upon 85%* of 2.5% accommodations tax receipts collected from September 1 through August 31 of the year prior to calendar year budget. **Previously, the tourism budget was 92.5% of receipts. The updated percentage was passed by Glenwood Springs City Council on October 21, 2021.*

Non-Marketing/Advertising Expenses include visitor services at the 802 Grand Avenue Visitor Center. The amount of support for 2025 has been set at **\$125,000 (2)**. This amount covers costs incurred by the GSCRA for visitor-related services including management of the Glenwood Springs Visitor Center, Tourism department's travel guide storage, email, and IT hardware and support.

Support Costs for 2025 have been set at **\$237,500 (3)**. This amount includes salaries, benefits, and payroll taxes for both the Director of Tourism and Tourism Project Manager. Also included in this section are bookkeeping services, which include bi-annual audits and annual budget reviews. The combined Visitor Center and Tourism department support costs represent a modest 24.2% **(4)** of the total 2025 Tourism Budget.

The Working Tourism Marketing-Management Budget for 2025 is \$1,137,500 (5).

The marketing budget must be somewhat pliable within the parameters of the overall budgeted amount. If opportunities outside of the typical arise, the Tourism Management Board may request additional funding from the Tourism Fund Reserves. The following information summarizes each section of the budget and further explains proposed expenditures.

Advertising includes Google & social media advertising, TV & Radio, Out-of-Home, agency media placement and related fees, photo & video production, Colorado.com, etc. **Budgeted at 854,100 represents a decrease of 2.1% over 2024! (6)**

XUMA Communications is contracted to manage, create and place advertising in close communication with the contracted tourism staff. XUMA will manage all aspects of the allocated advertising budget including creative, production and media costs.

I. Agency Responsibilities, Creative Development and Production

Agency fees and production costs to be billed as a monthly retainer for \$9,500 per month.

- Development of overall strategic and creative approach of 2025 marketing based on marketing goals and secondary research
- Development and presentation of strategy and creative
- Develop an overall strategy for media and final media plan
- Develop tactical creative components to support media plan
 - Production of all components (to be mutually agreed upon following approval of media plan), which may include but is not limited to:
 - Broadcast (TV & Radio)
 - Out-of-Home
 - Online Video

- Digital Banners
 - Print
- Develop tactical creative components separate from paid media
 - Production of all components (to be mutually agreed upon following approval of plan), which may include but is not limited to:
 - Collateral (including but not limited to 2025 travel guide)
 - Videos (including vertical videos for social media)
 - Guerilla marketing efforts
- Ensure all materials are in-line with tourism brand standards & Glenwood Springs' goals for 2025.
- General account support, including travel, planning sessions, meetings and additional support as required by Glenwood Springs tourism management board & contracted staff.

II. Media Strategy. Planning, Buying, Execution, Maintenance and Reporting Media costs and planning fees not to exceed \$656,900

- Development and presentation of media objectives, and strategies by target audience and seasonality. This includes a review of all media types leading to a recommended media mix and spend level recommendation to achieve agreed upon goals.
- Ensure all media strategies are in line with goals
- Strategic development of media plan
- Revisions to media plan based on client input
- Presentation of final media plan
- Media negotiations of rates, positioning, placement and value-added promotional opportunities
- Develop and establish metrics and measurement goals
- Review and analyze media spend to establish success measurements and metrics
- Optimization of all media to maximize effectiveness
- Periodic reporting on all media to ensure effectiveness and make any necessary recommendations
- Ensure that all media and promotions run as ordered; all necessary 'make goods' are received
- Update flowcharts and budget reflecting actual media, spending and achievement of goals against spend
- Media plan and mix to be mutually agreed upon by Glenwood Springs, Thayer and XUMA Communications.

III. Fee Structure

- All agency fees are payable monthly, due in full net 30 days, billed on the last day of each month.
- Agency fees will be billed at a rate of \$175/hour.
- Contract period: January 1, 2025, through December 31, 2025
- **Total contract: \$770,900**

Paid Search Advertising in Google Ads and YouTube is managed by BlizzardPress Marketing with an agreed upon monthly* budget (*fluctuates throughout the year) for a **total of \$40,000**. Google Ads are paid separately from BlizzardPress fees located under Internet Management and charged directly to the tourism credit card. BlizzardPress will provide suggestions to maintain building quality links to the website and evaluate renewing and new online directories.

**Public Relations
Budgeted at \$7,750 (7)**

Scope of Work

In the past, Visit Glenwood Springs has worked with independent contractors to provide Media Pitching, Media Hosting and Press Releases as needed. These responsibilities are now carried out in-house and performed by the Visit Glenwood Springs staff.

The budgeted amount also includes fees for CTO media receptions, posting of press releases and a limited Meltwater Media online platform, including media wires.

Responsibilities Include:

- Pitch story ideas to key writers, editors and media who specialize in travel, tourism and hospitality industries and international news media journalists.
- Serve as official Visit Glenwood Springs spokespersons
- Communicate with in-state tourism industry organizations (Colorado Tourism Office, CO Hotel & Lodging Association, Destination Colorado, Colorado Ski Country, etc.)
- Respond to media leads provided by the Colorado Tourism Office
- Assist and respond to individual media seeking onsite visits
- Create & distribute press releases as needed
- Maintain an updated media list

**Vacation Planner Printing and Distribution
Budgeted at \$41,850 (8)**

Glenwood Springs' tourism produces a 28-page full color travel guide for distribution and direct mail. In 2025, XUMA Communications will produce the piece. The printed piece is shipped and distributed year-round as follows:

- Brochure Express – Montrose, Delta, Grand Junction
- Colorado Activities Center – I-70, Hwys. 285 & 24, Summit County, N. & S. Front Range
- Certified Folder & Display – GJ, Durango, NE. CO Super Cities + web ads
- Vail Distribution – Eagle Airport plus 72 locations in Vail, Avon & Beaver Creek
- Red Wheel Media – Aspen Airport plus curated locations in Aspen and Snowmass

**Hosting (Website, Video, Photos, Domains, Email, etc.)
Budgeted at \$37,215 (9)**

- CrowdRiff social media photo aggregator, annual online hosting/management of photo and video library
- Website Hosting
- Wander Map Platform

- Email for website leads through Twilio/Sendgrid
- Domain Renewals & Hosting through GoDaddy.com
- Constant Contact online program for email marketing/e-newsletters
- Accessibee monitoring software for website accessibility standards
- Google docs storage
- Zoom account for virtual meetings

Internet Management Budgeted at \$57,000 (10)

BlizzardPress is contracted to provide marketing services to generate online traffic. Specific tasks are designed to increase ROI within the dictated monthly budget and with the BlizzardPress team, working with the staff of Visit Glenwood Springs, the tourism department of Glenwood Springs Chamber Resort Association (GSCRA).

VisitGlenwood.com has been redesigned to the latest “mobile-first” WordPress platform. Content of the site is managed in-house; however in-depth design elements will continue to be updated and managed through BlizzardPress. BlizzardPress will continue to consult on website usability and search engine optimization through 2025. VisitGlenwood.com is a visitor-first, functional repository, and planning website for Glenwood Springs visitor content. Visit Glenwood Springs is contracted with BlizzardPress to make monthly payments of \$2,250 for a **total of \$27,000**. ResortTrends will continue to provide monthly blogs and content as directed, an average of three blogs per month for a **total of \$18,000**. Any additional website management content and tools will be allocated from the remaining budgeted amount.

BlizzardPress researches and implements proven Search Engine Optimization & Marketing techniques. The owners work closely with partners to identify those services deemed as most critical to success and strategize to develop services implementation. Please keep in mind that these services are based upon the availability of resources and budget and may be modified as we adapt to changes within the industry and budgetary constraints.

Service Definitions

- Consultation ~ Email/phone correspondence and training with Client, Webmaster and Vendors.
- Search Engine Optimization ~ SEO & Keyword research followed by website and content recommendations, on-page optimization, quarterly site audits including broken Link review/update, XML Sitemap review and submission to Google, Structured Data Review/Update.
- Local Search Citation monitoring with submission recommendations.
- Paid Advertising ~ Google Ads monthly maintenance including Ad copy, bid adjustments, ROI Reporting and performance analysis.

Website Performance Analysis ~ Via Google Analytics, Search Console and Tag Manager will evaluate website traffic, behavior and conversions. Assessment of search engine appearance and performance of on-page optimization, website indexing and usability. Recommendations for increased performance will be provided.

Direct Mail and Fulfillment Budgeted at \$12,250 (11)

There is an increase of vacation/group planning through internet and downloading of online brochures, however, many trip planners still like to receive a hard copy of a destination's brochure before visiting. This area of the 2025 budget addresses the direct fulfillment of such visitor requests. Most of the individual mailing leads are forwarded to Mail Managers, but requests for larger quantities are handled in-house by tourism staff. Visit Glenwood ships cases of travel guides to welcome centers across Colorado and to group tour operators both domestic and international. Planners are also provided for groups and meetings participants who visit or plan to visit Glenwood Springs.

Promo Items for Media & Groups / Industry Specific Organizations & Education Budgeted at \$2,595 (12) and \$10,525 (13) respectively

Staff provides promotional items to group travel leaders, hosted meetings, visiting media and media events.

For Industry Specific Organizations & Education, Visit Glenwood will continue to pay for affiliations with the following organizations:

- Colorado Association of Destination Marketing Organizations (CADMO)
- Colorado Tourism Conference – registration for two staff members
- One West (formerly DMA West)
- Destination International
- Visit Denver (DMCVB)
- Training specific to destination management & marketing
- Other workshops or conferences specific to tourism marketing or management

Group and International Marketing / Miscellaneous Budgeted at \$25,175 (14) and \$1,300 (15) respectively

Group and International Marketing shows:

- Go West Summit – attendance at the western states' marketplace for international tours/travel – the 2026 early-bird summit fee will be paid in 2025
- IPW – Co-op fee for partnership participation in the CO Tourism Office booth
- CTO Familiarization Tours (FAMs) – hosting of tour operators and media
- Tour Colorado membership – this group represents its members at NTA and ABA

Miscellaneous costs include tourism marketing meetings and luncheons held by tourism department staff and office equipment/supplies not covered by GSCRA.

Travel for Conferences / Meetings
Budgeted at \$17,740 (16)

Included in this area are the following expenses/reimbursements:

- Transportation - Air, Train, Bus
- Cell Phone reimbursement - Director of Tourism and Tourism Project Manager
- Lodging – overnight stays for meetings, conferences, sales missions, etc.
- Meals – while on tourism business, meetings, conferences, sales missions
- Mileage – reimbursement for tourism-related travel
- Other Travel – related fees including parking, tips, shuttles, cabs, bag fees, etc.

Research/Data Collection & Analysis, Social Contractor
Budgeted at \$70,000 (17)

As part of the Tourism Management Board's Destination Management & Stewardship Plan, Visit Glenwood Springs will purchase several data services. Mission2Market will continue to advise the tourism board and staff on data that is collected, trends and industry standards and how to get the biggest return on advertising investment by analyzing and reporting findings through these various data sources.

The Partners and History of Glenwood Springs Tourism

Vision

Be the preferred regional tourism destination.

Mission

Manage marketing and responsible promotion for the Glenwood Springs area to benefit the local economy, enhance residents' quality of life, and protect natural resources.

(Approved by the Tourism Management Board at the February 10, 2022, meeting.)

History of Glenwood Springs Tourism Promotion

Tourism Fund creation in 1985

The Tourism Promotion Fund was created by a Chamber-led initiative and approved by Glenwood Springs voters in 1985, to allow for an accommodations tax to be collected by lodges (and paid by consumers) to create a reliable, sustainable and appropriate funding mechanism for continued marketing of the primary industry in Glenwood Springs. Since that "bed tax" was instituted, the Chamber Resort Association has sought and gained voter approvals twice to not only renew the tax, but to increase it to its current level of 2.5% and to remove the sunset clause (approved 2000).

Initially this fund was administered through the City of Glenwood Springs government through a council appointed tourism commission. The commission hired an advertising agency, and the Chamber responded to visitor information requests and information, events for visitors, and public relations functions such as hosting travel writers. Another organization called Central Reservations dealt with hotel reservations. The process was fragmented and inefficient, and a more streamlined approach was undertaken in 1988.

Chamber Resort Association formed in 1988

The Glenwood Springs Chamber Resort Association (GSCRA) was incorporated in 1988 and formed by a merger with the City of Glenwood Springs tourism commission, Central Reservations and the Glenwood Springs Chamber. Since that time, the GSCRA has managed the accommodations tax-based tourism promotion fund and executed its annual tourism marketing plan and related budget. The GSCRA was formed with the input and vision of the mayor, city manager, chamber leadership, hotels, and activities businesses in the community as an economic development initiative. Community leaders recognized that tourism was the main industry in Glenwood Springs and that there should be continuous investment to sustain and grow annual tourism business.

The purpose of the Resort Association was to accomplish the following:

1. Organize area vacation products and services into one-stop-shopping for guests.
2. Combine community promotion and sales efforts for greater efficiency and more return on investment.
3. Create a broader funding base to generate more money for tourism promotion.
4. Insure the stability of funding through the creation of a mandatory funding structure.
5. Allocate these funds by a single budgetary process to maximize the return to area businesses.

Tourism Management Board Roles

The Glenwood Springs Tourism Management Board is a committee of the City of Glenwood Springs Municipal Government, tasked to govern the Tourism Fund. In accordance with Resolution 2021-31, the Tourism Fund is derived from an 85% portion of accommodations tax receipts from September 1 through August 31 of the year prior to budget. Under current city legislation, the total collected accommodations tax funds are to be appropriated with 85 percent toward destination marketing services and programs and 15 percent toward support of tourism-related events or impacts as determined by the city council. The resolution also requires a marketing reserve fund balance at a desired level of 15 percent of prior year's collections (September 1 through August 31). As a committee of the City of Glenwood Springs, the Tourism Management Board must follow open meetings laws in noticing meetings with more than two members in attendance.

The Tourism Management Board determines policy, reviews the budget and expenditures, sets goals and establishes the overall focus to maximize return on investments with Glenwood Springs' tourism marketing dollars. Accountability, oversight, and override authority is provided by the Glenwood Springs City Council. The over-arching goal of the Glenwood Springs Tourism Management Board and its role in the stewardship of the Tourism Fund is to grow tourism business for the economic benefit of Glenwood Springs.

The nine-member Glenwood Springs Tourism Management Board is comprised of community and tourism stakeholders, appointed by the City of Glenwood Springs Council. Each Board member serves a three-year term that can be renewed for a total of two consecutive terms. A board member may be reappointed after one year hiatus per City Council. The Board generally meets the second Thursday of February, April, June, August, October and December, from 2:00 PM to 3:30 PM at Glenwood Springs City Hall. As the selected organization for the destination marketing contract, GSCRA is required to have a presence at each monthly meeting and other meetings as necessary. In close collaboration with the Tourism Management Board, the GSCRA Tourism Department develops, executes and reports on the annual marketing plan and budget and is accountable to the Glenwood Springs Tourism Management Board and City Council.

2024 Tourism Management Board members/affiliations (New Members Join in February)

- Aaron McCallister ~ Iron Mountain Hot Springs – *Citizen/Resident*
- Andy Wallace ~ Best Western ~ *Lodging*
- Heather Montrose-Cowan ~ Defiance Rafting – *Citizen/Resident*
- Justine Smith ~ Rocky Mountaineer – *Tourism*
- Justin Bishop ~ Bluebird Cafe – *Restaurant*
- Kevin Kennedy ~ Marriott Properties – *Lodging*
- Loretta Ayala ~ Glenwood Hot Springs Resort – *Tourism*
- Mike Mercatoris ~ Grind – *GSCRA Board Representative*
- Sharon Brady ~ Cooper Wine & Spirits – *Citizen/Resident*

Powers and Duties of the Tourism Management Board (GSMC 020.020.030[M]):

(1) To investigate, study and report to the City Council: a. All matters concerning tourism marketing and promotion that pertain to the benefit of Glenwood Springs and the area within the 81601-postal zip code, and b. Other matters concerning the subject of tourism marketing and promotion may be pertinent to the benefit of the city and the area within the 81601-postal zip code.

(2) To coordinate with City Staff, Community Organizations, Community Businesses, and other Boards and Commissions, when applicable to efficiently market and promote tourism to the benefit of Glenwood Springs and the area within the 81601-postal zip code.

(3) To, at its discretion, and in addition to initiatives that directly market and promote features and attractions within the City and the area within the 81601-postal zip code, market and promote the geographical proximity of Glenwood Springs to other features and attractions outside of the 81601-postal zip code in ways that could reasonably be expected to benefit the City.

(4) To establish rules of procedure and order for the Board to follow.

(5) To review tourism marketing plans; to set tourism marketing goals, to determine the methods to accomplish and measure success in accomplishing those goals; to determine the appropriate staff and marketing contractor(s)/vendor(s) resources needed; to recommend to the City Council an annual tourism marketing budget; to recommend, to the City Council, award of contract(s) for the best candidate for contract staff and marketing contractor(s)/vendor(s), deemed necessary, based upon an approved Request for Proposal, Request for Qualification or other process; and to provide oversight of performance of contract staff and marketing vendor(s)/contractor(s) contract terms to ensure the efficient and effective implementation of the marketing goals and to report performance to City Council.

(6) To meet with the City Council on an annual basis, or as often as requested by the City Council, to identify the marketing priorities of the city.

Tourism Management Board: Amended by City Council May 20, 2021

- a. Two (2) representatives from tourism-related businesses located within the city;
- b. Two (2) representatives from lodging businesses located within the city;
- c. One (1) representative from restaurant or retail businesses located within city;
- d. One (1) representative from the Glenwood Springs Chamber Resort Association; and
- e. Three (3) citizens, who are residents of the city that may have a financial interest in a tourism-related business.

		2025 TOURISM MANAGEMENT & MARKETING BUDGET - DRAFT	2024	2025
1	CODE	2025 TPF REVENUE (85% of accommodations tax receipts 9/1/2023-8/31/2024)	1,487,500	1,500,000
		NOTE: 85% of the first 2.5% of accommodations tax receipts.		
2	56413	NON-MARKETING/ADVERTISING EXPENSES (VC & TP Dept. Overhead)	125,000	125,000
3		BUDGET FOR SUPPORT COSTS (Salaries, Taxes, Benefits, Accting)	223,256	237,500
4		SUPPORT COSTS IN RELATION TO TOTAL TPF BUDGET	23.4%	24.2%
5		2025 WORKING TOURISM MANAGEMENT & MARKETING BUDGET	1,139,244	1,137,500
6	56416	Advertising - Includes Google & Social Advertising, Digital, TV & Radio, Out-of-Home, Agency Media Placement & Related fees, Colorado.com, Photo & Video Production, etc.	872,720	854,100
7	56414	Public Relations - Meltwater platform, CTO media reception fees	7,000	7,750
8	56415	Vacation Planner Printing/Distribution - five statewide distribution cos.	41,600	41,850
9	56417	Hosting - Website, Video, Photos, Domains, Email, Subscriptions	24,149	37,215
10	56418	Internet Management - website management, SEO, blog content	57,000	57,000
11	56419	Direct Mail and Fulfillment - bulk mail services, USPS, FedEx	8,000	12,250
12	56420	Swag for Media & Groups	3,000	2,595
13	56421	Industry Specific Organizations & Education/Trainings	11,185	10,525
14	56424	Group and International Marketing - FAMS, Media hosting, CTO co-ops	20,200	25,175
15	56422	Miscellaneous - office expenses, regional mtg expenses, bank fees, etc.	1,250	1,300
16	56423	Travel for Shows / Conferences / Meetings	18,140	17,740
17	56429	Consortium Data / Research Platforms / Contractors	75,000	70,000
18		2025 TOTAL TOURISM MANAGEMENT & MARKETING EXPENSE	1,139,244	1,137,500

Exhibit C

CORPORATE CREDIT CARD USE/REIMBURSEMENT

It is the policy of the GSCRA to limit the issuance of credit cards to the CEO and others as approved by the CEO. Individuals receiving a credit card will sign a Credit Card Issuance Form. Employees must complete a monthly purchase log, attach receipts and submit to the VP of Finance. All expenses require a detailed description of business purpose. In the case of conference travel a conference agenda, brochure, name badge, etc. should be attached.

Under no circumstances may corporate credit cards be used for individual purchases. In the event the card is inadvertently used for a personal item, payment in full must be made at the time of the initial billing.

Reimbursed expenses are those necessary and reasonable to effectively carry out the employee's work and appropriately represent the GSCRA in the manner in which the expenditure is related.

Employees who use cash or personal credit cards for business-related purchases must fill out an expense report and include receipts for reimbursement. The CEO must approve and sign all expense reports before reimbursement is made. In the case of CEO purchases, a board member must approve expenditures before a reimbursement check is issued to the CEO. Expense reports for actual expenses are to be turned in within 30 days of incurring the expense(s). Expense reports must match all receipts attached. Payment will be made only if report and corresponding documentation agree.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Ordinance 2024-18; Requiring Commercial and Multifamily Buildings to use an Appropriate Recycling Service. Second Reading
Action Requested:	Council Approval Ordinance 2024-18; Requiring Commercial and Multi-family buildings to use an appropriate recycling service.
Department:	Public Works
Presented By:	Elizabeth Mauro
Strategic Goals:	Protect and Preserve our Quality of Life Generate Sustainable Economic Development Preserve and Improve Infrastructure
Background Info:	With the implementation of the Pay as You Throw solid waste residential program in the city last year, the landfill has seen an uptick in recycling tonnage. The next step in the process is to implement language in the code that includes recycling in the city's Solid Waste Collection language in the code. This will require commercial and multi-family units to have a separate collection and hauling program for recycling and solid waste, which will help move us toward a future where the landfill no longer buries recyclable materials.
Issues:	None at this time.
Fiscal Impact:	None at this time.
Legal Review:	Legal has Reviewed the Ordinance Language.
Staff Recommendation:	Staff is Recommending City Council Approval Ordinance 2024-18; Requiring Commercial and Multifamily Buildings to Include A Recycling Service within Their Solid Waste Collection on second reading.

ORDINANCE NO. 18

Series 2024

**AN ORDINANCE OF THE CITY OF GLENWOOD
SPRINGS, COLORADO, AMENDING SECTION 100.010.060
OF THE GLENWOOD SPRINGS MUNICIPAL CODE.**

Section 1. 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, Section 100.010.060 of the Glenwood Springs Municipal Code regulates the collection and hauling of solid waste and recyclables; and

WHEREAS, best practices for the collection and hauling of solid waste and recyclables have improved in recent decades; and

WHEREAS, the City should take steps to ensure that recyclable materials are recycled rather than landfilled; and

WHEREAS, a significant portion of Glenwood Springs’ solid waste comes from commercial and multifamily sources; and

WHEREAS, the Landfill should not use valuable airspace to bury recyclables; and

WHEREAS, City staff recommends that the City adopt the code changes as set forth on Exhibit A; and

WHEREAS, City staff recommends, and City Council agrees, that adopting the code changes in Exhibit A takes into account the needs of the community, the City, and the operational needs of the Landfill Enterprise and other area landfills;

WHEREAS, the City Council finds and declares that it is necessary for the preservation of health and safety of the City and its residents to amend the Section 100.010.060

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 100.010.060 of the Glenwood Springs Municipal Code is hereby amended as set forth in Exhibit A attached hereto.

Section 3. The amendments to Section 100.010.100 shall become effective on the effective date of this Ordinance.

INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS ____ 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

100.010.060 – Solid Waste Collection

(f) Collection schedule.

(1) No owner of any vacant land; residential occupant or owner; owner, manager or operator of any multi-family residence or private club; or owner, operator or employee of any commercial or industrial establishment shall fail to have solid waste containers and recyclables of sufficient size and number to contain the accumulation of solid waste and recyclables or to have it collected frequently enough that container lids remain closed and solid waste and recyclables materials do not overflow the their separate container. Containers. Recyclables shall be collected and hauled separately from other solid waste and may only be disposed of into a permitted recycling transfer facility or materials recovery facility for recycling.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Planning File 26-24 Right of Way Encroachment License 308 7th Street Juicy Lucy Awning
Action Requested:	Applicant has submitted an application for a Right of Way Encroachment license for installation of a retractable awning which would provide shade for the outdoor dining area which the business currently leases from the City.
Department:	Economic and Community Development
Presented By:	Emery Ellingson
Strategic Goals:	Generate Sustainable Economic Development Provide Efficient and Responsive City Government
Background Info:	The applicant has submitted this application of the building owner to install a retractable awning which would provide shade for the outdoor dining area. The business, Juicy Lucy, currently has an annual lease for 360 square feet of public right of way which is utilized for outdoor dining. This area is leased at a rate of \$3.00 per square foot through March 3, 2025. The lease has been operating since 2014. The purpose of the application is to provide shade for patrons sitting outside. The dimensions of the proposed awning would extend out from the facade to a distance of 9' to match the dimensions of the outdoor dining area. The awning would be installed with a 10' clearance above the sidewalk and would be mounted to the building above the existing doors and windows. The proposed color would be a code compliant yellow and white striped pattern. The applicant applied for two variances, both of which were approved by the Planning and Zoning Commission at the August 27, 2024 meeting. Minutes are included in the packet. The first variance to allow an awning to exceed more than 5' from the building facade was approved by the Planning and Zoning Commission by a 6-1 vote. The second variance to allow a non-canvas awning material was also approved by the Planning and Zoning Commission by a 6-1 vote. The proposed material is Sunbrella, a synthetic material often used for outdoor applications. In reviewing the proposed right-of-way encroachment license, the City Council shall consider whether or not the proposed encroachment meets the following criteria. Staff analysis listed below. <i>i. Furthers the City's land use and utility goals and objectives.</i> Awnings encourage use of outdoor dining areas which helps to create a positive downtown atmosphere. <i>ii. Could be reasonably accommodated on the applicant's own property and outside the City's right-of-way.</i> By design, all the city leased outdoor dining areas are already on the public right-of-way so any actions by business owners to improve the outdoor dining spaces cannot be accommodated on their own property. <i>iii. Compromises public safety, health, and welfare of the community.</i> Applicant will be required to pass building inspections for installation of the awning and will also carry a general liability insurance policy for the installed awning. The applicant already has an insurance policy for the outdoor dining area already, as required. <i>iv. Compromises access to other public and/or private lands.</i> Awning does not compromise any land access. <i>v. Is necessary based on a hardship created by the applicant.</i> The applicant has not created a hardship, they are merely looking to improve the leased outdoor dining area.

Issues:	Installation of a retractable awning would provide more shade than individual table umbrellas, however, it does have the potential to create some problems. One item is the proposed awning is in proximity to a nearby street tree. As that tree continues to grow, that will require either trimming the tree back or modifying the extent of the awning. Another item of concern is adverse weather which is why conditions of approval include requiring the applicant to retract the awning at night and not to use it between November 1 and April 30th. Potential damages and liability are also concerns, which is why the applicant, if approved, would be required to hold a general liability insurance policy on the awning.
Fiscal Impact:	The awning would have a minimal fiscal impact. An awning could facilitate higher usage of the outdoor patio during summer months which could allow the restaurant to accommodate more patrons.
Legal Review:	
Staff Recommendation:	Staff recommends approval of the Right-of-Way Encroachment License with the following conditions: 1. Applicant shall comply with all verbal representations made in the public hearing, as outlined in all application materials, and/or revised conditions herein and approved by the Community development Director. 2. The Applicant shall comply with/address all City staff comments related to specific Code requirements prior to the approval of a sign permit. 3. Any future changes or improvements to the awning are subject to review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code. 4. Except where specific variances have been granted, the construction shall comply with Municipal Code requirements. 5. Prior to installation the applicant shall submit a building permit application to Community Development Department for review and approval. 6. Applicant shall maintain an active general liability insurance policy to the amount of \$1 million dollars named as an additional insured party. 7. Applicant shall only utilize the awning between the dates of April 1 and October 31 to avoid issues with active snow loads upon the awning. 8. Awning shall be retracted no later than 10:00 PM or close of business, whichever is later. 9. No permanent or temporary signage shall be attached to the retractable awning. 10. Applicant shall execute and record an indemnity agreement that indemnifies the City from any and all damages to property or persons resulting from the encroachment.



PROPERTY TAX NOTICE
2023 TAXES DUE IN 2024

ACCOUNT # R320091
PARCEL # 218509405003
TAX DISTRICT: 032

CARRIE COUEY, TREASURER
P.O. Box 1069
Glenwood Springs, CO 81602-1069

TAX NOTICE ENCLOSED

RMCO RESTAURANT GROUP LLC

17774 PRESTON ROAD
DALLAS, TX 75252

TAX AUTHORITY	MILL LEVY	MILL LEVY CREDIT	TAX AMOUNT
GARFIELD COUNTY	12.64200	0.50000	\$5,873.56
GARFIELD COUNTY - R & B	0.09400	0.00000	\$44.02
GARFIELD COUNTY - DHS	0.51900	0.00000	\$243.05
CITY OF GLENWOOD SPGS	10.54100	0.36300	\$4,936.46
COLO RIVER WATER CONS	0.50000	0.00000	\$234.15
WEST DIVIDE WATER CON	0.02400	0.01500	\$11.24
SCHOOL DISTRICT RE-1	41.79700	2.24100	\$19,573.94
COLORADO MTN COLLEGE	2.97700	1.26400	\$1,394.16
GARFIELD COUNTY PUB LIB	2.50100	0.00000	\$1,171.24
GLENWOOD DOWNTOWN DEV A	0.00000	0.00000	\$0.00
RFTA	2.65000	0.00000	\$1,241.02

TOTAL	NET LEVY--> 74.14500		\$34,722.84
		LATE FILING FEE/ADMIN FEE	\$0.00
		SPECIAL ASSESSMENT	\$0.00
		SENIOR/VETERAN EXEMP	\$0.00
		GRAND TOTAL	\$34,722.84

SB 25 - in absence of State Legislative
Funding, your school mill levy would have been 33.9870000

PROPERTY DESCRIPTION (MAY BE ABBREVIATED)

Section: 9 Township: 6 Range: 89 Subdivision:-ORIGINAL TWNSTE. GLENWOOD Block: 44 Lot: 4
AND:-Lot: 5 4400 SQUARE FEET---

SITUS ADDRESS: 000308-000310 7TH ST

VALUATION	ACTUAL	ASSESSED
NET TOTAL	\$1,678,530	\$468,310

NOTICES

PROPERTY TAX EXEMPTIONS

A property tax exemption is available to senior citizens, qualifying disabled veterans, the surviving spouses of Gold Star Veterans and the surviving spouses of senior citizens or disabled veterans who were previously granted the exemption. Please see eligibility and application details on the insert included with this Tax Notice.

PROPERTY TAX DEFERRALS

This program is offered by the State of Colorado to provide financial assistance to senior citizens, disabled veterans and others who qualify. For information and applications, go to <https://colorado.propertytaxdeferral.com/home>.

DO YOU OWE DELINQUENT TAXES?

No

PAYMENT	DUE DATE	AMOUNT
FIRST HALF	FEBRUARY 29, 2024	\$17,361.42
SECOND HALF	JUNE 15, 2024	\$17,361.42
FULL PAYMENT	APRIL 30, 2024	\$34,722.84

Payable To: GARFIELD COUNTY TREASURER
Pay Online: www.garfield-county.com/treasurer
Applicable Convenience Fees Will Be Added

**IF YOUR TAXES ARE PAID
BY A MORTGAGE COMPANY,
DO NOT PAY THIS BILL.**

RETAIN TOP PORTION FOR YOUR RECORDS

Please fold on perforation BEFORE tearing

TAX PAYMENT MUST BE POSTMARKED BY DUE DATE



DO YOU OWE DELINQUENT TAXES?

No

RETURN THIS COUPON WITH SECOND HALF PAYMENTS

2ND HALF COUPON

2023 TAXES DUE IN 2024

PLEASE MAKE ADDRESS CORRECTIONS BELOW

Address _____
City _____ State _____ Zip _____

ACCOUNT NUMBER

R320091

PROPERTY R320091
OWNER RMCO RESTAURANT GROUP LLC
OF
RECORD

17774 PRESTON ROAD
DALLAS, TX 75252

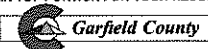
SECOND HALF DUE BY JUNE 15, 2024 \$17,361.42

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RETAIN TOP PORTION FOR YOUR RECORDS

TAX PAYMENT MUST BE POSTMARKED BY DUE DATE



DO YOU OWE DELINQUENT TAXES?

No

RETURN THIS COUPON WITH FIRST HALF OR FULL PAYMENTS

FULL OR 1ST HALF COUPON

2023 TAXES DUE IN 2024

PLEASE MAKE ADDRESS CORRECTIONS BELOW

Address _____
City _____ State _____ Zip _____

ACCOUNT NUMBER

R320091

PROPERTY R320091
OWNER RMCO RESTAURANT GROUP LLC
OF
RECORD

17774 PRESTON ROAD
DALLAS, TX 75252

FULL PAYMENT DUE BY APRIL 30, 2024 \$34,722.84

FIRST HALF DUE BY FEBRUARY 29, 2024 \$17,361.42

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**WHERE TO PAY****GLENWOOD SPRINGS**

- GARFIELD COUNTY COURTHOUSE
Treasurer's Office
109 8th Street, Suite 204
Glenwood Springs, CO 81601
Office hours: M-F, 8:00 - 5:00
Phone (970) 945-6382
- DROP BOX Inside front door of Courthouse

BY MAIL

- PO Box 1069
Glenwood Springs, CO 81602-1069

ONLINE

- With Credit/Debit card or e-check at www.garfield-county.com/treasurer
- Applicable convenience fees will be added.
- If you do not have access to the internet, you may contact the Treasurer's Office for assistance.

ABOUT DEADLINES**• HALF TAX PAYMENT OPTION:**

- First Half Deadline - last day of February
- Second Half Deadline - June 15.

OR**• FULL TAX PAYMENT OPTION:**

- Deadline- April 30.

ABOUT LATE PAYMENTS AND NONPAYMENT

- Delinquent interest on FIRST HALF TAX begins MARCH 1.
- Delinquent interest on SECOND HALF TAX begins JUNE 15.
- Delinquent interest on FULL TAX begins MAY 1.
- AS OF SEPTEMBER 1
 - Certified funds may be required.
 - Accounts will become subject to advertising, additional fees and other legal collection action.
- AS OF OCTOBER 1
 - Distraints may be served on personal property (including mobile homes).
 - Seizure/sale actions may follow.
- AS OF NOVEMBER 1
 - Unpaid delinquent taxes on residential and manufactured/mobile homes may be taken to our Annual Tax Lien Sale.
 - Resulting investor liens are subject to additional interest and fees.

GENERAL INFORMATION

1. YOU OR YOUR MORTGAGE COMPANY MUST PAY YOUR PROPERTY TAX if you own property in Garfield County, even if you do not receive a tax notice or there is some other error. Under CRS 39-10-104.5, if you or your mortgage company do not pay by the deadlines on this notice, 1% interest will be added for every month or part of a month you are late - \$10 per month per \$1,000 in taxes due.
2. Tax notices are always mailed to the property owner of record.
3. To view tax account activity and printable documents, including tax receipts, go to "Search property taxes online" at www.garfield-county.com/treasurer.
4. To have a tax receipt mailed to you, please provide a self-addressed stamped envelope.
5. Your canceled check is also a valid receipt.
6. Your account number should be referenced when making property tax inquiries.
7. Delinquent tax notices are mailed after the Second Half Deadline.
8. To avoid delays in the issuance of Certificates of Redemption, it is recommended that payments to redeem Tax Liens be made with Certified Funds, defined as cash, cashier's check, money order, or a wire transfer that specifies the taxpayer name and account number in the bank's transfer description.

BUSINESS EQUIPMENT / PERSONAL PROPERTY

9. As of January 1st, business equipment is taxed for an entire year no matter how many days the business is in operation.
10. When a business is sold or closes, taxes must be paid for the current tax year (shown on the notice), as well as the current calendar year. Contact the Assessor's office for amounts.

MANUFACTURED / MOBILE HOME OWNERS

11. Manufactured / mobile homes are taxed for the ENTIRE year. Remember to settle prorated taxes when buying or selling. Contact the Assessor's office for amounts.
12. In compliance with CRS 39-10-103(1)(a), the following notice pertaining to manufactured/mobile homes is hereby given: THIS PROPERTY MAY NOT BE MOVED WITHOUT A VALID PERMIT OR PRORATED TAX RECEIPT AND A TRANSPORTABLE MANUFACTURED HOME PERMIT FROM THE COUNTY TREASURER'S OFFICE. VIOLATORS SHALL BE PROSECUTED (CRS 42-4-510).
13. Under CRS 38-29-204(1), if a manufactured / mobile home is destroyed, dismantled, or otherwise discarded on or after July 1, 2008, the owner of the manufactured/mobile home, or of the real property on which it is located, is required to file and record with the Clerk and Recorder a certificate of destruction.

MILL LEVY / ASSESSMENT RATES / VALUATION

14. 1 mill = \$1 of tax for each \$1,000 in assessed valuation. Assessment rates effective for 2023: All Residential-5.7%; Agricultural/Renewable Energy-26.4%; Oil & Gas Production-87.5%; and all other property (including Agribusiness)-27.9%. Value Deductions effective for 2023 per SB 23B-001/SB 22-238: Residential-\$55,000; Commercial-\$30,000.

CONTACT ASSESSOR

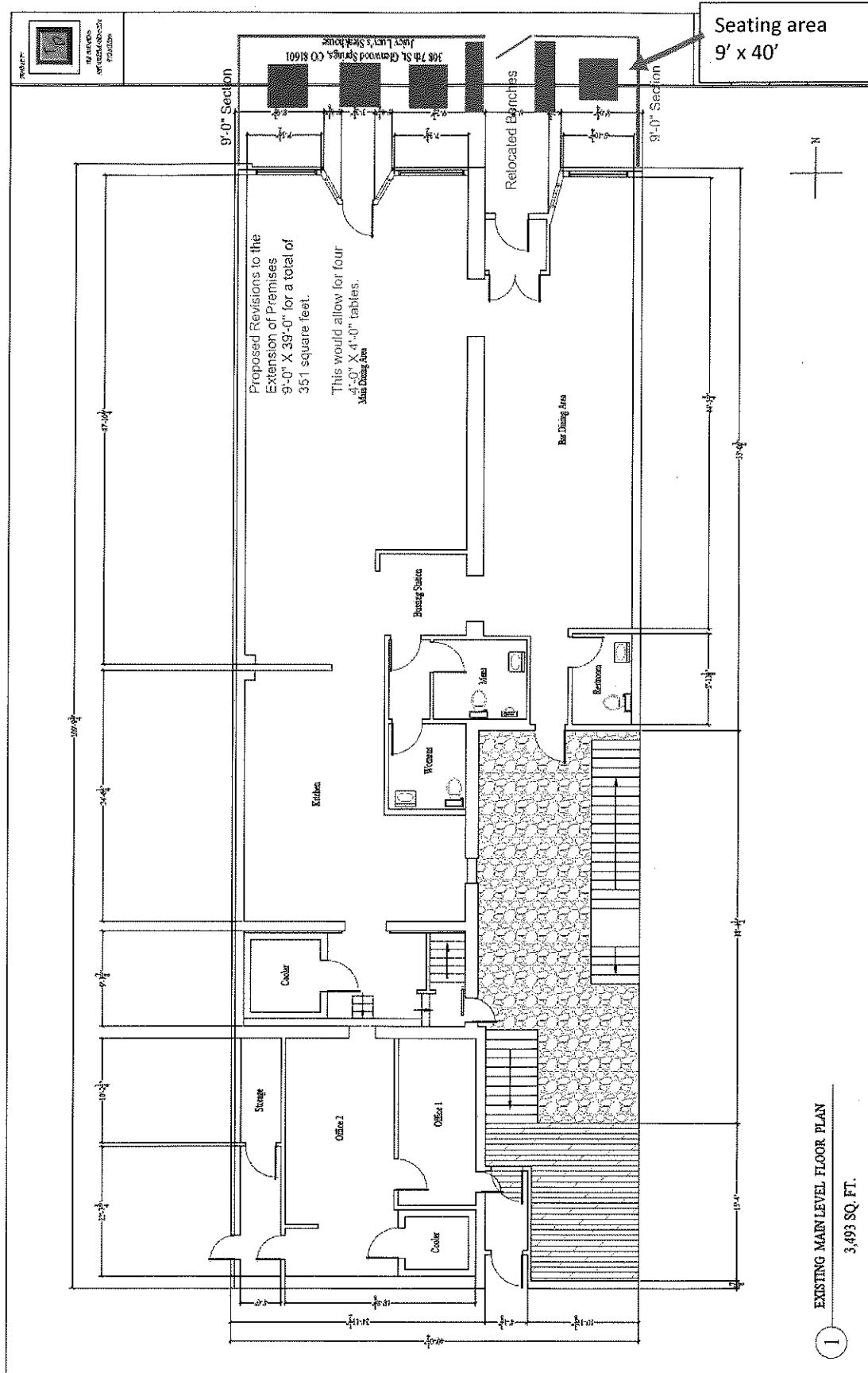
15. Call the Assessor's Office at (970) 945-9134 for matters involving name/address changes, Senior Exemptions, property valuation and assessment rates, ownership, declaration penalty, and real property declaration.

Please fold on perforation BEFORE tearing

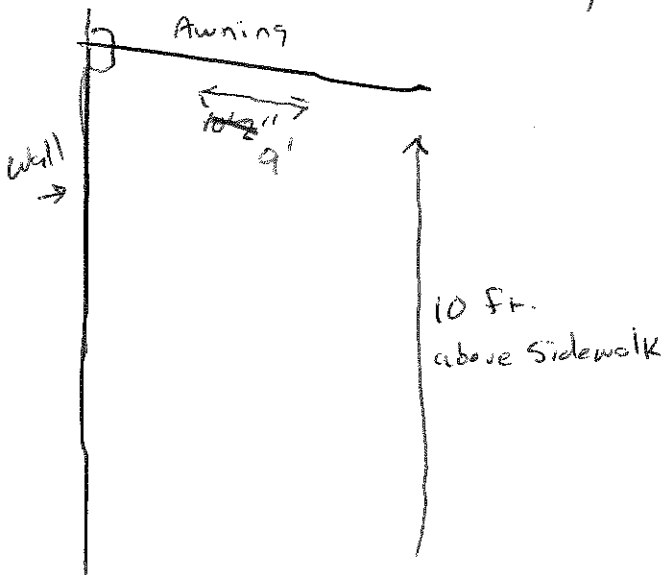
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EXHIBIT A

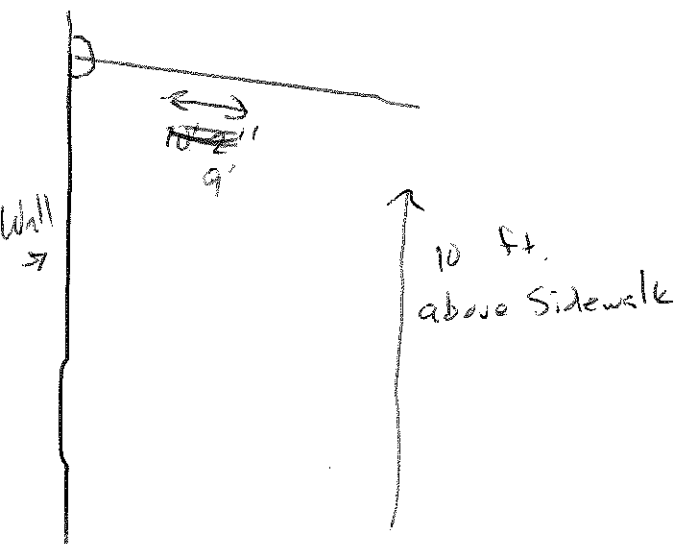
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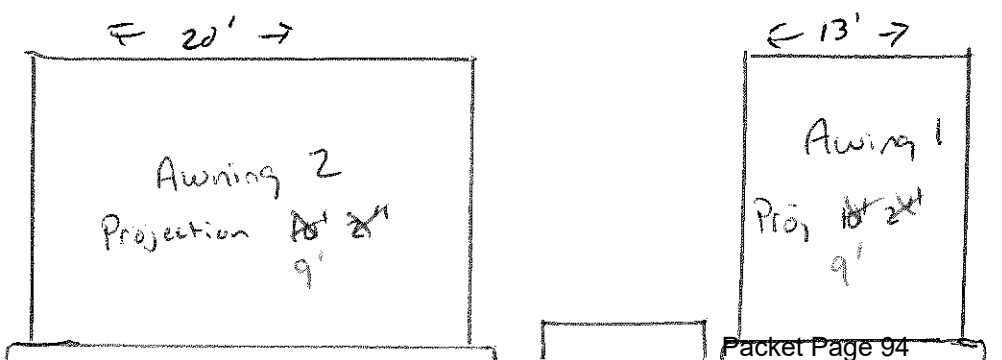
Side View of Awning 1 - 13 Ft. Width 10'2" projection



Side View Awning 2 - 20 ft Width 10'2" projection



Top View



Platinum Motorized

Instant vacation spot. Simple, effortless, and convenient to use, our motorized awnings let you enjoy unobstructed views, cool shade, and UV protection whenever—and however—you want. You can choose shade or sun in under 60 seconds with a simple touch of a button.



Features

- 10-year Limited Warranty
- Retracts with one-touch remote control
- Baked-on powder coat for a durable finish
- Also available in manual operation

Details

Awning Width ————— 8 to 20 ft.

Total Projection ————— 10 ft., 2 in.

Upgrade to XL projection.....11 ft., 8 in. or 13 ft., 1 in

Minimum Mounting Height — 7 ft., 6 in.

Fabrics Offered:

Performance Acrylic
or Sunbrella®

Operation: Somfy®
electric motor with
remote control

Frame Color Options:

White ☐

Cream ☐

Bronze* ☒

✓ Platinum Plus

WITH SEMI-CASSETTE

Aaah. Sit back and enjoy the view. Offering a contemporary, finished look, our top-of-the-line model features a semi-cassette housing that protects your awning from dirt, rain, wind, and snow—all year round.



Semi-Cassette Housing

Features

- 10-year Limited Warranty
- Retracts with one-touch remote control
- Baked-on powder coat for a durable finish
- Included semi-cassette housing reduces wear and tear on fabric

Details

Awning Width ————— 12 to 20 ft.

Total Projection (Motorized) — 10 ft., 2 in.

Upgrade to XL projection.....11 ft., 8 in. or 13 ft., 1 in

Minimum Mounting Height — 7 ft., 6 in.

Fabrics Offered:

Performance Acrylic
or Sunbrella®

Operation: Somfy®
electric motor with
remote control

Frame Color Options:

White ☐

Cream ☐

Bronze* ☒

*Dealer Exclusive

Variance Criteria

Instructions

1. Complete this questionnaire after you have had your pre-application conference. Once completed, submit this questionnaire along with the other items on the checklist. Complete one questionnaire for each variance you are requesting. Use a separate sheet if necessary.
2. It is important to remember that the decision to approve or deny a variance is a discretionary action based on how well you meet all the variance criteria. This is your opportunity to describe in detail the reason why you need to deviate from the Municipal Code. If you are unable to provide justification of how your application meets each of the criteria below, you may want to consider whether a variance is truly warranted.

Variance type

Explain what Municipal Code requirement you are requesting a variance from and what it is that you are proposing that does not meet this requirement.

Awnings shall not project more than 5' from the building facade to which they are attached.
This is a Sunsetter retractable awning. It projects 10'2"
This awning will be retracted when not in use.

Variance Criteria

1. Explain how your property has an exceptional shape, topography, building configuration or other exceptional site condition that is not a general condition throughout the zone district. ~~Not~~

The area that Jucy Lucy's would like to cover is unique because it is an outdoor seating area that is between the building and the public sidewalk. This area would be more enjoyable with the coverage a retractable awning would provide. www.sunsetter.com

2. Explain how the strict application of the Code standards for the variance you are seeking produces undue hardship. Jucy Lucy's is wanting to provide cover for their outside seating. The awning will provide shade from the hot sun as well as cover from rain. It will not provide what is needed.

3. Explain how you did not create the hardship by your own actions. We had no input when the ordinance was written. They did take into account awning that retract when not in use or awnings that provide shade for seating areas not just sidewalks.
4. Explain how the requested variance does not harm the public and does not impair the intent or purposes of this Code, goals, and policies, including the specific regulation in question. The larger projection will not interfere with the public. It will be 10' high at its lowest point. This is a retractable awning and not a permanent structure.
5. Explain how the variance request demonstrates exceptional hardship not related to purposes of convenience or financial burden. Jicy Lucy wants to provide a comfortable outdoor dining experience for their customers. A 5' door or window covering will not provide the relief from the sun & rain that a retractable awning will.
6. Explain how the variance request will not violate building or fire code requirements. The only difference between this awning & the awnings approved by the Variance is this one retracts & projects 10' 2" instead of 5'.
7. Explain how the variance is the minimum variance that will afford relief of the subject standards of the Code. The outdoor seating area is 9 feet. This awning will cover that area and 1 foot more. This helps to provide more shade with the pitch of the awning.







Planning and Zoning Commission Report

Date: August 27, 2024
To: Planning & Zoning Commission
From: Emery Ellingson, Senior Planner
Subject: Planning File 17-24 Design Variance 308 7th Street Juicy Lucy Awning

REQUEST	Consideration of a Design Variance for relief from Section 070.040.090(e)(8)(i) Awnings, Canopies, and Marquees for installation of an awning.
APPLICANT	Western Slope Awning
OWNER	RMCO Restaurant Group LLC
LOCATION	308 7 th Street (2185-094-05-003)
ZONE	M2 Mixed Use Central Core
SURROUNDING LAND USES	North: Public space, railroad right-of-way South: Commercial East: Commercial (restaurant) West: Commercial (restaurant)
LOT SIZE	4,400 square feet

ACTION ITEM

Per Section 070.060.070 of the *Glenwood Springs Municipal Code* (Code), the Planning and Zoning Commission (Commission) is the deciding body for Variance Requests. Since this is a variance from Section 070.040.090 Non-Residential and Mixed-Use Site and Building Design, it can be processed as a design variance.

Action 1 – Design Variance Request – to consider approval of a retractable awning with variance for relief from Section 070.040.090(e)(8)(i)(9) to allow an awning to project more than 5 (five) feet from the building façade to which they are attached.

Staff recommendation: *Staff recommends **approval** of the Design Variance Request with the findings and conditions on page 7 through 9.*

Action 2 – Design Variance Request – to consider approval of a retractable awning with variance for relief from Section 070.040.090(e)(8)(i)(1) to allow a non-canvas material.

Staff recommendation: *Staff recommends **approval** of the Design Variance Request with the findings and conditions on page 7 through 9.*

PROJECT SUMMARY

Western Slope Awning has applied on behalf of RMCO Restaurant Group LLC, the owners of Juicy Lucy Restaurant to install a retractable awning over their outdoor dining area. The design variances requested are from Section 070.040.090(e)(8)(i) Awnings, Canopies, and Marquees for the following designs aspects:

- Installation of an awning that will extend further than 5' from building façade
- Installation of an awning using a non-canvas material.

BACKGROUND

Location

The property is located at 308 7th Street in the M2 Mixed Use Zoning District and is located within the Downtown Core.

Outdoor Dining Lease

Juicy Lucy, like many other downtown restaurants, leases public right-of-way for outdoor dining use. This area, which totals 360 square feet, has been leased since 2014. The leases are reviewed and renewed on an annual basis. The terms of the lease allow for year-round use; however, most businesses only use the outdoor dining areas seasonally. The terms of the lease also require businesses to maintain a general liability insurance policy for their dining areas to the amount of \$1 million dollars in liability.



Photo of outdoor dining area

DESIGN VARIANCE CRITERIA

The criteria for design variances are split into two sections, Section A and Section B. A design variance must meet all the criteria of Section A and at least four of the criteria listed in Section B. The reason for this is intended to allow for more flexibility in reviewing variances. Design variances are applicable to the following sections of Code: *Section 070.040.050 Landscaping, Screening, and Fencing, Subsection 070.040.060(h) Parking Area Landscaping, Section 070.040.080 Residential Site and Building Design, and Section 070.040.090 Non-Residential and Mixed-Use Site and Building Design.* Below is analysis of the design variance criteria for the requested design variances.

DESIGN VARIANCE CRITERIA ACTION ITEM 1 - PROJECTION	
To consider approval of a retractable awning with variance for relief from Section 070.040.090(c)(8)(i)(9) to allow an awning to project more than 5 (five) feet from the building façade to which they are attached.	
SECTION A (Must meet all 3)	
YES	1. The variance requested does not harm the public health, safety, or welfare
YES	2. The variance requested is in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including specific regulation for which the variance is sought
YES	3. The variance requested will not violate building or fire code requirements
SECTION B (Must meet at least 4)	
YES	1. The variance requested advances the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard
YES	2. The subject property has an exceptional shape, topography, building configuration or other exceptional site condition that is not a general condition throughout the zone district
YES	3. The variance requested results in benefits to the community that are equivalent to or exceed benefits associated with the subject standard
NO	4. The variance is necessary and appropriate to make possible the reasonable use of the land or the structures on the property
YES	5. The variance is the minimum variance that will afford relief of the subject standards of the Code
NO	6. The strict application of the Code standards for which a variance is sought would produce undue hardship

SECTION A CRITERIA

1. The variance requested does not harm the public health, safety, or welfare.

The requested variance does not harm the public health, safety, or welfare. The proposed awning will be securely attached to the building and the owner is required to hold an active insurance policy of \$1 million for the leased area. In addition, Condition of Approval #7 limits the use of the awning to the period between April 1 and October 31 to mitigate any potential risks associated with live snow loads on the awning.

2. The variance requested is in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including the specific regulation for which the variance is sought.

The variance requested is in general conformance with the stated purpose and intent of the Code. **Section 070.040.090(a) Purpose** states that the intent of this section is to “*protect and enhance the visual interest, character, and quality of non-residential mixed-use areas.*” Installation of an awning to create a covered dining area enhances the visual interest, character, and quality of the leased dining area. Furthermore, the intent of the Code

standard is to regulate the awnings over individual building entrances and does not contemplate covering outdoor dining areas.

3. The variance requested will not violate building or fire code requirements

The variance requested will not violate building or fire code requirements. Condition 6b. requires the applicant to apply for and receive approval of a building permit for the approved variance.

SECTION B CRITERIA

1. The variance requested advance the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard

The variance achieves the intent of the subject standard as the intent was to limit the size of entrances and was not intended to regulate shading of entire outdoor dining areas. The rules for Outdoor Dining Leases encourage the use of umbrellas for creating an attractive shaded dining area.

2. The subject property has an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district

The subject property has an exceptional site condition that is not a general condition throughout the zone district. The properties on 7th Street are more exposed to the sun than other properties with outdoor dining that are under the bridge, which creates a motive to create more shade for customers.

3. The variance requested results in benefits to the community that are equivalent to or exceed benefits associated with the subject standard

The variance results in a community benefit. The creation of an attractive and shaded dining area on 7th Street adds to the visual interest, character, and vitality of the downtown area, which also provides economic benefits.

4. The variance is necessary and appropriate to make possible the reasonable use of the land or the structures on the property

The variance requested is not necessary and appropriate to make possible the reasonable use of the land or the structures on the property. A shaded dining area that utilizes awnings undoubtedly provides more consistent shade than individual umbrellas, but it is not absolutely necessary to make reasonable use of the land.

5. The variance is the minimum variance that will afford relief of the subject standards of the Code.

The variance is the minimum variance that will afford relief of the subject standards of the Code. The applicant's outdoor dining area extends 9' from the building while the standard limits the awning to 5'. Shading only out to 5' would be impractical and the applicant is proposing to only extend to the limits of the leased area. If the applicant were proposing to extend further than the 9', staff would not find this to be the minimum variance.

6. The strict application of the Code standards for which a variance is sought would produce undue hardship.

The strict application of the Code standards for which a variance is sought would not produce undue hardship. The definition of a hardship is a condition by which the property in question cannot be put to reasonable use. The applicant could use umbrellas to provide individual shade

for tables. Not having an awning is not an undue hardship, however it certainly provides a benefit to the owner as well as the surrounding area.

DESIGN VARIANCE CRITERIA ACTION ITEM 2 – NON-CANVAS MATERIAL	
To consider approval of a retractable awning with variance for relief from Section 070.040.090(e)(8)(i)(1) to allow a non-canvas material.	
SECTION A (Must meet all 3)	
YES	1. The variance requested does not harm the public health, safety, or welfare
YES	2. The variance requested is in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including specific regulation for which the variance is sought
YES	3. The variance requested will not violate building or fire code requirements
SECTION B (Must meet at least 4)	
YES	1. The variance requested advances the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard
YES	2. The subject property has an exceptional shape, topography, building configuration that is not a general condition throughout the zone district
YES	3. The variance requested results in benefits to the community that are equivalent to or exceed benefits associated with the subject standard
NO	4. The variance is necessary and appropriate to make possible the reasonable use of the land or the structures on the property
YES	5. The variance is the minimum variance that will afford relief of the subject standards of the Code
NO	6. The strict application of the Code standards for which a variance is sought would produce undue hardship

SECTION A CRITERIA

- 1. The variance requested does not harm the public health, safety, or welfare.**
The proposed material is sturdy and similar to canvas. It does not harm the public health, safety or welfare.
- 2. The variance requested is in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including the specific regulation for which the variance is sought.**
The variance requested is in general conformance with the stated purpose and intent of the Code. The intent of the canvas requirement is to ensure that awnings are constructed of sturdy material that can withstand the weather. Technology is always improving, and the proposed material is like canvas in its durability and longevity.
- 3. The variance requested will not violate building or fire code requirements**
The variance requested will not violate building or fire code requirements. Installation of the awning would require building permit approval.

SECTION B CRITERIA

- 1. The variance requested advance the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard**
The variance requested achieves the intent of the subject standard. The intent is to require awnings that are durable and can withstand the weather. The Sunbrella material is like canvas in this respect.

2. **The subject property has an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district**
The subject property has an exceptional site condition that is not a general condition throughout the zone district. The properties on 7th Street are more exposed to the sun than other properties with outdoor dining that are under the bridge, which creates a motive to create more shade for customers.
3. **The variance requested results in benefits to the community that are equivalent to or exceed benefits associated with the subject standard**
The variance requested results in benefits equivalent to the subject standard because the proposed material is like canvas in appearance.
4. **The variance is necessary and appropriate to make possible the reasonable use of the land or the structures on the property**
The variance requested is not necessary and appropriate to make possible the reasonable use of the land or the structures on the property. It is reasonable to need shade for an outdoor dining area. However, the use of an alternative awning material is not necessary to create a shaded outdoor dining area as code compliant alternatives exist such as canvas awnings or individual table umbrellas.
5. **The variance is the minimum variance that will afford relief of the subject standards of the Code.**
The variance is the minimum variance that will afford relief of the subject standards of the Code. The applicant is proposing an alternative material which has been recognized by its industry as being a sturdy, reliant, synthetic alternative to the traditional canvas.
6. **The strict application of the Code standards for which a variance is sought would produce undue hardship.**
The strict application of the Code standards for which a variance is sought would not produce undue hardship. The definition of a hardship is a condition by which the property in question cannot be put to reasonable use. Requiring canvas is a reasonable requirement intended to ensure that awnings are well constructed. It is also worth to mention that the purpose of the design variance process is to allow designs which may not meet the strict letter of the Code but the intent.

REVIEWING AGENCY COMMENTS

The following agencies have provided these comments:

Legal Department: Applicant will need to apply for and receive approval of a Right of Way Encroachment License.

PUBLIC COMMENT

No public comment has been received.

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

The Planning and Zoning Commission may approve, approve with conditions, or deny the design variances. The Commission may also continue the hearing with a request for specific information necessary to determine compliance with the Municipal Code and city goals and policies.

Suggested Conditions for all items

1. Applicant shall comply with all verbal representations made in the public hearing, as outlined in all application materials, and/or revised conditions herein and approved by the Community development Director.
2. The Applicant shall comply with/address all City staff comments related to specific Code requirements prior to the approval of a sign permit.
3. Any future changes or improvements to the awning are subject to review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code.
4. Except where specific variances have been granted, the construction shall comply with Municipal Code requirements.
5. Prior to installation the applicant shall:
 - a. Apply and receive approval for a Right-of-Way Encroachment License for the awning.
 - b. Submit a building permit application to Community Development Department for review and approval.
6. Applicant shall maintain an active general liability insurance policy to the amount of \$1 million dollars named as an additional insured party.
7. Applicant shall only utilize the awning between the dates of April 1 and October 31 to avoid issues with active snow loads upon the awning.

ACTION 1 – Design Variance Request – To consider approval of a retractable awning with variance for relief from Section 070.040.090(e)(8)(i)(9) to allow an awning to project more than 5 (five) feet from the building façade to which they are attached.

Staff Recommendation

Staff recommends **approval** of the Design Variance Request with the following **findings**:

Suggested Findings:

1. The variance requested **does not** harm the public health, safety, or welfare
2. The variance requested **is** in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including the specific regulation for which the variance is sought
3. The variance requested **will not** violate building or fire requirements
4. The variance requested **does** advance the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard
5. The subject property **does have** an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district
6. The variance requested **does result** in benefits to the community that are equivalent to or exceed benefits associated with the subject standard
7. The variance **is** the minimum variance that will afford relief of the subject standards of the Code

ACTION 2 – Design Variance Request – To consider approval of a retractable awning with variance for relief from Section 070.040.090(e)(8)(i)(1) to allow a non-canvas material.

Staff Recommendation/Suggested Motion

Staff recommends **approval** of the Design Variance Request with the following **findings**:

Suggested Findings:

1. The variance requested **does not** harm the public health, safety, or welfare
2. The variance requested **is** in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including the specific regulation for which the variance is sought
3. The variance requested **will not** violate building or fire requirements
4. The variance requested **does** advance the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard
5. The subject property **does have** an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district
6. The variance requested **does result** in benefits to the community that are equivalent to or exceed benefits associated with the subject standard
7. The variance **is** the minimum variance that will afford relief of the subject standards of the Code

Alternative Motion

***If the Planning and Zoning Commission finds this application to not meet the criteria for design variance approval, an alternative motion may be made for denial. An alternative motion must be supported with information supporting how the application does not meet the criteria. An example motion shown below:

MOTION TO DENY

Consideration of code amendments, I move to **DENY** finding that –

SECTION A (Must meet all three)

1. The variance requested **does** harm the public health, safety, or welfare
2. The variance requested **is not** in general conformance with the Comprehensive Plan and with the stated purpose and intent of the Code including the specific regulation for which the variance is sought
3. The variance requested **will** violate building or fire requirements

SECTION B (Must meet at least four)

1. The variance requested **does not** advance the goals and policies of the Code or achieves the intent of the subject standard to the same or better degree than the subject standard
2. The subject property **does not** have an exceptional shape, topography, building configuration, or other exceptional site condition that is not a general condition throughout the zone district
3. The variance requested **does not** in benefits to the community that are equivalent to or exceed benefits associated with the subject standard
4. The variance **is not** necessary and appropriate to make possible the reasonable use of the land or the structures on the property
5. The variance **is not** the minimum variance that will afford relief of the subject standards of the Code
6. The strict application of the Code standards for the which a variance is sought **would not** produce undue hardship.

MINUTES
CITY OF GLENWOOD SPRINGS
Planning and Zoning Commission

Regular Meeting
August 27, 2024
Council Chambers, First Floor
101 W. 8TH STREET 6:00 PM

1. Roll Call

Present: Commissioners: Carolyn Cipperly, Amy Connerton, Pete Waller, George Shaver, Matthew Simms, John Houghton, Gregory Cowan

Also Present: Community Development Director Hannah Klausman, Senior Planner Emery Ellingson, City Attorney Richard Cremer-Petterson, Deputy City Clerk Danyelle Rigli.

2. Conflicts of Interest

None

3. Receipt of Minutes

June 25th Planning and Zoning Commission special meeting minutes

Commissioner Connerton made a motion to approve the minutes, seconded by Commissioner Cipperly. Voice vote taken, passed unanimously.

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

No public comment was offered.

5. New Items

a. Planning File 17-24 Design Variance 308 7th Street Juicy Lucy Awning

Planner Emery Ellingson presented Planning File 17-24 Design Variance 308 7th Street Juicy Lucy Awning with Action Item 1 requested relief from Code to allow an awning to extend more than 5' from the face of the building and Action Item 2 to allow use of a non-canvas material for the awning. Staff recommend approval of both action items with findings and conditions in the staff report.

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

- Commission asked for more information on why Code limited awnings to five feet and why it required awning as a material. **Staff response:** Staff explained awning requirements were intended for simple awnings over a doorway or entrance and not for purpose of shading an outdoor dining area and that canvas was required since it is a durable material and to discourage installation of cheaper, less durable synthetic materials.
- Commission asked about the installation of outdoor dining areas, specifically areas that had been bolted. **Staff response:** Staff explained that outdoor dining areas are not allowed to

permanently affix fencing to the decorative pavers at that businesses which did that would be required to replace at their cost.

- Commission requested confirmation on dimensions of awning as compared to the outdoor dining area as well as color of the awning. **Staff response:** Staff provided confirmation with site drawings as well as confirmation that color would be a striped yellow and white pattern.
- Commission asked if any other businesses had submitted a variance request for a similar retractable awning and that if approval would establish a precedent for other businesses. **Staff response:** Staff stated that no other businesses had submitted a variance request and the if approval of this variance could encourage other businesses to also apply for a design variance.
- Commission asked if the awning would cause an issue with the tree planted in the sidewalk along 7th Street. **Staff response:** Staff explained that the outdoor dining leases operate on an annual basis which allows the City to re-evaluate outdoor dining leases, and that the City could address this issue at a future lease renewal date.
- Commission asked if a condition could be added that required the lease to be retracted during hours of business. **Staff response:** Staff stated that adding a condition to retract the awning would be a reasonable request.
- Commission requested more information on right-of-way encroachment licenses and how that process applies to the proposed awning. **Staff response:** Staff explained process for approval.

The applicant Rick Van Vleet, Western Slope Awning representing the applicant RMCO Restaurant Group (Juicy Lucy restaurant) made a short presentation providing details on proposed awning installation, awning material, and the proposed site area.

- Commissioner asked for applicant to further explain how the awnings would be installed and where they would be attached to the building. **Applicant response:** Applicant, utilizing a photo of the business, described that the awnings would be attached into the brick and that the awnings would be above the window area. Applicant also confirmed that the existing projecting sign above the doorway would have to be relocated. Applicant explained they would be mounted at

Commissioner Waller opened the item to public comment. No members of the public were present for comment. Commissioner Waller closed the item to public comment.

Commissioner Connerton made a motion to approve Action Item 1 with conditions as written in the packet with additional conditions as follows:

- Awning shall be retracted no later than 10:00 PM or close of business, whichever is later.
- No permanent or temporary signage shall be attached to the retractable awning.

Commissioner Simms seconded the motion.

Discussion after the motion included:

- Opinion that the awning does not provide a community benefit and did not meet the intent of the Downtown Design Standards.
- Discussion of history of awnings in the downtown and evaluation of how the proposed awning compares in terms of style, material, and color.

- Further discussion on the relationship between the variance application and the outdoor dining lease.

Commissioner Connerton made a motion to amend the original motion to add another condition that:

- If the awning were left in disarray or non-compliant that the awning shall be repaired upon 30 days of notice by the City or removed.

Commissioner Simms seconded the amended motion.

- Additional discussion by Commission regarding transferability and revocation for variances, outdoor dining leases, and right-of-way encroachment licenses.
- Additional comment by applicant that the awnings were customizable, and that the awning could be set to only 5'.

Commissioner Waller called the item to question. Motion carried 6-1 with Commissioners Cowan, Simms, Connerton, Waller, Cipperly, and Houghton in favor and Commissioner White opposed.

Commissioner Cipperly made a motion to approve Action Item 2 with findings and conditions in the staff report and the same conditions added for Action Item 1. Commissioner Connerton seconded the motion.

Commissioner Waller called the item to question. Motion carried 6-1 with Commissioners Cowan, Simms, Connerton, Waller, Cipperly, and Houghton in favor and Commissioner White opposed.

Commissioner Waller called for a five-minute recess.

b. Planning and Zoning Commission Training

City Attorney Richard Cremer-Petterson provided the Commission with training covering functions of Planning and Zoning Commission and their legal basis for reviewing authority of the Commission.

6. Commissioner Comments

- Commissioners expressed interest in reviewing the process for Planning and Zoning Commission to provide direction for staff to review.
- Commission discussed recent piece in Aspen Daily News regarding housing.

7. Director Comments

Community Development Director Hannah Klausman explained that the September meeting would include an update on affordable housing in the City and that the Community Housing Manager position had been filled.

8. Adjournment

Meeting adjourned at 8:06 PM.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: September 19, 2024 Council Minutes

Action Requested: September 19, 2024 City Council Minutes

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
CITY COUNCIL MEETING
SEPTEMBER 19, 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 7. 8:29 Roll Call

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

Item 8. 8:45 Agenda Changes & Conflicts

There were none.

Item 9. 8:52 Council Announcements

Councilor Zalinski made an announcement.

Item 10. 10:50 Citizens Appearing Before Council (for items not on the agenda - comments limited to 3 minutes)

Mayor Wussow opened the floor to public comment.

There were none.

Mayor Wussow closed the floor to public comment.

Item 11. 10:52 Council Reactions to Public Comment

There were none.

Item 12. 11:08 Consent Agenda

Mayor Pro Tem Dehm moved to approve the consent agenda. Councilor Weimer seconded the motion, and it passed unanimously.

Item 13. 11:30 27th Street Underpass Update

Ben Ludlow, RFTA's Interim Capital Projects Director, presented.

Item. 14 19:00 Mind Springs Update

Amy Cooper, Executive Vice President of Operations, and Andres Gossweiler, Program Coordinator for Mind Springs Health, presented on the withdrawal management program in Glenwood Springs.

Item 15. 35:03 South Bridge Update

Ryan Gordon, City Engineer, presented.

Mayor Wussow opened the floor to public comment.

Comments were made.

Mayor Wussow closed the floor to public comment.

Item 16. 43:03 Workforce Housing Fund Advisory Board (WHFAB) Recommendation for Funding.

Hannah Klausman Economic and Community Development Director, and Kevin Reyes, Housing Development Manager, presented.

Mayor Wussow opened the floor to public comment.

There were none.

Mayor Wussow closed the floor to public comment.

1:06:14 Councilor Schachter moved to deny the funding recommendation. Mayor Pro Tem Dehm seconded the motion.

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

1:29:20 The motion passed unanimously.

Item 17. 1:29:40 Ordinance 2024-18; Requiring Commercial and Multifamily Buildings to use an Appropriate Recycling Service

Matt Langhorst, Public Works Director, presented.

Mayor Wussow opened the floor to public comment.

There were none.

Mayor Wussow closed the floor to public comment.

1:35:54 Councilor Godes moved to approve Ordinance 2024-18; Requiring Commercial and Multifamily Buildings to use an Appropriate Recycling Service, and it passed unanimously.

Items 18. 1:35:55 Advertise for Council Position

Karl Hanlon presented.

Mayor Wussow opened the floor to public comment.

There were none.

Mayor Wussow closed the floor to public comment.

Item 19. 1:37:36 Resolution 2024-31; Support of Local Ballot Measure

Karl Hanlon presented.

Mayor Wussow opened the floor to public comment.

There were none.

Mayor Wussow closed the floor to public comment.

1:38:58 Mayor Pro Tem Dehm moved to approve Resolution 2024-31; Support of Local Ballot Measure. Councilor Weimer seconded and the motion passed 6-1 with Councilor Godes voting no.

Item 20. 1:40:07 Ordinance 2024-19; An Ordinance of the City of Glenwood Springs, Colorado, Amending Section 040.010.040 of the Glenwood Springs Municipal Code to Provide for the Implementation of Proposed Taxing Measure Referred to the City's Electors

Karl Hanlon presented.

Mayor Wussow opened the floor to public comment.

Public comment was made.

Mayor Wussow closed the floor to public comment.

1:50:38 Councilor Godes moved to approve Ordinance 2024-19; An Ordinance of the City of Glenwood Springs, Colorado, Amending Section 040.010.040 of the Glenwood Springs Municipal Code to Provide for the Implementation of Proposed Taxing Measure Referred to the City's Electors as written. The motion passed 6-1 with Councilor Kaup voting no.

Item 21. 1:55:11 Council Comments

Mayor Wussow made comments.

1:56:03 Mayor Wussow moved for an ad hoc youth member to be added immediately to the transportation commission until we restructure those boards to allow youth members. Councilor Godes seconded the motion, and it passed unanimously.

Item 19. 1:57:05 Report from City Administration

Steve Boyd, City Manager, made a comment.

Mayor Wussow and City Attorney Karl Hanlon made comments on the City's delegation, including herself, Mayor Pro Tem Dehm, City Manager Steve Boyd and City Attorney Karl Hanlon, and their visit to Washington DC.

Councilor Godes made a comment.

Ryan Muse, City Clerk, made a comment.

Item 20. 2:03:16 Council Social Event Location Announcement

The social event will take place at Doc Holliday's.

Item 21. 2:17:23 Adjournment

Mayor Pro Tem Dehm moved to adjourn. Councilor Godes seconded. The motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Comprehensive Safety Action Plan Update

Action Requested:

Department: Engineering

Presented By: Lee Barger, Ryan Gordon

Strategic Goals: Preserve and Improve Infrastructure

Background Info: The City has contracted with Consor and Alta to develop a Comprehensive Safety Action Plan (CSAP) for the City. The City is working towards improving traffic and roadway safety for all residents, visitors, and employees: including people who drive, walk, ride, roll and those that use public transit. Developing a Comprehensive Safety Action Plan is a community effort and a significant public outreach effort is underway. The input we receive will inform strategies to save lives and make Glenwood Springs a safer place for everyone to get around. Our consultants have multiple ways to collect information from the public on safety concerns including an on-line survey, mapping feature and pop-up events. Our consultant would like to provide an update to outreach activities to council and receive input on these efforts.

The CSAP project has a website that can be accessed through the City's website and navigating through the on-going projects tab or through the following link:
<https://glenwoodsprings.mysocialpinpoint.com/>

The on-line survey is now live and will be open until October 25, 2024 and can be accessed through the following link: https://qualtricsxm22whq9qz.qualtrics.com/jfe/form/SV_3kpZC0rHy5QPmx8

The on-line mapping feature can be accessed through the following link:
<https://glenwoodsprings.mysocialpinpoint.com/safety-map>

Issues:

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



GLENWOOD SPRINGS COMPREHENSIVE SAFETY ACTION PLAN

Project Overview for City Council

October 3, 2024



Agenda

1. Overview
2. Comprehensive Safety Action Plan
3. Timeline
4. Phase 1 Project Outreach
5. Q&A

Overview

The City of Glenwood Springs (with support from CDOT, RFTA & RFSD) is undertaking a **Comprehensive Safety Action Plan (CSAP)** to address growing community concerns about transportation-related fatalities and serious injuries.

The goal is to make our transportation network safer and more efficient for everyone.

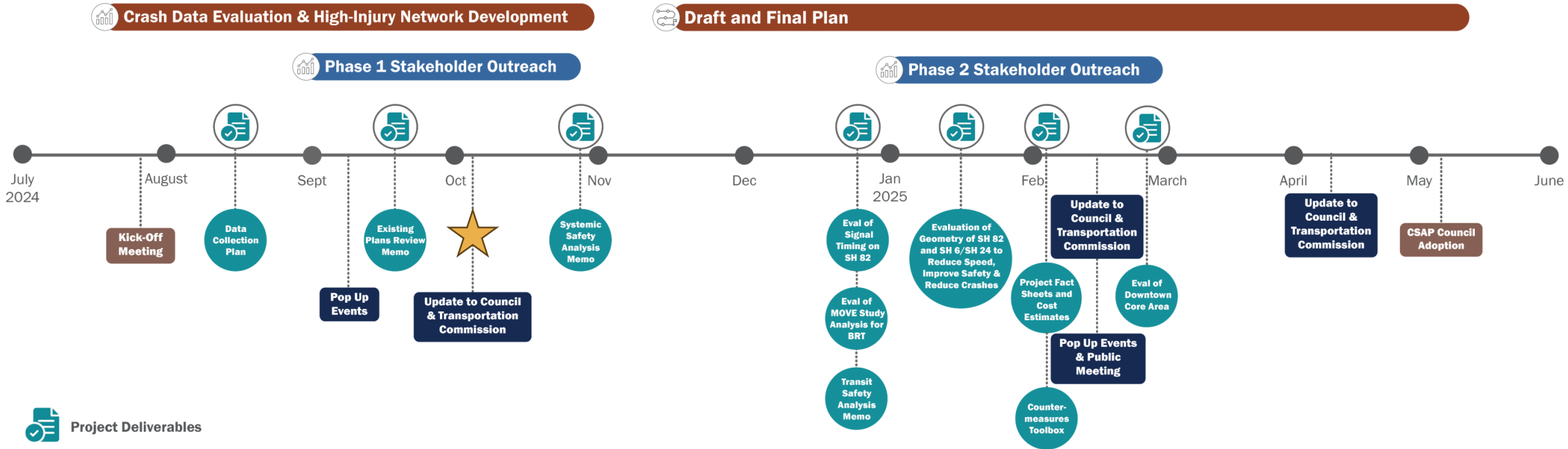
Comprehensive Safety Action Plan (CSAP)

A **Comprehensive Safety Action Plan (CSAP)** is a strategic approach to improving transportation safety within a specific area.

It involves analyzing **data** on accidents and safety concerns, identifying problem areas, and developing recommendations for **projects**, **operational changes**, and **public awareness campaigns**.

The CSAP focuses on **creating actionable steps** to reduce accidents and enhance the safety of the transportation system for all users (including drivers, pedestrians, bicyclists, and transit riders).

Timeline



 Project Deliverables

 We Are Here

Phase 1 Project Outreach

GWSsafetysurvey.com



Overview

The City of Glenwood Springs, in partnership with the Colorado Department of Transportation (CDOT), Roaring Fork Transportation Authority (RFTA), and Roaring Fork School District (RFSD), is committed to enhancing the safety of our transportation network. We are developing a Comprehensive Safety Action Plan (CSAP) to address the pressing need for safer roadways for all users, whether you're driving, walking, biking, or using public transit.

Why This Matters:

Transportation-related fatalities and serious injuries are a critical concern for our community. The CSAP aims to identify and prioritize projects, operational improvements, and public information campaigns that will make our roadways safer and more accessible for everyone.

Our Approach:

Through rigorous data analysis and collaboration with our community and partners, we are focused on developing actionable recommendations that address the unique safety challenges in Glenwood Springs. The CSAP will provide a roadmap for implementing safety improvements across the city.

Get Involved & Stay Informed:

Your input is vital to the success of this plan. We encourage you to explore the information on this website, participate in upcoming events and activities related to the plan, and share your thoughts on how we can make Glenwood Springs safer for everyone.

Sign up for updates, and be the first to know about project milestones, public meetings, and opportunities to contribute your voice to the future of transportation safety in Glenwood Springs.

Mailing List

Sign Up!

Share your thoughts!

Follow the links below to provide input on safety issues in Glenwood Springs. Your input is vital to the success of this plan!

Survey

Safety Map

OPEN THROUGH
10/25!



QUESTIONS?

Project Overview for City Council

October 3, 2024



Glenwood Springs Comprehensive Safety Action Plan (CSAP)

Existing Plans Review Memorandum

TO: Glenwood Springs Project Team
FROM: Consor Engineers, LLC and Alta Planning & Design
DATE: September 16, 2024
RE: Existing Plans Review Memorandum

Introduction

As a component of the existing conditions analysis, the project team reviewed published plans and studies relevant to the transportation and mobility framework of the study area (the City of Glenwood Springs). This review aimed to understand local priorities regarding multi-modal transportation planning and identify goals and recommendations that align with and may be relevant to developing the Glenwood Springs Comprehensive Safety Action Plan (CSAP).

Existing Plans Review

For each relevant plan or study outlined below, the project team captured the purpose, goals, and stakeholder groups engaged, to understand key takeaways and feedback applicable to the Glenwood Springs CSAP's development. Furthermore, scope items directly building upon existing plans are reviewed too.

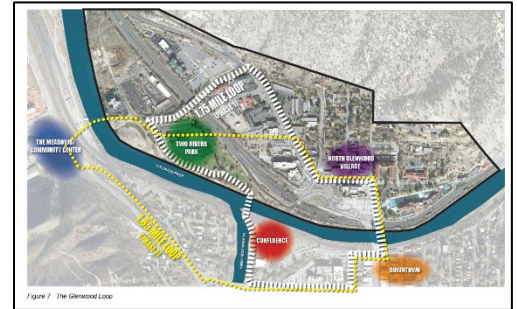
➤ SH 82 Access Control Plan (2013)

- **Purpose/Goals**
 - Outlines multi-modal safety improvements at key intersections along SH 82 (6th Street, 15th Street, Hyland Park Drive, 23rd Street, and the RIO Grande Trail at Glen Avenue), including:
 - Providing safer pedestrian crossings
 - Improving traffic signal operations for vehicle turning movements
 - Improving connections to multi-use trails
- **Stakeholders Engaged**
 - Property owners, local business leaders, public agency representatives, and business owners adjacent to SH 82 were engaged through postcards, mailers, open houses, local agency meetings, one-on-one meetings, and an online project website
- **Applicability to CSAP**
 - The SH 82 Access Control Plan prioritized safety through aiming to reduce transportation-related fatalities and serious injuries at targeted intersections
 - In the Glenwood CSAP scope, *Task D* will evaluate existing signal timing/progression on SH 82, including offering recommendations for signal removals, if warranted, investigating whether to retain or remove pedestrian crossings, and exploring designated Safe Routes to School (SRTS) routes/related improvements for crossing protection
 - In the Glenwood CSAP scope, *Task E* will evaluate the geometry of SH 82 (and other state highways within Glenwood Springs) to reduce speeds, improve pedestrian safety, and reduce vehicular rear end and other overrepresented accident types

➤ 6th Street Corridor Master Plan (2017)

○ Purpose/Goals

- Transform 6th Street into a pedestrian-oriented main street, including building continuous/wider sidewalks and crosswalks, providing convenient bicycle parking, adding benches and seating, encouraging mixed-use buildings, providing landscaping and streetscaping treatments, and adding wayfinding signage
- A few specific recommended infrastructure improvements on 6th Street include:
 - Add bicycle sharrows between Olive Street and Vapor Caves
 - Stripe on-street parking and bike lanes between Laurel Street and Pine Street
 - To provide enhanced connections to major area activity centers, create and sign a 1.85-mile bike/pedestrian loop, utilizing existing multi-use paths and city-owned right-of-way (see image to the right)



○ Stakeholders Engaged

- Engagement reached property owners and business owners along the corridor (one-on-one interviews) and included three open houses with the public as well as a project steering committee consisting of staff from applicable city departments and commissions, City Council, CDOT, and residents

○ Applicability to CSAP

- The streetscape and infrastructure projects identified in the plan aim to reduce crash potential, enhance community vibrancy, and provide greater connectivity
- The current construction on 6th Street extends from the roundabout to the Pine intersection (2 blocks), therefore, the focus of the CSAP will be from the roundabout to the gondola
- In the Glenwood CSAP scope, *Task E* will determine the 6th Street Corridor Master Plan's impact on corridor safety on SH 6 and SH 24

➤ RFTA/City MOVE Study (2021)

○ Purpose/Goals

- Improve mobility, connectivity, safety, and accessibility
- Determine effective and affordable transportation solutions
- Provide reliable Bus Rapid Transit (BRT) access to the downtown/confluence area
- Reduce congestion and improve travel times along Grand Avenue/SH 82
- Improve service efficiency (e.g., increase transit ridership, riders per hour of service, etc.)
- Meet current and future person-trip demand
- Encourage a shift from auto trips to attractive and reliable alternative modes
- Support local livability, development, and sustainability plans and policies
- Improve transit connections, including first- and last-mile trips by active modes, and accessibility to affordable housing
- Recommended improvement categories include:
 - Transit improvements
 - BRT extension options from 27th Street station to downtown Glenwood Springs (six initial alignment options, with two passing Level 1 screening: Grand Avenue and Rio Grande Corridor extensions) – see image below

- Downtown transit center and in-line station options (three initial options)
- Pedestrian and bicycle improvements
 - Including Phase 1 (short-term), Phase 2 (short/medium-term) and Phase 3 (medium-term, for either Grand Avenue or Rio Grande Corridor Extension)
- Parking improvements
 - Downtown parking and curb space management recommendations
 - RFTA parking recommendations
 - Recommendations for managing a parking/bus lane on Grand Avenue
- Traffic and safety improvements
 - Phase 1 improvements – low/no cost immediate recommendations
 - Phase 2 improvements - higher cost recommendations
 - Phase 3 improvements - recommendations needed for BRT extension

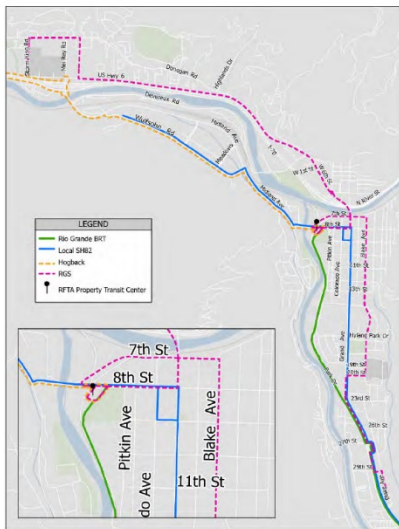


FIGURE 27. RIO GRANDE CORRIDOR INTEGRATED BUS CONCEPT

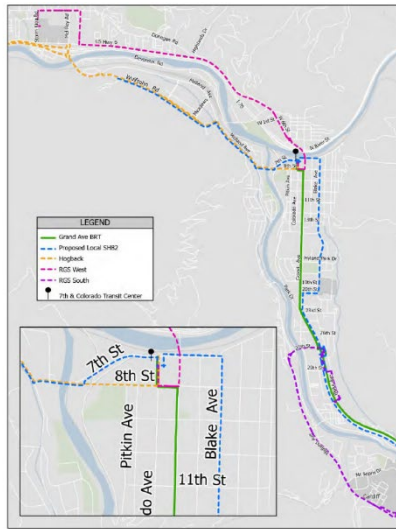


FIGURE 28. GRAND AVE CORRIDOR INTEGRATED BUS CONCEPT A

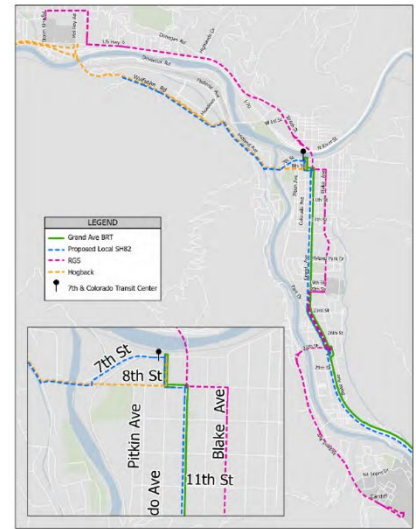


FIGURE 29. GRAND AVE CORRIDOR INTEGRATED BUS CONCEPT B

- **Stakeholders Engaged**
 - The study took a digital-based engagement approach, soliciting stakeholder comments (208 survey responses and 58 online map pins) about the future of transportation in the City
 - Note: this study was done during COVID, which necessitated online-only engagement
- **Applicability to CSAP**
 - In the Glenwood CSAP scope, *Task F* will review BRT operational analysis from the MOVE Study, analyze traffic operations related to the proposed BRT on SH 82, analyze operational improvements at West Glenwood Park and Ride, analyze TSP at 9th Street, develop signal timing plans, and create graphics for public discussion
 - In the Glenwood CSAP scope, *Task G* will complete a transit safety analysis, including a summary of existing transit safety issues/concerns, and recommendations such as changes to signal timing, lane configuration, signing/stripping, traffic calming, improving visibility, improving pedestrian crossings at bus stops, and access management

➤ Local Road Safety Plan (2022)

○ Purpose/Goals

- Review serious injury and fatality statistics from 2017-2021 (see image below)



- Increase awareness of road safety and risks through education and enforcement
- Develop lasting partnerships for addressing road safety
- Prioritize needed road safety investments and develop support for grant funding applications
- Prepare for unexpected weather and/or natural disaster events that could drastically affect the roadway network, including influences from adjacent state highways and I-70 closures
- Evaluate existing and potential new processes to improve transportation system safety
- Major infrastructure improvements recommended in the plan:
 - Removal of signals on Grand Avenue/State Highway 82 and/or adjusting pedestrian crosswalk timing, number of signals, intersection progression/timing, etc.
 - Grand Avenue/SH 82 median and pedestrian refuge island installation
 - Reconfiguration of the 27th Street and Midland Avenue roundabout
- Stakeholders Engaged
 - City Staff, City Council, and Glenwood Police were engaged to provide and analyze crash trend data and provide safety improvement recommendations
- Applicability to CSAP
 - The plan commits to reducing the number of fatal and serious injury crashes by 2030 through a variety of transportation road improvements and policy changes
 - In the Glenwood CSAP scope, *Task C* will build upon Glenwood Springs' data-driven understanding of safety established through the LRSP and leverage the plan's analyses to learn more about the contributing factors of analyzed crashes
 - In the Glenwood CSAP scope, *Task D* will offer recommendations for signal removals on SH 82 (if warranted) – a major suggestion from the LRSP
 - In the Glenwood CSAP scope, *Task K.1* includes a safety marketing campaign to support project implementation, including messaging for traffic calming initiatives
 - In the Glenwood CSAP scope, *Task K.2* will develop a countermeasures toolbox, including an implementation guide to ensure community buy-in
 - The future CSAP will allow Glenwood Springs to apply for future Safe Streets and Roads for All (SS4A) implementation funding to implement identified projects/strategies

➤ Roaring Fork Valley Regional Bikeshare Plan (2022)

○ Purpose/Goals

- Reviewed the existing WE-cycle program (including growth and ridership statistics – see table below) to identify opportunities and challenges for regional bike-share system expansion, including long-term governance and funding for the system

Table 1. WE-cycle System Growth and Ridership Statistics from 2013 to 2021

	2013	2014	2015	2016*	2017	2018**	2019	2020***	2021
Stations	13	15	17	43	44	48	49	46	49
Regular Bikes	100	100	100	190	190	210	209	224	228
E-Bikes	0	0	0	0	0	0	0	6	25
Operating Days	151	183	183	183	183	183	174	146	178
Rides	10,123	17,808	20,871	6,310	43,878	63,741	58,707	23,105	50,573
Average rides per day	67	97	114	211	240	348	337	158	284
Unique riders	1,807	2,271	2,626	3,152	3,227	6,043	6,247	3,998	5,826

*WE-cycle launches in Basalt

**WE-cycle launches fare-free service for 30-minute rides, underwritten by local jurisdictions

***WE-cycle launches in Snowmass Village; COVID-19 pandemic begins

- Proposed dedicating long-term funding sources and staff to improve the sustainability and longevity of the program and enhance expansion opportunities
- A resounding community goal was the desire for more safe and comfortable bike infrastructure to be located closer to residential neighborhoods

○ Stakeholders Engaged

- Community engagement for the Regional Bikeshare Plan was combined with RFTA's Regional First and Last Mile Mobility Study
- The plan included a Technical Advisory Committee (consisting of city/county representatives from the service area), focus groups (consisting of active transportation advocacy groups, bike shops, and community-based organizations), and a community ambassador program (composed of community-based organizations, libraries, and HOAs, who enhanced connections with local communities, especially Latino and other harder-to-reach populations)
- Outreach was conducted both in-person through tabling events and input from the groups listed above, as well as online through a project website and virtual open house

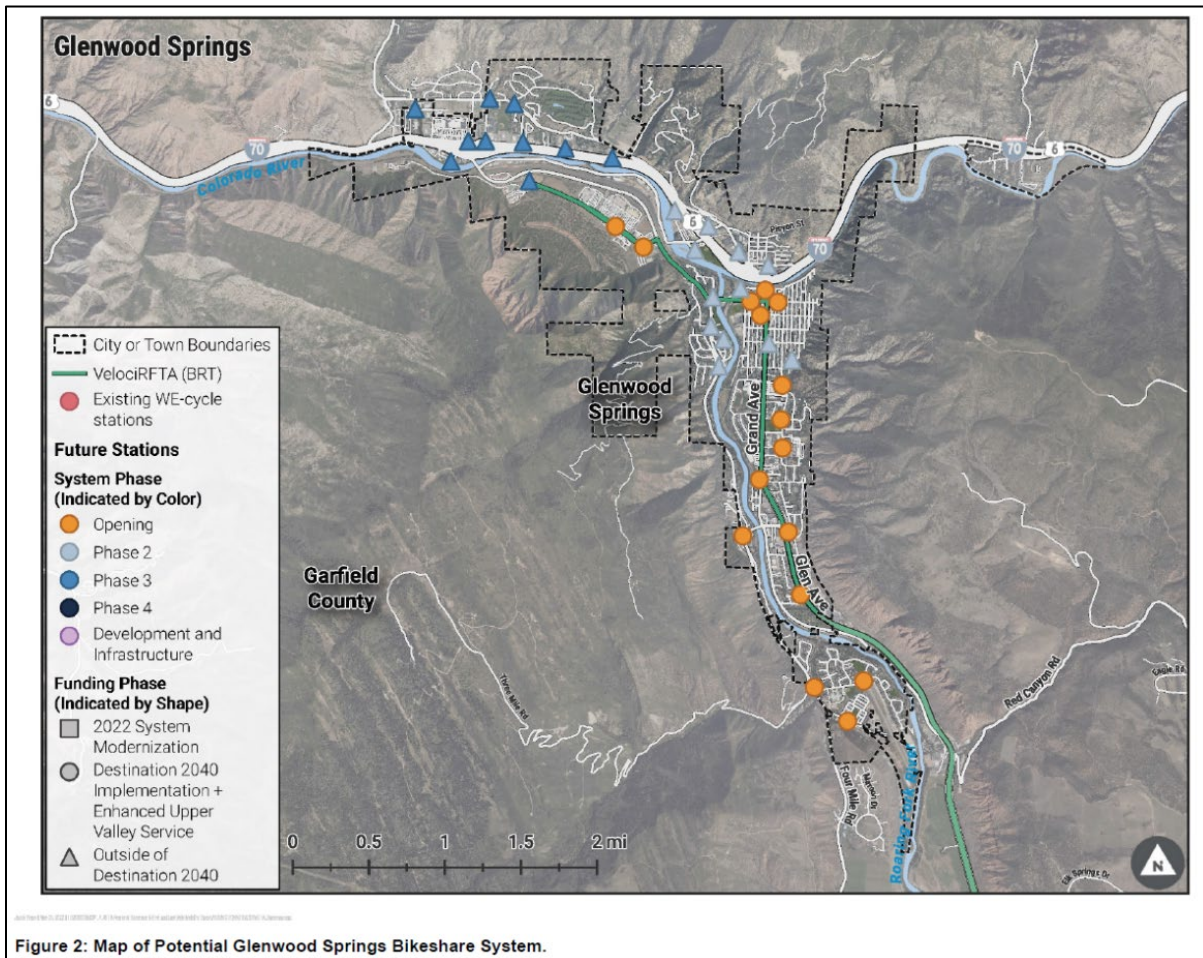
○ Applicability to CSAP

- In the Glenwood CSAP scope, *Task H* will complete an evaluation of any changes to SH 82 to the local road network in the downtown core that may impact existing or new bikeshare station locations or service locations

➤ Local Bikeshare System Expansion Plan (2022)

○ Purpose/Goals

- Focused on developing a 2024-2028 bikeshare system strategy for implementation for Glenwood Springs
- Aims to provide active transportation options and bridge first and last mile connections
- Developed a map of potential bikeshare system locations by phase (see image below)



○ Stakeholders Engaged

- The plan included a Technical Advisory Committee (including RFTA, County, and local agency staff), an online map tool, and in-person outreach events

○ Applicability to CSAP

- In the Glenwood CSAP scope, *Task H* will complete an evaluation of any changes to SH 82 to the local road network in the downtown core that may impact existing or new bikeshare station locations or service locations

➤ Glenwood Meadows Master Traffic Study (2023)

○ Purpose/Goals

- Recommends installing mitigation measures to address traffic impacts identified in the study

- Provides recommendations at specific intersections based on traffic analyses identifying behaviors and impacts
- The study suggested installing a roundabout at Midland Avenue and Wulfsohn Road to improve volume efficiency through the intersection
- **Stakeholders Engaged**
 - Engagement was not a strong focus of the study
- **Applicability to CSAP**
 - In the Glenwood CSAP scope, *Task C* will determine crash data trends citywide (including those relevant to Glenwood Meadows), to further inform recommended mitigation measures
 - Given how recently the study was published, the project team may reference data findings for use in the Glenwood CSAP, if applicable

➤ **Glenwood Springs Comprehensive Plan Update (2023)**

- **Purpose/Goals**
 - Address transportation needs and provide multiple convenient travel choices
 - Advance climate and resiliency goals as a core community value
 - Key transportation and mobility-related recommendations:
 - Enhance the pedestrian and bicycle network
 - Expand and improve Ride Glenwood Transit
 - Ensure downtown is pedestrian and bicycle-friendly
 - Expand local transit and enhance regional connections to, from, and through Glenwood Springs
 - Improve the regional trail network
- **Stakeholders Engaged**
 - A Project Steering Committee included internal and external stakeholders, and community-wide engagement included surveys and open houses
- **Applicability to CSAP**
 - In the Glenwood CSAP scope, *Task C* will complete a systemic safety analysis of Glenwood Springs, including mapping multimodal data such as bike routes, sidewalks, and bus stop locations, to understand the current infrastructure landscape and existing gaps in the network
 - In the Glenwood CSAP scope, *Task F* will evaluate the West Glenwood Park and Ride location to highlight opportunities to improve transit operations
 - In the Glenwood CSAP scope, *Task G* will complete a transit safety analysis, including a summary of existing transit safety issues/concerns, and recommendations such as changes to signal timing, lane configuration, signing/stripping, traffic calming, improving visibility, improving pedestrian crossings at bus stops, and access management

➤ **RFTA GMF Ultimate Buildout Traffic Impact Study (2023)**

- **Purpose/Goals**
 - The study simulated 2023 baseline operational conditions from the Glenwood Meadows Master Traffic Study (GMMTS) and provided the trip generation, distribution, and traffic assignment for RFTA's ultimate buildout programming
 - Analyzed the study intersections to understand safety and operational impacts
 - The study specifically analyzed these intersections:

- Midland Avenue and West Wulfsohn Road
 - Wulfsohn Road and RFTA GMF/P&R
 - 8th Street and Colorado Avenue
 - 9th Street and Colorado Avenue
 - 9th Street and Grand Avenue
- Major proposed improvements:
 - Enhance Midland and Wulfsohn intersection to accommodate the additional capacity anticipated as a result of the Glenwood Meadows/RFTA traffic volumes
 - Add a painted crosswalk and warning signage at the west side of Wulfsohn Road
 - Improve visibility by trimming existing landscaping at the northbound approach to Wulfsohn Road approaching the RFTA GMA facility
- **Stakeholders Engaged**
 - This study was a technical traffic analysis and did not involve stakeholder engagement
- **Applicability to CSAP**
 - In the Glenwood CSAP scope, *Task C* will complete a systemic safety analysis and crash analysis of the plan area that may lead to further recommended intersection and operational improvements at Midland Avenue and Wulfsohn Road
 - In the Glenwood CSAP scope, *Task F* will focus on the evaluation of traffic operations and operational improvements on major corridors included in this study
 - In the Glenwood CSAP scope, *Task G* will complete a transit safety analysis, including a summary of existing transit safety issues/concerns, and recommendations such as changes to signal timing, lane configuration, signing/stripping, traffic calming, improving visibility, improving pedestrian crossings at bus stops, and access management

➤ **Ride Glenwood Springs Transit Expansion Study (2024)**

- **Purpose/Goals**
 - Builds upon the MOVES study by completing a transit service analysis to study expanded service route concepts and hours for demand and cost
 - Completed an analysis to address underserved destinations, potential new routes, connections, and operating hours
 - Prepared three different concept alternatives for transit service improvements
 - Key recommendations from the study:
 - Increase Ride Glenwood Springs Transit branding related to its fare-free service and stop locations, and ensure differentiation between Ride Glenwood Springs and RFTA
 - Consider service hour extensions and increased service frequency during high-demand hours
 - Ensure bus stops are well connected to bike routes and sidewalks to enhance first and last-mile connections
- **Stakeholders Engaged**
 - The study conducted pop-up events, developed a community-wide survey, and reviewed resident comments previously provided in the RFTA Rider Survey Results Memo, MOVE TDM Final Report Appendices, and On-Demand Transit Study

- Residents requested additional transit stops to provide service to key destinations and connection points, including West Glenwood, Colorado Mountain College (CMC), South Glenwood, Marble, Sunlight, South Midland, Bustang, Four Mile, Iron Bridge, and 6th Street
- **Applicability to CSAP**
 - In the Glenwood CSAP scope, *Task G* will complete a transit safety analysis, considering merging associated specific bus route operations through the city, improving visibility, improving pedestrian crossings at bus stops, access management, and more
 - In the Glenwood CSAP scope, *Task K.1* includes a safety marketing campaign to support project implementation, including messaging for active modes of transportation



Photo courtesy of Google Images.

CITY OF GLENWOOD SPRINGS

Comprehensive Safety Action Plan (CSAP)

RFP NO. 2024-10P | APRIL 25, 2024

PREPARED FOR:

City of Glenwood Springs Procurement Department
Point of Contact: Ryan Muse
101 West 8th Street
Glenwood Springs, Colorado 81601
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e: ryan.muse@cogs.us

PREPARED BY:

Consor Engineers, LLC (Consor)
Point of Contact: Nikki Riemer, PE, RSP₁
1675 Larimer Street, Suite 400
Denver, Colorado 80202
p: 720.574.0540
e: nikki.riemer@consoreng.com

April 25, 2024

City of Glenwood Springs Procurement Department101 West 8th Street
Glenwood Springs, Colorado 81601**RE: Glenwood Springs Comprehensive Safety Action Plan (RFP 2024-10P)**

Dear Selection Committee Members,

On behalf of **Consort**, we are excited for this opportunity to help Glenwood Springs move towards your goal of making the roadway network in Glenwood Springs safer for all users by reducing the number of transportation-related fatalities and serious injuries. This is a very exciting time, as you have committed to improving transportation safety in your community and have received a Safe Streets and Roads for All Grant for the planning of a Comprehensive Safety Action Plan. We would be honored to partner with you and have intentionally chosen a dedicated and local team to support this important planning initiative.

Consort's expertise pairs seamlessly with our teaming partner, **Alta Planning + Design (Alta)**, who has a proposed team member, Chloe Ward, who is local to Glenwood Springs. Additionally, our team consists of members who have recently completed the Glenwood Springs Transportation Management Association (TMA) Work Plan and were involved in the MOVE Study. Our teams have a history of collaborating together, including the ongoing Willits Lane Connectivity and Wayfinding Study in Basalt, Colorado. Our team's unique expertise offers you several benefits for this project:

- **We have experience in performing Safety Action Plans, Vision Zero projects, and safety studies and understand the USDOT's Comprehensive Safety Action Plan requirements.** We have an extensive list of project experience in Colorado and nationwide that include Vision Zero Planning, safety studies, and design and implementation of safety recommendations. Additionally, we have written Safe Streets For All (SS4A) Implementation grants for Boulder County and Miami-Dade County. Our experience has allowed us to become deeply familiar with the required Action Plan components for your community to be eligible for SS4A Implementation funds. We will partner with you to move your existing plans forward, develop recommendations, and set you up for implementation funding.
- **Our project team has diverse, unmatched knowledge and expertise.** Safety outcomes are better when the best minds come together to diagnose problems and prescribe solutions. Our team includes a mix of planners and engineers that have a strong and diverse technical background. The strength of this team confirms that this plan will result in meaningful outcomes and that you will be advised and supported through City Council plan adoption.
- **We will effectively and efficiently engage the public throughout the Comprehensive Safety Action Plan's Development.** We are proposing a unique public engagement strategy that relies on a combination of virtual and in-person engagement to allow stakeholders and community members to learn about the goal of Vision Zero in Glenwood Springs, provide input at multiple times throughout the process, and see how their input has informed the final recommendations.

We appreciate the opportunity to propose on the Glenwood Springs Comprehensive Safety Action Plan. Please contact Nikki Riemer at nikki.riemer@consoreng.com or 720.574.0540 should you need any additional information while reviewing our qualifications. **We have reviewed the Specifications and Scope of Work and have no exceptions. We acknowledge Addendums 1, 2, 3, 4, and 5.**

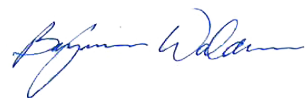
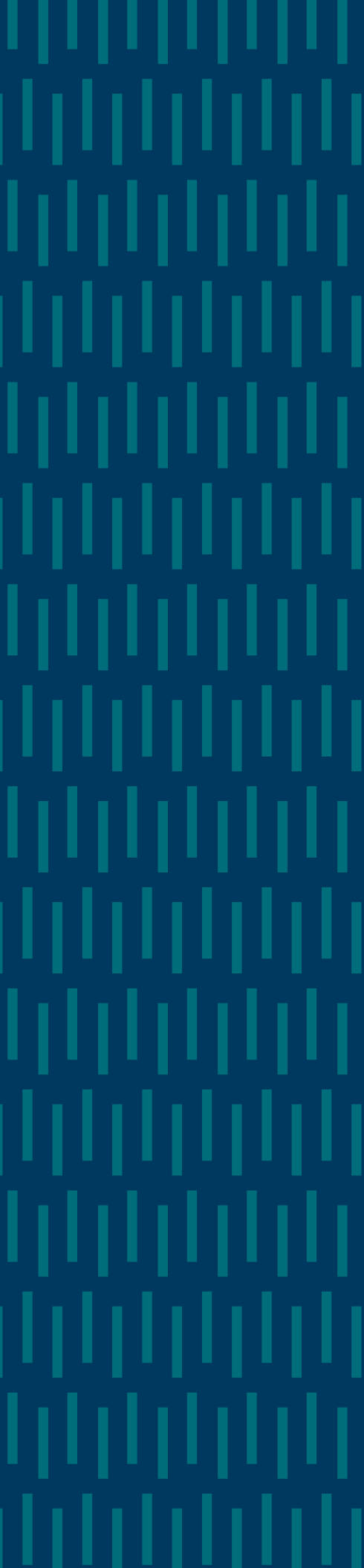
Sincerely,
ConsortBen Waldman PE, PTOE, *Principal-in-Charge*
720.420.4423 | ben.waldman@consoreng.comNikki Riemer, PE, RSP₁, *Project Manager*
720.574.0540 | nikki.riemer@consoreng.com



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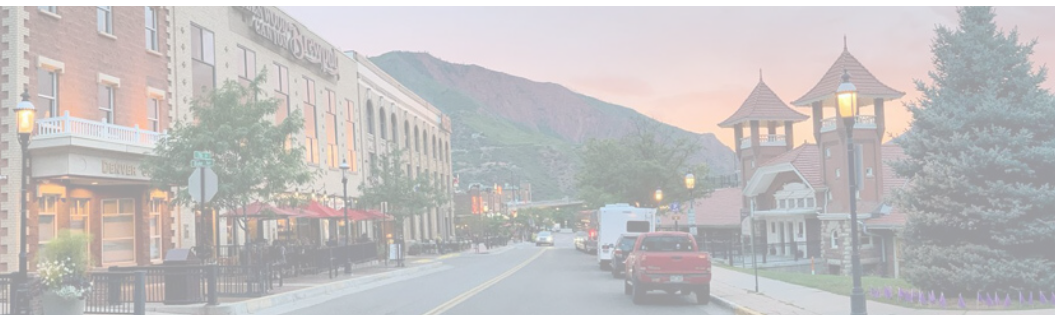


Qualifications and Experience of the Project Team, including Subconsultant

Firm Qualifications



Conсор's Colorado presence, launched in 2006, includes offices in Denver, Lakewood, and Louisville. Collectively in business for more than 40 years, we offer 60+ local teammates delivering planning, engineering, and construction management on transportation and water infrastructure projects throughout the state. **These local resources are backed by the full complement of Conсор's 1,600 professionals nationwide, who specialize in planning, engineering design, structural assessment, water resources, drainage, green infrastructure, utility planning and engineering, and construction management services.** With access to our resources, you can have confidence in our ability to meet demands as they arise.



Transportation Planning Expertise:

- Safety & Vision Zero
- Traffic Calming Studies
- Public and Stakeholder Outreach
- Multimodal Planning
- Transit Planning
- Complete Street Studies
- Transportation Master Plans
- Corridor Studies
- Curbside and Parking Studies
- Traffic and Multimodal Data Collection
- Traffic Impact Analysis
- ITS and Communications Planning
- Conceptual Planning and Cost Estimating
- Grant Management
- Program Development



Who we are

1,600+ PEOPLE

60+ LOCAL STAFF:

- 35 Professional Engineers
- 3 PTOEs
- 4 AICPs
- 5 Construction Managers/Inspectors
- 1 Envision ENV SP Professional
- 1 LEED Accredited Professional

YEARS IN BUSINESS

17 in Colorado | **43** Total

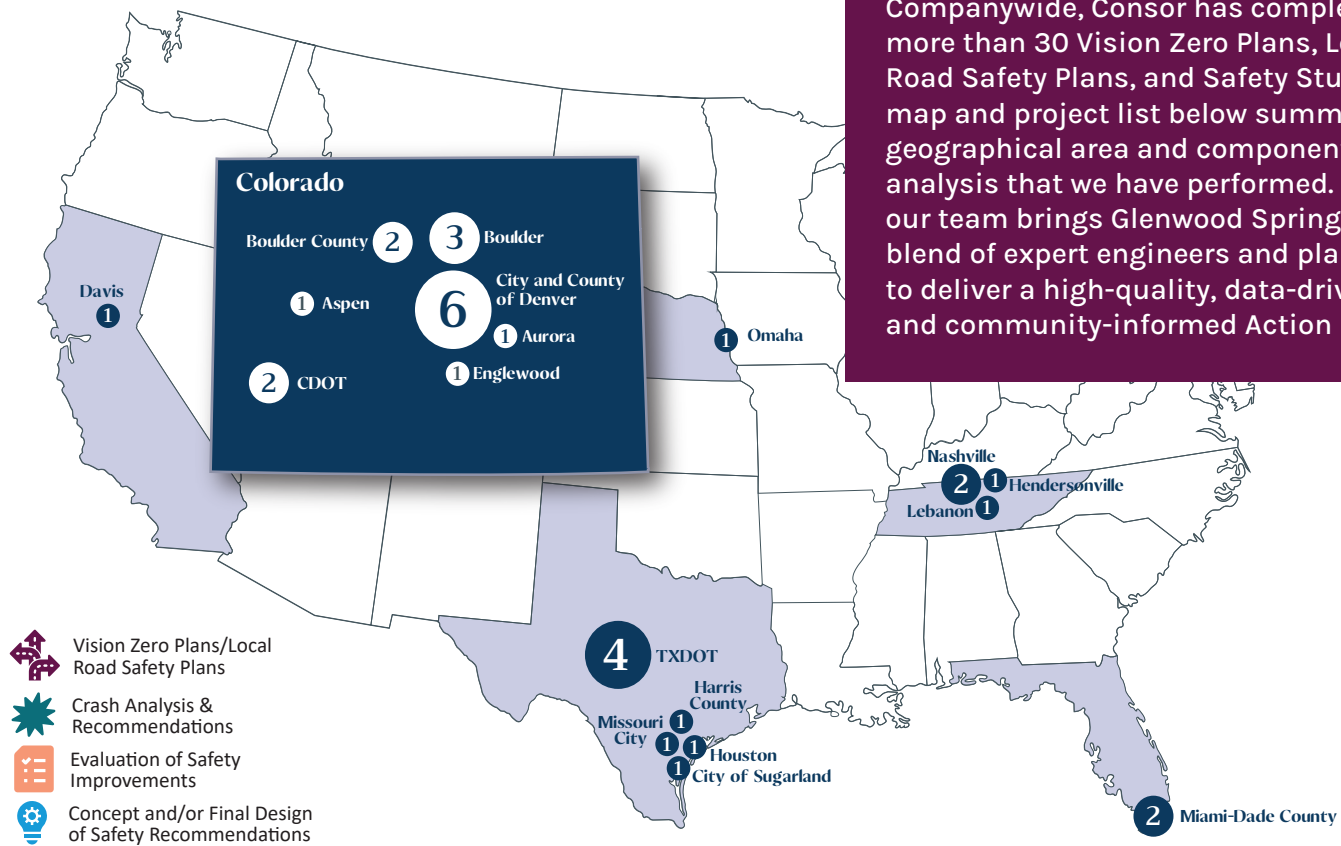


Alta is a sustainable transportation consulting firm dedicated to creating active, healthy communities through planning, landscape architecture, engineering, and education/encouragement programs. Alta's work is centered on people, regardless of the way they move, providing their clients with specialized expertise to create effective safety action plans.

They guide their clients through the planning process, creating momentum for and a culture of prioritizing safer streets and roadways for all. They set up leadership systems to see that partners, stakeholders, and the public are engaged throughout the development of the plan and beyond. They elevate equity as a primary element of opportunity and develop comprehensive safe systems recommendations that consider policy, programs, and design, recognizing that it takes an "all in" approach to achieve true systemic safety.

Alta has more than 25 years of experience working in historic, recreation-based mountain communities; they are familiar with the unique needs of these communities and tailor their plans and facility designs to specifically address these needs. Working in communities centered around recreational and nature-based tourism requires a balanced approach that expands opportunities for health and economic growth, while respecting the natural surroundings and historical character.

Companywide, Consor has completed more than 30 Vision Zero Plans, Local Road Safety Plans, and Safety Studies. The map and project list below summarize the geographical area and components of safety analysis that we have performed. As a result, our team brings Glenwood Springs a strong blend of expert engineers and planners to deliver a high-quality, data-driven, and community-informed Action Plan.



Colorado

Boulder

- Boulder Vision Zero: Safe Streets Report
- Neighborhood Speed Management Program
- Vision Zero Innovation Program

Boulder County

- US 287 Vision Zero Study
- Boulder County, Lafayette, & Superior Vision Zero Action Plans

Colorado Department of Transportation

- Region 5 Critical Locations Safety Study
- SH 83 Rumble Strips

Aspen

- West End Safety Study

Englewood

- East Dartmouth HSIP

Aurora

- Pedestrian Enhancement Program

Denver

- 17th & 18th Avenues Bus Priority & Vision Zero Project
- Neighborhood Traffic Management Programs
- Sheridan Boulevard Corridor Multimodal Plan
- Bikeway Vision Zero Analysis
- Highway Safety Improvement Project Program Management

California

Davis

- Local Road Safety Plan

Nebraska

Omaha

- 90th & Blondo Streets Corridor Safety Improvements

Florida

Miami-Dade County

- Vision Zero Plan
- Community Service Requests

Texas

Texas Department of Transportation

- I-610/US 59 (I-69) Interchange
- I-35 Reconstruction
- I-10
- US 67

Missouri City

- Vicksburg Corridor Safety Analysis

Sugarland

- Soldiers Field Drive Extension and Roundabout

Houston

- Cullen Park Path Connection

Harris County

- Cloverleaf Livable Centers Study

Tennessee

Nashville Department of Transportation

- Comprehensive Sidewalk and Bikeways Program Management
- Estes and Hobbs Intersection Improvements

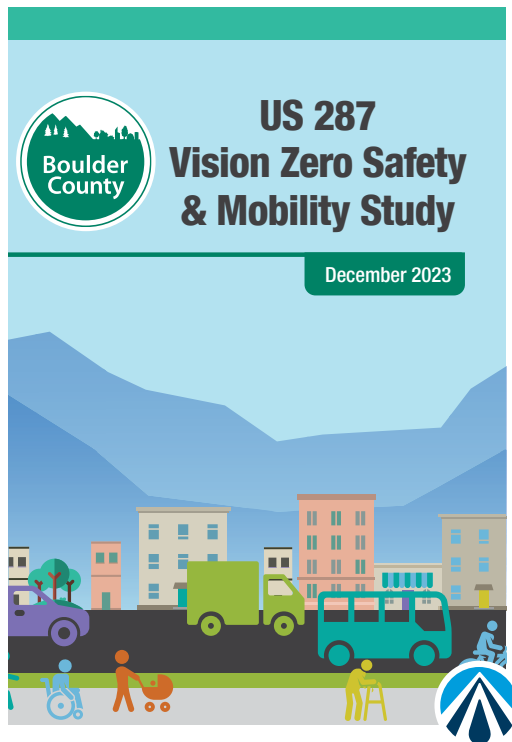
Lebanon

- Sidewalk Safety Improvements

Hendersonville

- Hillside Drive Roadway Improvements

Highlighted Project Experience



US 287 Vision Zero and Mobility Study

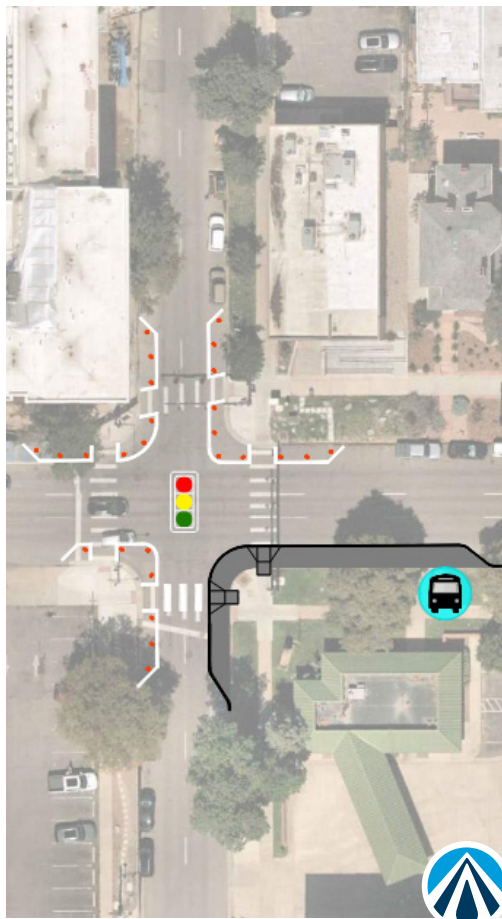
Boulder and Broomfield Counties, Colorado

Reference: Alex Hyde-Wright, Regional Multimodal Planning Division Manager, Boulder County, Colorado

P: 303.441.4910, E: ahyde-wright@bouldercounty.org

Conсор collaborated with Boulder County to complete a Vision Zero Safety and Multimodal Mobility Study along the US 287 corridor from Broomfield to Longmont to improve safety for all modes. Conсор performed an extensive safety analysis using DiExSys Vision Zero Suite to identify crash trends and identify project recommendations for mitigation, with an emphasis on mitigating severe injury and fatal crashes. Our team also determined the feasibility of an off-street bicycle facility along the alignment of US 287. The project required an extensive amount of coordination between key stakeholders including Boulder County, CDOT, City of Longmont, Town of Erie, City of Lafayette, and City and County of Broomfield to make sure recommendations align with the future projects and vision along the corridor. The final report was completed in December 2023.

Relevance to Glenwood Springs > Nikki Riemer was the project manager and her experience leading this analysis gave her the experience of balancing Boulder County, local municipality, and CDOT priorities and goals on US 287. Frequent coordination with CDOT will be critical to develop successful countermeasures along SH 82, SH 6, and SH 24.



17th & 18th Avenues Bus Priority & Vision Zero Project

Denver, Colorado

Reference: Wesley Dismore (Paternity Leave) & Phoebe Fooks Senior City Planner, City and County of Denver, Colorado

P: 720.865.3130, E: phoebe.fooks@denvergov.org

Conсор developed transit and safety improvements along 17th & 18th Avenues from Broadway to Colorado Boulevard. The project identified recommendations to improve transit reliability and positively impact safety for all modes along 17th & 18th Avenues. The project included a detailed crash analysis and identified proposed safety improvements to support city-wide Vision Zero efforts as 17th & 18th Avenues are on the High Injury Network. The crash analysis and recommendations focus on reducing vehicular speeds and improving intersection crossings for pedestrians and bicyclists. A traffic operations analysis was completed as part of the project to understand the impacts to delay and travel time along the corridor as a result of safety and transit improvement recommendations. The team developed a conceptual design roll plot and is now moving into the final design phase of the project.

Relevance to Glenwood Springs > Nikki Riemer is the project manager for this project and has valuable insight of recommendations that improve transit speed and reliability while also having a positive effect on safety for all modes, which will be applicable in Downtown Glenwood Springs. The project also included paint and post quick-build recommendations to improve safety. Our team can assist with creating design drawings and piloting quick-build solutions to evaluate effectiveness prior to investing in permanent infrastructure.



Miami-Dade County Vision Zero Action Plan & Program

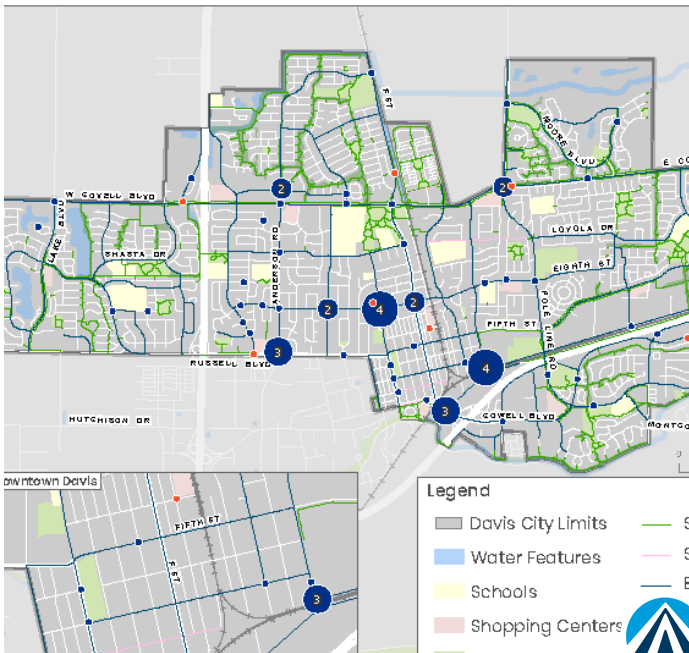
Miami-Dade County, Florida

Reference: Gaby Serrado, Chief of Planning and Systems Development and Public Works, Miami-Dade County Department of Transportation
P: 786.469.5277, E: gabriella.serrado@miamidade.gov

Conсор's Denver team assisted the Miami-Dade County (MDC) Department of Transportation and Infrastructure (DTPW) through the creation, development, and management of their Vision Zero program that aimed at eliminating traffic fatalities and serious injuries by 2040. Conсор guided DTPW leadership to establish, implement, and document Vision Zero and other safety-oriented transportation-related priorities, long-term strategic planning, and short-term initiatives. The team supported the analysis and synthesis of data such as fatal and severe traffic collision data, systemic safety trends, and equity and demographic data to identify, prioritize, communicate, and advocate for safety projects and needs. The team documented the results in the 2023 update to MDC's Vision Zero Action Plan. Conсор also assisted MDC in responding to resident requests by designing quick action construction plans. The team has completed more than a dozen designs to improve intersections, transit stops, and other high demand/high conflict locations.

Relevance to Glenwood Springs > Our team has experience developing Safety Action Plans and helping clients with the development of grants. Jenny Godwin supported Miami-Dade with the development of a Safe Streets for All (SS4A) Implementation grant for award of \$16,000,000.

Number of Head-On Collisions between 2009 and 2019



Davis Local Road Safety Plan

Davis, California

Reference: Ryan Chapman, PE, Assistant Director and City Traffic Engineer, City of Davis, California
P: 786.469.5227, E: rchapman@cityofdavis.org

Partnering with the City of Davis, California, the Conсор team developed a Local Road Safety Plan (LRSP) that applies Vision Zero principles to analyze collision patterns and the associated factors for all collisions on local roads in the City of Davis over the last 10 years. Conсор analyzed who is getting in collisions, when collisions are occurring, what types of collisions are occurring, and where collisions are occurring, ultimately developing an HIN. The team used the key takeaways from the analysis to create and prioritize recommended projects, policies, and strategies for achieving the City's Vision Zero goal to eliminate traffic deaths and serious injuries by 2035.

Relevance to Glenwood Springs > Our team understands the importance of testing all crash factors to better understand trends that may be hidden in the data. We will use a mix of alternate strategies to supplement the crash analysis that will help identify trends or locations that may not be identified through the crash data, including Wejo (Big Data provider) to identify areas of hard braking and quick acceleration and detailed review of severe, fatal, and bicycle/pedestrian-involved crash reports.



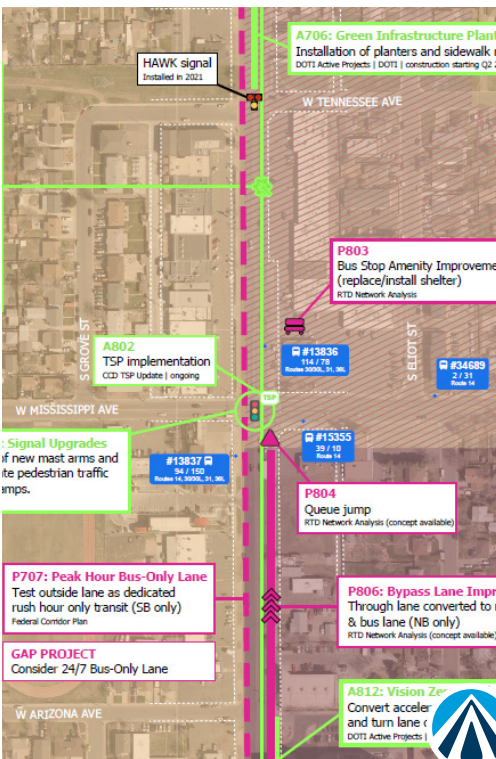
Boulder Neighborhood Speed Management Program (NSMP) & Vision Zero Innovation Program (VZIP)

Boulder, Colorado

Reference: Devin Joslin, Principal Traffic Engineer, City of Boulder
P: 303.441.3289, E: joslind@bouldercolorado.gov

Conсор supported the City of Boulder in designing neighborhood traffic calming features for the NSMP's first two complex corridor projects. The project included neighborhood engagement and the identification of a preferred alternative. The analysis required determining standards for distance between traffic calming treatments and design of safe bicycle facilities through the treatments. Conсор developed construction striping and signing plans and the designs for both corridors were approved by the City's Transportation Advisory Board and City Council at the end of 2019 and installed in 2021. Results have shown reductions in vehicle speeds for both corridors. In 2022, the City hired Conсор to evaluate the effectiveness of traffic calming treatments installed through the NSMP and VZIP programs. The team analyzed before and after vehicle volumes, speeds, and public feedback, resulting in a better understanding of which horizontal and vertical traffic calming treatments are most effective at reducing speeds and recommendations for when to apply the treatments that can be applied to other cities.

Relevance to Glenwood Springs > Although SH 82, SH 6, SH 24, and Midland Avenue experience the majority of the crashes in Glenwood Springs, we will confirm our recommendations do not have a negative impact and cause significant diversion to local streets. Our experience has informed us of which horizontal and vertical traffic calming treatments are most effective at reducing speeds and when to apply the treatments. A Comprehensive Safety Action Plan must analyze all modes and our recommendations in Glenwood Springs will make sure that residents and visitors are able to safely walk and bike as desired.



Federal Boulevard Transit Speed & Reliability Improvements - Final Design

Denver, Colorado

Reference: James Colbert, PE, Senior Engineer, City and County of Denver
P: 720.260.4337, E: james.colbert@denvergov.org

Denver's Department of Transportation and Infrastructure's vision is for more reliable, frequent, connected, and higher-quality transit along major corridors. The Federal Boulevard Transit Reliability Project goal is to design and build near-term infrastructure improvements to move buses faster and help them stay more reliably on schedule. The team analyzed transit speed and reliability data to determine gaps between improvements and areas of need, and identified additional transit improvements, such as bypass lanes and Transit Signal Priority (TSP). Currently, the team is wrapping up completion of the construction drawings and construction is expected in Fall 2024/Spring 2025.

Relevance to Glenwood Springs > Our team has experience developing BRT transit speed and reliability recommendations from the planning phase to construction drawings on a state highway. We will apply our lessons learned to move the recommendations from the MOVE study forward and provide additional operational analysis.



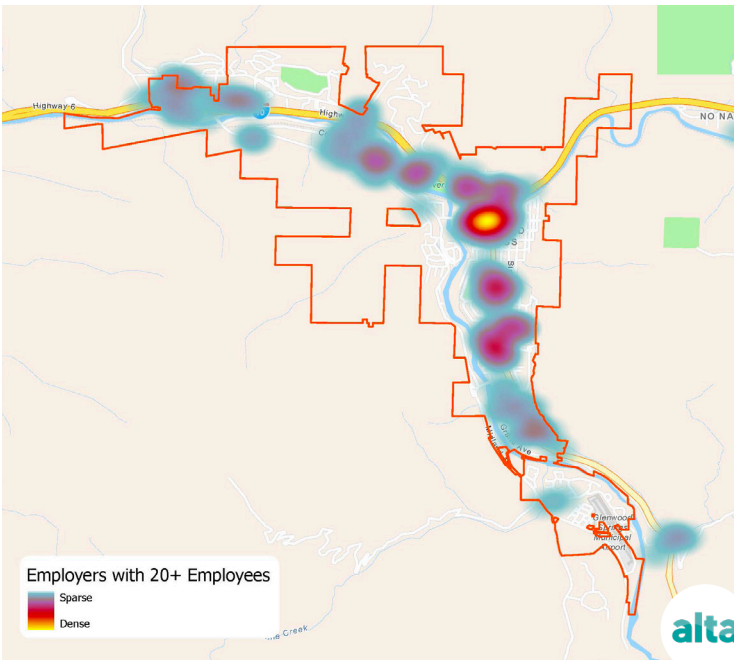
Cherry Creek Circulation/Signal Timing

Greenwood Village, Colorado

Reference: Jessica Stemley, Project Manager, City of Greenwood Village
P: 303.708.6132, E: jstemley@greenwoodvillage.com

This study examined the transportation circulation through and around the Cherry Creek Campus using observations, traffic data and analysis, and stakeholder input to develop both short- and long-term alternatives. Consor developed a thorough analysis and coordinated meaningful engagement with critical stakeholders. Following the study, Consor was awarded a contract to perform the signal timing of the campus; the objective was to analyze the traffic signal controller technology and the existing timing plans and recommend signal timing updates and/or advanced traffic signal controller technology to improve traffic circulation and safety. The project had three phases ranging in recommendations from the refinement of existing infrastructure to major upgrades to the city's infrastructure.

Relevance to Glenwood Springs > Our team's experience with traffic analysis, field observations, and field implementation will allow us to implement changes to provide improvements to signal timing progression on SH 82.



Glenwood Springs Transportation Management Association (TMA) Feasibility

Glenwood Springs, Colorado

Reference: Ryan Gordon, City Engineer, City of Glenwood Springs
P: 970.384.6413, E: ryan.gordon@cogs.us

Alta was chosen by the City of Glenwood Springs to explore the potential of a transportation management association (TMA) to help address the city's mobility needs. Existing transportation plans were reviewed to understand the transportation challenges and opportunities within the city. In addition, Alta collected data on travel behavior, existing transportation options, employment data, economic development, and the presence of transportation champions. The information was analyzed using a TMA feasibility framework that Alta developed based on an analysis of dozens of TDM programs in North American and Australia. The results indicated that a TMA could be successful, helped focus the advisory board on the types of services that could be offered by the TMA, and resulted in the identification of potential TMA partners. Strategy recommendations included personalized travel planning, travel subsidies, a SchoolPool program to reduce parent-related drop off trips, and establishing a vanpooling and microtransit pilot.

Relevance to Glenwood Springs > Alta's recently completed project in Glenwood Springs gives them valuable insight to the protocols, procedures, and collaboration with City staff needed to deliver a successful project. This project gave the team valuable insight of past and ongoing projects in the City, which will allow us to align the goals and vision of the Comprehensive Safety Action Plan with ongoing projects.



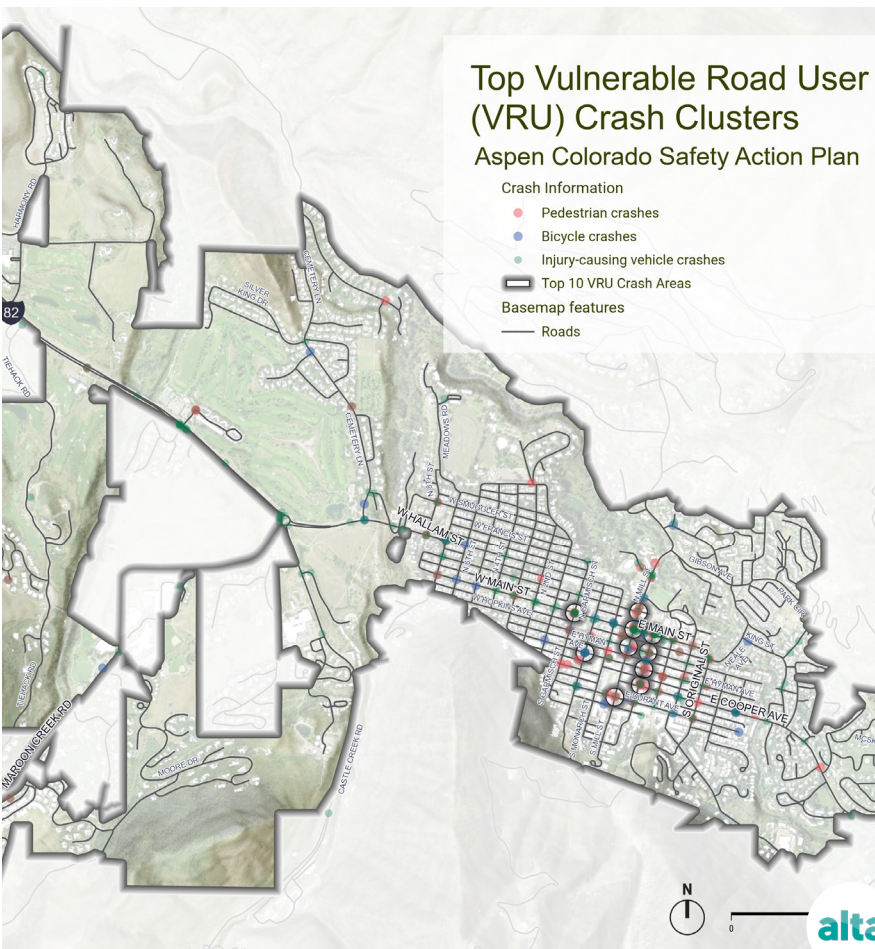
Teton County Safety Action Plan

Teton County, Wyoming

Reference: Brian Schilling, Pathways Coordinator, Teton County
P: 307.732.8573, E: bschilling@tetoncountyywy.gov

Alta is currently leading the SS4A-funded Safety Action Plan for Jackson and Teton County. Alta is leading work on a systemic safety analysis, a new multimodal mobility network, and updates to Town/County design guidelines with the intent of seeking SS4A implementation funding in the 2025 funding cycle. In addition to cultivating local partnerships through a strong community engagement effort, this SS4A Safety Action Plan incorporates a variety of crash data analyses, including a High Injury Network and crash profiles, that will provide insights on the County's most pressing safety needs. Through the project's three complementary initiatives- a Safety Action Plan, an Updated Community Streets Plan, and a Transportation Engineering Design Standards Manual- the Alta team will provide the analyses, tools, and recommendations for Teton County to effectively pursue safety improvements for all modes.

Relevance to Glenwood Springs > The team will apply their knowledge gained from completing a systemic safety analysis in a mountain town community. Our team will apply recommendations systemically by crash type and proactively identify locations with risk factors but where crashes are not yet occurring at a high rate for recommendations.



Aspen Safety Action Plan

Aspen, Colorado

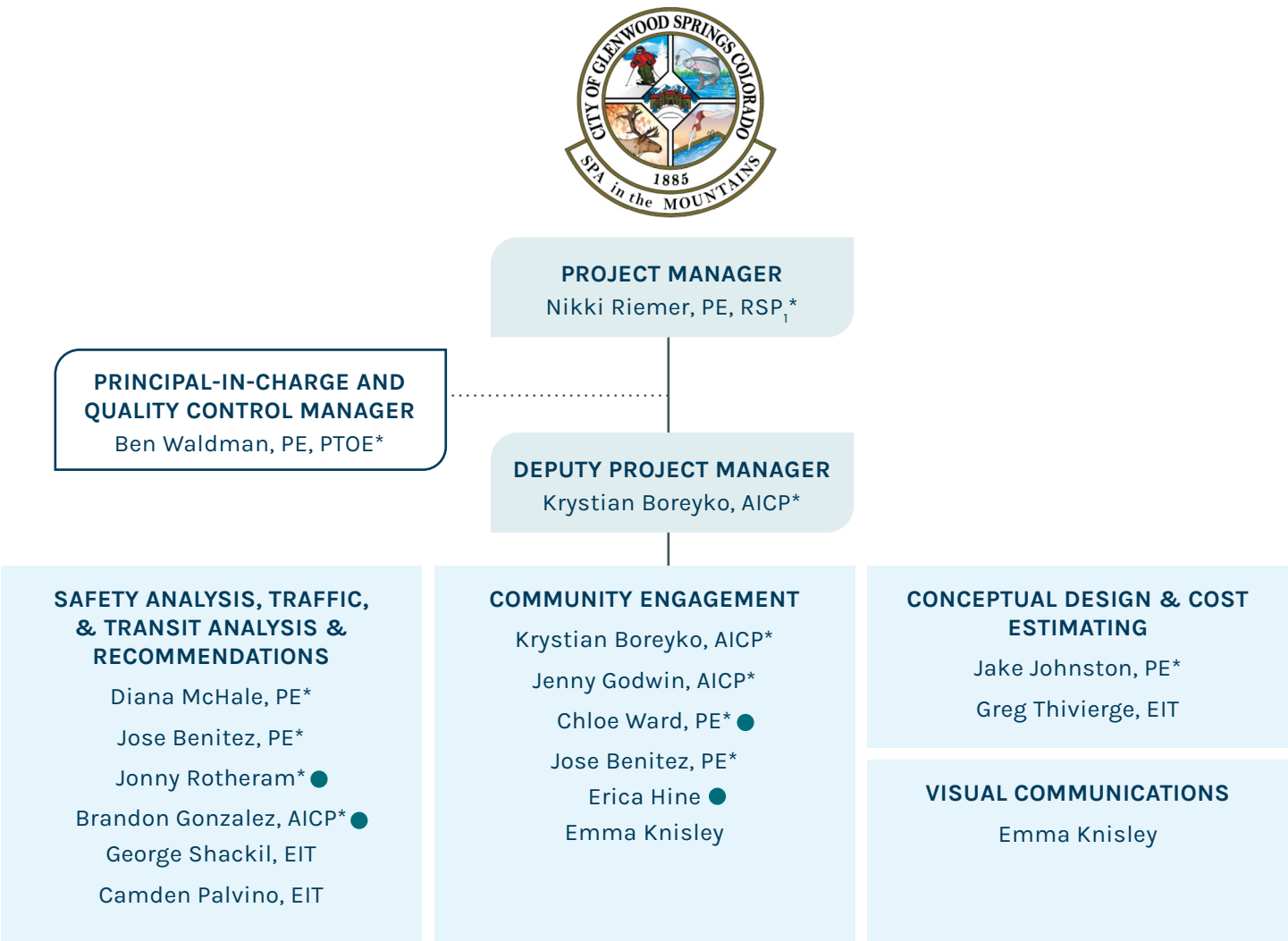
Reference: PJ Murray, Clean River Program Manager, City of Aspen
P: 970.920.5055, E: pj.murray@aspen.gov

Alta is leading development of a Safety Action Plan for the City of Aspen. The project will involve a safety and crash analysis that will identify themes and contextual factors for the city's top 10 safety locations, especially for those walking, bicycling, and taking transit in Aspen. Common factors will guide the development of a Safety Countermeasure Toolkit, which may be applied based on various behavioral and environmental factors to improve safety throughout the city.

Relevance to Glenwood Springs > Our team understands the needs of a rural community look different than major cities. Due to the smaller geographic area, we will complete field observations and understand safety concerns that may be occurring outside of the crash data, such as challenging crossing locations or near misses.

Qualifications and Experience of the Project Team

We have assembled an outstanding team with the ideal depth of safety, multimodal, traffic, and transit operations experience paired with equitable community engagement expertise to successfully deliver the Glenwood Springs Comprehensive Safety Action Plan. Key staff are identified in the organizational chart and their resumes are included on the subsequent pages. As project manager, **Nikki Riemer** will oversee overall project process, safety analysis and recommendations, plan development, and schedule/budget adherence. She will be the single point of contact throughout the project. **Krystian Boreyko** will be deputy project manager working closely with Nikki to lead the community engagement-focused tasks. Nikki and Krystian’s complementary engineering and planning backgrounds create a strong consultant leadership team that will focus data-driven analysis and recommendations while confirming technical aspects of the project are communicated clearly to the public. **Ben Waldman** will serve as principal-in-charge and quality control manager overseeing all aspects of the project and will make sure that deliverables are following Consor’s Deliverable Quality Control Plan and delivered at the highest standards.



Alta ●

*Key Staff



Ben Waldman, PE, PTOE Principal-in-Charge/QC Manager (Conсор)

AVAILABILITY: 35%

Office Location: Denver, CO | Experience: 25 years | License: Professional Engineer CO #35827

Education: MS, Transportation Engineering & BS, Civil Engineering, University of Texas

Ben has managed a broad range of transportation planning, analysis, and engineering projects, including safety analysis, traffic studies, signal timing, traffic and roadway design, and multimodal planning and design. Before joining Conсор, he spent time as a traffic engineering manager for the City of Lakewood and City traffic engineer for the City of Arvada, where he managed projects that improved safety and connectivity for all modes. Ben understands the important synergy between transportation planning and design, inter-agency coordination, and policy compliance.

WHY BEN?

- ✓ Denver office lead and knows how to bring the right resources to this project to get the job done.
- ✓ Serves as the principal-in-charge on several of the projects that Nikki has managed, assuring they have a streamlined process for collaboration and quality control.
- ✓ Passionate about safety and making communities safer through engineering, education, and enforcement strategies.

SELECT PROJECT EXPERIENCE

- **US 287 Vision Zero Safety and Mobility Study**, Boulder and Broomfield Counties, CO
- **Highway Safety Improvement Program (HSIP)**, City and County of Denver, CO
- **Federal Boulevard Transit Reliability**, City and County of Denver, CO

As principal-in-charge and quality control manager, Ben will confirm that resources are adequately allocated to support the team and manage quality control to submit high quality deliverables.



Nikki Riemer, PE, RSP₁ Project Manager/Main Point-of-Contact (Conсор)

AVAILABILITY: 50%

Office Location: Denver, CO | Experience: 9 years | License: Professional Engineer CO #56420

Education: BS, Civil Engineering, Bucknell University

Nikki is a transportation engineer and certified Road Safety Professional that brings a civil engineering background to complex planning and design projects. She has experience with Vision Zero and safety studies, road safety audits, traffic operations analysis, signing/ striping design, and traffic signal design. Nikki has a drive toward creating innovative, feasible, and cost-effective solutions to achieve transportation goals that benefit the community. Her previous work experience as a construction manager brings a unique implementation-focused perspective to projects whether they are to be implemented in the near-term or long-term.

WHY NIKKI?

- ✓ Passionate about improving safety for all users of the roadway and is motivated to get recommendations to implementation.
- ✓ Has a broad range of experience giving her a holistic understanding of traffic safety, operations, and design.
- ✓ She has experience of coordinating and balancing competing goals and priorities between multiple stakeholders while remaining on schedule and budget.

SELECT PROJECT EXPERIENCE

- **US 287 Vision Zero and Mobility Study**, Boulder and Broomfield Counties, CO
- **17th and 18th Avenues Bus Priority and Vision Zero Project**, City and County of Denver, CO
- **Various Road Safety Audits**, City and County of Denver, CO
- **Downtown Littleton Mobility Study**, City of Littleton, CO

Nikki has a passion for improving communities by providing safe access and mobility for all modes. Nikki will serve as project manager, responsible for delivery of this plan and will be your main point-of-contact.



Krystian Boreyko, AICP Deputy Project Manager (Conсор)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 9 years | Certification: American Institute of Certified Planners
Education: MURP, Urban and Regional Planning, University of California, LA; BA, English, Vassar College

Krystian is a transportation planner with a commitment to supporting communities in achieving their mobility goals, including roadway safety outcomes. Skilled in data collection and analysis, GIS mapping, community engagement, needs and opportunities identification, and developing implementation ready plans, Krystian provides comprehensive planning support that our clients deeply value. Having worked on safety analyses and studies in a variety of community contexts from rural (e.g., Silverthorne, CO Safety Action Plan) to urban (e.g., Denver Safe Routes to School), he brings a unique understanding of the fact that there are no one-size-fits-all solutions when planning for transportation safety.

WHY KRYSTIAN?

- ✓ Led the development of nearly 20 Safe Routes to School Travel Plans in Denver.
- ✓ Has coordinated in-person and virtual community engagement efforts throughout Colorado.
- ✓ Is experienced in assembling safety countermeasures that are highly context-sensitive.



Diana McHale, PE Safety and Traffic Analysis Lead (Conсор)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 17 years | License: Professional Engineer CO # #46001
Education: MS, Civil Engineering, University of Colorado; BS, Materials Science & Engineering, Cornell

Diana is a transportation engineer with more than 17 years of traffic engineering experience, primarily specializing in traffic signal timing and operations. Her expertise includes signal coordination, traffic impact analysis, and traffic flow studies. She has timed more than 500 traffic signals and 40 corridors for many agencies in Colorado. She also has a talent for interpreting, organizing, executing, and coordinating technical assignments.

WHY DIANA?

- ✓ Has experience in all aspects of traffic signal timing and analysis helping her come up with innovative solutions to congestion and safety problems.
- ✓ Led the development of Denver's Left-turn Warrant Flowchart, used to determine appropriate left-turn operations at signalized intersections.
- ✓ Now that her 15 year-old has his driver's permit, she has expanded her insight into how roadway and signal design influences drivers.

SELECT PROJECT EXPERIENCE

- **Willits Lane Connectivity and Town Wayfinding Plan**, Town of Basalt, CO
- **Multimodal Transportation Master Plan - Safety Analysis Task***, City of Evans, CO
- **Safety Action Plan***, Town of Silverthorne, CO
- **Safe Routes to School Travel Plans***, City and County of Denver, CO

**Previous experience*

Krystian will serve as the Deputy Project Manager on this project, supporting Nikki by leading the community engagement and confirming highly technical aspects of the project are communicated in an easily digestible way. He has ample capacity to staff this effort and will commit his time to the CSAP.

SELECT PROJECT EXPERIENCE

- **Smart City On-Call ATCMTD Signal Priority**, City of Greenwood Village, CO
- **Cherry Creek Circulation and Signal Timing**, City and County of Denver, CO
- **Washington Street and Brighton Boulevard Signal Timing Implementation**, City and County of Denver, CO
- **University Boulevard Late Night Signal Timing Plans**, City and County of Denver, CO

As the Traffic Operations and Analysis lead, Diana's team will perform evaluations and support for all things intersection and traffic signal related.



Jose Benitez, PE Safety Analysis Support (Spanish Translation) (Conсор)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 5 years | License: Professional Engineer CO #19960

Education: BS, Civil Engineering, Dordt College

Jose has experience with analyzing and interpreting safety and traffic data and is dedicated to making his community and country of origin a better, safer place. Jose provides support on a variety of projects that have included crash analysis, data management and analysis, and traffic operations analysis and modeling. His strengths lie in the fact that he has a strong engineering background, and as a native Spanish speaker, he can translate and communicate technical terms easily into Spanish.

WHY JOSE?

- ✓ Has experience with DiExSys Vision Zero Suite performing Level of Service of Safety analysis and presentation for multiple agencies in the region using platforms like Power Query, Power BI, and GIS.
- ✓ Native Spanish speaker continuously supporting translation and outreach aspects of transportation projects.
- ✓ Excels in evaluating complex data sets to identify meaningful trends and digestible takeaways.

SELECT PROJECT EXPERIENCE

- **Region 1 Pedestrian and Bicycle Safety Intersection Analysis**, CDOT
- **South Central Community Networks Planning On-call**, City and County of Denver, CO
- **Federal Boulevard (52nd Avenue to Dartmouth Avenue) Safety Analysis**, CDOT

Jose is consistently involved in our projects not only as a transportation engineer, but also by translating materials into Spanish and participating in pop up events to help the Spanish-speaking community participate in transportation projects that impact their area.



Jake Johnston, PE Concept Development/Cost Estimates Lead (Conсор)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 14 years | License: Professional Engineer CO #60693

Education: BS, Civil Engineering, Oregon State University

Jake's experience includes civil engineering design services for a range of multidisciplinary transportation projects from sidewalk infill and ADA improvements to urban arterial roadway widenings. His diligence and commitment to thorough, accurate designs have contributed to the success of important community and infrastructure projects alike. He prides himself on completing documents and delivering high-quality designs in a timely manner to keep projects on schedule and within budget.

WHY JAKE?

- ✓ Understands the importance of effective conceptual design to create project plans that can be implemented.
- ✓ Quality assurance and quality control are a priority to Jake, confirming the conceptual designs and cost estimates meet the highest standards of excellence.
- ✓ Has a passion for creating roadway designs that encourage safe speeds and safe crossings for vulnerable users.

SELECT PROJECT EXPERIENCE

- **I-70 and Lincoln Underpass Pedestrian Improvements**, City and County of Denver, CO
- **Nigara Street/Union Avenue Intersection Design***, Belleview Station Metro District, CO
- **NW Walker Road: NW 185th Avenue to NW 173rd Avenue***, Washington County, OR

**Previous experience*

Jake will lead the development of the conceptual designs and cost estimates that will be ready for quick-build implementation (after implementation), budgeting for the Glenwood Springs CIP, or grant funding.



Jenny Godwin, AICP Community Engagement Support (Conso)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 4 years | Certification: American Institute of Certified Planners
Education: BS, Urban Planning and Environmental Policy, Western Washington University; AS, Urban and Regional Planning, University of Colorado-Denver

Jenny is a transportation planner with experience working on Vision Zero projects, multimodal safety assessments, and corridor plans. She specializes in designing accessible, equitable outreach strategies to engage with diverse stakeholder groups – both as in-person and virtual opportunities. She has developed successful grant applications for clients seeking to fund safety, ITS, and safe routes to school transportation improvements. Jenny is committed to working with clients and stakeholders to design opportunities for people of all ages and abilities to navigate safely.

WHY JENNY?

- ✓ Has extensive experience with grant writing and supported Miami-Dade County with a successful SS4A Implementation grant.
- ✓ Serves as project manager for ongoing design and analysis support to Miami-Dade County as they work towards implementing projects as part of their SS4A Implementation Grant Award.
- ✓ Has a strong understanding of ADA Accessibility Guidelines and will make sure that our deliverables that will be published online meet standards.

SELECT PROJECT EXPERIENCE

- **Miami-Dade County Vision Zero Program**, Miami-Dade County, FL
- **Federal Boulevard Transit Reliability**, City and County of Denver, CO
- **Boulder Vision Zero Innovation Project**, City of Boulder, CO
- **72nd Avenue Corridor Study**, City of Westminster, CO

Jenny will support Krystian with community engagement and confirm all outreach strategies are equitable and accessible to all.



Chloe Ward, PE Transit Analysis Lead (Alta)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 8 Years | License: Professional Engineer CO #56849
Education: BS, Civil Engineering, Iowa State University

Chloe is an engineer with a passion for multimodal transportation. With eight years of transportation engineering experience, Chloe brings knowledge of roadway and trail design, construction document production, and working with local Departments of Transportation (DOTs). She works on a range of projects, including on-street bicycle and pedestrian facilities, multi-use pathways and trails, and design guidelines.

WHY CHLOE?

- ✓ Living in Glenwood Springs provides firsthand knowledge of the community's unique traffic patterns, road conditions, and safety concerns, which is invaluable when crafting an effective Safety Action Plan.
- ✓ Being a resident of Glenwood Springs enables direct engagement with fellow community members, stakeholders, and local authorities.

SELECT PROJECT EXPERIENCE

- **Safety Action Plan**, City of Aspen, CO
- **Willits Lane Connectivity and Town Wayfinding Plan**, Town of Basalt, CO
- **8th Street Design**, Town of Carbondale, CO

Chloe will build off her involvement with the MOVE Study and lead the transit analysis tasks. Her personal experiences from residing in Glenwood Springs will be valuable when developing recommendations.



Brandon Gonzalez, AICP Safety & Transit Analysis Support (Alta)

AVAILABILITY: 40%

Office Location: Phoenix, AZ | Experience: 15 Years | License: American Institute of Certified Planners
Education: MCRP, University of Texas at Arlington; BA, Political Science, Minor in Spanish, Texas Tech University

Brandon is a Principal and Southwest/Mountain West Region Leader at Alta. Brandon's core competencies include transportation planning, corridor planning and design, trail planning and design, comprehensive planning, and conducting planning and demographic analyses. He offers deep experience facilitating advisory groups and elected bodies, building consensus, and leading successful public engagement and visioning exercises. Brandon has worked in both the public and private sectors and he understands the challenges and opportunities associated with active transportation planning. He works closely with his clients to find tailored solutions to their unique transportation needs.

WHY BRANDON?

- ✓ Has overseen safety projects for small towns, larger cities, and state DOTs which brings a diverse range of experiences, perspectives, and knowledge of federal requirements.
- ✓ Led a successful SS4A Implementation grant process as a follow-up to a Vision Zero plan that delivered \$12M in safety funding for corridor design, intersection improvements, a safety campaign, and a new SRTS program.

SELECT PROJECT EXPERIENCE

- **Vision Zero Action Plan**, City of El Paso, TX
- **Vulnerable Road User Safety Assessment and Strategic Highway Safety Plan**, NMDOT
- **Pedestrian Safety Action Plan and Trainings**, NMDOT
- **Safety Action Plan**, City of Aspen CO
- **Safety Action Plan**, Teton County, WY

Brandon will leverage his experience developing Safety Action Plans in rural and mountain communities and support safety and transit analysis and recommendation development.



Jonny Rotheram Safety & Transit Analysis Support (Alta)

AVAILABILITY: 40%

Office Location: Denver, CO | Experience: 16 Years | Education: MS, Transport Planning, University of Leeds, UK; BS, Geography and Computing, University of Manchester

Jonny has more than 16 years of experience in transportation planning, community outreach, and influencing travel behavior change. Jonny specializes in multimodal planning, managing projects from initial data collection through to prioritization of specific improvements and plan adoption. His experience also spans developing transportation demand management (TDM) programs to complement infrastructure improvements with an eye on equity impacts. Jonny has experience leading research, design, and development of multimodal access to transit, the creation of mobility hubs, Vision Zero plans, and first and last mile solutions.

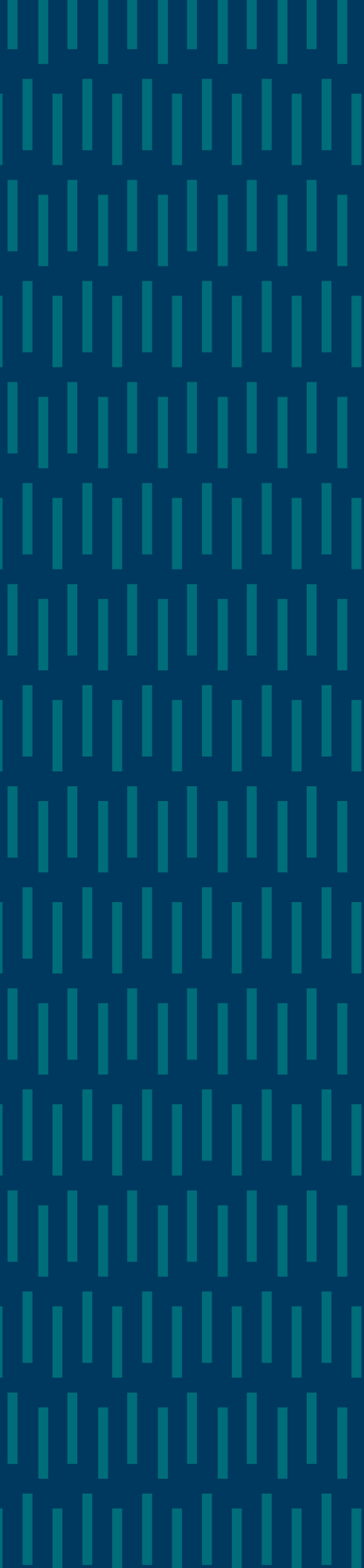
WHY JONNY?

- ✓ Has extensive experience working in your community, most recently on the RFTA First and Last Mile Mobility Plan.
- ✓ Has advanced different travel modes in Glenwood Springs through his work assessing the feasibility of a Transportation Management Association.

SELECT PROJECT EXPERIENCE

- **TMA Feasibility Study**, City of Glenwood Springs, CO
- **Vision Zero Action Plan Update**, City and County of Denver, CO
- **DRCOG Regional TDM Strategic Plan**, City and County of Denver, CO

Jonny's recent completion of the Glenwood Springs TMA Work Plan provides him with the knowledge to confirm that multimodal safety recommendations align with the future vision of improvements in Glenwood Springs.



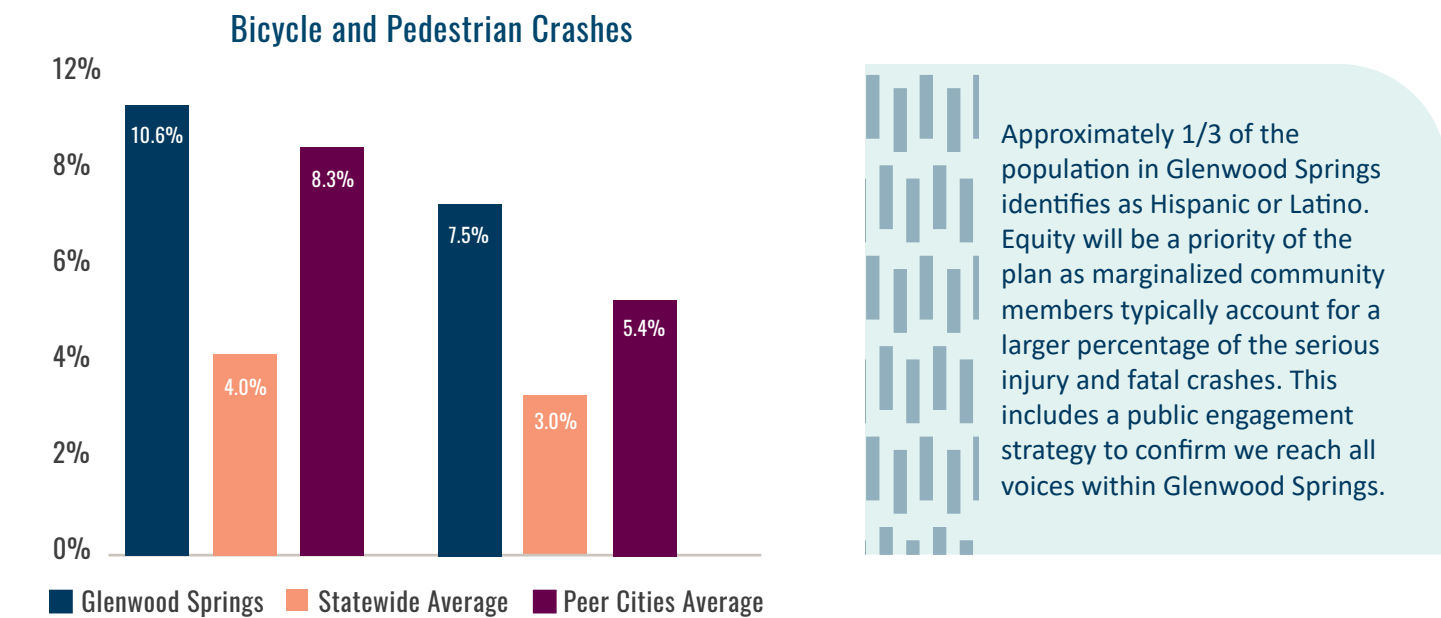
Understanding of the Project Scope

Understanding of the Project Scope

The population of Glenwood Springs and surrounding communities have grown significantly over the last several years. Glenwood Springs is a strong regional commercial and employment center and acts as the gateway to the Roaring Fork Valley, ultimately experiencing a significant amount of traffic traveling through the city. The primary route through town is State Highway (SH) 82 (Grand Avenue), which is Glenwood Springs’s historic main street. SH 82 is often perceived as a barrier for Glenwood Springs residents, particularly for those trying to access schools, shops and restaurants downtown, grocery stores, or the hospital as a pedestrian or bicyclist.

We understand that Glenwood Springs has already made great strides towards achieving the goal of zero traffic collision deaths by 2030. Glenwood Springs took the great first step for creating a Local Road Safety Plan (LRSP) that identified several potential project locations for safety recommendations. In addition to the LRSP, Glenwood Springs has completed several planning studies over the last several years that prioritize multimodal transportation such as the MOVE Study, Glenwood Springs TMA Plan, and Glenwood Springs Comprehensive Plan. **Our goal is to build off the great work and momentum that has already been created through the LRSP and other Glenwood Springs city-wide efforts and focus on moving recommendations identified as part of the Comprehensive Safety Action Plan towards implementation.** This will include a data-driven approach to identifying safety countermeasures and performing additional safety, traffic, and transit analysis to get recommendations to conceptual design so that they can easily be transitioned into grant funding or capital improvement plan requests.

The Action Plan is an important next step in identifying how the city will go about the process of prioritizing safety in all transportation decision-making. We understand that the creation of a Safety Action Plan needs to be a team effort to be most successful. This will require achieving consensus amongst technical experts, elected officials, and community members. These groups all have a similar goal—working towards reducing transportation-related fatalities or serious injuries. However, all groups may not be aligned on how to achieve that goal. Adaptive and flexible, our team will be able to meet Glenwood Springs’s diverse needs and communicate effectively with all groups. Our team will listen to all voices and bring the group to a consensus, which will ultimately allow us to create an achievable Action Plan that the community believes in and is excited about.



Bicyclist and pedestrian crashes were identified as overrepresented in Glenwood Springs compared to the statewide and peer cities average in the LRSP. Our team will take results from the LRSP one step further and identify citywide crash trends and where they are occurring so that countermeasures can be applied systemically.

PROJECT TASKS AND DELIVERABLES

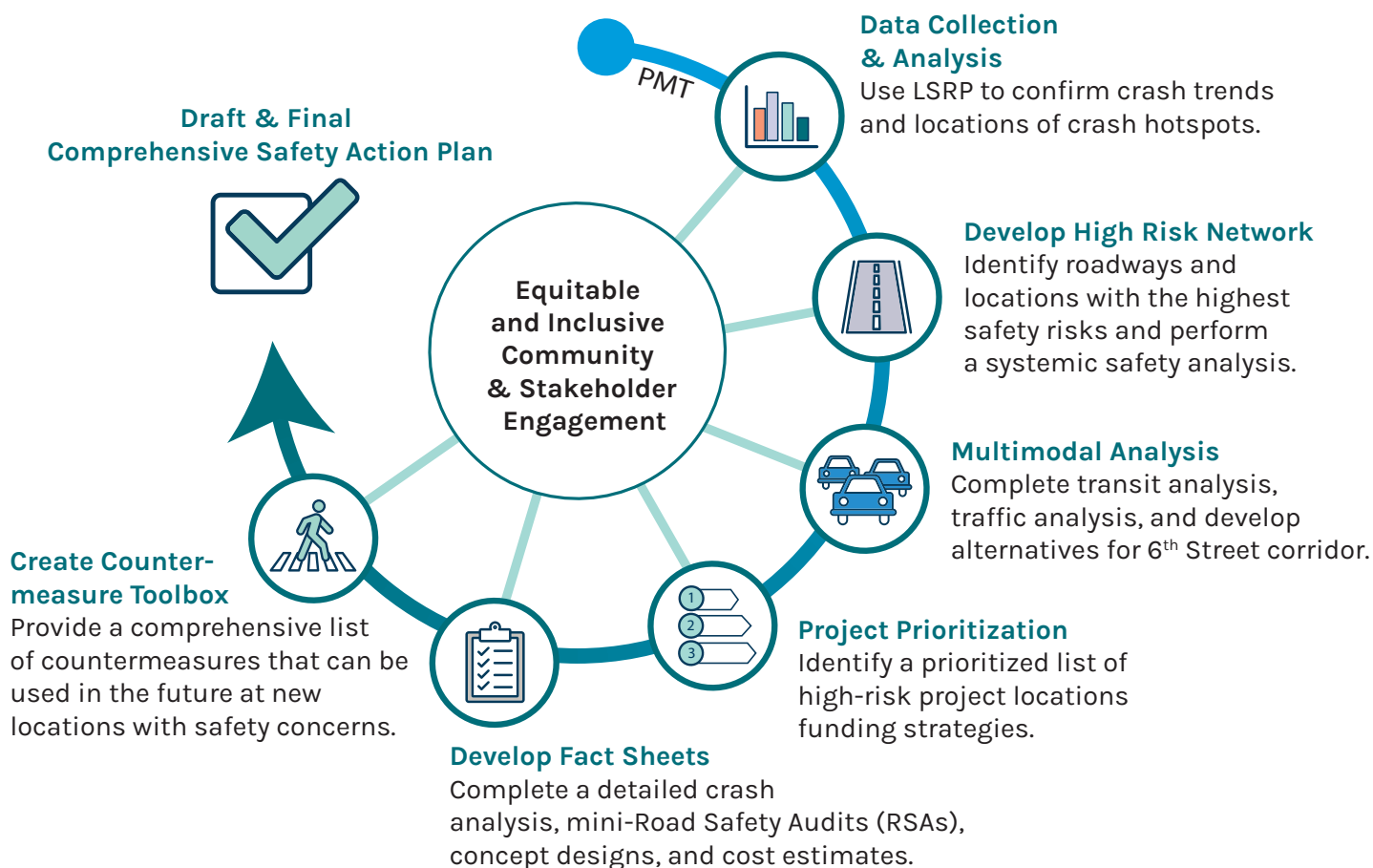
Our team's approach is based on our experience developing Safety Action Plans, safety analysis, and multimodal planning and design projects throughout Colorado and elsewhere in the United States. We understand the scope of work needs to be in line with the Federal Highway Administration (FHWA) requirements, but we have learned that there is no one template as each agency has unique policies and implementation strategies given their community needs and makeup. It is our intent to meet you where you are and advance meaningful implementation actions within Glenwood Springs.

In our experience, communities engaging in Comprehensive Safety Action Plan (CSAP) initiatives develop robust High Crash Networks; the Consor team goes further by delivering a CSAP that involves a data-driven approach to safety analysis and an equitable approach to community engagement. We also commit to confirming all recommendations, resources, and next steps for implementation that are identified.

We have developed a unique project process and approach to maximize efficacy of this plan for reducing and/or eliminating transportation fatalities and serious injuries. **We will perform all scope, tasks, and deliverables outlined in the Request for Proposal (RFP).** The following sections provide additional details about how we will complete the tasks.

COMPREHENSIVE SAFETY ACTION PLAN DEVELOPMENT

Developing a CSAP for Glenwood Springs will involve many steps. Community and stakeholder engagement is at the core to developing a successful plan. Collaborative and consistent Project Management Team (PMT) and stakeholder meetings will be critical to achieve buy-in on the project process.

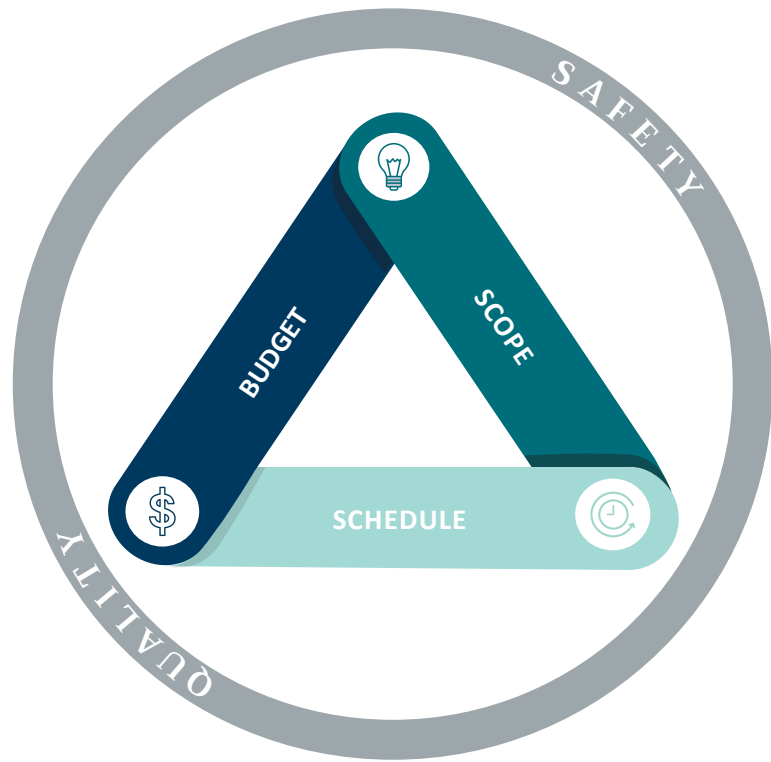


TASK A: PROJECT INITIATION AND MANAGEMENT

Conсор will facilitate a project kick-off meeting with Glenwood Springs staff and key stakeholders including but not limited to the Colorado Department of Transportation (CDOT), Roaring Fork Transportation Authority (RFTA), and the Roaring Fork School District. Our team is prepared to listen during this kick-off meeting to learn from the stakeholders on items such as project goals, challenges, and opportunities. Our team will come prepared with a draft schedule, work plan, data request, and proposed roles and responsibilities that will foster a collaborative team environment and set expectations for the duration of the project. The goal of the kick-off meeting will be to establish and agree on communication protocols, roles and responsibilities and expectations, and to gather input on the core outcomes the team would like to see emerge from this project.

Conсор will meet with the core PMT to facilitate bi-weekly PMT meetings throughout the project to foster close collaboration by sharing the project status, current challenges, and opportunities. Our team will prepare agendas in advance of each meeting and record notes and action items after each meeting. Action items and assignments will be reviewed during each meeting to maintain accountability from the consultant team and staff, helping to keep the project on task and on schedule.

Our team will also complete a formal review of relevant previously completed Glenwood Springs plans and studies. Background plans include, but are not limited to: The RFTA/City MOVE study (2020), Local Road Safety Plan (2022), Glenwood Meadows Master Traffic Study (2023), RFTA GMF Buildout Traffic Impact Study (2023), Ride Glenwood Service Concepts (2024), CDOT SH 82 Signal Retiming Report (CDOT 2020), SH 82 Access Control Plan (2013), and 6th Street Corridor Master Plan (2017). Our team will document key takeaways and how each plan will impact the development of the CSAP.



Task A Deliverables

- *Kick-off meeting agenda, meeting notes, and handouts.*
- *Project management plan that includes communication protocol, schedule of project meetings, and proposed roles and responsibilities.*
- *Bi-weekly core PMT meetings. Agendas, meeting notes summarizing action items, and any relevant handouts will be distributed.*
- *Technical memorandum summarizing the key takeaways of our review of relevant and previously completed Glenwood Springs plans and studies.*

TASK B: INVOICING AND PAYMENT

Conсор, in coordination with our subconsultant team, will work with the city to establish an invoicing protocol and will prepare monthly invoices and progress reports throughout the length of the project.

Task B Deliverable

- *Monthly invoices accompanied by progress reports that summarize task progress and deliverables.*

TASK C: EVALUATION OF EXISTING SAFETY FREQUENCY AND ACCIDENT LOCATION DATA

We understand the city has a data-driven understanding of safety throughout the transportation network in Glenwood Springs, having recently completed their LRSP. The LRSP identified locations where the highest number of crashes are occurring and locations to focus recommendations. Our team intends to leverage the LRSP analysis to learn more about the contributing factors of the crashes. We will also complete an analysis of systemic and specific safety needs and complete a geospatial identification of higher-risk locations to align with the FHWA requirements of an Action Plan. Our team will review all collisions, but look in greater detail at collisions that result in a fatality, severe injury, or involve a pedestrian or bicyclist. The following sub-tasks outline the key steps involved in the collision evaluation analysis.

Task C.1 Data Collection

At project kick-off, our team will compile a formal data request for Glenwood Springs. The list below summarizes an initial inventory of data features based on our prior experience. Consor assumes Glenwood Springs will provide the five years of crash data used to complete their LRSP or the most recent five years of crash data. We will work with staff to identify potential GIS databases of contextual and roadway data for the purpose of identifying potential risk factors. These contextual and roadway factors may help us understand why crashes are occurring and proactively identify locations for systemic risks.

Proposed Contextual and Roadway Data:

Data Feature	Collection Method
Sidewalks (including width)	Ecopia Tech- Computer Vision
Bike Routes	Glenwood Springs GIS “Bike Routes” Layer
Crosswalks	Ecopia Tech- Computer Vision
Number of Travel Lanes	Ecopia Tech- Computer Vision
Measured Speeds	Wejo
Posted Speed Limits	Conсор- Manually
Distance from Bus Stop	“Ride Glenwood Bus Stops” layer and RFTA Data
Left-turn Operations	CDOT Signal Timings
Presence of Median	Conсор- Manually
Presence of School	Glenwood Springs GIS “Schools and Educational Facilities” Layer
Intersection Traffic Control	Conсор- Manually
Functional Classification	Conсор/Glenwood Springs Collaboration
Adjacent Land Use	Glenwood Springs GIS “Zoning Data” Layer
Average Daily Traffic	Historical Data & Data Collection Provider
Hard Breaking/Acceleration	Wejo



Innovative Approach to Data Collection

- > **Ecopia Tech** is a data provider that uses satellite imagery alongside deep learning/computer vision algorithms to extract GIS vector features.
- > **Wejo** obtains, anonymizes, and summarizes data from connected vehicles to produce datasets showing quick acceleration, hard braking, average and 85th percentile operating speeds, and seat belt use.

Task C.2: Crash Analysis

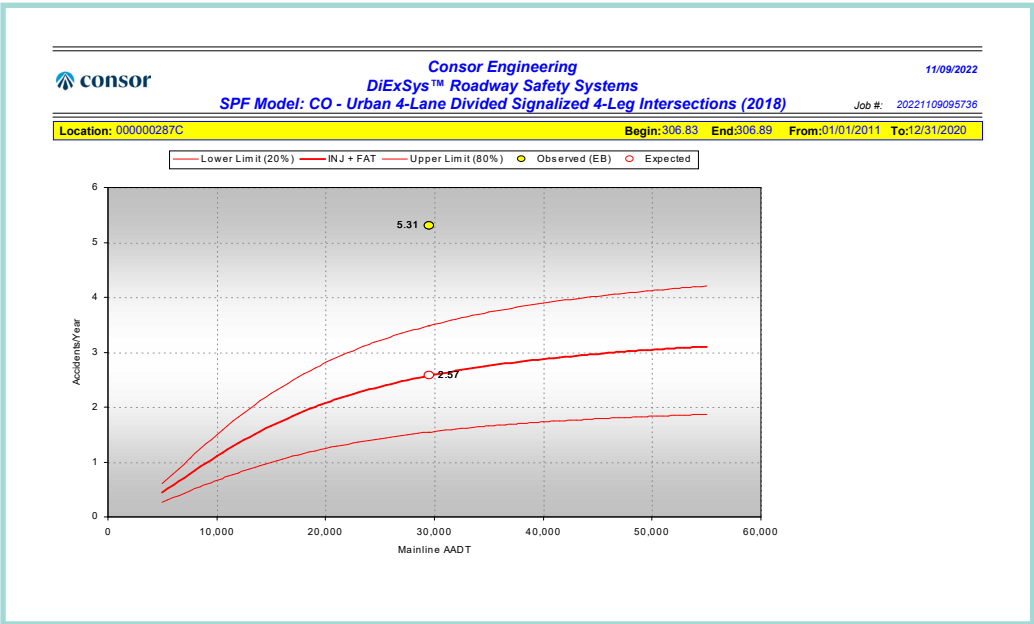
The Consor team understands that an effective Action Plan is grounded in safety analysis, made possible by accessing reliable and high-quality data to conduct thorough analysis and make informed, data-driven decisions. With extensive experience in performing comprehensive all-modes safety analysis, our team possesses the expertise to analyze and present data effectively, highlighting critical trends and contributing factors. We specialize in enhancing crash data analysis tools through GIS spatial analysis, further strengthening our capabilities in conducting a thorough and insightful crash analysis for the Action Plan. Our team will utilize the DiExSys Vision Zero Suite software, which integrates traffic volume data, specifically Average Daily Traffic (ADT), to identify areas that have a high potential for crash reduction through determining the Level of Service of Safety, Safety Performance Functions, Direct Diagnostics, and Pattern Recognition.

The goal of this subtask is to identify locations with safety concerns, identify citywide crash trends, and prioritize a list of intersections for further analysis and field observations as part of a future task outlined below. Our findings from this subtask will also allow us to begin identifying safety countermeasures.

Consor Engineering					11/10/2022
DiExSys™ Roadway Safety Systems					
Direct Diagnostics (Spot Location) Analysis					Job #: 20221110191015
Location File: DIRECT_DIAGNOSTICS_FOR RTE287C 30683 30689					Cutoff: 5 Acc's @ 95%
Baseline Statistics					
CATEGORY	Statewide Average		This Location		Probability
	# Crashes	%	# Crashes	%	%
Property Damage Only (PDO)	4,301	71.16%	48	45.28%	0.00%
Injury (INJ)	1,723	28.51%	57	53.77%	100.00%
Fatal (FAT)	20	0.33%	1	0.94%	95.14%
Persons Injured	2,451		92		
Persons Killed	21		1		
Single Vehicle Accidents	283	4.68%	2	1.89%	12.17%
Two Vehicle Accidents	5,298	87.66%	91	85.85%	32.68%
Three or More Vehicle Accidents	462	7.64%	13	12.26%	96.86%
Unknown Number of Vehicles	1	0.02%	0	0.00%	N/A
On Road	5,789	95.78%	103	97.17%	82.93%
Off Road	254	4.20%	3	2.83%	34.46%
Off Road Left	111	1.84%	0	0.00%	N/A
Off Road Right	130	2.15%	3	2.83%	80.50%
Off Road at Tee	3	0.05%	0	0.00%	N/A
Off Road in Median	10	0.17%	0	0.00%	N/A
Unknown Road Location	1	0.02%	0	0.00%	N/A
Overturning	29	0.48%	0	0.00%	N/A
Other Non Collision	13	0.22%	0	0.00%	N/A
Vehicle Cargo or Debris	8	0.13%	0	0.00%	N/A
Pedestrian	112	1.85%	0	0.00%	N/A
Broadside	873	14.44%	22	20.75%	97.18%
Head On	20	0.33%	0	0.00%	N/A
Rear End	3,015	49.88%	49	46.23%	25.60%
Sideswipe (Same Direction)	528	8.74%	1	0.94%	0.07%
Sideswipe (Opposite Direction)	36	0.60%	1	0.94%	86.80%
Approach Turn	968	16.02%	29	27.36%	99.90%
Overtaking Turn	50	0.83%	0	0.00%	N/A
Parked Motor Vehicle	13	0.22%	1	0.94%	97.78%
Railway Vehicle	0	0.00%	0	0.00%	N/A
Bicycle or Pedal Cycle	114	1.89%	0	0.00%	N/A
Motorized Bicycle	0	0.00%	0	0.00%	N/A
Domestic Animal	2	0.03%	0	0.00%	N/A
Wild Animal	7	0.12%	0	0.00%	N/A
Light or Utility Pole	36	0.60%	1	0.94%	86.80%
Traffic Signal Pole or Equipment	40	0.66%	0	0.00%	N/A
Traffic Sign or Post or Overhead Sign Structure	54	0.91%	0	0.00%	N/A

An example of a Direct Diagnostic report from the DiExSys Vision Zero Suite software. Consor identified that broadside and approach turn crashes were overrepresented at this location.

An example of a Safety Performance Function (SPF) model from the DiExSys Vision Zero Suite software. We were able to identify that this location had a LOSS 4 for severe injury and fatal crashes, which means there is a higher than expected average for these types of crashes compared to similar intersection types throughout Colorado.



Task C.3: Systemic Safety Analysis

To meet the FHWA requirements for an Action Plan, a systemic approach to safety is required. The systemic safety analysis goes beyond a crash hot spot analysis by flagging high-risk roadways based on shared high-risk characteristics. Based on our contextual and roadway data set developed in Task C.1, our team will look at locations with the identified crash trends and apply recommendations systemically at locations that have similar contextual and roadway characteristics. We understand that data does not always capture the full story (e.g., inaccurate or insufficient data), so we will incorporate community feedback from our first round of public engagement as a risk factor. Our team will discuss and select appropriate risk factors based on collaboration with the city project manager and available data. This analysis will allow Glenwood Springs to identify locations with similar risk factors where fatal and serious injury crashes are occurring and improve locations systemically and proactively before other crashes occur.

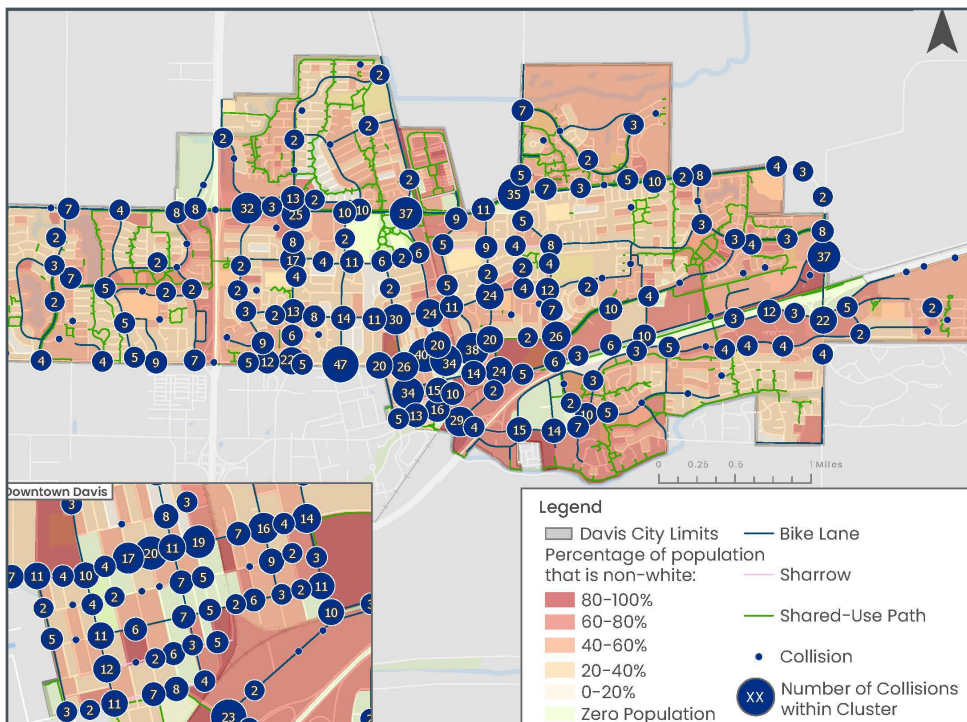
Example of Systemic Evaluation

If speeding is a common contributing factor, it is an important factor to address because speed is associated with an exponential increase in injury when a collision with a pedestrian or bicyclist occurs, and therefore proactively addressing locations with speeding concerns (even if there is not a current crash history) can be an essential systemic tool. To understand the extent at which speeding occurs within the City, we will compare the measured speeds from the Wejo data to the posted speeds. Using GIS, we will map locations where measured speeds are considerably higher than the posted speed. Identified speeding countermeasures will be recommended for all locations with speeding concerns, independent of existing crashes.

Task C Deliverables



- *Technical memorandum summarizing the results from our analysis, including:*
 - *Determination of crash causes and correlation between incidents, if any.*
 - *Recommendations in geometry, location, and/or configuration for future prevention of similar crashes, if possible (in conjunction with signal timing and progression task).*
- *GIS layers of contextual and roadway data.*



As part of the City of Davis, CA Local Road Safety Plan, our team analyzed crashes compared to several equity inputs such as BIPOC (Black, Indigenous, People of Color), language other than English, age 65+, and people with disabilities.

TASK D: EVALUATION OF EXISTING SIGNAL TIMING AND PROGRESSION ON SH 82 AND EVALUATING CROSSWALK REMOVAL AND SIMPLIFIED SIGNAL PHASING

Existing signal locations and signal timings will be evaluated in response to what we learn from the safety analysis performed in the previous task. Glenwood Springs downtown commercial area is located on SH 82 (Grand Avenue) where traffic volumes have increased over the last several years and are predicted to grow into the future. Grand Avenue balances multimodal demand between pedestrians, bicycles, transit, and vehicles. Recommendations could include updating the traffic signal operations and, as a result, the impact to traffic operations should be evaluated as part of this project.

Due to the vehicle congestion that Grand Avenue experiences, a dynamic traffic assignment (DTA) analysis using TransModeler is proposed to evaluate existing signal timings and potential proposed recommendations. Our team will be able to apply what we learned from the collision data, pedestrian crossings (any count data and field observations), and input from parents and staff at Glenwood Springs Elementary School (GSES) to analyze potential recommendations that may impact traffic signal operations. Examples of signal timing recommendations could include evaluating leading pedestrian intervals, upgrading left-turn operations, and updating yellow/all-red times. We understand Glenwood Springs has a goal to prioritize bicycle and pedestrian safety throughout the city in response to traffic signal timing plans. Other stakeholders may have different or additional priorities. Our traffic analysis work will allow Glenwood Springs and key stakeholders to have targeted conversations about priorities around safety and travel time that are informed by the results of existing conditions traffic analysis as well as the impacts on traffic operations of potential recommendations.

What is Dynamic Traffic Assignment and Why is TransModeler the Right Tool?

DTA is the process of generating route flows based on an origin-to-destination (OD) demand model. This is beneficial for this project because of the congestion on SH 82 and drivers driving through or to destinations within Glenwood Springs will likely travel on alternate routes parallel to SH 82 to try to find a quicker route. This model will allow us to understand the affects SH 82 has on adjacent roadways.

Task D Deliverables



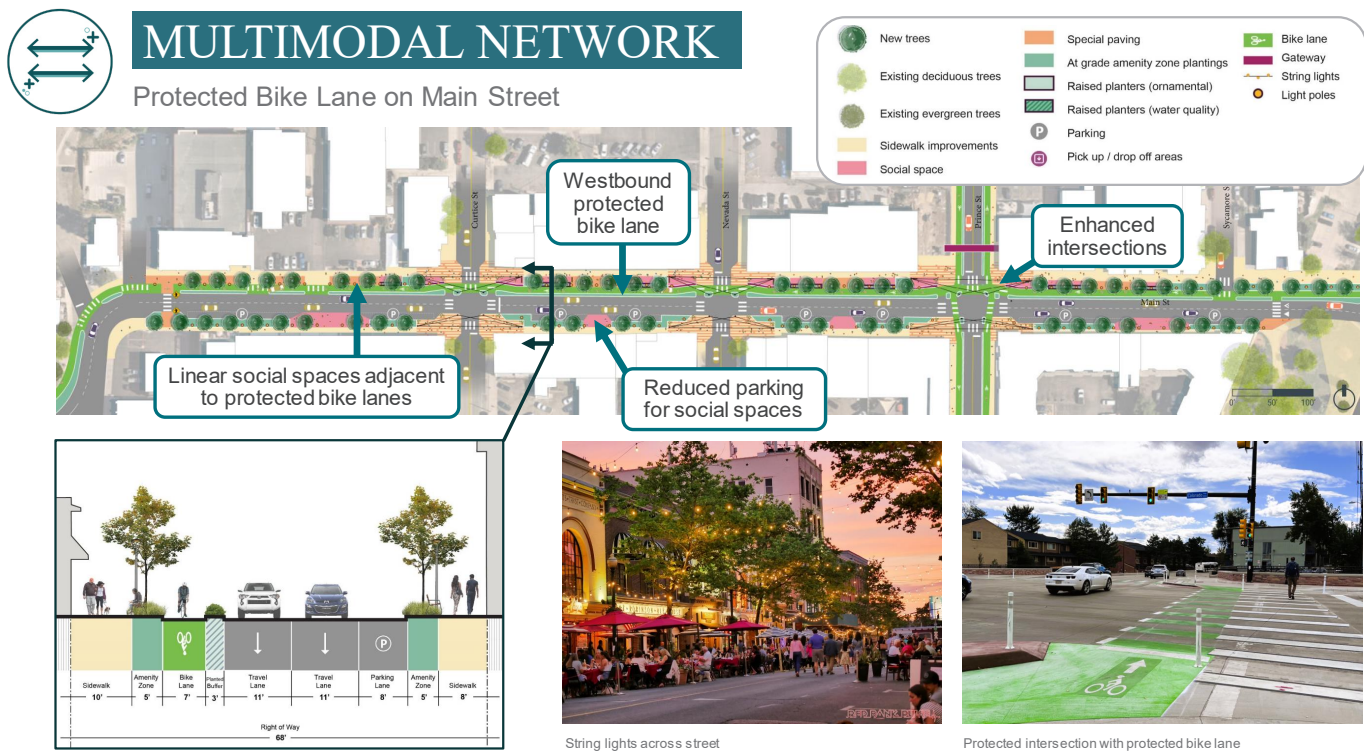
- *Technical memorandum summarizing the findings from our analysis, including:*
 - *Recommendations for potential signal removals (if any).*
 - *Recommendations for retained pedestrian crossings.*
 - *Recommendation for the designated Safe Routes to School route and any related improvements for the protection of those crossing at that location.*
 - *Signal Timing Plans if any operational changes to existing signals are made.*

TASK E: EVALUATION OF GEOMETRY OF SH 82 AND SH 6 & SH 24 TO REDUCE SPEED, IMPROVE PEDESTRIAN SAFETY, AND REDUCE VEHICULAR REAR END AND OTHER OVERREPRESENTED ACCIDENT TYPES

Our team will review the 6th Street Corridor Master Plan and complete this task simultaneously with the traffic analysis and transit analysis tasks. Our goal will be to evaluate the existing configuration of SH 82, SH 6, and SH 24 to determine if there are any geometric recommendations that may be beneficial to traffic calming (reducing speeds) and assisting with safe pedestrian/bicycle crossings.

Without knowing the full story from the collision data, initial recommendations could include installing pedestrian refuge medians to allow for two-stage pedestrian/bicycle crossings or increasing the number of bulbouts along Grand Avenue to shorten pedestrian/bicycle crossing distances and slow turning speeds.

Our team will propose a series of alternatives and will provide pros/cons of each alternative to collaborate with the city on potential recommendations to update the cross section. We understand that on-street parking is critical for the vitality of the businesses located along Grand Avenue and our alternatives analysis and geometric improvement recommendations will retain on-street parking.



Project Highlight > Downtown Littleton Mobility Study



Conсор developed three alternatives for Littleton, Colorado to improve safety and mobility in the downtown core area. Our team weighed strengths and shortcomings of each design, balancing the competing needs along the roadway of vehicle traffic, multimodal connections, and on-street parking while prioritizing safety. Each alternative was presented to staff, stakeholders, and the public using visually appealing conceptual designs and cross sections that were easy to digest and supplementing photos to provide additional context.

Task E Deliverables

- Technical memorandum summarizing the results from our analysis, including:
 - Determination of the 6th Street Corridor Master Plan's impact to corridor safety on SH 6 & SH 24.
 - Alternatives and recommendations for street section or sections along the SH 82 Corridor.

TASK F: EVALUATION OF THE MOVE STUDY OPERATIONAL ANALYSIS FOR THE BRT SYSTEM ON SH 82/ GRAND AVENUE

The main purpose of this task is to identify potential improvements along Grand Avenue and around the West Glenwood Park and Ride to improve transit operations, and speed and reliability of BRT service between South Glenwood and West Glenwood through downtown to allow the expansion of regular BRT service to these areas. Extending the BRT is a high priority for both RFTA and the City of Glenwood Springs given the high volume of commuters between Western Garfield County, Glenwood Springs, and the Roaring Fork Valley. Extending the BRT would increase travel options for the community, enable a larger share of this important travel market to be captured by transit, and is a core strategy in mitigating future traffic growth along SH 82 through Glenwood Springs.

The MOVE Study evaluated several alternatives to extend the BRT from its current terminus (for most BRT runs), at the 27th Street South Glenwood Station, to downtown and the West Glenwood Park and Ride. The study narrowed the alternatives down to two general options: one parallel to the Rio Grande Trail and the other along Grand Avenue. There were aversions from the public to both alternatives and a preferred alternative was ultimately never selected. This task will reevaluate the Grand Avenue alternative to determine if there are interim improvements that can be made along Grand Avenue to improve speed and reliability of transit service without negatively impacting the pedestrian environment or significantly impacting parking, which would be more amenable to the community. We divided this task into three major components:

- 1 → **Review BRT operational analysis from the MOVE Study** and meet with staff to understand barriers and challenges in implementing those recommendations or understand additional ideas that have emerged since the MOVE study within the context of this project.
- 2 → **Analyze Traffic Operations and Effect on the Proposed BRT on SH 82** to understand the impacts to BRT and traffic operations with each change using Transmodeler. We will analyze the effectiveness and impacts to traffic of a queue jump lane at 9th Street and Grand Avenue. Presumably a queue jump lane would allow northbound BRT cross from the right lane at 9th Street and Grand Ave after stopping at the bus stop to the left lane in order to turn left at 8th Street. A queue jump signal at this location would allow for the conversion of 8th and 9th Streets to one-way as recommended in the MOVE Study to improve traffic operations while also accommodating the BRT along Grand Avenue.
- 3 → **Analyze Operational Improvements at West Glenwood Park and Ride** including at the intersection of Midland Avenue and Wulfsohn Road and develop recommendations to improve transit operations through the area, allow for buses to stop in both directions on Wulfsohn Road at the West Glenwood Park and Ride, and improve traffic safety. We will also evaluate and make recommendations at the West Glenwood Park and Ride to allow two-way bus operations on Wulfsohn road at West Glenwood.



Project Highlight > Federal Boulevard Transit Signal Priority



As part of the implementation of Transit Signal Priority (TSP) at 41 intersections along Federal Boulevard in Denver, we needed to confirm the system was working as designed and expected. To achieve this, we programmed an interactive Power BI dashboard that was able to process two weeks of high-resolution controller data into usable, actionable metrics which allowed us to troubleshoot in real time, and confirm that the Regional Transportation District (RTD) buses and ridership are receiving the benefits of TSP. Metrics can be sorted by date, time, intersection, approach, and phase at the click of a button.

Task F Deliverables:

- *Technical memorandum summarizing the results from our analysis, including:*
 - *Opinions, recommendations, or modification to the study.*
 - *Analyze the operations and effect of a possible transit signal priority (TSP) at 9th Street.*
 - *Analyze the operational impacts of the adjacent signals to the TSP.*
 - *Develop preliminary signal timing plans to show proof of concept of the queue jump and the mitigation of potential impacts to operations with adjacent signals.*
 - *Analyze operations and the effect of the proposed BRT on SH 82 and Rio Grande Trail corridor.*
 - *Analyze the operational effects of an improved transit boarding area and at-grade pedestrian crossing improvements at the West Glenwood Park and Ride.*
 - *Offer opinions, recommendations, or modifications to the operations at the West Glenwood Park and Ride and how it relates to the intersection configuration at West Wulfsohn Road and Midland Avenue.*
- *Develop graphics for public discussion of the potential bus lanes on Grand Avenue.*

TASK G: TRANSIT SAFETY ANALYSIS

We will complete a comprehensive safety analysis of bus operations in Glenwood Springs, including at and around bus stops, at common crash locations, and along the existing Business Access and Transit (BAT) lane along SH 82 south of the 27th Street Station. We will use a combination of crash data analysis (including the findings of the systemic safety analysis), field observations, and input from staff, stakeholders, and the public to summarize existing safety issues and concerns. Additionally, we recommend interviewing a RFTA supervisor and/or RFTA bus driver to allow them to provide observations on safety conditions that they experience while driving or frequently hear as complaints from drivers or patrons. Based on our findings we will make recommendations to improve transit safety in Glenwood Springs that are rooted in proven crash modification factors (CMFs) and safety principles and including recommendations aimed at reducing speeds, reducing conflict points, and increasing visibility. Potential recommendations may include changes to signal timing, lane configuration, signing/striping, traffic calming, improving visibility, improving pedestrian crossings at bus stops, and access management. Recommendations will consider bus turning radius, merging associated specific bus route operations through Glenwood Springs, and other special needs for bus operations including ingress and egress out of stops.



Project Highlight > Interviews with Transit Supervisors for the 17th/18th Bus Priority and Vision Zero Project



Our team facilitated interviews with RTD supervisors as part of our initial outreach for the 17th & 18th Avenues Bus Priority & Vision Zero Project to learn about locations with safety and operational concerns including low visibility pedestrian/bicycle, areas with frequent bus delay, challenging areas for the bus to maneuver in and out of a bus stop, and areas that were challenging for the bus to turn. One of the comments we heard from the supervisors was that it is challenging for buses to maneuver in and out of bus stops on 17th Avenue and it results in frequent delay merging back into traffic. As a result, our team incorporated bus bulbs into our design at the majority of bus stops along 17th Avenue so buses could stop in-lane.



Task G Deliverables



- *Technical memorandum summarizing the results from our analysis, including:*
 - *Provide creative solutions for bus system safety including recommendations for stop locations and/or bus pull out locations while evaluating the ability to return to traffic and cross traffic movements for the two alternatives proposed in the MOVE Study.*
 - *Summary of existing transit safety issues and concerns based on analysis, stakeholder input, and field observations.*
 - *Short- and long-term recommendations to improve transit safety in Glenwood Springs, with a focus on the area around bus stops, specific to bus operations (including cross traffic movements), and for the SH 82 bus lane south of 27th Street.*

TASK H: EVALUATION OF THE EFFECT OF ANY CHANGES ON SH 82 TO THE LOCAL ROAD NETWORK IN THE DOWNTOWN CORE AREA BETWEEN 14TH AND 8TH

The intent of our scope of work is that it builds off the traffic analysis work in Task D and evaluates any of the proposed recommendations as an outcome of Tasks E, F, and G to determine the impacts of recommendations on the downtown core. Specifically, this task acts as an alternatives analysis for operational recommendations proposed in Task D where we are evaluating existing conditions and proposed recommendation to determine the impacts. We will also use the traffic analysis model developed in Task D to analyze the potential for one-way couplets at 8th Street and 9th Street and for removing the Colorado Avenue and Cooper Avenue one-way couplet between 9th Street and 13th Street.

Task H Deliverables



- *Technical memorandum summarizing the results from our analysis, including:*
 - *Evaluation of the impacts in traffic patterns, volume, speed, queuing, and LOS in response to signal removal, geometric changes to the local roadway system, one-way couplets at 8th Street and 9th Street, one-way couplets at Colorado Avenue and Cooper Avenue (between 9th Street and 13th Street), and changes on 8th Street between Grand Avenue and Midland Avenue.*

TASK I: EVALUATION OF SAFETY DATA FOR POTENTIAL OPERATIONAL CHANGES, INFORMATIONAL MEETINGS, AND PUBLIC ENGAGEMENT OPPORTUNITIES

Our interpretation of Tasks I and J is that Task I is focused on developing public engagement plan whereas Task J focuses on executing the public engagement plan through meetings with the public, stakeholders, and council . For the purpose of the fee and scope, Task I only includes the estimate to develop the public engagement plan. These two tasks will likely have overlap and scope language is written with the intention that these two tasks will be occurring in sync.

Leveraging Local Roots and Experience

The Alta team knows the Roaring Fork Valley well and is passionate about supporting Glenwood Springs in meeting your mobility goals:

- > Over the past five years, **Jonny Rotheram** has collaborated with the city of Glenwood Springs, spearheading the development of RFTA's First and Last Mile Mobility Plan as well as initiating the City of Glenwood Springs TMA activation plan. His ongoing contributions are pivotal in supporting the city through the creation of a TMA, aimed at serving both the city and the surrounding region.
- > **Chloe Ward** is a resident of Glenwood Springs, providing her with a lived experience of the transportation network. She has supported mobility planning in the Roaring Fork Valley for the past eight years, including efforts in Aspen, Carbondale, Basalt, and the Glenwood Springs/RFTA MOVE Study.
- > **Brandon Gonzalez** has overseen numerous projects within the Roaring Fork Valley, including the Basalt-Willits Lane Multimodal Study and the Aspen Safety Action Plans.

Public Engagement Plan

Community engagement is integral to the success of a Comprehensive Safety Action Plan. The Action Plan will represent a community-driven process that reflects the needs of critical concerns of residents and stakeholders throughout the city. Within a month of project kick-off, our team will develop a Public Engagement Plan (PEP) describing target audiences including residents, commuters, schools, local employers, and service providers. The PEP will identify tools, methods, and response strategies to engage the community. Recognizing that the city's more vulnerable residents may be both disproportionately impacted by traffic violence and underrepresented in the planning process, our team will continuously revisit our planned engagement activities throughout the life of the project to confirm that public outreach is fully inclusive. Task I summarizes our preliminary PEP.



CHALLENGE > Even the most well thought out PEPs sometimes do not achieve the desired reach.

SOLUTION > Consor's outreach team is nimble and focused on developing a community-driven Action Plan. If there are certain segments of the population we are unable to reach through our proposed plan, we will identify opportunities to hold 1-on-1 listening sessions that are more targeted. If the digital outreach does not gain sufficient traction, we will shift resources towards prioritizing in-person interactions. If there is low attendance at the first round of public meetings, we will shift locations for the second round to better align with community interest.

Task I Deliverables



- *Public Engagement Plan that identifies type and number of meetings, city-wide survey questions, GSEP survey questions, key stakeholder identification such as CDOT, RFTA, Glenwood Springs School District, Downtown Development Authority, City Council, Transportation Commission, Police, and Fire.*

TASK J: PUBLIC ENGAGEMENT AND OUTREACH

This task outlines the toolbox of engagement strategies, execution of meetings, events, and materials. Our team intends to build trust with city project managers throughout the process so that we can effectively co-lead meetings. Often times, it is more effective for messaging to come from the city explaining the goals and needs of projects and our team helps complement that messaging by providing data-driven support and expertise on process, recommendations, and other questions. Interpretation will be provided as necessary for meetings and translation will be provided for all project materials. After each meeting, our team will document notes and assist in coordinating any follow-up needed. We will prepare a technical memorandum summarizing outreach activities that will be incorporated into the Final CSAP.

Our engagement approach is meant to create engagement that is transparent and equitable, blending in-person engagement with digital approaches to broaden our community reach. Our approach is meant to provide a framework for engagement; however, we are eager to collaborate with the city to determine if certain aspects of this plan should be updated to better align with city goals (i.e., number of meetings with the public and stakeholders, virtual versus in-person meetings, etc.). Our public engagement will include three components – Public Outreach, Digital Outreach, and Stakeholder Outreach.

Public Outreach Meetings (In-Person and/or Virtual)

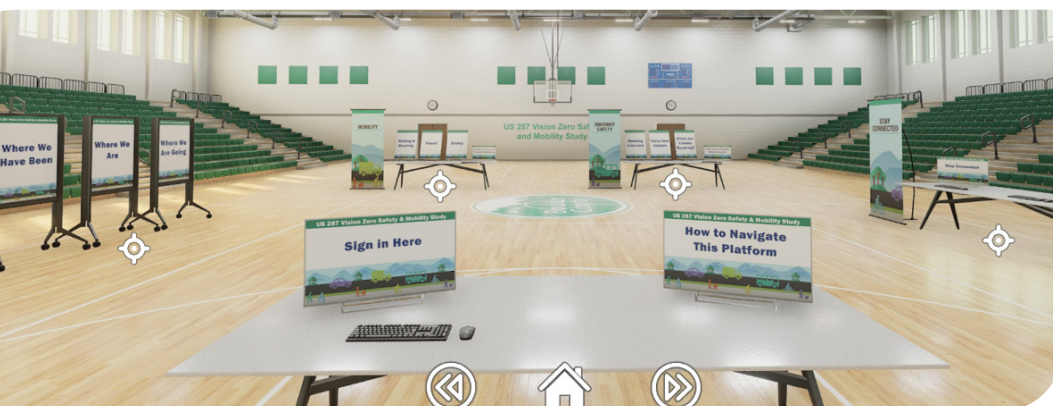
We will conduct two phases of community outreach for each Action Plan in the form of public meetings and pop-up events.

1. The first round will serve as a listening session to learn from the public about traffic safety attitudes and location-specific feedback.
2. In the second round, we will inform the public by presenting draft content from the Vision Zero Action Plan, including high-priority intersection/corridor recommendations to confirm whether we are adequately addressing concerns.

Public Meetings: We will host two rounds of public meetings and are flexible to host in-person or virtually. The events will involve a range of interactive exhibits designed to engage community members and solicit input that will meaningfully inform the planning process. Activities will be designed to engage community members of all ages and backgrounds and may include, but are not limited to:

- > **Floor mapping exercises** that prompt community members to place physical barriers, like Lego block walls, on corridors and at intersections where they experience traffic safety concerns.
- > **Tactile demonstrations of design countermeasures** like road narrowing or vertical deflection to illustrate how traffic calming works and to ask participants for feedback on designs they would like to see on Glenwood Springs roadways.
- > **On-demand online platform** where residents can view project updates in a “virtual gymnasium” and provide comments or questions at their own convenience.
- > **Voting exercises** that involve showing participants a set of concepts for high priority recommendations and using sticker dot voting to determine which concepts are most favored.

Following the first round of public meetings, our team will debrief with staff to discuss what went well, and what improvements might be needed to inform the second round of public meetings. At the end of the project, our team will debrief with the city project manager and discuss lessons learned that Glenwood Springs can use for outreach on future city projects.



An example of a virtual gymnasium that was created for the US 287 Vision Zero and Mobility Study where project information and surveys were loaded onto the online platform and community members were able to review materials and provide feedback at their convenience.

Pop-ups: We will host two rounds of pop-up events at popular locations where community members already gather, like the Glenwood Springs Market on 7th Street, grocery stores, transit centers, community spaces, holiday celebrations, or Summer of Music events. In an order to hear from the less-represented community members, we will align our pop-up locations with those areas identified to confirm we are engaging with hard-to-reach communities. The Spanish-speaking community is an example of a group we will target through our pop-up events to bring their voice into the planning process. The pop-up events will focus on providing background on the project and asking targeted questions that align with the proposed surveys for those that are unable to complete or do not have access to the digital survey.

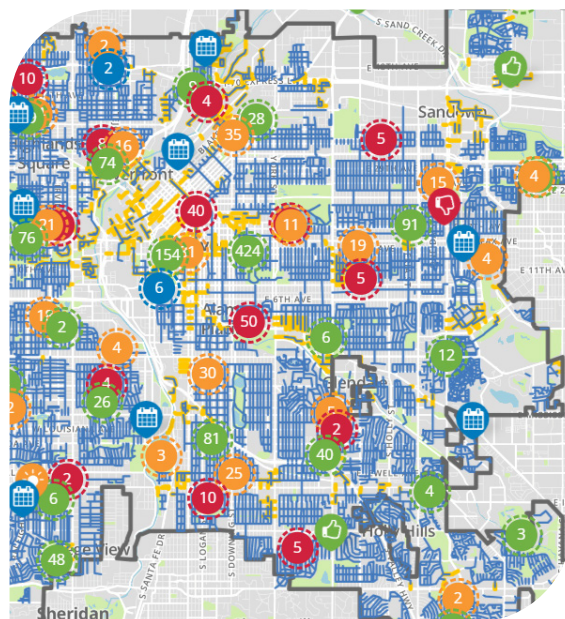


Reaching the Spanish-speaking Community

We understand that there is a large Spanish-speaking population in Glenwood Springs. We will work with the city early in the project to identify strategies to involve the group. In our experience, the best strategy for engaging with the Spanish-speaking population is to meet community members where they are. We recommend coordinating one to two pop-up events to be Spanish-first and/or collaborating with local Latino community organizations to help identify the best process (such as through the Latino Community Committee). Native Spanish-speaking Consor team member Jose Benitez is fluent in both Spanish and English and can attend public meetings and pop-up events to provide interpretation services. Jose has a strong technical background and with Spanish being his first language, he excels at explaining complex technical concepts using terminology that can be easily understood.

Digital Outreach

Online Survey and Interactive Map (General Public): We will develop two surveys/web maps using Social Pinpoint aligning with the two phases of community engagement. The first survey will help us gauge current attitudes, perceptions, and behaviors related to traffic safety and transportation among Glenwood Springs residents, visitors, and employees. We will develop the survey and web map using Social Pinpoint to be crafted to allow community members to drop pins at specific locations with traffic safety concerns. Our team will use the geospatial community feedback collected in the web map as a risk factor analyzing which locations in Glenwood Springs present the highest crash risk. We will promote the project and online survey in English and Spanish through social media, at bus stops, and other high-traffic destinations in Glenwood Springs.



An example of an interactive map that was created on Social Pinpoint for Denver's South Central Community Transportation Network Project.

Glenwood Springs Elementary School (GSES) Survey: Our team will create a survey targeted towards GSES parents and staff. Questions may be targeted to identify locations that may be challenging to cross as a pedestrian or bicyclist, identify areas where visibility may be challenging, or locations where speeding is a concern. Feedback will be used to help craft geometric or operational changes to SH 82, which is a barrier for families residing east of the corridor, and general Safe Routes to School recommendations.

Social Media Posts and Transit Stop Flyers: To broaden the reach of our engagement efforts, we will create social media posts for Glenwood Springs to push out on their social media platforms. Additionally, we will create flyers promoting surveys and project updates and post them at transit stops within Glenwood Springs.

Website: Our team will provide the Glenwood Springs communications team project updates and highlights to be posted on the city website throughout the duration of the project.

Stakeholder Outreach

Stakeholder Involvement: Our overall aim will be to reach stakeholders before going to the general public. Our team will facilitate a “kick-off” stakeholder meeting (either in-person or virtual) to discuss the safety work and introduce key elements of our scope of work. The goal of the kick-off will be to identify critical issues and build support for safety work and projects among a network of potential program partners. We anticipate stakeholder involvement at multiple milestones throughout the project. This involvement throughout the duration of the project will allow our team to understand similar and conflicting priorities to develop the Action Plan and achieve buy-off from all on the final Action Plan. Potential stakeholders include CDOT, RFTA, Glenwood Springs School District, Downtown Development Authority, neighborhoods impacted by recommendations, City Council, and the Transportation Commission.

Transportation Committee and City Council: Our team will update the Transportation Committee and City Council at multiple times throughout the project. Our goal is to inform the Transportation Committee and City Council about the project background, data collection and analysis, proposed recommendations, and draft and final Action Plans. Ultimately, it will be City Council that adopts the Action Plan so it is important to incorporate their feedback and encourage their involvement throughout the process.

Neighborhood Meetings: Our team will facilitate targeted outreach (virtual, in-person, or survey) to neighborhoods affected by recommendations.

Task J Deliverables

- *Co-lead stakeholder/partnering meetings, including all presentation materials (number of meetings required to be in-person will be determined during final scope negotiations).*
- *Development of a city-wide survey and a GSES-specific survey.*
- *Prepare material for presentations to Transportation Committee and City Council at key milestones.*
- *Marketing and advertising items for stakeholder meetings, public meetings, and pop-up events.*
- *Spanish interpretation for meetings and Spanish translation for materials.*
- *Provide meeting summaries from each event to the Project Manager.*
- *Prepare technical memorandum summarizing outreach activities for inclusion in Final Report.*

TASK K: DEVELOPMENT OF PROJECTS, OPERATIONAL CHANGES, AND PUBLIC INFORMATION CAMPAIGNS TO ADDRESS SAFETY ISSUES

Our team recognizes resources are finite and that some recommendations will have a more immediate impact on reducing traffic fatalities and improving safety. Our team will prioritize projects combining outcomes of the crash analysis, multimodal safety analysis (pedestrian, bicycle, transit-involved crashes), traffic operations analysis, and community and stakeholder engagement feedback. Work completed as part of the safety, transit, and multimodal analysis will assist our team in developing a comprehensive list of recommendations including civil engineering upgrades, operational changes, policy updates, and public informational campaigns that will directly address safety issues. Our team includes a mix of planners and engineers, confirming there will be a seamless transition from planning into conceptual design. In addition to the engineering recommendations, we also will evaluate education and enforcement recommendations. An example of what one of those recommendations could look like is an enforcement program by the local Glenwood Springs Police Department targeted to enforce common violation types (speeding, failure to yield, failure to wear safety belts, distracted driving and driving while impaired are examples that could come out of our safety analysis). These enforcement programs can be especially effective when combined with education programs.

Task K.1: Project Fact Sheets

Many Comprehensive Safety Action Plans successfully identify safety issues and potential solutions, however they often lack location-specific recommendations. We will focus on an implementation-focused Action Plan, identifying location-specific improvements and implementation and funding strategies. Fact sheets will be developed for the top 8 to 12 projects/locations that are the highest priority and have the most potential to reduce serious injury and fatal crashes. Our team will spend time in the field during peak periods (AM, mid-day, PM, or special event times) to perform mini-Road Safety Audits (RSA) and observe patterns that may be occurring at the high-risk locations that may not be clearly identified from the crash data. Key stakeholders such as city staff, CDOT staff, RFTA staff, GSES representatives, police, and fire are encouraged to join our team in the field. Each stakeholder may have different priorities and goals on the roadways and it is important for our team to understand all priorities, and facilitate a similar understanding among stakeholders, as we evaluate safety and create recommendations. Our team will deliver fact sheets from the safety analysis, observations from the mini-RSAs, safety recommendations and corresponding crash reduction factors, impacts on equity populations, and conceptual designs and cost estimates visualizing the recommendations. The fact sheets will also discuss next steps working towards implementation.

Project Highlight > US 287 Vision Zero & Mobility Study



Our team developed multiple conceptual design fact sheets as part of the US 287 Vision Zero & Mobility Study. We plan to use a similar template for this project and summarize background information, analysis results, field observations, conceptual designs, cost estimates, and next steps into a standalone packet.



Task K.2: Countermeasure Toolbox

Based on the crash trends and countermeasures identified as part of the safety analysis, our team will create a comprehensive countermeasure toolbox for the city’s use. This will be a beneficial resource for the staff to reference once this project is completed to quickly identify solutions as safety problems arise. We will use the countermeasure toolboxes from FHWA as a starting point but incorporate countermeasures that align with the local context of Glenwood Springs. The toolbox will include both engineering and non-engineering countermeasures. The toolbox will also provide easy-to-share information when communicating with the public or presenting recommendations for future projects.

Countermeasure Toolbox Examples

Conсор has developed countermeasure toolboxes as part of the US 287 Vision Zero & Mobility Study and City of Davis Local Road Safety Plan. Each toolbox identifies specific engineering and non-engineering countermeasures and what types of crash they help mitigate. An overall description of the benefits, considerations, cost, complexity, and safety benefit were identified.

US 287 Vision Zero & Mobility Study

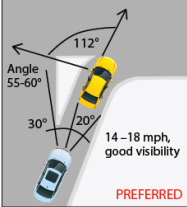
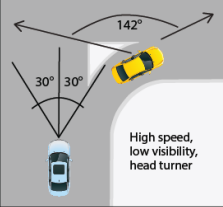
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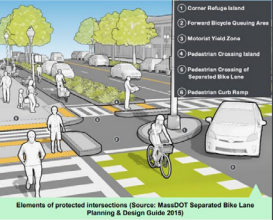
Improve Channelized Right-Turn Lane Geometry

\$ \$ \$ \$

SAFETY BENEFIT

COMPLEXITY

DESIGN CONSIDERATIONS	EXAMPLE IMAGE
- Truck turning templates should be run to ensure large vehicles and/or fire trucks can be accommodated at the right-turning movements. - Traffic signal poles located on the right-turn island may need to be relocated.	

City of Davis, CA Local Road Safety Plan				
Countermeasure	Benefits of Design	Cost	Complexity	Safety Benefit
Enhanced Pedestrian and Bicycle Crossings				
	This design can reduce the likelihood of high-speed vehicle turns, improve sightlines, and dramatically reduce the distance and time during which people on bikes are exposed to conflicts. Protected intersections create shorter, simpler crossings, more predictable movements and better visibility between people on bikes and people driving. As a result, the intersection is more comfortable and safer for people using the bikeway and the crosswalk. ³³	\$\$-\$\$\$		
Medians and Pedestrian Crossing Islands				
	Medians or pedestrian crossing islands should be considered along multi-lane roadways, particularly in areas with a significant mix of pedestrian and vehicle traffic and intermediate or high travel speeds. Some example locations that	\$\$-\$\$\$		

Task K Deliverables 

- Technical memorandum detailing recommendations.
- Report detailing viable and preferred concept(s), including elements outlined above.
- 8 to 12 Fact Sheet Packets for the highest priority intersections.
- Countermeasure toolbox.

Comprehensive Safety Action Plan | City of Glenwood Springs | RFP# 2024-10P | 30

Task L: Budgeting

Conсор will lead developing cost estimates for each of the project recommendations and conceptual design plans identified in the previous task. Budgeting will also help tie into the project prioritization that will be identified in the Final Action Plan and will assist the city in identifying appropriate funding sources. Our team will identify potential grant funding opportunities for each recommendation that may include but are not limited to Safe Streets and Roads For All Implementation Grants, Highway Safety Improvement Program (HSIP) funds, Safe Routes to School, First/Last Mile funding, or Glenwood Springs Capital Improvement Program (CIP) funding.



Value Add: An Approach Focused on Project Implementation

Our team understands that Glenwood Springs is eager to make safety improvements quickly. Each implemented safety improvement is an incremental step to achieving Vision Zero. Our goal is to establish a framework for Glenwood Springs to work towards implementation beyond the projects completion. We will group projects into the following categories to help staff identify a process for implementing each recommendation:

- 1 → Quick-win projects that can be implemented quickly (i.e., signal backplates or updating left-turn operations).
- 2 → Locations that have ongoing planning/design efforts that can be moved forward through other projects.
- 3 → Locations that are competitive for Safe Streets and Roads for All (SS4A) Implementation Grant funding, HSIP funding, or other federal/state funding sources.
- 4 → Locations that are not competitive for federal/state funding that will be included in Glenwood Springs CIP funding.

Task L Deliverables



- *Estimated budget for proposed preferred concepts (concepts identified in Task K).*
- *Identify potential funding sources or grant opportunities for each recommendation.*

TASK M: FINAL REPORT AND RECOMMENDATIONS

Conсор will develop a draft Comprehensive Safety Action Plan for Glenwood Springs based on our findings from our work conducted and leveraging feedback from staff, stakeholders, and the public that we heard throughout the project duration. The Action Plan will meet the FHWA Action Plan Requirements so that the municipalities can be eligible to apply for SS4A Implementation Grant Funding.

We expect the draft Action Plan be highly customized, image- and graphic-rich, and comprehensible by the public. The plan will include photos, infographics, and tables to convey key findings and recommendations concisely and clearly. The plan will also identify strategies for monitoring yearly progress towards achieving Vision Zero. We will follow Glenwood Springs brand standards and incorporate up to two rounds of consolidated comments for the draft Action Plan. We will finalize the plan document based on the feedback provided.

Our team also understands that the Action Plan will need to be adopted by Council. Our team will support staff by preparing a PowerPoint presentation summarizing the plan for staff to use for a City Council presentation.



Project Highlight > City of Davis Local Road Safety Plan 

Conсор led the development of the City of Davis Local Road Safety Plan. Key findings and recommendations were clearly conveyed using photos, maps, creative infographics, and tables.

Task M Deliverables

- Final report (electronic and hardcopy versions).
- Electronic format of all project deliverables, including data and support files.

Bid Schedule

Project Schedule		2024												2025					
		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun				
Task A: Initiation and Management	Project Meetings and Administration		●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
	Project Schedule																		
	Existing Plan Review				○														
Task B: Invoicing and Payments	Send Monthly Invoices and Progress Reports																		
Task C: Evaluation of Existing Safety Frequency and Accident Location Data	Data Collection			①															
	Crash Analysis							②											
	Systemic Safety Analysis								②										
Task D: Evaluation of Signal Timing and Progression on SH 82																			
Task E: Evaluation of Geometry of SH 82 and SH 6 & SH 24																			
Task F: Evaluation of the MOVE Study																			
Task G: Transit Safety Analysis																			
Task H: Evaluation of the Downtown Core Area																			
Task I: Evaluation of the Safety Data for Public Engagement Opportunities				③															
Task J: Public Education & Outreach	Public Meetings, Pop-ups, and Digital Outreach						④	⑤								⑥			
	Stakeholder Involvement						●				●					●			●
	Transportation Committee and City Council																	⑦	
Task K: Development of Projects	Project Fact Sheets													⑧					
	Countermeasure Toolbox																⑨		
Task L: Budgeting														⑧					
Task M: Final Report and Recommendations																	X DRAFT		X FINAL ●

● Project Kick-Off Meeting

● PMT Meetings

● Stakeholder Meetings

● Council Adoption

○ Interim Technical Memorandum Deliverable

X Plan

Summary of Key Milestones

① Data Collection Plan

② Crash Analysis and Systemic Safety Analysis

③ Public Engagement Plan

④ Launch Digital Community Outreach (Survey) and GSES-specific Survey

⑤ First Round of In-Person Community Outreach (Pop-ups and Public Meetings)

⑥ Second Round of In-Person Community Outreach (Pop-ups and Public Meetings)

⑦ Develop Materials for Council Adoption Meeting

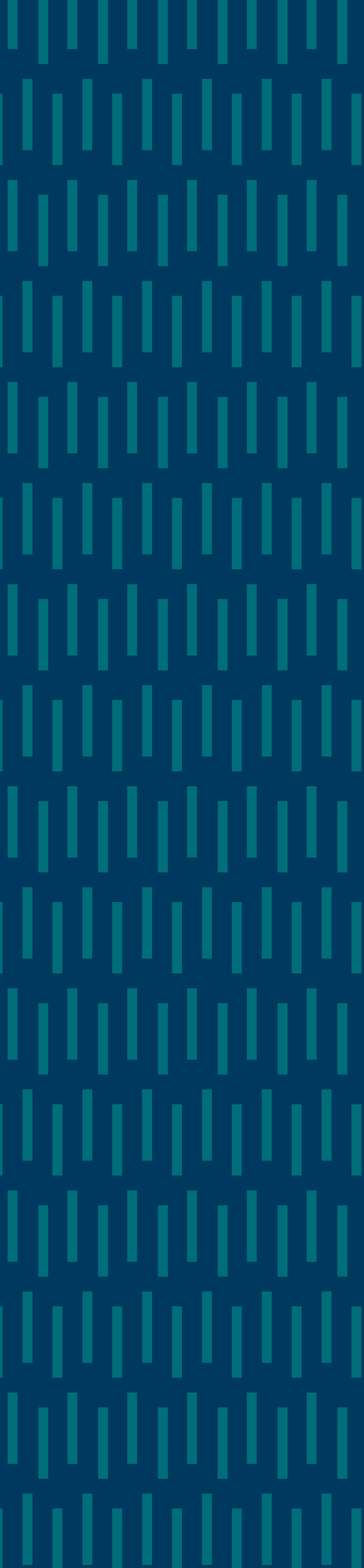
⑧ Project Fact Sheets and Cost Estimates

⑨ Countermeasure Toolbox

Estimated Staff Hours

Estimated Staff Hours

TASK DESCRIPTION	Conсор											Alta Planning + Design							TOTAL HOURS
	Personnel											Personnel							
	Ben Waldman	Nikki Riemer	Krystian Boreyko	Diana McHale	George Shackil	Camden Palvino	Jenny Godwin	Jose Benitez	Emma Krisley	Jake Johnston	Greg Thivierge	Brandon Gonzalez	Jonny Rotheram	Chloe Ward	Chris Cannon	Robby Long	Erica Hine	Julie Lo	
TASK A: PROJECT INITIATION AND MANAGEMENT																			
Project Meetings and Administration	32	64	64									8	36	16	8	8	8	8	252
Existing Plan Review	1		4				40												45
TASK A TOTALS (HOURS)	33	64	68	0	0	0	40	0	0	0	0	8	36	16	8	8	8	8	297
TASK B: INVOICING AND PAYMENT																			
TASK 2 TOTALS (HOURS)	4	14	0	0	0	0	0	0	0	0	0	4	16	0	0	0	0	0	38
TASK C: EVALUATION OF EXISTING SAFETY FREQUENCY & ACCIDENT DATA																			
Task C.1 Data Collection	2	8	2	2								2	8	8					32
Task C.2 Crash Analysis	4	24	8	40	20			60				2	4	16		16			194
Task C.3 Systemic Safety Analysis	4	40	8	60	60			40				2	24	16		32			286
TASK C TOTALS (HOURS)	10	72	18	102	80	0	0	100	0	0	0	6	36	40	0	48	0	0	512
TASK D: EVALUATION OF SIGNAL TIMING AND PROGRESSION ON SH 82																			
TASK D TOTALS (HOURS)	24	40	0	100	0	100	0	80	0	0	0	2	32	16	0	16	0	0	410
TASK E: EVALUATION OF GEOMETRY ON SH 82 AND SH 6 & SH 24																			
TASK E TOTALS (HOURS)	4	16	16	0	0	0	0	0	0	0	0	4	16	40	0	16	0	0	112
TASK F: EVALUATION OF THE MOVE STUDY																			
TASK F TOTALS (HOURS)	4	16	0	40	0	0	0	80	0	0	0	0	0	0	0	0	0	0	140
TASK G: TRANSIT SAFETY ANALYSIS																			
TASK G TOTALS (HOURS)	4	16	16	0	0	0	0	0	0	0	0	8	40	16	0	32	0	0	132
TASK H: EVALUATION OF THE DOWNTOWN CORE AREA																			
TASK H TOTALS (HOURS)	4	16	4	40	40	0	0	40	0	0	0	0	0	0	0	0	0	0	144
TASK I: EVALUATION OF THE SAFETY DATA FOR PUBLIC ENGAGEMENT																			
TASK I TOTALS (HOURS)	2	8	24	0	0	0	40	0	0	0	0	1	2	0	8	0	16	0	101
TASK J: PUBLIC EDUCATION AND OUTREACH																			
TASK J TOTALS (HOURS)	8	60	120	0	0	0	180	0	60	0	0	8	24	48	16	0	82	0	606
TASK K: DEVELOPMENT OF PROJECTS																			
Task K.1: Project Fact Sheets	4	32	8							80	120	8	16	16		32			316
Task K.2 Countermeasure Toolkit	4	32	4		60		24	20				8	40	36		32			260
TASK K TOTALS (HOURS)	8	64	12	0	60	0	24	20	0	80	120	16	56	52	0	64	0	0	576
TASK L: BUDGETING																			
TASK L TOTALS (HOURS)	4	12	0	0	0	0	0	0	0	24	40	0	0	0	0	0	0	0	80
TASK M: FINAL REPORT AND RECOMMENDATIONS																			
TASK M TOTALS (HOURS)	16	40	40	8	20	20	60	20	60	8	16	24	45	36	8	36	4	0	461
LABOR TOTALS	125	438	318	290	200	120	344	340	120	112	176	81	303	264	40	220	110	8	3609



Exceptions to the Specifications and Scope of Work

No Exceptions



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: South Bridge Update

Action Requested: None.

Department: Engineering

Presented By: Ryan Gordon

Strategic Goals: Provide Efficient and Responsive City Government

Background Info: Staff will present the latest information concerning the South Bridge project.

Issues: NA

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Ordinance 2024-19; An Ordinance of the City of Glenwood Springs, Colorado, Amending Section 040.010.040 of the Glenwood Springs Municipal Code to Provide for the Implementation of Proposed Taxing Measure Referred to the City's Electors. Second Reading

Action Requested:

Department: City Administration

Presented By: Karl Hanlon

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

Background Info: On August 15, 2024 Council passed Resolution 2024-25 referring a ballot measure to the voters extending the current half cent sales tax and increasing the tax to one cent to provide for the repair, replacement and maintenance of existing roads and underlying infrastructure in the City. This ordinance codifies the creation of a fund and uses of the revenue from the tax. The ordinance will only become effective if the ballot measure passes. On September 19, 2024, Council passed the ordinance on first reading with the understanding that it would return, with revisions, for the second reading on the regular agenda.

Issues:

Fiscal Impact:

Legal Review: Legal drafted.

Staff Recommendation: Staff recommends approval.

ORDINANCE NO. 19

Series of 2024

AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS, COLORADO, AMENDING SECTION 040.010.030 AND 040.010.040 OF THE GLENWOOD SPRINGS MUNICIPAL CODE TO PROVIDE FOR THE IMPLEMENTATION OF PROPOSED TAXING MEASURE REFERRED TO THE CITY’S ELECTORS.

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 (the “Charter”); and

WHEREAS, 11.1 of the Charter provides for the levy of new taxes for municipal purposes; and

WHEREAS, Article X, Section 20 of the Colorado Constitution requires that any new tax be submitted to the electors of the district proposing the levy; and

WHEREAS, By Resolution No. 25, Series 2024, the Glenwood Springs City Council (the “City Council”) referred to the City’s electorate a ballot question to levy a total tax of 1 cent on sales and use comprised of the renewal of the current half cent tax and an additional new half cent tax; and

WHEREAS, the City Council finds and declares that the repeal and replacement of 040.010.040 (d) of the Glenwood Springs Municipal Code (the “Code”) set forth in **Exhibit A**, attached hereto and incorporated herein by this reference, to implement the will of the City’s electors by providing for the levy of such taxes in the event that the electors approve, is in the best interests of the City.

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

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

Section 2. **Amendment of Section 040.010.030(a) and (b).** Article 040.010.030(a) and (b) are amended as set forth in **Exhibit A** attached hereto.

Section 3. **Repeal and Replacement of Section 040.010.040 (d).** Article 040.010.030(a) and (b) and Article 040.010.040 (d) of the Glenwood Springs Municipal Code is hereby repealed and replaced as set forth in **Exhibit A** attached hereto.

Section 4. Ratification of Municipal Code. With the exception of the provisions of the Municipal Code of the City of Glenwood Springs which are modified as provided herein, all remaining provisions of the Municipal Code of the City of Glenwood Springs shall remain in full force and effect.

Section 5. Approval of Ballot Issues. If a majority of the votes cast on any or all of the ballot issues submitted at the election shall be in favor of such ballot issues, the City acting through the City Council shall be authorized to proceed with the necessary actions in accordance with the ballot issue or ballot issues which have been so approved.

Section 6. Effective Date. Upon passage of this Ordinance, the provisions hereof shall be effective ten days following the date of second publication; provided however, subject to the approval of Ballot Issue 2A, at the election to be held on November 5, 2024, the provisions of Section 2 of this Ordinance shall become effective on January 1, 2025.

INTRODUCED, READ ON FIRST READING, PASSED AND ORDERED
PUBLISHED BY TITLE ONLY THIS ____ DAY OF SEPTEMBER 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 A

040.010.030 - Amount of sales and use tax levied.

(a) Sales tax. There is hereby imposed upon all sales of commodities and services specified in Article 040.020 a ~~three and seventy one hundredths (3.70)~~ four and two one hundredths (4.20) percent sales tax in accordance with schedules set forth in the Rules and Regulations of the Department of Revenue of the State of Colorado. There is hereby imposed an accommodations tax of five (5) percent upon the rent paid or charged for accommodations as defined in Article 040.010.010 provided by a vendor to a purchaser at a taxable premises.

(b) Use tax. There is hereby levied and shall be collected from every entity subject to the business licensing requirements of Title 050 a tax or excise of ~~three and seventy one hundredths (3.70)~~ four and two one hundredths (4.20) percent of storage or acquisition charges or costs for the privilege of storing, using or consuming in the City any articles of tangible personal property purchased at retail as specified in Article 040.030. Such tax shall be payable to and shall be collected by the Director of Finance in accordance with Schedules set forth in the Rules and Regulations of the Department or Revenue of the State of Colorado.

040.010.040 Purpose of tax; use of proceeds.

* * * *

d) *Street Maintenance and Construction Tax.* ~~The City Council hereby levies a one-half cent (\$0.005) sales and use tax, which shall expire at midnight on December 31, 2026. The City Council hereby declares the revenue from the levy of such tax shall be placed in a special Street Maintenance and Construction Tax Fund and shall be used for street operations, maintenance, construction traffic efficiencies and related debt service.~~

(1) The City Council hereby levies a one cent (0.01) sales and use tax which was approved by the electors of Glenwood Springs at the November 2024 election and which tax shall expire at midnight on December 31, 2044. There is hereby created a special separate fund to be known as the Street Maintenance and Construction Tax Fund into which all funds from the tax shall be deposited. Said Fund shall be separate and distinct from any other funds or accounts used or maintained by the City for any other purposes. The monies of said fund shall be expended only for the purposes set forth herein and no other and shall be expended as provided for herein.

(2) The Fund shall consist of:

- (a) All monies deposited or transferred thereto in accordance with Paragraph (1) above;
- (b) Contributions of money, property or services received for use in carrying out the purposes of the Fund from any state, state agency, county, municipality, federal agency, person, corporation or association; and

- (c) All monies otherwise made available to the Fund from whatever source.
- (3) Any monies not appropriated shall remain in the Fund and shall not be transferred to or revert to the General Fund of the City at the end of any fiscal year. Any interest earned on the investment or deposit of monies of the Fund shall also remain in the Fund and shall not be credited to the General Fund of the City.
- (4) All appropriations of monies in the Fund shall be made by the City Council. The monies in the Fund may be budgeted, appropriated and expended only for the following purposes:
 - (a) Fund the repair, reconstruction and maintenance of existing streets, alleys curb, gutter and sidewalks [to improve street, alley, curb, gutter and sidewalk conditions and enhance safety for all users] within the corporate boundaries of the City, and
 - (b) Fund the repair, replacement and maintenance of underground utilities including water, sewer and other utilities under existing streets and alleys provided that 25% of the revenues shall be spent to fund utility repair, replacement or maintenance.
 - (c) Such repair, replacement and maintenance described above shall include the cost of design, project oversight and construction whether completed by third parties or directly by the City provided that work completed by the City shall be separately accounted for on a project-by-project basis.
 - (d) Defraying direct administrative and clerical costs of collecting and administering the tax.
- (5) The Fund shall be audited annually and the results of such audit shall be posted to the City website and the City shall annually post to the City's website a list of all projects funded by the tax.



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item: Employer-Based Rental Assistance Program Recommendation for Funding

Action Requested: Council is asked to make a final decision about the request to allocate a portion of 2C funds towards the 'piloting' of the Employer-Based Rental Assistance Program and to allocate up to \$250 thousand per year following the initial pilot period.

Department: Economic and Community Development

Presented By: Kevin Rayes, Hannah Klausman

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

Background Info: According to the Colorado Housing and Finance Authority (CHFA), a household is considered cost-burdened when it spends more than 30 percent of its gross income on housing costs, including rent, utilities, mortgage payment, property taxes, and HOA dues. Cost-burdened households often face financial strain and the potential for displacement. According to the Glenwood Springs Strategic Housing Plan Update, 898 renter households and 593 owner households are cost burdened, representing 33 percent of all households in Glenwood Springs.

The notable mismatch between employee compensation and housing costs - AKA the 'affordability gap' - leaves a significant number of unfilled jobs within Glenwood Springs. As depicted in Table I, there are nearly 1,000 vacant jobs in Glenwood Springs. It is worth pointing out that almost 80 percent of the job vacancies are in positions below 60 percent of AMI.

Table I: Number of Vacant Jobs in Glenwood According to AMI

AMI Category	Vacant Jobs	Jobs Per Person	Jobholders Per HH	Housing Needed
Under 30% AMI	90	1.30	1.60	43
30% to 60% AMI	482	1.30	1.60	232
60% to 80% AMI	213	1.30	1.60	102
80% to 100% AMI	124	1.30	1.60	60
100% to 120% AMI	39	1.30	1.60	19
120% to 150% AMI	14	1.30	1.60	7
Above 150% AMI	26	1.30	1.60	12
Total	988	-	-	475

In response to the growing affordability gap, the Workforce Housing Fund Advisory Board (WHFAB) recently drafted an employer-based assisted housing program. The idea behind the program is to

partner with local businesses to offset a portion of monthly housing costs for employees living within city limits. Using money from the 2C fund, the City would supplement a portion of an employee's rent and the employer would provide matching funds. The program is intended to stabilize the living conditions of locals and reduce staff turnover of local businesses by targeting rental assistance to employees that spend more than 30 percent of their monthly income on housing costs.

Contributions are allocated based on household AMI. For example, a one-person household earning below 81 percent AMI would be eligible for up to \$500 per month, with half coming from the City and the other half from the employer. Alternatively, a one-person household earning between 101 percent AMI and 120 percent AMI could receive up to \$332 per month, with half from the City and half from the employer. (See attachment 1 for a full description of fund distribution.)

It is worth mentioning that the concept behind this program is consistent with the goals and strategies of the Workforce Housing Fund Advisory Board as adopted by Council in February 2024 (see the full implementation plan in Attachment 3.) Specifically, the rental assistance program aligns with Goal & Strategy 2.B, which calls for WHFAB to "design and implement rental assistance pilot program(s) inclusive of immediate and long-term rental subsidy options, for households at 30-150 percent of AMI and any additional criteria established by the working groups by December 2024."

WHFAB Recommendation

The WHFAB recommends approval of \$50 thousand of 2C funds to 'pilot' the program for six months. During the pilot period, Staff will administer the program, collect data, and identify areas for improvement. Staff will work with WHFAB and Council to refine the program and implement tweaks as needed.

Following the pilot period, WHFAB recommends approval of \$250 thousand of 2C funds per year thereafter to continue funding the program.

WHFAB Board Member, Matt Spidell and Community Development Staff will be present at the work session and look forward to discussing the concept with Council.

Issues:

The Employer-Based Rental Assistance Program is an innovative way to assist qualified households living in free market housing. The money going towards the program will certainly help individuals and households manage monthly housing costs, but does little to address the underlying/systemic factors that have contributed to the housing crisis. Staff encourages Council to discuss the trade-offs of funding this program and the need to secure affordable/deed restricted housing on a long term basis.

Fiscal Impact:

The WHFAB recommends allocating up to \$50 thousand of 2C funds to pilot the program. The pilot program will support up to eight qualified employees for six months and will provide Staff the opportunity to work with employers, collect data, and identify areas for improvement. Towards the end of the pilot program, Staff will discuss findings with WHFAB and Council and tweak the program as needed.

Following the conclusion of the pilot period, WHFAB recommends allocating up to \$250 thousand of 2C funds per year to continue funding the program. (Note: assuming the pilot program begins in 2025 with an initial \$50 thousand of 2C dollars for six months, only \$100 thousand additional 2C dollars are required to fund the program through the remainder of the year which is reflected in the budget of Attachment 2.)

The 2C lodging tax is estimated to bring in approximately \$1.7 million per year. (See the full budget in Attachment 2.) For context, WHFAB's recommendation to allocate \$250 thousand of 2C dollars towards the rental assistance program represents about 15 percent of the annual budget.

Legal Review:

At this time, there are no legal concerns about the program. Pending approval, Staff will consult with the legal department as needed when administering the program.

Staff Recommendation:

Staff defers to the recommendation from WHFAB to approve funding to pilot the employer-based rental assistance program.

Employer-Based Assisted Housing Program White Page

The Employer-Based Assisted Housing Program aims to increase local service worker housing through employer-based housing assistance for Glenwood Springs, Colorado. This program would support employers willing to qualify, apply, and match monthly rent support to employees.

Why the employer? We aim to expand our community of accountable employers willing to walk the walk, expand the limited resources through matching funds, and limit the amount of responsibility of the City of Glenwood Springs resources.

Program Outline:

- **Pilot Program Budget:** \$50,000 + Admin Costs - July-Dec 2024. Serving 9-10 employers/workers. July 2024-December 2024. Allow pilot employers to meet all rules and regulations and roll over their workers for another year in 2025.
- **Year One Budget:** \$250,000 + Admin Costs - Start date 2025
- **AMI Levels:** 30% - 120% (See salary ranges on spreadsheet)
30-80% - 22 Applicants
81-100% - 15 Applicants
101-120% - 10 Applicants
- **2C/Employer Match:** 50%/50%; see spreadsheet for allocation and matching amounts. For details, see the attached spreadsheet
- **Applicant Benefit Timeline:** Employers apply for an FTE once a year. A second renewal year for the same employee can be used, but up to two years can be used for one employee.
- **ACH/Fund Transfers:** Quarterly, the first of each quarter
- **Education and Auditing:** Matt Spidell volunteers to help with auditing during the pilot program

Employer/Business Requirements:

The Employer records the following with the City of Glenwood Springs:

1. Name/DBA & EIN in Good Standing with Secretary of State
2. City Business License (Must be in Good Standing)
3. Address of Operations (Located in Glenwood Springs - 81601)
4. Address of Housing (Located in Glenwood Springs - 81601)

Employer Responsibility & Accountability:

Annual Submittals:

1. Provide an Employee Lease (PDF) showing the local address and complete a pre-defined template with the annual wage of the employee and their cost of housing expenses. The housing assistance level meets AMI and program requirements. Re-examine the continuation of funding annually. I have a template spreadsheet for this calculation.
2. Employer uploads current LLC documents showing EIN and that their business is in good standing with the State of Colorado.
3. An employer provides the City of Glenwood Springs ACH banking and routing information.

Monthly (submitted quarterly) and Annual Submittals (submitted annually by March 1st):

1. Paystubs showing the employee's pay, address, and designated housing percentage are shown from employer to employee. Employers must show rent assistance as a category on paystubs, showing both 2C and employer contributions.

Assistance funding could be sent via ACH to the employer's banking account on file quarterly, and payments are triggered upon monthly paystub uploads and per monthly questions answered by the employer.

If all information is not provided and checked off by the program administrator, funding doesn't transfer.

Regulations and Procedures:

1. Employer takes on the responsibility of hiring and all hiring laws. The city has also been removed from issues with leasing and subletting.
2. For full-time workers, averaging is over 32 hours a week and working full-time January through December. The employer is responsible for hiring practices that meet state and federal rules and regulations.
3. The City of Glenwood Springs may do period auditing of this program and expects employers to provide timely information. The funding will terminate immediately if an employer provides false information, non-disclosure of income (monthly and W2), occupancy fraud, or unreported changes, including income, occupancy, household composition, the employee takes a job outside of Glenwood Springs.
4. This program can be repeated for up to two years for those eligible to receive the benefit. After the first year, a renewal process can occur if the employer/employee is eligible. After two years, it is assumed that the employee is stable and the benefit has been realized.
5. If an employee has a second job, both W2s need to be submitted, and the correct AMI needs to be calculated.
6. Employee garnishments and child support are not counted against and applicant regarding W2 income and the AMI calculator.

7. The employee must communicate and provide any details about other rental assistance. If additional rental assistance is added to gross pay, the employee is still eligible if they meet AMI requirements.
8. Employer gives previous six paychecks prior to starting the assistance program. Why? To ensure wage and program integrity is met.
9. If an employee quits or is terminated, the employer must notify the city within 15 days. The employer may submit another employee's information, meeting all requirements and fulfilling the remainder of the year's assistance.
10. If any of the aforementioned rules are violated, the City of Glenwood Springs reserves all rights to terminate the assistance and provide it to another employer meeting the rules and regulations.

Attachment 1 | Employer-Based Assisted Housing Program White Page

				Monthly	Yearly	Employer Mon	Total Monthly	Total Annual	AMI Salary Max	Total 2C Outlay	Pilot Program
Employer Based Assistance			2C Incentive	2C Incentive	Match		2C/Match Benefit	2C/Match Benefit		2C Annual	
AMI Up to 80%		FTE's		Defer to the Garfield AMI chart of Income Limits if there is a conflict or update.							
Categories of GWS Workers		# HH GWS Jobs							AMI Max Salary Range		
1 Person HH (Household)		1	\$250.00	\$3,000.00	\$250.00		\$500.00	\$6,000.00	\$57,360	\$3,000.00	
2 Person HH		2	\$550.00	\$6,600.00	\$550.00		\$1,100.00	\$13,200.00	\$65,600	\$6,600.00	
3 Person HH		3+	\$750.00	\$9,000.00	\$750.00		\$1,500.00	\$18,000.00	\$73,760	\$9,000.00	
									Median	\$6,200.00	5
AMI 81%-100%											\$31,000.00
Categories of GWS Workers											
1 Person HH (Household)		1	\$200.00	\$2,400.00	\$200.00		\$400.00	\$4,800.00	\$71,700	\$2,400.00	
2 Person HH		2	\$440.00	\$5,280.00	\$440.00		\$880.00	\$10,560.00	\$82,000	\$5,280.00	
3 Person HH		3+	\$600.00	\$7,200.00	\$600.00		\$1,200.00	\$14,400.00	\$92,200	\$7,200.00	
									Median	\$4,960.00	2
AMI 101%-120%											\$9,920.00
Categories of GWS Workers											
1 Person HH (Household)		1	\$166.00	\$1,992.00	\$166.00		\$332.00	\$3,984.00	\$86,040	\$1,992.00	
2 Person HH (2 GWS jobs)		2	\$365.00	\$4,380.00	\$365.00		\$730.00	\$8,760.00	\$98,400	\$4,380.00	
3 Person HH (2 or more GWS jobs)		3+	\$500.00	\$6,000.00	\$500.00		\$1,000.00	\$12,000.00	\$110,640	\$6,000.00	
									Median	\$4,124.00	1
											\$4,124.00
Employer Applicaitons/Year As Resources are Available:											8 Workers
Employers with 0-25 employees: Up to 2 applications											Total Pilot Budget*
Employers with 25-50 employees: Up to 3 applications											\$45,044.00
Employers with 51+ employees: Up to 4 applications											

2C AFFORDABLE HOUSING BUDGET						
CALENDAR YEAR		2023	2024	2025	2026	2027
REVENUE						
Projected		\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000
Carryover		-	\$1,748,764	-	-	-
Actual (As of May 2024)		\$1,748,764	\$599,584	-	-	-
Total Revenue	Actual + Carryover	\$1,748,764	\$2,348,348			
	Projected + Carryover	\$1,700,000	\$3,448,764	\$1,700,000	\$1,700,000	\$1,700,000
EXPENDITURES						
Projects	Habitat Project	\$0	\$1,500,000	\$0	\$0	\$0
	Glenwood Gardens	\$0	\$0	\$785,000	\$785,000	\$0
Grants	Down Payment Assistance*	\$0	\$75,000	\$75,000	\$0	\$0
Personnel	Housing Manager**	\$0	\$32,500	\$75,000	\$100,000	\$150,000
Programs	Rental Assistance Program Pilot	\$0	\$0	\$50,000	\$0	\$0
	Rental Assistance Program (Post Pilot)			\$100,000	\$250,000	\$250,000
Total Costs		\$0	\$1,607,500	\$1,085,000	\$1,135,000	\$400,000
REMAINING FUNDS						
Total Remaining Funds	Actual + Carryover	\$1,748,764	\$740,848	-	-	-
	Projected + Carryover	\$1,700,000	\$1,841,264	\$615,000	\$565,000	\$1,300,000

*Funded for two years. (Funding for additional years requires board approval.)

**Funded at 50% of full cost (salary + benefits).

Attachment 3 | WHFAB Implementation Plan



Workforce Housing Fund Advisory Board 2024 – 2027 IMPLEMENTATION PLAN

PURPOSE:

We believe providing trusted expertise and confidence to expand and maintain housing for individuals living and working in Glenwood Springs is critical to bridging the housing gap of our community.

VALUES:

- **EQUITY** – we advance housing solutions that leverage investment dollars ensuring all members of our workforce have a range of choices for where to live now and in the future.
- **TRANSPARENCY** – we develop and deliver housing solutions in an open and honest way.
- **INTEGRITY** – we do what we say we are going to do.
- **FAIRNESS** – we execute our work without favoritism or discrimination.

GOALS & STRATEGIES:

1. Provide a place to go and a person to talk to for people seeking housing solutions in Glenwood Springs.
 - A. Build an affordable housing information and resource website by December 2024.
 - B. Hire a City of Glenwood Springs Housing Manager by August 2024.
2. Increase affordable housing by 3%, based on the City of Glenwood Springs 2023 Strategic Housing Plan's projected long-range need for dwelling units*, through **property preservation & affordable housing creation strategies**, by December 2027.
 - A. Establish property acquisition pilot program(s) to facilitate purchase of existing properties (i.e. mobile home parks) for affordable housing preservation and/or land banking by December 2024.
 - B. Design and implement rental assistance pilot program(s) inclusive of immediate and long-term rental subsidy options, for households at 30 – 150% of AMI** and any additional criteria established by the working groups, by December 2024.
 - C. Design and implement homeownership assistance pilot program(s) (i.e. buy down), in partnership with West Mountain Regional Housing Coalition, for households at 30 – 150%** of AMI and any additional criteria established by the working groups, by December 2025.
 - D. Establish property preservation pilot program(s) to facilitate rehabilitation and conversion of existing properties by December 2025.
 - E. Implement funding opportunities with loans, incentives, cash subsidy and other gap financing that leverages private funding by December 2026.
3. Increased confidence and trust in Glenwood Springs commitment to addressing workforce housing.
 - A. Provide CoGS Council a multi-year plan, priorities and resource allocation recommendations for the use of 2C funds, by February 2024.
 - B. Establish program/initiative working groups for design and implementation of pilot programs by April 2024.

VISION:

Glenwood Springs will be a community where the local workforce can live and thrive.

Attachment 3 | WHFAB Implementation Plan



Workforce Housing Fund Advisory Board

RECOMMENDED APPROACH:

The Workforce Housing Fund Advisory Board recommends the following approach in executing their duties and responsibilities on behalf of the City of Glenwood Springs Council and community members:

- Pursue multiple pilot projects within each affordable housing strategy in effort to be adaptive and responsive to community needs, market realities and opportunities.
- Develop and implement programs targeted at individuals working and living or aspiring to live in Glenwood Springs for households at 30 – 150% of AMI* and any additional criteria established by the working groups.
- Dedicate \$75,000 of annual 2C funding to support 50% of an Affordable Housing Program Manager for advancing of the WHFAB recommended and Council approved strategies with the balance of the position being funded by alternative sources.
- Budget 50% of the balance of annual 2C funding to support property preservation and housing creation strategies.
- Budget 50% of the balance of annual 2C funding to support the development of existing property purchasing program(s) for implementing affordable housing strategies to include but not limited to; land banking, rehabilitation and/or preservation.

* <https://www.cogs.us/DocumentCenter/View/9241/Strategic-Housing-Plan-Update>

** <https://dlg.colorado.gov/area-median-income-and-housing-calculator>



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 2024

Agenda Item:	Local Landmark Designation 1109 Pitkin Avenue
Action Requested:	Application is consideration of local landmark status for a structure located at 1109 Pitkin. Per Section 070.050 of the <i>Glenwood Springs Municipal Code</i> (Code), the City Council is the deciding body which makes a final decision on any local landmark application.
Department:	Economic and Community Development
Presented By:	Emery Ellingson
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The applicant has submitted an application for local landmark designation of a structure located at 1109 Pitkin. The structure is a log cabin structure which was built in 1940 in what is called the rustic architecture style. The rustic architecture style, which was popular during this era, especially in the construction of Works Progress Administration (WPA) and Civilian Conservation Corps (CCC) buildings, emphasized log construction similar to this structure. The application was reviewed by Historic Preservation Commission at their September 9th, 2024 meeting and the Commission has made a recommendation for approval of the landmark application. Minutes of the meeting are attached.
Issues:	
Fiscal Impact:	An incentive which the City offers to any landmarked structure used for residential purposes is a rebate on the City's general operating mill levy, not including fire bonds. The rebate occurs after the property owner presents a receipt to City from the Garfield County Treasurer's office showing property taxes have been paid for the year the rebate is requested. This incentive is an annual benefit in perpetuity. For the most recent tax year, this property paid \$508.83 for the City mill levy amount.
Legal Review:	
Staff Recommendation:	Staff recommends approval of the landmark application finding that the property possesses both historical and architectural significance and that it possesses integrity in terms of location, design, materials, workmanship, and felling. Staff recommends approval with the following conditions: 1. Applicant shall comply with all verbal representations made in the public hearing, as outlined in all application materials, and/or revised conditions herein and approved by the Community Development Director. 2. Any future exterior changes or improvements to the property, including the secondary structure are subject to review and approval of the Community Development Director for compliance with applicable requirements of th Glenwood Spring Municipal Code.

Planning File #24-24

1109 Pitkin Local Landmark Application

City Council

October 3, 2024



Planning File #24-24 Local Landmark 1109 Pitkin

REQUEST	Consideration of a local landmark nomination for a structure located at 1109 Pitkin Avenue.
APPLICANT	Robert Campbell
OWNER	Robert Campbell
ZONE	RM2 Residential Multifamily Limited
SURROUNDING LAND USES	North: Residential South: Residential, church East: Residential West: Forest Service Property
LOT SIZE	6,250 square feet
YEAR BUILT	Approximately 1940



Action Item Summary

Action 1:

Consideration of a local landmark nomination for a structure located at 1109 Pitkin Avenue.

Staff Recommendation:

Staff recommends approval with the findings and conditions listed in staff report.

City Council Actions:

1. Approve local landmark designation.
2. Deny local landmark designation.
3. Continue the hearing with a request for any additional information necessary for a decision.





Local Landmark Criteria

Criteria for landmarking consists of the following:

AGE OF PROPOSED LANDMARK

Any proposed landmark must be at least 50 years old.

SIGNIFICANCE

The proposed landmark must possess significance in terms of its history, its architecture, or both.

INTEGRITY

The proposed landmark must possess integrity related to the concepts of location, design, setting, materials, workmanship, feeling, and association.



SIGNIFICANCE

Must Possess at least one of the following categories

HISTORIC SIGNIFICANCE

YES	Has character, interest, and integrity, and reflects the heritage and cultural development of the City, state, or nation.
	Is associated with an important historical event.
	Is associated with an important individual or group who contributed in a significant way to the political, social, and/or cultural life of the community.

ARCHITECTURAL SIGNIFICANCE

YES	Embodies distinctive characteristics of a type, period, or method of construction.
	Represents the work of a craftsman or architect whose work is distinguishable from others by its characteristic style and quality
	Possesses high artistic values or design concepts
YES	Represents a significant and distinguishable entity whose components may lack individual distinction

SIGNIFICANCE



Sumers Lodge, Glenwood Springs



Circa 1943

Log cabin, Department of Energy Office, Grand Junction CO



Private cabin, 1937 construction, Green Mountain Falls, CO



CCC cabin, Scenic State Park, Itasca, MN

SIGNIFICANCE





INTEGRITY

Must possess all or some of the following 7 categories. Not all need to be present as long as the overall sense of past time and place are evident.

YES	LOCATION	Place where the historic property was constructed or place where the event occurred.
YES	DESIGN.	Combination of elements that create the form, plan, space, structure, and style of a property
	SETTING	Character of the place in which the property is located. Setting refers to the historic property's relationship to surrounding buildings, features, and open space.
YES	MATERIALS	Physical elements that were combined or deposited during a particular period of time.
YES	WORKMANSHIP	Physical evidence of the crafts of a particular culture or people during any given period in history or prehistory
YES	FEELING	A property's expression of the aesthetic or historic sense of a particular period of time
	ASSOCIATION	The direct link between an important historic event or person and a historic property.

LOCATION

Place where the historic property was constructed or place where the event occurred.



DESIGN

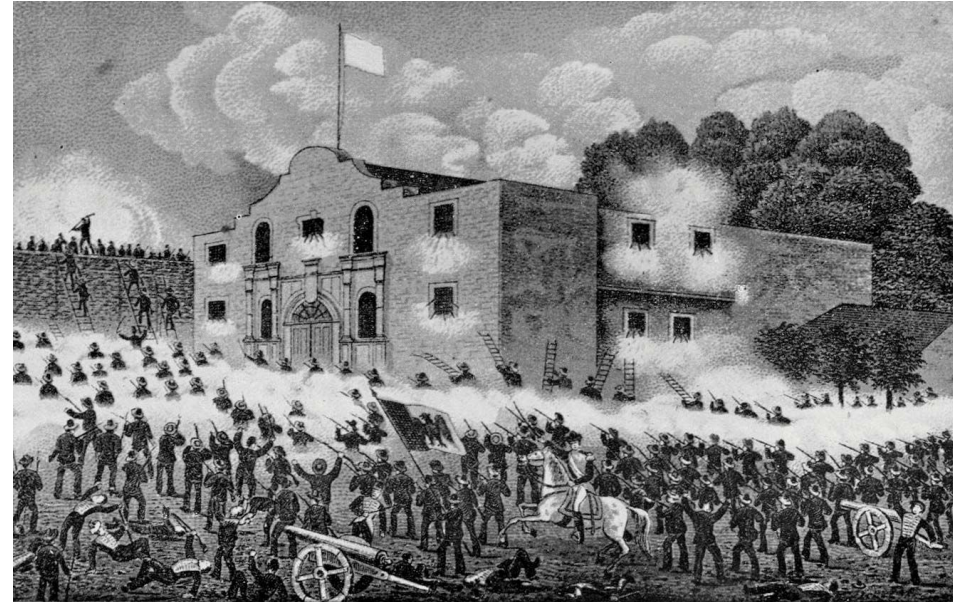
Combination of elements that create the form, plan, space, structure, and style of a property.



St. Theodosius Russian Orthodox Cathedral, Cleveland, Ohio

SETTING

Character of the place in which the property is located. Setting refers to the historic property's relationship to surrounding buildings, features, and open space.



MATERIALS

Physical elements that were combined or deposited during a particular period of time.



WORKMANSHIP

Physical evidence of the crafts of a particular culture or people during any given period in history or prehistory



Bequette-Ribault House, St. Genevieve, MO. Example of vertical log home built by French colonists in Mississippi River Valley during 18th and 19th centuries.



Church of the Holy Family, Cahokia Heights, Illinois

FEELING

A property's expression of the aesthetic or historic sense of a particular period of time.



1845 façade of a rice mill, located in Charleston, surrounded by property owned by South Carolina Port Authority.

ASSOCIATION

Direct link between an important historic event or person and a historic property



Molly Brown House, Denver, Colorado

Public Comments

None submitted



Suggested Conditions

- 1. Applicant shall comply with all verbal representations made in the public hearing, as outlined in all application materials, and/or revised conditions herein and approved by the Community Development Director**
- 2. Any future changes or improvements, including the secondary structure, are subject to review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code.**



Action Item Summary

Action 1:

Consideration of a local landmark nomination for a structure located at 1109 Pitkin Avenue.

Staff Recommendation:

Staff recommends approval with the findings and conditions listed in staff report.

City Council Actions:

1. Approve local landmark designation.
2. Deny local landmark designation.
3. Continue the hearing with a request for any additional information necessary for a decision.





City of Glenwood Springs, Colorado
Historic Preservation Commission
Local Landmark Nomination Form

Section I

Name of Property

Historic Name (if any): _____

Other Names: Rustic Style Log House at 1109 Pitkin Ave - Glenwood Springs, CO

Address of Property

☐ address not for publication

Street Address: 1109 Pitkin Ave - Glenwood Springs, CO

Legal Description of Property:

Subdivision: Original Townsite Glenwood Lot: 4.5, & W 1/2 Lot 6 Block: 1

Section: 9 Township: 6 Range: 89 (if rural or not located within a subdivision)

Maps

☒ Include a location map on 8.5x11 inch page showing the property in relation to major streets.

☒ Include a site plan on 8.5 x 11 inch page showing the footprint of the building if applicable

Current Owner of Property

(for properties with multiple owners, list the names and addresses of each owner on one or more continuation sheet)

Name: Robert Campbell

Mailing Address: Box 3083 Phone: 970 948 7772

City: Glenwood Springs State: CO Zip: 81602

Owner Consent for Nomination (attach signed consent from each owner of property – see attached form)

Preparer of Nomination

Name: SAME AS ABOVE Date: 01 September 2024

Organization: _____

Mailing Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

For Official Use:

Date Application Received: _____

Historic Preservation Commission

Approval: ☐

Denial: ☐

Comments: _____

Signature: _____

Historic Preservation Commission Chair

City of Glenwood Springs
Historic Preservation Commission Local Landmark Nomination
101 W. 8th Street
Glenwood Springs CO 81601
970-384-6428

Section II

Category of Property (please check one box)

- ☒ Building(s)
☐ Site
☐ Object
☐ District
☐ Structure

Number of Resources within Property:

1 Building(s)
____ Site
____ Object
____ District
____ Structure
____ Total Number of Resources

Year of Construction: 1940

Source of Information: County records

Original Owner: Langley

Source of Information: County records

Architect, Builder, Landscape Architect, Designer (if known): unknown

Source of Information: _____

Location Status:

If the property is a building, object or structure, has it been moved? ☐ Yes ☒ No

If yes:

When was it moved? _____

Where was its original location? _____

Section III

Architectural Description: If property is a building, please describe the predominate architectural style.

The style is typically termed "RUSTIC" relating to pioneer era log construction

Narrative Description: On one or more 8.5x11 inch sheets of paper, please describe the current appearance of the property and any alterations that have occurred since its original construction.

SEE ATTACHED BELOW

Photographs Please attach current photographs of the property and if available, copies of historic photographs. For buildings, structures, or objects, current photographs should show the property from all directions.

Section IV

Significance of the Property

Indicate the how the property is significant to the City of Glenwood Springs' past by checking one or more of the following:

- ☐ **A** The property is associated with events that have made a significant contribution to the history of Glenwood Springs.
- ☐ **B** The property is connected with persons significant in the history of Glenwood Springs.
- ☒ **C** The property has distinctive characteristics of a type, period, method of construction or represents the work of a master, or possesses high artistic values.
- ☐ **D** The property has yielded, or is likely to yield information important to Glenwood Springs' pre history or history (archaeological site).
- ☐ **E** Other (please provide details on the significance of the property in the narrative section below).

Narrative Statement of Significance

On one or more 8.5x11 sheets of paper, please describe how this property contributes to the history of Glenwood Springs. Why should the property be landmarked?

SEE ATTACHED BELOW

Section V

Bibliography

Please cite the books, articles, personal contacts, and other sources used in preparing this application.

SEE SOURCES ATTACHED BELOW

Review Process

Return completed form to the address provided below. City staff and the Historic Preservation Commission will then be in contact to schedule a meeting for the purpose of discussing this landmark nomination.

*City of Glenwood Springs
Historic Preservation Commission Local Landmark Nomination
101 W. 8th Street
Glenwood Springs CO 81601
970-384-6428*



**City of Glenwood Springs
Local Landmark Nomination
Owner Consent Form**

Each owner of record must sign a separate form. Reproduce form as needed.

I, Robert Campbell

(type or print)

owner of 1109 Pitkin Ave - Glenwood Springs, CO,
(address)

a property that is located within the city of Glenwood Springs, Garfield County, Colorado,
certify or affirm that I am the sole owner ☒; partial owner ☐; or the legally designated
representative of the owners ☐ of the land and property indicated above.

I hereby give my written consent and approval for this property's nomination to and inclusion in
the Glenwood Springs register of local landmarks.

Signature: Robert Campbell

Digitally signed by Robert Campbell
DN: cn=Robert Campbell, o=Whitewater Parks International, ou,
email=bob.campbell@whitewaterparks.com, c=US
Date: 2024.09.02 15:03:18 -06'00'

Date: 01 September 2024

LOCAL LANDMARK NOMINATION FOR 1109 PITKIN AVE (supporting narratives and images)

OVERVIEW

This nomination for local landmark designation highlights the original home structure located on the subject property at 1109 Pitkin Ave. in Glenwood Springs (see location/orientation maps attached). This period-representative building is nominated by its current sole owner with the intent of preserving its culturally historic integrity, promoting a sense of civic pride as a notable connection to Glenwood's past, and honoring the rich and diverse architectural character of the city's downtown residential core.

ARCHITECTURAL DESCRIPTION

As noted, this roughly 1400 sq ft "Rustic Style" authentic log home was constructed in 1940, quite likely using locally sourced timber. Classically, this style, as popularly sought in the early to mid-twentieth century, embraces the inspiration of natural surroundings and the cultural "ruggedness" of the American West.

As early as 1916, the style became a cornerstone of the National Park Service's vision to blend their buildings with the environment. Locally, Rustic Style structures used as lodges and residences began to be built in the 1930's while regional tourism was in its infancy. The pursuit of western adventure sparked not only a growing population in the Roaring Fork Valley, but also an accompanying interest in pioneer-flavored architecture.

Specific physical features that reflect the historically typical characteristics of the Rustic Style are usually single-story log construction with overlapping log ends, masonry foundations and chimneys, spare and small paned windows, and overhanging, low-pitched gable roofs. Building plans were simple rectangular forms, with often smaller additive elements.

The breadth of these stylistic features are represented as their original characteristics in the subject property. This preservation of these authentic attributes is the primary basis of this nomination for local landmarking.

NARRATIVE DESCRIPTION

According to Garfield County records, ownership of the subject property has only been sold three times since its original construction in 1940. The Langley family, who assumedly purchased the home new and/or had it built, retained ownership for 42 years – around half of its currently 84 years of existence.

Of cultural interest specific to Glenwood, Leo Langley, the subject property's original occupant, operated a barber shop in the "King's" building at 714 Grand Ave for several decades, making it a staple in the community. Built in 1886, the building at 714 Grand Ave was reputed to be the oldest building in downtown Glenwood Springs before its demolition around 2012. The south side of the building had housed one barber shop or another since 1925, according to a plaque on the building's exterior. Here are just a few memories from Glenwood residents of a gone by era:

"When we came to Glenwood Springs in August of 1941, Red Moscon was working in a liquor store on the east side of Main Street near the foot of the bridge. Next door south in the same building was Leo Langley's Barber shop. I believe the barbershop originally was owned by Jack Flynn and that Leo Langley bought it and Jack Flynn continued to work there." -- John Flynn, Jr.

(<https://evld.marmot.org/Archive/evld%3A3382/LargeImage?searchId=473921726&recordIndex=1&page=1>)

AND

"I miss the nights at the Glenwood Bowling Alley with my dad, that unforgettable smell of freshly baked doughnuts at Joe and Bob's Buttercup Bakery, dime-a-dip Saturday dinners at the Eagle's Hall, Leo Langley's barbershop, the soda fountain at the Willmeth Drugstore, and most of all, life in a small town." -- Mike Vidakovich

(<https://www.postindependent.com/news/where-did-you-go-glenwood/>)

Among other notable occupants of the subject property at 1109 Pitkin Ave was Walter "Sammy" Schmidt who owned and operated the popular downtown Loft Restaurant for many years, located at the King's Mall on Grand Ave, curiously right next door to where Leo Langley's Barber Shop once was. As far as can be determined, the subject property at 1109 Pitkin Ave. remained in its originally constructed format until 1989 when Schmidt embarked on an interior remodel that would create a more contemporary interior living space (layout / floorplan of the remodeled interior is attached for reference).

Although originally constructed with a full unfinished basement, the principal living space was on the single upper floor, as was common for the time period and architectural style. With the remodel, the living room ceiling was removed and expanded upward to include a new vaulted ceiling along the exterior roofline. The remaining attic space over the original bedroom and kitchen was converted into a low ceiling loft. In the gable end of the living room, new southern exposure windows were added.

The downstairs unfinished basement was converted into a master bedroom / bathroom suite with a large walk in closet. The utility room remained unfinished. A covered porch was also added to the rear of the building, which was later enclosed.

All of these improvements we're done interiorly and, with the exception of the new gable end windows, did not interrupt the original authentic exterior which classically refers to the Rustic Style pioneer cabin-like theme, present to this day.

Since the subject property's most recent purchase in 1996, the home has been utilized as a long-term rental residence, undergoing no significant change, interiorly or exteriorly, since the 1980s remodel. In 1998, a second, separate residential dwelling unit was constructed on the property, as allowed for by zoning and permitting, immediately west of the subject building. This new structure has an independent address and access from School Street at the rear of the property. It shares no common walls with the original home. It was finished using log-like siding to blend with the natural log construction of the subject structure, however its presence is barely visible from the subject's frontal perspective on Pitkin Ave and as such does not disrupt the visual integrity of the original dwelling's rustic character (see current property photos attached).

Currently, the subject building is undergoing another interior remodel as an upgrade to make the internal living space more contemporary and energy efficient. This updating will largely be cosmetic, with no changes to the floor plan as referenced. It will include new thermally appropriate windows in the original frame cavities of the exterior walls and otherwise will have no altering impact on the original external character of the home.

NARRATIVE STATEMENT OF SIGNIFICANCE

Recently, I happened across an information booth set up at the 7th Street Market in downtown Glenwood where I acquired written material from the city's Historic Preservation Commission and Community Development Department about local landmarking. Through some initial discussions with Community Development regarding the subject property at 1109 Pitkin Ave., I was encouraged to pursue nominating the subject structure as a local landmark.

In accordance with the city's municipal code (070-050-020), the original structure at 1109 Pitkin Ave can be considered eligible to become a local landmark as it meets all the Criteria for Designation of age, significance, and integrity.

The foundation of the subject's eligibility is primarily derived from its **Architectural Significance**, as it soundly embodies the characteristics of the Rustic Style construction of the early to mid 20th century as previously described and stands as a testament to a distinctive architectural category and period in western American history.

Regarding the criterion relating to the subject's **Integrity**, it is reasonable to consider that each of seven designated qualities have some degree of relevance to this nomination as follows:

Location – on Pitkin Ave, only blocks from the city center, the subject sits prominently within Glenwood's historic downtown residential core

Design – the form and floorplan of the structure classically represents a Rustic Style cabin, as previously identified, highlighting in particular its interlocking log construction, small paned windows, and overhanging gabled roof.

Setting – by definition, the Rustic Style intentionally attempted to reflect natural surroundings. In the era of the subject's construction, burgeoning interest in the rugged landscapes of the mountainous American West, much like the one in which Glenwood is situated, went hand in hand with the popularity of this architectural category.

Materials – as previously noted, one of the hallmarks of the Rustic Style was the use of natural materials. The prominence of the log exterior walls all but defines the individual pioneering character the subjects represents. While it cannot be absolutely confirmed, there is reason to believe that the logs used to construct the subject structure came from nearby forests and were milled at a local sawmill, quite possibly the Ripsey sawmill, which was operational during that time near Triangle Park on the Flat Tops above New Castle. This latter thought is admittedly musing conjecture of the applicant and requires much additional research.

Workmanship – While there is nothing extravagant or markedly innovative in the construction of the subject structure, the log walls themselves stand sturdy in a test of time proudly demonstrate an integral part of their architectural ethos. These particular logs, commonly referred to as "D" logs because of their shape, are milled flat on three sides allowing for tight and even stacking. While with some understandable wear and tear, traditional grouting remains between each log almost 85 years after construction.

Feeling – Very much related to the defining qualities of the Rustic Style itself was the era in which it arose along with an outgrowth of a new romanticism about nature and our country's western frontiers. The architectural ethic took hold in this atmosphere of romanticism. Earlier regional building designs and techniques were revived as a result and remain indicative of a pioneering heritage woven throughout western identity and connection to the land. Visually, the reference to nature is palpable.

Association – Perhaps less prominent than the architectural style of the subject property is its connection with notable community members who have lived there. I'll refer you simply to the snapshots of those associations as described in the narrative description to ascertain an appropriate degree of significance.

CONCLUSION

After addressing all the necessary criteria for eligibility, a compelling portrait stands in support of why the original home at 1109 Pitkin Ave is worthy of consideration to become a local landmark.

To be clear there are, if only a colloquial handful of other log houses in Glenwood Springs arising from the same architectural period. Many of their exteriors, even though historically suggestive, no longer display their original designs.

Unlike many properties from this period that have undergone significant alterations (see attached images of other Glenwood log homes), the subject log house has maintained its original character and appearance. This unaltered state allows for a clearer understanding of the architectural practices and aesthetic patterns of the time.

And while other similar era properties may also be deserving of recognition, the subject structure is simply a distinct, authentic, and enduring representation of Rustic Style architecture. Combined with its cultural context and minimally altered exterior, it seems a deserving candidate for landmark status. Its preservation would contribute to maintaining the historical character of the city's residential core and provide future generations with a tangible link to the architectural practices and lifestyles of the past.

Thank you for your consideration,



Bob Campbell – current sole property owner

SOURCES

City of Glenwood Springs Municipal Code

Garfield County Assessor Records

Glenwood Springs Historical Society and Frontier Historical Museum

Colorado Historical Society

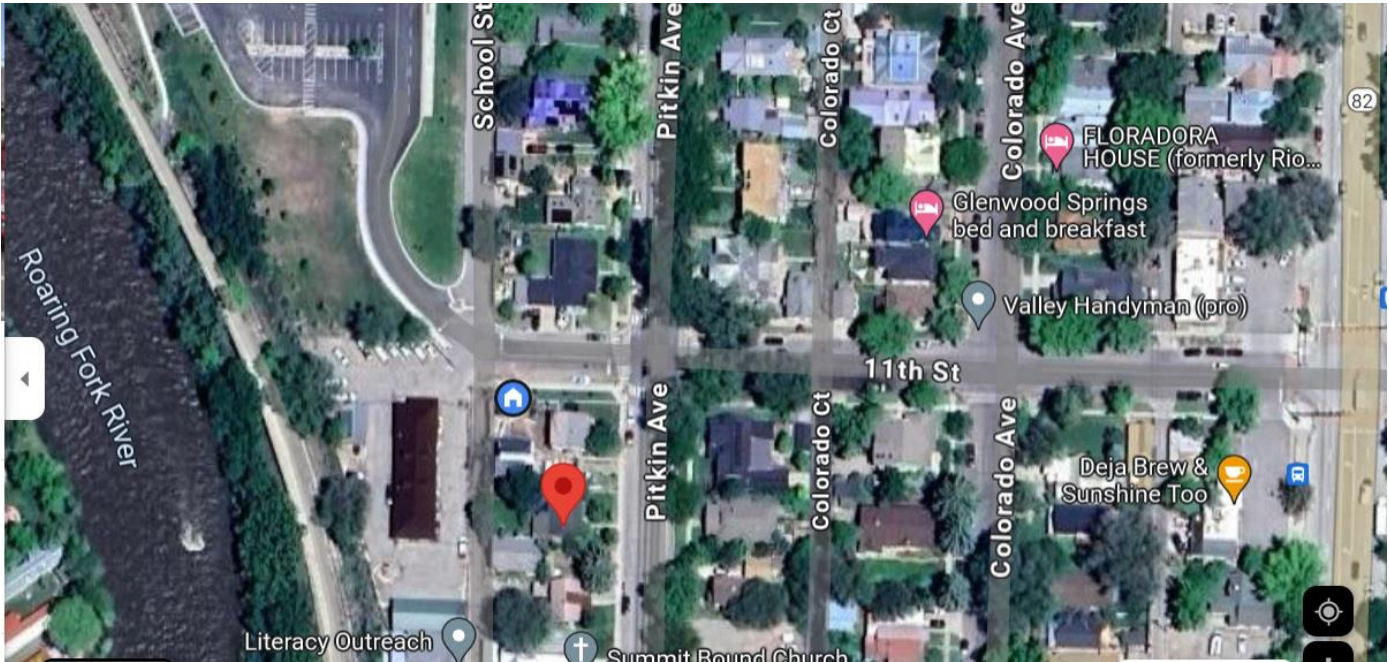
Aspen Historical Society

National Park Service

Glenwood Post Independent Archives

Marmot Library Network Knowledge Base

OVERHEAD LOCATION MAP



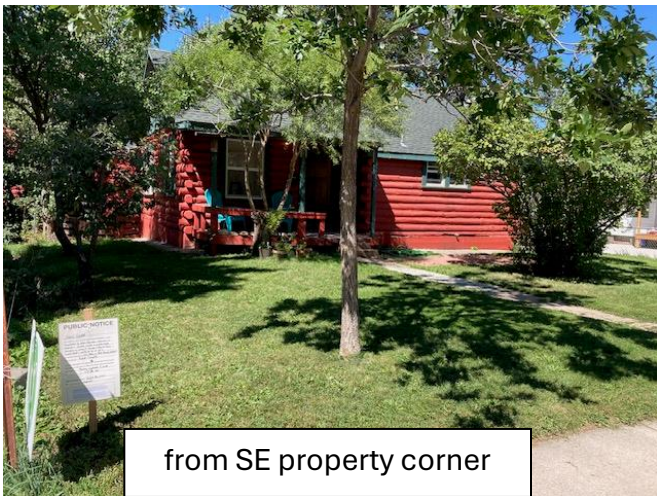
*Lots 4 & 5 & the West Half of Lot 6, Block 1
Glenwood Springs, Colorado*



IEWS OF SUBJECT STRUCTURE



Front View from Pitkin Ave



from SE property corner



from rear of property, looking East
structure obscured by backyard vegetation



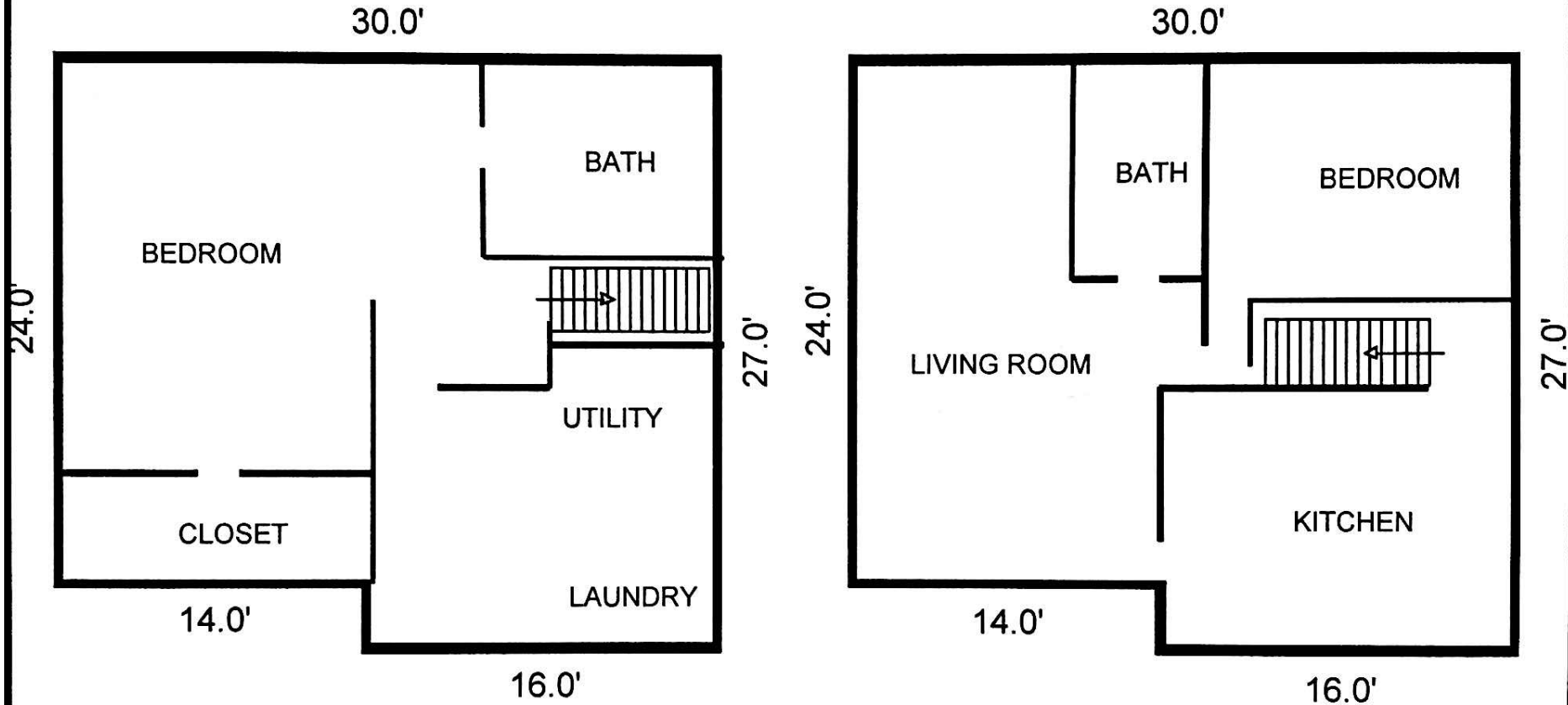
Showing structure's SouthEast corner



Showing structure's NorthEast corner

FOUNDATION AND FLOORPLAN SKETCH

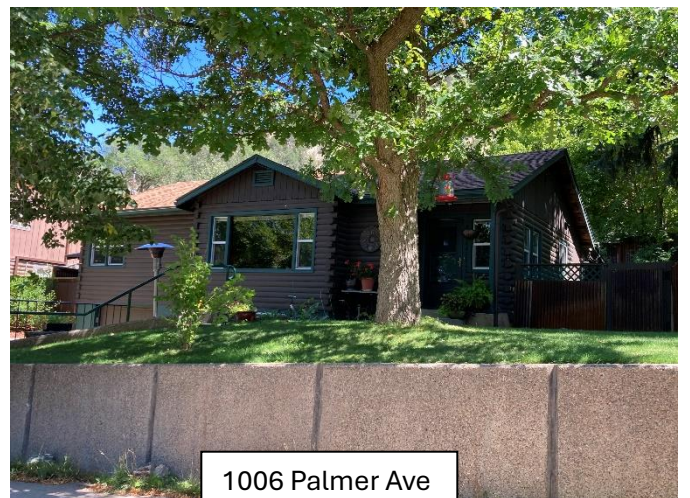
REMODEL PLAN OF ORIGINAL STRUCTURE - 1109 PITKIN AVE, GLENWOOD SPRINGS, CO



NOT TO SCALE

NORTH - - - >

Other Glenwood homes featuring log construction



RETURN TO:
BANK UNITED OF TEXAS FSB
DBA BANK UNITED MORTGAGE
P O BOX 3945
HOUSTON, TEXAS 77253
PREPARED BY: DANA GIBSON

#0158462536
004
122096

501697 B-1001 P-536 11/27/1996 04:17P PG 1 OF 10 REC DOC NOT
MILDRED ALSDORF GARFIELD COUNTY CLERK AND RECORDER 51.00

LCDCO
00158662

[Space Above This Line For Recording Data]

RELEASED

JUN 03 1999

DEED OF TRUST

PUBLIC TRUSTEE
GARFIELD COUNTY

THIS DEED OF TRUST ("Security Instrument") is made on **NOVEMBER 26, 1996**, among the grantor,
ROBERT E. CAMPBELL

("Borrower"), the Public Trustee of **GARFIELD**
BANK UNITED OF TEXAS FSB

County ("Trustee"), and the beneficiary,

which is organized and existing under the laws of **THE UNITED STATES**, and whose
address is **3200 SOUTHWEST FREEWAY, #2000, HOUSTON, TEXAS 77027**

("Lender"). Borrower owes Lender the principal sum of

ONE HUNDRED FORTY TWO THOUSAND FIVE HUNDRED AND 00/100

Dollars (U.S. \$ ****142,500.00**). This debt is evidenced by Borrower's note dated the same date as this Security
Instrument ("Note"), which provides for monthly payments, with the full debt, if not paid earlier, due and payable on
DECEMBER 01, 2026.

This Security Instrument secures to Lender: (a) the repayment of the debt
evidenced by the Note, with interest, and all renewals, extensions and modifications of the Note; (b) the payment of all
other sums, with interest, advanced under paragraph 7 to protect the security of this Security Instrument; and (c) the
performance of Borrower's covenants and agreements under this Security Instrument and the Note. For this purpose,
Borrower, in consideration of the debt and the trust herein created, irrevocably grants and conveys to Trustee, in trust,
with power of sale, the following described property located in **GARFIELD** County, Colorado:

**LOTS 4 AND 5 AND THE WEST ONE-HALF OF LOT 6, BLOCK 1, CITY OF
GLENWOOD SPRINGS, COUNTY OF GARFIELD, STATE OF COLORADO.**

which has the address of **1109 PITKIN, GLENWOOD SPRINGS**
Colorado **81601** [Zip Code] ("Property Address");

[Street, City],

COLORADO - Single Family-FNMA/FHLMC UNIFORM

INSTRUMENT Form 3006 1/91

6R(CO) (9209).01

Amended 5/91

VMP MORTGAGE FORMS - (800)521-7291



51-

96092076



MEETING NOTES

Glenwood Springs Historic Preservation Commission

Regular Meeting

Place: City Council Chambers

Date: September 9, 2024

5:15 p.m.

<u>Members Present</u>	<u>Members Absent</u>	<u>Others in Attendance</u>
Carolyn Cipperly	Eric Hand	Emery Ellingson, Senior Planner
Katherine Proctor	Melissa Jones	Rob Anderson, Frontier Museum Board
James Larson	Marianne Ackerman	Marco Dehm, City Council Liaison
Liz Junge		

Commissioner Cipperly called the meeting to order at 5:25 PM.

PUBLIC COMMENT: No members of the public appeared to speak on any item not on the agenda.

ANNOUNCEMENTS: Staff announced the upcoming Community Table event at the next Downtown Market.

MINUTES

Commissioner Larson made motion to accept the minutes. Motion seconded by Commissioner Proctor. Motion passed unanimously.

NEW ITEMS

1109 Pitkin Local Landmark Application Review

Emery Ellingson, Planner made a presentation on the local landmark application along with an explanation on landmarking criteria. Staff made a recommendation that Historic Preservation Commission make a recommendation for approval to Council with findings and conditions in the staff report.

The Commission had the following questions for staff:

- **Commissioner question:** Would the landmark designation apply to the second structure on the property? **Staff response:** The landmark designation would only apply to the primary structure.

Applicant Bob Campbell briefly discussed the intent for the application. The Commission had the following questions to the applicant:

- **Commissioner question:** What is the status of the windows? **Applicant response:** The windows had previously been replaced.

Commissioner Cipperly opened the item to public comment.

- Public Comment 1: Rob Anderson commented that the house appears well maintained and seemed a worth candidate for landmarking.

Commissioner Cipperly closed the item to public comment.

Additional discussion by the Commission included:

- Conversation about rustic type architecture
- Maintenance of the property
- Setback and existing vegetation contributing to the feel of the property
- Existence of the secondary structure on the property

Following a brief discussion, Commissioner Larson motioned to approve a recommendation for approval with findings and conditions described in the staff report. Motion was seconded by Proctor. Commissioner Cipperly called the item to question. Motion passed unanimously 4-0.

CONTINUED ITEMS

Historic District Planning

Commissioner Larson, Cipperly, and Proctor provided the Commission with a summary of the August joint session with City Council. Commission discussed possible future outreach events and expressed interest in reviewing the annual work plan at their next monthly meeting.

Commission Comments and Other Business

- Commission mentioned interest in attending other community preservation group meetings.
- Goals for October meeting to include:
 - Review of annual work plans
 - Overview of History Colorado grants

Adjournment

Meeting adjourned at 6:48 PM

Historic Preservation Commission Report

Date: September 9, 2024
To: Historic Preservation Commission
From: Emery Ellingson, Senior Planner
Subject: Local Landmark Application 1109 Pitkin

REQUEST	Consideration of a local landmark nomination for a structure located at 1109 Pitkin Avenue.
APPLICANT	Robert Campbell
OWNER	Robert Campbell
LOCATION	1109 Pitkin Avenue (2185-094-40-002)
ZONE	RM2 Residential Multifamily Limited
SURROUNDING LAND USES	North: Residential South: Residential, church East: Residential West: Forest Service Property
LOT SIZE	6,250 square feet
YEAR BUILT	Approximately 1940

ACTION ITEM

Per Section 070.050 of the *Glenwood Springs Municipal Code* (Code), the Historic Preservation Commission (the Commission) is the recommending body for any local landmark application. City Council is the deciding body which makes a final decision on any local landmark application.

Action 1 – Local Landmark Nomination – to consider a local landmark nomination for a structure located at 1109 Pitkin Avenue.

Staff recommendation: *Staff recommends a recommendation of approval of the local landmark nomination with the findings and conditions on page 6.*

BACKGROUND

The subject structure is located at 1109 Pitkin and was constructed around the year 1940. The structure remains in its original location and over the years has had minimal exterior modifications which makes it a good example of rustic architecture.

Rustic Architecture is a style of architecture which was popularized between the late 19th century until approximately 1945. The style is characterized by use of log and stone as materials and will often have overhanging roofs, stone chimneys, and small paned windows. Many US Forest Service buildings built by the Civilian Conservation Corps are good examples of public buildings built in this style. The best local example of this architecture style is the Sumers Lodge located at 1200 Mountain Drive which was built in 1937 as a private residence and is listed on the National Historic Register. There are other structures built in this style in Glenwood Springs, however many of them have had more exterior modifications over the years than 1109 Pitkin.

LANDMARKING CRITERIA

The criteria for a local landmark consists of two categories, significance and integrity. It is the role of Historic Preservation to evaluate to what degree the proposed landmark possesses both significance and integrity. In addition to these qualities, a landmark must also be at least 50 years old to qualify and since the structure was built around 1940, it meets this requirement.

LOCAL LANDMARK CRITERIA – SIGNIFICANCE.

A property must possess significance in at least one (1) of the following categories.

HISTORICAL SIGNIFICANCE – The site, building, or property:

YES	1. Has character, interest, and integrity, and reflects the heritage and cultural development of the City, state, or nation
NO	2. Is associated with an important historical event
NO	3. Is associated with an important individual or group who contributed in a significant way to the political, social, and/or cultural life of the community.

ARCHITECTURAL SIGNIFICANCE - The site, building, or property:

YES	1. Embodies distinctive characteristics of a type, period, or method of construction
NO	2. Represents the work of a craftsman or architect whose work is distinguishable from others by its characteristic style and quality
NO	3. Possesses high artistic values or design concepts
YES	4. Represents a significant and distinguishable entity whose components may lack individual distinction

HISTORICAL SIGNIFICANCE CRITERIA

1. Has character, interest, and integrity, and reflects the heritage and cultural development of the City, state, or nation

The subject structure does have character, interest, and integrity and reflects the heritage and cultural development of the City, state, or nation in that the structure is a good example of rustic style of architecture built across the American West between 1900 and 1945.

2. Is associated with an important historical event

The subject structure is not directly associated with a specific important historical event.

3. Is associated with an important individual or group who contributed in a significant way to the political, social, and/or cultural life of the community

The subject structure is not associated with an important individual or group who contributed in a significant way to the political, social, and/or cultural life of the community. This is not meant to diminish Leo Langley's contributions to the community as a barber, however, for purposes of a landmark application, there are stronger examples of significant contributions.

ARCHITECTURAL SIGNIFICANCE

1. Embodies distinctive characteristics of a type, period, or method of construction

The variance achieves

2. Represents the work of a craftsman or architect whose work is distinguishable from others by its characteristic style and quality

The structure is a good representation of a specific style from a specific era. However, it does not represent the work of a specific craftsman or architect that is easily distinguishable from others.

3. Possesses high artistic values or design concepts

The structure, while attractive and well kept, does not possess high artistic values or design concepts.

4. Represents a significant and distinguishable entity whose components may lack individual distinction.

The structure represents a significant and distinguishable entity whose components may lack individual distinction. The building's components such as the log construction, small window openings, basic roof form, and chimney are not individually distinctive. However, in combination they represent an easily distinguishable entity, a log cabin.

A contrasting example would be a well-preserved Victorian house with ornate gables, wrap around porches, and bay windows where those elements are individually distinctive.

LOCAL LANDMARK CRITERIA - INTEGRITY		
A property must retain physical qualities that date from the period when the property attained its significance. Integrity is based on the degree to which a property retains all or some of seven (7) qualities associated with location, design, setting, materials, workmanship, feeling, and association. All seven need to be present for a property as long as overall sense of past time and place are evident.		
YES	LOCATION	The place where the historic property was constructed or the place where the historic event occurred
YES	DESIGN	The combination of elements that create the form, plan, space, structure, and style of a property
NO	SETTING	The character of the place in which the property is located. Setting refers to the historic property's relationship to surrounding buildings, features, and open space
YES	MATERIALS	The physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property
YES	WORKMANSHIP	The physical evidence of the crafts of a particular culture or people during any given period in history or prehistory
YES	FEELING	A property's expression of the aesthetic or historic sense of a particular period of time
NO	ASSOCIATION	The direct link between an important historic event or person and a historic property.

LOCATION

The structure exists in its original location and has not been moved.

DESIGN

The structure has had minimal exterior modifications over time. There are some windows on the south side of the structure that are likely not original. However, the size and spacing of these windows is not entirely inconsistent with the original windows. The rear porch may have been a later addition; however it was likely constructed shortly after the original structure. These changes have not been radical departures from the original design and result in the structure having an acceptable degree of design integrity for a landmark designation.

SETTING

The structure is set in its original location and shares a setting with a non-historic structure built in 1999. However, these structures are physically separated with the main entrance for the older structure facing Pitkin. The non-historic structure is accessed from the alley and its entire massing is not visible from the street due to the grade change. The setting has changed from the original physical conditions of the site as the second unit did not exist at time of construction so therefore, the structure does not have maintained integrity for setting.

MATERIALS

The materials possess integrity as the cabin is entirely log construction. No sections have been replaced with a separate material as seen in some other examples of log construction in Glenwood.

WORKMANSHIP

Integrity is expressed in the workmanship of the structure. The structure is not a work of a distinguished craftsman or architect however, the log construction is a good example of a vernacular method of construction from a specific era.

FEELING

The structure conveys the property's historic character. It is immediately recognizable as a log cabin from a certain era.

ASSOCIATION

Association is the direct link between an important historic event or person and a historic property. A property retains association if it is the place where the event or activity occurred and is intact to convey that relationship. The original owner of the structure was Leo Langley, who owned a downtown barbershop. However, this link is not immediately conveyed by the property. If this were this were a historic commercial building where the barbershop was operated, the association would be more clearly conveyed.

PUBLIC COMMENT

No public comment has been received.

ACTION ALTERNATIVES AND STAFF RECOMMENDATION:

The Planning and Zoning Commission may approve, approve with conditions, or deny the design variances. The Commission may also continue the hearing with a request for specific information necessary to determine compliance with the Municipal Code and city goals and policies.

Suggested Conditions for all items

1. Applicant shall comply with all verbal representations made in the public hearing, as outlined in all application materials, and/or revised conditions herein and approved by the Community development Director.
2. Any future changes or improvements to the property, including the secondary structure, are subject to review and approval of the Community Development Director for compliance with applicable requirements of the Glenwood Springs Municipal Code.

Action Item 1: Consider a local landmark nomination for a structure located at 1109 Pitkin Avenue.

Staff Recommendation

Staff recommends a **recommendation of approval to City Council** of landmark application with the following **findings**:

Suggested Findings:

1. The subject structure possesses historical significance in that it:
 - Has character, interest, integrity, and reflects the heritage
2. The subject structure possesses architectural significance in that it:
 - Embodies distinctive characteristics of a type, period, or method of construction.
 - Represents a significant and distinguishable entity whose components may lack individual distinction.
3. The subject structure possess integrity related to physical qualities associated with location, design, materials, workmanship, and feeling.

Alternative Motion

***If the Historic Preservation Commission finds this application does not meet the criteria for landmarking, an alternative motion may be made for recommendation for denial. An alternative motion must be supported with information supporting how the application does not meet the criteria. An example motion shown below:

MOTION TO DENY

In consideration of landmark application, I move to **RECOMMEND DENIAL** finding that –

1. The structure does not possess historic significance and that the structure:

- Does not have character, interest, and integrity, or reflect the heritage and cultural development of the City, state, or nation.
- Is not associated with an important historical event.
- Is not associated with an important individual or group who contributed in a significant way to the political, social, and/or cultural life of the community.

2. The structure does not have architectural significance and that the structure:

- Does not embody distinctive characteristics of a type, period, or method of construction.
- Does not represent the work of a craftsman or architect whose work is distinguishable from others by its characteristic style and quality.
- Does not possess high artistic values or design concepts.
- Does not represent a significant and distinguishable entity whose components may lack individual distinction.

3. The structure does not have integrity associated with location, design, setting, materials, workmanship, feeling, or association.

Ordinance No.

Series of 2024

**AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS,
COLORADO, DESIGNATING A BUILDING AT 1109 PITKIN AVENUE
AS A LOCAL LANDMARK.**

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

WHEREAS, Article 070.050 of the City’s Municipal Code establishes the procedures for designation of landmarks and historic districts; and

WHEREAS, the building owner of property legally described as Block 1 Lot 4 THRU 6 W 50’ of Lot 6 6250 SQ FT has made an application for local landmark designation, a one story log cabin structure constructed in 1940.

WHEREAS, the City of Glenwood Springs Historic Preservation Commission (GSHPC), at its September 9, 2024 meeting, conducted a public hearing and recommended the designation as a local landmark pursuant to Municipal Code Section 070.050.020(b)(5)(b)(1) finding that the proposed landmark possessed both architectural and historic significance as it is an example of rustic style architecture as well as integrity for its location, design, materials, workmanship, and feeling.

WHEREAS, the City Council has reviewed the application material for conformance with the established criteria and all referral documents submitted by the GSHPC; and

WHEREAS, the City Council affirms the findings of the GSHPC and approves the application for local landmark designation of a building at 1109 Pitkin; and

WHEREAS, the City Council finds that the proposed designation is consistent with the City’s plans and policies.

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

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

Section 2. The building at 1109 Pitkin Avenue is hereby designated a Local Landmark of the City of Glenwood Springs, subject to the applicable regulations set forth in Article 070.050 of the Municipal Code.

Section 3. The Community Development Department is hereby directed to file for recording one (1) certified copy of this Ordinance with the Garfield County Clerk and Recorder within fifteen (15) days of its effective date.

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

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Ingrid Wussow, Mayor

Ryan Muse, City Clerk

INTRODUCED, READ ON FIRST READING, PASSED 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

ATTEST:

Ingrid Wussow, Mayor

Ryan Muse, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
October 3, 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
October 3, 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
October 3, 2024

Agenda Item: Correspondence Incoming/Outgoing

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
October 3, 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
October 3, 2024

Agenda Item: Adjournment

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation: